PLANNING AND ZONING COMMISSION MEETING M I N U T E S

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WATERFORD, CT
2024 MAY -6 P 1:36
ATTEST: David T. Cavagna
TOWN CLERK

Planning & Zoning Commission
Town Hall

April 30, 2024
6:30 PM

Members Present:	Chairman Greg Massad, Karen Barnett, Tim Bleasdale and Tim Conderino
Members Absent:	Victor Ebersole
Alternates Present:	Bertrand Chenard
Alternates Absent:	Doris Crum, Joseph DiBuono
Staff Present:	Jonathan Mullen, Planning Director, Mark Wujtewicz, Planner, 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 V. Ebersole.

2. APPROVAL OF MINUTES

MOTION: Motion made by B. Chenard, seconded by T. Conderino, to approve the March 26, 2024 meeting minutes.

VOTE: 3-0 (K. Barnett and T. Bleasdale abstained)

3. PLEDGE OF ALLEGIANCE

4. APPLICATION RECEIPT

#PL-24-6 – Request of Adams Builders, LLC, owner and applicant, for a modification to the Master Design Plan for PDD-2 (Planned Design District 2), 48 Great Neck Road in accordance with Section 19.1.2 and 19.2.2 of the Waterford Zoning Regulations.

APPLICATION WAS RECEIVED: 4/15/24
PUBLIC HEARING REQUIRED BY: 6/20/24

Chairman Massad noted that application PL-24-6 was submitted for receipt at the April 15, 2024 Planning & Zoning Commission meeting. The April 15, 2024 meeting was cancelled, however the application was still officially received in accordance with State Statute and that it was scheduled for a public hearing within the required statutory period.

5. PUBLIC HEARING

#PL-24-5 – Request of East Lyme Tree Service, owner & applicant for a Site Plan/Special Permit approval for Storage of Trucks & Equipment at 1122 & 1124 Hartford Turnpike, IP-3 zone, in accordance with Sections 15.2.1, 22 and 23 of the Zoning Regulations and as shown on plans entitled "East Lyme Tree Services, 1122 & 1124 Hartford Turnpike, Waterford, CT Rev. March 6, 2024 ".

PUBLIC HEARING REQUIRED BY: 5/16/2024

Chairman Massad opened the public hearing at 6:33 p.m.

Ellen Bartlett, PE., CLA Engineers, was present for the application. M. Wujtewicz read the exhibit list, items 1-7 into the record. E. Bartlett reviewed the 3.2 acre site with the Commission and noted that because the property is located in the IP-3 zone all uses require a Special Permit. She noted the applicant plans to renovate the existing home, relocate the existing chicken coop on site and use the barn for vehicle storage. Timber and wood chips may be temporarily stored on site but will not be processed on site. There will be no vehicle maintenance or fueling on site. E. Bartlett reviewed the water quality and water treatment proposed. She noted there will be a slight decrease in peak flows.

T. Bleasdale asked how long the wood chips will be kept on the property. E. Bartlett stated the applicant uses them on job sites and he also donates them. The chips shouldn't be there for more than six months.

K. Barnett asked what the hours of operation will be. E. Bartlett stated that they would be 8:00 am – 5:00 pm Monday through Friday and some Saturday morning hours.

G. Massad asked three times if anyone from the public would like to speak regarding the application. No one from the public spoke.

MOTION: Motion made by T. Bleasdale, seconded by T. Conderino, to close the public hearing for PL-24-5.
VOTE: 5-0

The public hearing closed at 6:46 pm.

6. APPLICATION REVIEW

#PL-24-5 – Request of East Lyme Tree Service, owner & applicant for a Site Plan/Special Permit approval for Storage of Trucks & Equipment at 1122 & 1124 Hartford Turnpike, IP-3 zone, in accordance with Sections 15.2.1, 22 and 23 of the Zoning Regulations and as shown on plans entitled "East Lyme Tree Services, 1122 & 1124 Hartford Turnpike, Waterford, CT Rev. March 6, 2024 ".

G. Massad asked staff if there are any outstanding zoning enforcement issues. Staff responded yes, and this application will resolve the zoning matter. M. Wujtewicz reviewed the staff report with the Commission.

The Commission made the following findings:

1. The application is for a use subject to a Special Permit approval, pursuant to Section 15.2.1 of the Waterford Zoning Regulations.
2. The existing single family and accessory apartment residential use on the property is a pre-existing non-conforming use and may continue. The continuation of the residential use shall be governed in accordance with Section 24 of the Town of Waterford Zoning Regulations pertaining to non-conforming uses and structures.
3. The statement of use contained in Exhibit 1b provided by the applicant in accordance with Section 23.5 of the Zoning Regulations identifies the findings and that the proposed

use as presented is consistent with the findings listed in Sections 23.5.1 through 23.5.9.

4. The Waterford Conservation Commission issued Inland Wetland Permit# C-23-12 for regulated inland wetland activities.
5. The Waterford Conservation Commission has submitted to the Planning and Zoning Commission a final report in accordance with CGS 8-3(g).
6. The application meets the criteria for site plan approval, pursuant to Section 22 of the Waterford Zoning Regulations, subject to condition 1.

The Commission discussed the following conditions:

1. The deed description for the merger of 1122 and 1124 Hartford Turnpike shall be submitted and filed on the land records at the time the final plans are filed.
2. An annual Maintenance and Inspection Report for the Stormwater management system shall be provided to the Town of Waterford Planning and Development Department. This report shall be required to be submitted in order to verify that the stormwater management system is maintained and continues to operate as originally designed.
3. All conditions of approval for Inland Wetland Permit #C-23-12 shall be incorporated into this decision as if fully set forth herein.

