

TOWN OF WATERFORD
GENERAL FUND
2025-2026 PROPOSED BUDGET

DEPT/AGENCY: 10115 ZONING BOARD OF APPEALS

LINE ITEM	DESCRIPTION	2023-2024 ACTUAL EXPENDED	2024-2025 RTM APPROP.	2024-2025 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/25	2025-2026 DEPT/ AGENCY REQUEST	2025-2026 APPROVED BD/COMM	2025-2026 BD OF SELECTMEN APPROVED	2025-2026 BOARD OF FINANCE APPROVED	BOF Approved \$ Increase	BOF Approved % Increase
SERVICES											
52010	ADVERTISING	1,463	3,700		2,960	3,700	3,700	3,700	3,700	0	0.00%
52020	POSTAGE	67	160		31	160	160	160	160	0	0.00%
52050	DUES, CONF. & EDUC.	80	400		0	400	400	400	400	0	0.00%
	SUBTOTAL	1,610	4,260	0	2,991	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		1,610	4,310	0	2,991	4,310	4,310	4,310	4,310	0	0.00%

TOWN OF WATERFORD FY2026 BUDGET REQUEST Zoning Board of Appeals



BUDGET FUNCTION

The Zoning Board of Appeals has three primary functions, as defined in Connecticut State Statute:

- To hear and make decisions concerning requests to vary 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

The following proposal represents 0% increase over the approved FY 25 budget.

MEMBERS

Cathy Gonyo, Chair
Anne Darling, Vice Chair
Michele Kripps
John Morgan
William Herzfeld

ALTERNATES

Jason Kohl
Greg Gallup

**TOWN OF WATERFORD
FY2026 BUDGET REQUEST
Zoning Board of Appeals**



BUDGET SUMMARY

ZONING BOARD OF APPEALS: Proposed Fiscal Year 2026

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.

TOWN OF WATERFORD FY2026 BUDGET REQUEST Zoning Board of Appeals



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.

Dues, Conferences, Education Line 10115-52050

\$ 400 Requested

Current and new ZBA members benefit from several educational opportunities throughout the fiscal year. 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 FY26.

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 FY2026 BUDGET REQUEST Zoning Board of Appeals



Zoning Board of Appeals 5 Year History of Expenditures										
	FY 2024		FY 2023		FY 2022		FY 2021		FY 2020	
	ORIGINAL BUDGET	FY 2024 ACUTAL	ORIGINAL BUDGET	FY 2023 ACUTAL	ORIGINAL BUDGET	FY 2022 ACUTAL	ORIGINAL BUDGET	FY 2021 ACUTAL	ORIGINAL BUDGET	FY 2020 ACUTAL
ZONING BOARD OF APPEALS										
SERVICES:										
10115-52010-101-010-15-00-52 ADVERTISING	3700	1462	3700	3343	3700	2667	3700	2908	3700	2406
10115-52020-101-010-15-00-52 POSTAGE	160	67	160	109	160	116	160	1555	160	53
10115-52050-101-010-15-00-52 DUES, CONFERENCES & EDUCATION	400	80	400	225	400	50	400	200	400	0
Total SERVICES	4260	1609	4260	3677	4260	2833	4260	4663	4260	2459
MATERIALS & SUPPLIES:										
10115-53010-101-010-15-00-53 OFFICE SUPPLIES	50	0	50	0	50	26	50	85	50	0
Total MATERIALS & SUPPLIES	50	0	50	0	50	26	50	85	50	0
TOTAL	4310	1609	4310	3677	4310	2859	4310	4748	4310	

ZONING BOARD OF APPEALS: Proposed Fiscal Year 2026**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 & EDUCATION	400

TOTAL	\$ 4,260
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MATERIALS & SUPPLIES:

10115-53010-101-010-15-00-53 OFFICE SUPPLIES	50
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TOTAL	50
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TOTAL	\$ 4,310
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MINUTES

RECEIVED FOR RECORD
WATERFORD, CT

Zoning Board of Appeals
Waterford Town Hall

2024 NOV 13 A 9:21
November 6, 2024
5:30 PM

ATTEST: *Dawn L. Choisy*
TOWN CLERK

Members Present: Cathy Gonyo, Chairwoman, Anne Darling, Michelle Kripps, John Morgan
Members Absent: William Herzfeld
Alternates Present: Jason Kohl
Alternates Absent: Greg Gallup
Staff Present: Jonathan Mullen, Planning Director; Mark Wujtewicz, Planner; Wayne Scott, Zoning Official; Dawn Choisy, Recording Secretary
Also Present: Atty Robert Avena, Town Attorney

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

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

2. APPROVAL OF MINUTES

MOTION: Motion made by J. Morgan, seconded by M. Kripps, to approve the minutes of the October 2, 2024 meeting as written.

VOTE: 3-0-2, C. Gonyo and J. Kohl abstaining.

3. OLD BUSINESS

Application #ZBA-24-4 - Appeal of A Beautiful Real Estate LLC, owner and applicant for property located at 14 Bella Vista Street, R-20 zone. Variances are requested from zoning regulations: Section 4.4.1 - front yard setback, 4.4.2 - side yard setback and 4.4.3 - rear yard setback as shown on plans titled "Zoning Location Survey" dated July 15, 2024.

A request to table this application until the December 4, 2024 ZBA meeting was received from the applicant's agent.

4. PUBLIC HEARING

Appeal #ZBA-24-5 - Appeal of the Zoning Official's Order to Discontinue dated September 12, 2024 issued for the placement of an unauthorized Recreational Camping Vehicle and other unauthorized uses being conducted in violation of the Town of Waterford Zoning Regulations on property located at 10 Shore Drive, Waterford. Appeal is taken by Alex Mironovas.

