

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

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WATERFORD, CT

Planning & Zoning Commission
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2024 JUN - 3 11 11
May 28, 2024

6:30 PM

ATTEST: *[Signature]*
CLERK

Members Present: Chairman Greg Massad, Karen Barnett and Victor Ebersole
Members Absent: Tim Bleasdale and Tim Conderino
Alternates Present: Bertrand Chenard and Doris Crum
Alternates Absent: Joseph DiBuono
Staff Present: Jonathan Mullen, Planning Director, Mark Wujtewicz, Planner,
Robert Avena, Esq, Town Attorney, Katrina Kotfer, Recording
Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

G. Massad called the meeting to order at 6:30 PM. B. Chenard was seated for T. Bleasdale and D. Crum was seated for T. Conderino.

2. APPROVAL OF MINUTES

MOTION: Motion made by B. Chenard, seconded by K. Barnett, to approve the April 30, 2024 meeting minutes with the correction on page 5 the sentence "T. Bleasdale noted that could potentially effect driveways" should read "T. Bleasdale noted that could potentially affect driveways".

VOTE: 5 - 0

3. APPLICATION RECEIPT

#PL-24-7 – Request of Adams Builders, LLC, owner & applicant for a site plan modification for a multi-family development at 48 Great Neck Road, PDD-2 zone, in accordance with Sections 22 and 30.2 of the Zoning Regulations and as shown on plans entitled "Site plan, Sheet 1 of 16 Modification/Replacement Plan of Ivy Hill Village" Revised May 14, 2024.

ACTION REQUIRED BY: 7/31/24

The application was received and will be scheduled for discussion at a future meeting.

#PL-24-8 – Request of the Town of Waterford Board of Selectmen, for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for acceptance of Caroline Court as a public road.

ACTION REQUIRED BY: 7/2/24

The application was received and will be discussed later in the meeting.

4. APPLICATION REVIEW

#PL-24-8 – Request of the Town of Waterford Board of Selectmen, for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for acceptance of Caroline Court as a public road.

ACTION REQUIRED BY: 7/2/24

G. Massad recused himself from the application.

J. Mullen reviewed the application with the Commission. He reviewed with the Commission that in the 1990's approximately 300' of municipal sewer was installed and other public improvements were made. The area of Caroline Court is located on a portion of a privately owned parcel and has been used as a Town road with the Town providing services to residents along Caroline Court. As part of this proposal a hammer head will be installed towards the end of the Caroline Court to allow for snow storage.

B. Chenard asked if a barrier will be installed at the end of Caroline Court. He also voiced concerns about potentially providing an easement for the existing driveway access to 5 Caroline Court. Attorney Avena noted that quit claim deeds will need to be filed and that all required access easements will be included to provide for continued access.

M. Wujtewicz reviewed with the Commission the prepared staff report.

The Commission made the following findings:

1. The proposed land to be acquired by the Town of Waterford is a Municipal Improvement that qualifies for a CGS 8-24 review by the Planning and Zoning Commission.
2. The acquisition for the purpose of formally establishing a public road known as Caroline Court is supported by the 2012 Plan of Preservation Conservation and Development. It is consistent with the Plan by allowing the Town to provide the required services for residents.

The Commission discussed the following conditions:

1. The quitclaim deed to be filed shall provide for an access easement for 5 Caroline Court.
2. A snow storage area and location will need to be delineated on the final survey plan.

MOTION: Motion made by B. Chenard, seconded by D. Crum, to approve CGS 8-24 Application #PL-24-8 for the acquisition of land for the purpose of providing public road known as Caroline Court by finding the proposal consistent with the Town of Waterford 2012 Plan of Preservation Conservation and Development and to adopt the findings 1 and 2 of the staff report and the 2 discussed conditions.

VOTE: 5-0

G. Massad returned to the meeting.

5. ADMINISTRATIVE REVIEW

No review was discussed.

6. CORRESPONDENCE

No correspondence was received.

7. COMMISSION BUSINESS

Staff updated the Commission with potential future applications.

8. ADJOURNMENT

MOTION: Motion made by D. Crum, seconded by B. Chenard to adjourn at 6:57 pm.

VOTE: 5-0

Respectfully Submitted,



Katrina Kotfer
Recording Secretary