

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

Planning & Zoning Commission
Town Hall

June 25, 2024
6:30 PM

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

RECEIVED FOR RECORD
JUL - 1 10:13
WATERFORD CT
TEST: 2024 JUL - 1 10:13
TOWN CLERK

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

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

2. APPROVAL OF MINUTES

MOTION: Motion made by D. Crum, seconded by V. Ebersole, to approve the May 28, 2024 meeting minutes.

VOTE: 5 - 0

3. APPLICATION RECEIPT

#PL-24-9 – Request of ENGR Group, LLC, owner & applicant for a site plan modification for parking lot modifications at 174 Cross Road, I-G zone, in accordance with Sections 11.10 and 22 of the Zoning Regulations and as shown on plans entitled "Site Development Plans, Parking Lot Expansion, 174 Cross Road, Waterford CT, Revised June 5, 2024"

APPLICATION WAS RECIEVED: 6/11/24

ACTION REQUIRED BY: 8/15/24

G. Massad noted that the application had been received at the June 11, 2024 meeting.

#PL-24-10 – Request of Waterford Public Schools for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for security improvements at Clark Lane Middle School, Great Neck School, Oswegatchie School, Quaker Hill School and Waterford High School.

APPLICATION WAS RECIEVED: 6/11/24

ACTION REQUIRED BY: 7/16/24

G. Massad noted that the application had been received at the June 11, 2024 meeting.

4. APPLICATION REVIEW

#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

T. Conderino recused himself from the application and B. Chenard was appointed to sit for the meeting.

Joe Wren, PE, Brian Florek, LS CFS, Skip Adams, owner and Gordy Adams, owner were present for the application. J. Wren reviewed with the Commission the modifications to the originally approved site plan. He noted that the site plan identifies the units that have been constructed, that are currently under construction and those that have yet be constructed. He also identified proposed building envelopes on the plan that would demarcate the area within which the individual homes can be constructed with the consideration given to the minimum separation between buildings of 15 feet.

K. Barnett questioned if the sizes of the proposed houses are to remain the same, 1,400 sq. ft. - 1,800 sq. ft. and are people interested in the duplex models. The developers replied the size of the buildings remain similar to the original approval and that some building layouts are more popular than others.

B. Chenard asked if there had been any changes in parking. J. Wren noted that the proposed driveways will be minimum of 18 feet in length and that each building will have a garage. There will continue to be 12 unassigned parking spaces in designated areas identified on the plan as originally approved.

D. Crum questioned whether the affordable housing units had been identified on the plan and if there were any changes from the original approval. J. Wren stated that the units identified on the original plan meeting the affordability criteria as defined by state statute will remain. M. Wujtewicz stated that the affordable housing plan submitted with the original site plan approval remains in effect for this modified site plan with the four units identified.

G. Massad asked for additional screening/plantings to be located between the rear of Unit 5 and Great Neck Road. J. Wren and S. Adams agreed to add additional screening/plantings as requested.

The Commission made the following findings:

1. The parcel is located within the PDD-2 Zoning District as identified on the most recently adopted Zone District Map
2. The project is a multi family development which is a permitted use within the PDD-2 Zone District.
3. The Site Plan as submitted substantially conforms to the Modified Master Design Plan for Ivy Hill Village as approved by the Commission in accordance with Permit PL-24-6 and Section 19 of the Waterford Zoning Regulations.
4. The project is consistent with Section 30.2.1(d) of the Waterford Zoning Regulations in that 10% of the total number of dwelling units within Ivy Hill Village are designated as affordable housing units as defined by CGS 8-30g.
5. The proposed modifications to the previously approved site plan PL-22-17 have been found to be consistent with Inland Wetland Permit# C-22-7 for regulated inland wetland activities.
6. The site plan conforms to Section 22 of the Town of Waterford Zoning Regulations.

The Commission discussed the following conditions:

1. The road serving Ivy Hill Village as well as the water, sewer and stormwater drainage utility infrastructure located within the parcel known as 48 Great Neck Road shall continue to be held in private ownership by the Common Interest Community and shall be permanently set aside in such a manner as to relieve the Town from ever having to own or maintain such road and utility infrastructure.
2. The operation and maintenance of the stormwater treatment system shall continue to be the responsibility of the Homeowners Association.
3. An annual inspection and maintenance report shall be submitted to the Planning Office by the responsible party once per year documenting that the stormwater management components have been properly maintained and are functioning as designed.
4. All conditions of approval for Inland Wetland Permit #C-22-7 shall be incorporated into this decision as if fully set forth herein.
5. Provide additional landscaping to screen houses along Great Neck Road.

MOTION: Motion made by B. Chenard, seconded by D. Crum, to approve with conditions, Ivy Hill Village Multi-Family Development modified site plan Application #PL-24-7 for 48 Great Neck Road with conditions 1 thru 5 and adopt the findings 1 thru 6 of the staff report.

