



DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Planning and Zoning Commission

FROM: Mark Wujtewicz, Planner

DATE: September 9, 2025

TITLE: Staff Report: Parking Lot Expansion
742 Broad Street Extension
Site Plan Modification
PL-25-17

EXECUTIVE SUMMARY

The project as proposed is to modify and expand the parking lot that serves the Professional Office (River Valley Periodontics) located at 742 Broad Street Extension. The modification and expansion will result in an additional seven parking spaces in order to accommodate the current needs of the business. The landscaping and screening associated with the parking lot will also be modified.

The amount of stormwater runoff as a result in the increase in impervious area will be mitigated through of use of a grass swale and rain garden incorporated into the landscaping. There is no subsurface drainage system proposed. There are no new utilities including subsurface drainage infrastructure or lighting proposed.

The parcel is located within the NB (Neighborhood Business) Zone District and contains 26,800 square feet.

BACKGROUND

Pertinent Regulations

CGS 8-3(g)

Section 7 – Neighborhood Business District (N-B)

Section 7.1.3 – Business Offices, Professional Buildings

Section 20 – Off Street Parking

Section 22 – Site Plans

Section 25.6 – Stormwater Management and Low Impact Development Standards

DISCUSSION

The proposal presented on the site plan is to modify and expand the parking lot serving 742 Broad Street Extension. A modified site plan approval was granted by the Commission through application PL-22-13 on July 12, 2022. That approval was for an expansion of the building from 663 square feet to 1993 square feet. Based on the expansion of the building an additional three parking spaces were required. The existing internal layout of the parking lot was reconfigured in order to accommodate the additional three spaces without increasing the area of the lot. The parking lot currently has 13 parking spaces including one accessible space.

The applicant is now requesting a new modified site plan approval to expand the existing parking lot. This expansion will result in an additional seven parking spaces for a total of twenty. In order to accommodate the expansion of the parking lot, the existing vegetative screening will be reconfigured and increased to provide that appropriate screening as required to the residential zoned properties to the south and the adjacent property to the east.

The increase in impervious area and stormwater runoff are mitigated through a series of low impact stormwater design elements incorporated into the plan. The applicant proposes a grassed swale and rain garden to attenuate the increase in stormwater runoff. These design elements have been reviewed and found to be consistent with the Town of Waterford's stormwater management and low impact design development standards.

RECOMMENDED ACTION

Based on the information provided, staff recommends the Planning and Zoning Commission find that:

Findings:

1. The Professional Office is a permitted use within the NB Zone District.
2. The parcel was subject to a previously approved site plan modification PL-22-13 granted by the Planning and Zoning Commission on July 12, 2022.
3. The site plan conforms to Section 22 of the Town of Waterford Zoning Regulations regulating Site Plan reviews and approvals.
4. The site plan incorporates stormwater management and low impact development design elements consistent with Section 25.6 of the Town of Waterford Zoning Regulations.

and that the Commission approve with conditions the proposal with the following conditions:

1. The As-built plan should verify grading of parking lot promotes sheet-flow towards rain garden.

Proposed Motion:

To approve with conditions Planning and Zoning Modified Site Plan Application #PL-25-17 for Parking Lot Modifications located at 742 Broad Street Extension with condition 1 and to adopt the findings 1 thru 4 of the staff report dated September 9, 2025.