MOTION: Motion made by T. Conderino, seconded by K. Barnett, to approve the Site Plan / Special Permit for a Business Office application #PL-24-5 at 1122 & 1124 Hartford Turnpike with conditions 1 thru 3 and to adopt the findings 1 thru 6 of the staff report.

VOTE: 5-0

5. PUBLIC HEARING

#PL-24-6 – Request of Adams Builders, LLC, owner and applicant, for a modification to the Master Design Plan for PDD-2 (Planned Design District 2), 48 Great Neck Road in accordance with Section 19.1.2 and 19.2.2 of the Waterford Zoning Regulations.
PUBLIC HEARING REQUIRED BY: 6/20/24

T. Conderino recused himself from the public hearing and review of this application.

The public hearing was opened at 6:50 pm.

Gordy Adams, Skip Adams and Brian Florek, LS, were present for the application. B. Florek explained to the Commission that the applicants are a change in the Master Design Plan that would create building development areas for each building in order to allow for flexibility in the footprint locations. B. Florek stated that the building envelopes will be staked out, foundations will be located by a surveyor and foundation location certificates will be provided for each building.

T. Bleasdale asked if the mix of unit types has changed. B. Florek stated the overall amount of units has stayed the same, but there will now be 32 free standing single family units and 4 duplex units. The original layout had 20 free standing single family units and 10 duplex units.

K. Barnett expressed concern with the reduction in the number of duplex units. She questioned whether the potential reduction in length of the driveways would affect the amount of parking available for the project. B. Florek stated the intention is for one car to be parked in the garage and one parking space available in the driveway. The plan identifies additional off street parking not associated with the buildings. All parking designated on the plan conforms with the parking requirements for the PDD-2 Zone District.

G. Massad asked three times if anyone from the public would like to speak regarding the application. No one from the public spoke.

MOTION: Motion made by B. Chenard, seconded by T. Bleasdale, to close the public hearing for PL-24-4.
VOTE: 4-0

The public hearing closed at 7:06 pm.

6. APPLICATION REVIEW
#PL-24-6 – Request of Adams Builders, LLC, owner and applicant, for a modification to the Master Design Plan for PDD-2 (Planned Design District 2), 48 Great Neck Road in accordance with Section 19.1.2 and 19.2.2 of the Waterford Zoning Regulations.

The Commission discussed the application.

T. Bleasdale asked if all buildings comply with zoning setbacks. Staff responded that they do comply.

B. Chenard asked if any house is too close to the wetlands. Staff replied that the proposed and existing locations are consistent with the Inland Wetland permit and the Environmental Planner is working with the applicants on the design and location of the retention basin.

K. Barnett asked if all houses are the same size. Staff responded that the houses will vary in size and design.

B. Chenard noted that the proposed building envelopes allow the developer some flexibility with building placement.

G. Massad questioned if there were still affordable units. Staff replied that the affordable units are still included in the revised Master Design Plan. The requirement that of 10% of the units be affordable is still in place and that the affordable housing plan filed for the original approval applies to this application.

The Commission made the following findings:

1. Application PL-24-6 is submitted in accordance with Sections 19.1.2 and 19.2.2 of the Zoning Regulations as a result of substantial and material changes in the field as determined by the Planning and Zoning Commission on March 26, 2024.
2. The Master Design Plan submitted through application PL-24-6 is consistent with the

purpose of PDD-2 in that it provides for flexibility in building placement and design while providing protection to the adjoining neighborhoods.

3. The Master Design Plan is consistent with the stated goals of the Natural Resources Policy of the 2012 Plan of Conservation and Development amended to June 11, 2015 ("The Plan") by providing for further flexibility of design and placement of buildings and maintaining the existing open space and conservation easement areas through the "smart growth" design.

4. The Master Design Plan is consistent with the Residential Development policy of The Plan in that it maintains the multifamily use originally approved by providing a housing option that will meet the needs of residents of the Waterford. The MDP also will maintain the minimum 10% of the housing units as affordable meeting current affordability guidelines and requirements.

MOTION: Motion by T. Bleasdale, seconded by G. Massad to approve Application PL-24-6 for a new Master Design Plan for the existing PDD-2 Zone District located at 48 Great Neck Road by adopting the findings 1 thru 4 of the Staff Report with an effective date of May 17, 2024.

The Commission discussed the motion on the table.

B. Chenard asked if the proposed houses need sprinklers due to their close locations. Staff responded that the buildings would need to meet current building codes.

Discussion ensued regarding establishing minimum separation distances between buildings. G. Massad offered to require the buildings to be at least 15 feet apart. T. Bleasdale noted that could potentially effect driveways.

AMMENDMENT: Motion by T. Bleasdale, second by B. Chenard to add a condition requiring at least 15 feet between units to be constructed, excluding units that have already been constructed specifically units 1 - 5 and 18 - 25. The 15 feet of separation between units must be accomplished within the proposed building envelopes.

VOTE: 4-0 to the Motion as amended.

7. ADMINISTRATIVE REVIEW

No review was discussed.

8. CORRESPONDENCE

No correspondence was received.

9. COMMISSION BUSINESS

MOTION: Motion made by K. Barnett, seconded by B. Chenard to approve an In-Series Transfer of $4,000 from: 10110-51810 (Overtime) to: 10110-51120 (Inspection) and Out-of-Series Transfer of $2,100 from: 10110-52040 (Service Contracts & Repair) to: 10110-51120 (Inspection).

VOTE: 5-0

10. ADJOURNMENT

MOTION: Motion made by K. Barnett, seconded by T. Bleasdale to adjourn at 7:56 pm.
VOTE: 5-0

Respectfully Submitted,

Katrina Kotfer
Recording Secretary