VOTE: 5-0

#PL-24-9 – Request of ENGR Group, LLC, owner & applicant for a site plan modification for parking lot modifications at 174 Cross Road, I-G zone, in accordance with Sections 11.10 and 22 of the Zoning Regulations and as shown on plans entitled "Site Development Plans, Parking Lot Expansion, 174 Cross Road, Waterford CT, Revised June 5, 2024"

ACTION REQUIRED BY: 8/15/24

Seamus Moran, P.E., H&H Engineering Associates, LLC reviewed with the Commission the proposal to expand the existing parking lot on site in the rear of the building to accommodate an increase in the number of patients treated. The site currently accommodates 38 spaces and the applicant is proposing to add an additional 20 spaces to increase the overall parking to 58 spaces. The expanded parking areas and drive will be constructed with turfstone pavers as a low impact development design in order to reduce the amount of surface stormwater runoff. S. Moran noted that the proposed work will be done outside of the established 100' non encroachment area.

K. Barnett questioned if the staff will have access to the rear of the building from the parking area. S. Moran stated that there is a rear door to the building and that a sidewalk is proposed along the rear of the building. B. Chenard asked if there will be handicap access on the rear entryway and how will the proposed parking spaces be delineated. S. Moran stated that a flush curb or a drop curb and ramp sidewalk can be added to the rear sidewalk to accommodate accessible access to the rear door. The parking spaces will be delineated on the site with curb stops.

T. Conderino asked if the work will impact the stormwater system and will there be adequate lighting. S. Moran stated that the turnstone paver system is designed to allow for the infiltration of stormwater naturally and will not impact the existing subsurface system that was installed at the time the building was constructed. The proposed lighting is building mounted and the lighting plan provided in the site plan package indicates adequate lighting for the site.

The Commission made the following findings:

1. The application for parking lot expansion is subject to a Site Plan approval, pursuant to Section 11.10 of the Waterford Zoning Regulations.
2. The application meets the criteria for site plan approval, pursuant to Section 22 of the Waterford Zoning Regulations, subject to modifications listed.

The Commission discussed the following modifications and conditions:

1. Parking calculation in the Zoning Notes on the site plan shall indicate the use as Medical Office. Zoning regulation section and calculation shall be amended to reflect this change. This shall be noted on the final plans prior to filing on the land records
2. Reference to Zoning Board of Appeals Variance Approval #96-15 as listed on the Application shall be included in the Zoning Notes on the site plan. This shall be noted on the final plans prior to filing on the land records
3. All elements of the existing storm water drainage system shall be inspected and verified that they are functioning as intended prior to the issuance of a Certificate of Zoning Compliance.
4. Drop curb to be installed at the rear entrance.

MOTION: Motion made by D. Crum, seconded by B. Chenard, to approve with modifications the Site Plan for Parking Lot Expansion Application #PL-24-9 at 174 Cross Road with conditions 1 thru 4 and to adopt the findings 1 and 2 of the staff report.

VOTE: 5-0

#PL-24-10 – Request of Waterford Public Schools for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for security improvements at Clark Lane Middle School, Great Neck School, Oswegatchie School, Quaker Hill School and Waterford High School.

ACTION REQUIRED BY:

7/16/24

Joe Mancini, Waterford Public Schools Director of Finance was present for the application. He noted the Board of Education is requesting that the Commission find the safety measures proposed at each of the Public Schools are consistent with the Town's Plan of Conservation and Development.

The Commission made the following findings:

1. That the proposed improvements to the Town of Waterford school properties qualify for a CGS §8-24 review by the Planning and Zoning Commission.
2. The five schools listed in the application are Community Facilities as identified on the Community Facilities Map contained in the 2012 Plan of Conservation and Development (pg. 67)
3. The improvements proposed are consistent with the stated goal in the 2012 Plan of Conservation and Development, Community Facilities chapter to "Provide adequate services and facilities to meet community needs." (pg. 66)
4. The improvements proposed are consistent with the 2012 Plan of Conservation and Development, Community Facilities chapter Section A. Monitor and Adapt to

Changing Community Facility Needs. (pg. 67)

MOTION: Motion made by D. Crum, seconded by K. Barnett, to approve Planning and Zoning CGS §8-24 Application #PL-24-10 for improvements to each of the Town of Waterford School Properties as presented in the application by adopting the findings 1 thru 4 of the staff report and to find that the proposal is consistent with the Town of Waterford 2012 Plan of Preservation Conservation and Development.

VOTE: 5-0

5. ADMINISTRATIVE REVIEW

No review was discussed.

6. CORRESPONDENCE

No correspondence was received.

7. COMMISSION BUSINESS

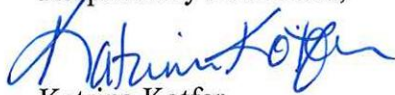
G. Massad reminded the Commission that they will soon be reviewing the comments in regard to the update to the POCD.

8. ADJOURNMENT

MOTION: Motion made by D. Crum, seconded by B. Chenard to adjourn at 7:25 pm.

VOTE: 5-0

Respectfully Submitted,



Katrina Kotfer
Recording Secretary