



TOWN OF SHERMAN
PLANNING & ZONING COMMISSION
MALLORY TOWN HALL, 9 ROUTE 39 NORTH, SHERMAN, CT 06784

REGULAR MONTHLY MEETING MINUTES

DRAFT

MALLORY TOWN HALL

Thursday, January 8, 2026

(Immediately following the Annual Organizational Meeting)

MEMBERS PRESENT: C. Dacunha, J. Burruano, J. Siegel, D. Febbraio, P. Voorhees, and Alternates: J. Verlaine, L. Weber, and J. Finch

MEMBERS ABSENT: A. Weisberg and S. Addinizio-Butts

ALSO & INVITED: Administrative Clerk, C. Branson

ABSENT: LUEO, J. Cody

AUDIENCE: M. Febbraio

CALL TO ORDER: Chair, C. Dacunha Called the Meeting to Order at 7:16 pm.

OLD BUSINESS: None

NEW BUSINESS:

Febbraio, Maryanne - 8 Sunny Lane (M.- 020, L.-062) Special Permit Application-Home Occupation-for a Cottage Bakery in accordance with submitted business plan and as shown in existing kitchen per floor plan.

*Commissioners seated: C. Dacunha, J. Burruano, J. Siegel, P. Voorhees, and Alternates: J. Verlaine, L. Weber, and J. Finch
(D. Febbraio recused)*

Chair, C Dacunha Opened the discussion regarding the Special Permit application for a Cottage Bakery proposed at 8 Sunny Lane. Commissioner, D. Febbraio recused himself from this application. Clerk, C. Branson stated the contents of the application file. There was a fully executed application, a signed land use affidavit, there was a business plan, a floorplan layout showing the existing kitchen, there will be no additional employees, no sign is proposed. The applicant also included a Learn 2 Serve Food Handler Certificate of Completion and a State of Connecticut, Consumer Protection Cottage Food Operation License. There was also an A-2 certified survey in the application file showing the location of the existing house. The applicant Maryanne Febbraio was in attendance and spoke on behalf of the application. Mrs. Febbraio stated that she plans to operate a gluten free alternative cottage bakery, the goods to be sold will be delivered off site to clients. Mrs. Febbraio is the sole proprietor and only employee. She will be baking items such as breads, cookies, muffins, brownies and pound cake to fulfill preorders; approximately four hours a day two days a week. Mrs. Febbraio stated she will deliver the baked goods personally, there will be no additional vehicles or delivery trucks. The Commissioners set a Site Walk Meeting to take place January 17, 2026 beginning at 9:00 am to view the kitchen for the proposed cottage bakery. A Public Hearing was set to take place at Mallory Town Hall beginning at 7:00pm on February 5, 2025.

J. Burruano Moved to Accept the application and set a Public Hearing to take place at Mallory Town Hall on February 5, 2026 beginning at 7:00 PM for Febbraio, Maryanne - 8 Sunny Lane (M.- 020, L.-062) Special Permit Application- Home Occupation for a Cottage Bakery in accordance with submitted business plan and as shown in existing kitchen per floor plan. A Site-walk was scheduled to take place on January 17th, 2026 beginning at 9:00 AM at the property.

Seconded by: J. Finch

VOTE: For: Unanimous

CORRESPONDENCE:

First Selectman, D. Lowe- P&Z Budget Request for FY 2026-27- Due by January 30, 2026 (Pre-Budget Meeting presentation Wed. 2/18/26 at 7:00 pm.)

Clerk, C. Branson included the FY 26-27 Budget request for discussion and action purposes to expedite the process. The Commission discussed the 2026-27 Budget. Further discussion took place regarding an increase to the Land Use Counsel & Court line by \$5000.00 (currently approved 10,000.00).

D. Febbraio Moved to Approve the discussed amendments to the proposed P&Z FY 2026-27 Budget- to increase by \$ 5,000.00 line 011-28 Land Use Counsel & Court.
Seconded by: L. Weber **VOTE: FOR: Unanimous**

PUBLIC COMMENT: None

APPROVAL OF MINUTES: P&Z Regular Monthly Meeting of December 4, 2025

LAND USE ENFORCEMENT OFFICER'S REPORT: December 2025 LUEO Report

Due to a schedule conflict, LUEO, J. Cody was not present at this meeting. Clerk, C. Branson presented the report on Mr. Cody's behalf. There were eight Zoning Permits approved, one was denied. Eight Certificates of Completion were signed off. Three items were listed on the Enforcement Actions report. The Commission requested if Holy Trinity Church has submitted an Amendment to their existing Special Permit to address the relocation of the fire suppression tank or the lighting modification. Clerk, C. Branson stated that she was not aware of any submittals from Holy Trinity Church.

D. Febbraio Moved to Accept the LUEO December 2025 Report as presented.
Seconded by: J. Verlaine **VOTE: FOR: Unanimous**

APPROVAL OF LEGAL BILLS: None

COMMITTEE REPORTS: None

CHAIRMAN REPORT:

Chair, C. Dacunha stated he would like the Commission to start thinking outside of the "box" with the newly passed State housing legislature. The Commission will be considering Regulation changes this coming year.

REGULATION REVIEW:

Clerk, C. Branson stated there are updates needed to Sections listed below to comply with CT Section 8-3j:
331.1 Permitted Principal Uses, item *p page 24; 332.1 Permitted Principal Uses, item *i page 27; 333.2 Permitted Principal Uses, item *o page 30; 334.1 Permitted Principal Uses, item *m page 33. The Commission will discuss the changes at the February Meeting.

ADJOURNMENT: Chair, C. Dacunha Adjourned the Meeting at 8:09 pm.

Respectfully submitted;

Christine Branson, Administrative Clerk
January 16, 2026