

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

DEPT/AGENCY: 10115 ZONING BOARD OF APPEALS

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 APPROVED BD/COMM (11/1/23)	2024/2025 BD OF SELECTMEN APPROVED (1/31/24)	2024/2025 BD OF FINANCE APPROVED (3/6/24)	BOF Approved \$ Increase	BOF Approved % Increase
SERVICES											
52010	ADVERTISING	3,344	3,700		537	3,700	3,700	3,700	3,700	0	0.00%
52020	POSTAGE	109	160		40	160	160	160	160	0	0.00%
52050	DUES, CONF. & EDUC.	225	400		80	400	400	400	400	0	0.00%
	SUBTOTAL	3,678	4,260	0	657	4,260	4,260	4,260	4,260	0	0.00%
MATERIALS & SUPPLIES											
53010	OFFICE SUPPLIES	0	50		0	50	50	50	50	0	0.00%
	SUBTOTAL	0	50	0	0	50	50	50	50	0	0.00%
	DEPARTMENT TOTAL	3,678	4,310	0	657	4,310	4,310	4,310	4,310	0	0.00%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: Zoning Board of Appeals**



BUDGET FUNCTION

The Zoning Board of Appeals has three primary functions, as defined in state statute:

- To hear and make decisions concerning requests from applicants for relief to standards in the Waterford Zoning Regulations
- To hear appeals of decisions made by the Zoning Enforcement Officer
- To review certificates of location for motor vehicle uses, including dealer/repairer licenses

MEMBERS

Catherine Lynn Gonyo – Chair
Michele Kripps – Vice Chair
Anne Darling, Secretary
William Herzfeld
John Morgan

ALTERNATES

Greg Gallup
Jason Kohl
Vacancy

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: Zoning Board of Appeals**



BUDGET SUMMARY

ZONING BOARD OF APPEALS: Proposed Fiscal Year 2025

SERVICES:	
10115-52010-101-010-15-00-52 ADVERTISING	3,700
10115-52020-101-010-15-00-52 POSTAGE	160
10115-52050-101-010-15-00-52 DUES, CONFERENCES & EDUCAT	400
TOTAL	\$ 4,260
MATERIALS & SUPPLIES:	
10115-53010-101-010-15-00-53 OFFICE SUPPLIES	50
TOTAL	50
TOTAL	\$ 4,310

ADVERTISING LINE 10115-52010

\$ 3,700 Requested

The ZBA is required under the Connecticut General Statutes to advertise notice of public hearings and Board actions. The cost of each advertisement depends on the complexity of the actual applications. Average advertising costs for individual applications in the last five years ranged from \$215 to over \$600. Total annual advertising costs can vary significantly from year to year based on the number of applications the ZBA receives.

POSTAGE LINE 10115-52020

\$ 160 Requested

All ZBA public hearing notices and actions are sent via certified mail to the applicants. Property owners and agents also receive these mailings. Each certified letter costs approximately \$6.75. The department has seen an increase in ZBA applications over the last several years. \$160.00 is requested, which matches the FY25 funding request.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
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DUES, CONFERENCES, EDUCATION LINE 10115-52050 \$ 400 Requested

Current and new ZBA members benefit from several educational opportunities throughout the fiscal year. Newly enacted State Legislation through Public Act 23-173 now requires that each member of the ZBA and other Land Use Commissions complete four hours of training under the guidelines established by the State Office of Policy and Management. The State of Connecticut offers a training seminar specifically targeted to ZBA members that is held annually in the spring. The CT Association of Zoning Enforcement Officers (CAZEO) hosts monthly meetings that address relevant topics and current issues in zoning practice. The annual CT Bar Association conference also typically includes sessions geared toward zoning practice and current legal matters. Access to these training opportunities helps ZBA members at all states of their service to the Town to maintain an understanding of relevant zoning issues. \$400 is requested in FY25.

OFFICE SUPPLIES LINE 10115-53010

\$50 Requested

The ZBA historically maintains \$50 in this line to pay for items that are not supplied by the Planning Department or Finance Office. Board member name plates and updated Zoning Regulation binders are funded through this line.

TOWN OF WATERFORD

FY2025 BUDGET REQUEST

DEPARTMENT: Zoning Board of Appeals



Zoning Board of Appeals 5 Year History of Expenditures									
	FY2023 ORIGINAL BUDGET	FY2023 ACTUAL	FY2022 ORIGINAL BUDGET	FY2022 ACTUAL	FY2021 ORIGINAL BUDGET	FY2021 ACTUAL	FY2020 ORIGINAL BUDGET	FY2020 ACTUAL	FY2019 ORIGINAL BUDGET
ZONING BOARD OF APPEALS:									
SERVICES:									
10115-52010-101-010-15-00-52 ADVERTISING	3,700	3,344	3,700	2,667	3,700	2,908	3,700	2,406	3706
10115-52020-101-010-15-00-52 POSTAGE	160	109	160	116	160	155	160	53	160
10115-52050-101-010-15-00-52 DUES, CONFERENCES & EDUCAT	400	225	400	50	400	200	400	0	
Total SERVICES	4,260	3,678	4,260	2,833	4,260	3,263	4,260	2,459	4266
MATERIALS & SUPPLIES:									
10115-53010-101-010-15-00-53 OFFICE SUPPLIES	50	50	50	26	50	85	50	0	50
Total MATERIALS & SUPPLIES	50	50	50	26	50	85	50	0	50
TOTAL	4,310	3,728	4,310	2,859	4,310	3,348	4,310	2,459	4316

**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
GENERAL FUND
2024-2025 FISCAL YEAR**

All revenues from each department must be listed in the following categories. Please add any revenue lines that are not listed below.

