



DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Planning and Zoning Commission

FROM: Mark Wujtewicz, Planner

DATE: July 22, 2025

TITLE: Staff Report: Agri-tourism
Site Plan/Special Permit Application PL-25-13
Huntsbrook Farm
109 Huntsbrook Road

EXECUTIVE SUMMARY

This application for Site Plan and Special Review as proposed by the applicant is to establish an Agri-tourism use of the property as allowed for in accordance with Sections 3.41, 22(Site Plan) and 23 (Special Permit) of the Zoning Regulations. Agri-tourism events may be single day or multi day events with the multi day events not exceeding three consecutive days. The applicant's Statement of Use proposes to periodically host events which are consistent with the Agri-tourism criteria and standards as identified within Section 3.41 of the Zoning Regulations.

Provided that a Special Permit and Site Plan approval is granted by the Commission, the applicant would then be required to obtain Zoning Approval from the Zoning Official for each event. This approval is an administrative review and approval which may be conducted in conjunction with a building permit review for the placement of a temporary tent as shown on the site plan submitted with this application. Once a Special Permit has been approved by the Commission, the approval runs with the land and no additional Special Permit approvals would be required unless a change in use of the property is proposed. An expansion of the approved use into additional areas or space is not considered to be a change in use in accordance with Section 23.9.1 of the Zoning Regulations.

The project as presented is for the establishment of an Agri-Tourism venue as allowed by Special Permit in Section 3.41 of the Zoning Regulations.

The applicant's Statement of Use included in the application materials (Exhibit 1) indicates that the parcel meets the minimum size and existing use designation in accordance with Section 3.41.2(a) of the Zoning Regulations.

A site plan (Exhibit 3) had been submitted with the application. That plan was distributed and reviewed by various Town agencies as well as distributed to the Town of Montville (Exhibit 6) since a portion of the property extends over the municipal boundary.

BACKGROUND

Pertinent Regulations

CGS 8-3(g)

Section 3.41 – Agri-Tourism

Uses Permitted with the approval of a Special Permit:

Section 6.2.9 – Agri-tourism uses in accordance with Section 3.41 of the Zoning Regulations

Section 22 – Site Plans

Section 23 – Special Permit

DISCUSSION

The application as presented is a request for approval to conduct Agri-tourism events as described by the applicant within the Statement of Use included in the application materials (Exhibit 1). Agri-tourism events may be allowed through the issuance of a Special Permit in accordance with Section 3.41 of the Zoning Regulations. The parcel is located in the RU-120 (Rural Residential) Zone District and the current use of the property is classified as vacant farmland in accordance with the Town of Waterford Assessor Street Card (Exhibit 8). Agri-tourism events are permitted through the issuance of a Special Permit in the RU-120 Zone District in accordance with Section 6.2.9 of the Zoning Regulations.

A site plan was submitted as part of the application. In order for the Commission to approve a site plan as part of an application, it must find that the site plan as presented complies with the Zoning Regulations. The Commission may require changes be shown on the final plan prior to filing that plan on the land records. These changes would be listed as conditions in the Commissions decision.

The property contains inland wetlands. The site plan was reviewed by the Environmental Planner who determined that the location of the proposed venue is consistent with the inland wetland permit issued for this parcel.

Before the Planning and Zoning Commission can approve a Special Permit Use it must determine that the proposed use conforms to the required findings listed in Section 23.5 of the Zoning Regulations. The applicant has submitted a list of those required findings as part of its Statement of Use included in its application support material documentation. (Exhibit 1)

Should the Planning and Zoning Commission seek to approve this application, staff recommends the following findings:

Findings:

1. The property is located within the RU-120 (Rural Residential) Zone District.

2. The property is eligible for the establishment of Agri-tourism uses in that it meets the criteria of Section 3.41.2(a) of the Zoning Regulations.
3. Agri-tourism uses are allowed through the issuance of a Special Permit in accordance with Section 6.2.9 of the Zoning Regulations.
4. A site plan was submitted which is consistent with Sections 3.41 and 22 of the Town of Waterford Zoning Regulations.
5. The report provided by the applicant in accordance with Section 23.5 identifies the findings required to be found consistent with sections 23.5.1 through 23.5.9.

Proposed Motion

To approve the Site Plan/Special Permit application #PL-25-13 for conducting Agri-tourism events at 109 Huntsbrook Road as shown on Site Plan (Exhibit 3) and to adopt the findings 1 thru 5 of the staff report dated July 22, 2025.