DEPARTMENT: Zoning Board of Appeals

LINE ITEM	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 EXPECTED	2023-2024 YTD (12/08/2023)	2024-2025 PROPOSED	VARIANCE
Alarm Monitoring						\$ -
Alarm Penalties						\$ -
Ambulance Subsidy						\$ -
Beach Admission Fees						\$ -
Benefit Assessments						\$ -
Bulky Waste Fees						\$ -
Conveyance Tax						\$ -
Copy Fees						\$ -
East Lyme Animal Control Fee						\$ -
Enhanced E 9-1-1						\$ -
Fines/Penalties						\$ -
Hazardous Household Waste						\$ -
Inspection Fees						\$ -
Interest/Lien Fees						\$ -
Inter-Municipal Revenues						\$ -
Miscellaneous						\$ -
Permitting/Licensing Fees	\$ 7,760.00	\$ 4,080.00		\$ 560.00	\$ 5,920.00	\$ (5,360.00)
Program/Registration Fees						\$ -
Recording Fees						\$ -
Regional Communications Fees						\$ -
Rentals						\$ -
Sale of Recyclables						\$ -
State Operational Grants						\$ -
Tipping Fees						\$ -
Versa Kart/Blue Box Purchases						\$ -
TOTALS	\$ 7,760.00	\$ 4,080.00	\$ -	\$ 560.00	\$ 5,920.00	\$ 5,360.00

MINUTES

Zoning Board of Appeals
Waterford Town Hall

RECEIVED FOR RECORD
WATERFORD, CT

2023 NOV -6 November 1, 2023
5:30 PM

Members Present: Catherine Gonyo, Michelle Kripps, Warren Mackenzie, John Morgan
Members Absent: Anne Darling
Alternates Present: William Herzfeld
Alternates Absent: Jason Maryeski, Greg Gallup,
Staff Present: Jonathan Mullen, Planning Director; Wayne Scott, Zoning Official; Dawn Choisy, Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairwoman Gonyo called the meeting to order at 5:30. W. Herzfeld was appointed to sit for A. Darling.

2. APPROVAL OF MINUTES

MOTION: Motion made by J. Morgan, seconded by M. Kripps, to approve the minutes of the September 6, 2023 special meeting as written.

VOTE: 4-0-1, W. Herzfeld abstaining

3. PUBLIC HEARING

Application #ZBA-23-6 - Appeal of Angel Eyes Construction, LLC owner, Todd Pezzelosi applicant at 8 Point Comfort, R-20 zone. Variance is requested from zoning regulations: Section 4.4.1, Front Yard Setback as shown on plans titled "CAM Site Plan" dated August 19, 2023, revised to October 1, 2023. A Coastal Site Plan Review is required in accordance with the Coastal Management Act.

The following exhibits were previously entered into the record:

- EXHIBIT 1 - ZBA Application and support material
- EXHIBIT 2 - CAM Application
- EXHIBIT 3 - Plan titled "CAM Site Plan" revised to 10/1/23
- EXHIBIT 4 - Preliminary Building Plans
- EXHIBIT 5 - DEEP referral dated 10/4/23
- EXHIBIT 6 - Legal Notice of Public Hearing published in the Day newspaper on October 18, 2023 and October 25, 2023
- EXHIBIT 7 - Hearing notification letter sent to applicant dated October 6, 2023 along with certificates of mailing
- EXHIBIT 8 - CT DEEP Land and Water Resources Division Coastal Site Plan Review Comments Checklist dated 10/17/23

Surveyor Brian Florek, representing the applicant, reviewed the requested variance with the Board. The applicant is requesting a front yard setback so the structure can be pulled away from the slope, and be closer to Point Comfort. The proposed location of the new home is in character

with the existing houses in the area.

Chairwoman Gonyo asked if there were any members of the audience who wished to speak regarding this application. There were no public comments.

The public hearing was closed at 5:44.

4. OLD BUSINESS

There was no old business.

5. NEW BUSINESS

Review of the 2024 meeting schedule

MOTION: Motion made by W. Herzfeld, seconded by M. Kripps, to approve the 2024 meeting schedule as drafted.

VOTE: 5-0

Review of the 2022/2023 Annual Report

MOTION: Motion made by M. Kripps, seconded by W. Herzfeld, to approve the 2022/2023 Annual Report as drafted.

VOTE: 5-0

Review of the 2025 Budget

MOTION: Motion made by W. Herzfeld, seconded by M. Kripps, to approve the 2025 budget as drafted.

VOTE: 5-0

6. CORRESPONDENCE

No correspondence was received.

7. ADJOURNMENT

MOTION: Motion made by W. Herzfeld, seconded by M. Kripps, to adjourn the meeting at 5:55.

VOTE: 5-0

Respectfully Submitted,



Dawn Choisy
Recording Secretary