Chairwoman Gonyo opened the public hearing and read the following exhibits into the record:

EXHIBIT 1 - Application for Appeal of the Zoning Official's Decision dated 9/25/24
EXHIBIT 2 - email correspondence dated July 15, 2024 to Alex Mironovas from Wayne Scott
EXHIBIT 3 - Order to Discontinue dated 9/12/2024
EXHIBIT 4 - Legal ad run in the Day newspaper on 10/23/24 & 10/30/24
EXHIBIT 5 - email dated May 15, 2024 from Jonathan Mullen to Wayne Scott
(1 photo included)

- EXHIBIT 6 - Three photos of camper and boat trailer on site taken by W. Scott on 5 /15/24
- EXHIBIT 7 - Two photos of camper and unassembled dock components taken by M. FitzGerald on 5/15/24
- EXHIBIT 8 - Three photos of camper and unassembled dock components taken by W. Scott on 7/19/24
- EXHIBIT 9 - email dated July 20, 2024 from Alex Mironovas to Wayne Scott, RE: Town of Waterford regulation regarding trailers & Recreational Camping Vehicles Not Permitted
- EXHIBIT 10- Zoning Compliance Review dated 8/23/24
- EXHIBIT 11 - Three photos of camper and dock partially installed on site taken by W. Scott on 8/26/24
- EXHIBIT 12 - email contained 6 photos of activity over the weekend of August 25, 2024 at 10 Shore dr. (photos taken by neighbor, not included)
- EXHIBIT 13 - email from Wayne Scott to Kevin Zawoy dated August 29, 2024 Re: 10 Shore Drive Waterford CT dock permit inquiry
- EXHIBIT 14 - email dated August 29, 2024 from Wayne Scott to "Lisa R", RE: 10 Shore Drive 8/25/24
- EXHIBIT 15 - email dated September 11, 2024 from Alex Mironovas to Wayne Scott, Re: Town of Waterford regulation regarding Trailers & Recreational Camping Vehicles Not Permitted
- EXHIBIT 16 - email dated September 12, 2024 from Wayne Scott to Alex Mironovas RE: Town of Waterford regulation regarding Trailers & Recreational Camping Vehicles Not Permitted
- EXHIBIT 17 - email dated September 17, 2024 from Kathleen Perzanowski to Wayne Scott Subject: 10 Shore Drive, Waterford
- EXHIBIT 18 - email dated October 1, 2024 from Wayne Scott to Kathleen Perzanowski, Subject 10 Shore Drive, Waterford
- EXHIBIT 19 - Activity Log – 10 Shore Dr

W. Scott noted for the record that Exhibit 7 should state that the photographs taken by M. FitzGerald were taken on 7/15/24, not 5/15/24.

W. Scott reviewed Exhibit 19 (Activity Log) as well as the exhibits showing photos of the camper on the property. He noted that Section 3.9.4 of the Zoning Regulations states that a camper is not allowed on a property without there being a principal structure on the property. Section 3.20.3 of the Zoning Regulations allows the Zoning Official to issue a temporary Zoning Compliance Permit for the placement of a manufactured home or trailer on a property only in the circumstance where a building permit has been issued for the construction of the property owners own dwelling. There is currently no principal structure on the property, and there is no building permit in place for the construction of a new home. The property owner has applied for a building permit for a new home; however, it has not been approved because the submittal did not meet the zoning regulations.

Alex Mironovas addressed the Board, and stated that a permit for a new home on the site had been issued, but he does not know if it is still valid.

Attorney Avena asked Mr. Mironovas if a permit for the dock has been issued by DEEP. A. Mironovas replied that the original owner received a permit for the dock. It had expired and he is in communication with the DEEP to get a new permit.

Attorney Avena asked Mr. Mironovas if he received copies of the permits when he bought the property. A. Mironovas replied that the previous owner told him he had permits and gave him a bag of stuff.

Attorney Avena entered into the record as Exhibit 20 a print-out from the permitting software showing an expiration date for the new home permit of 5/24/2007. He stated that the new plans have not been approved.

A. Darling asked A. Mironovas why he did not move the trailer when he received the notice, and asked if he had a current building permit. A. Mironovas replied that the regulation does not say the permit has to be valid.

Attorney Avena asked if A. Mironovas was doing work under the old permit. A. Mironovas replied that he is doing landscaping on the site. Attorney Avena referred to an email sent to the Zoning Official (Exhibit 9) where A. Mironovas asked the Zoning Official for an exception to the regulations and issue a zoning permit for the trailer. A. Mironovas again said that the regulations don't say that the permit needs to be valid.

Chairwoman Gonyo stated that there is a reason rules are put in place, and noted that it has been established that the RV is on the site, and it has also been established that a building permit has not been issued for the property.

Attorney Avena submitted into the record as Exhibit 21 a Warranty Deed for the property.

A. Darling stated she looked at the property and there are weeds all over and that it does not appear that there is any landscaping work being done as Mr. Mironovas has previously stated.

J. Morgan stated that the RV should just be moved.

W. Scott stated that the Order to Discontinue is also for the installation of the dock. He referred to Exhibit 17 in which DEEP stated that there is not a valid permit for the dock.

There being no further comments, the public hearing was closed at 7:00.

MOTION: Motion made by J. Morgan, seconded by A. Darling to add deliberation of Application #ZBA-24-5 to the agenda.

VOTE: 5-0

MOTION: Motion made by J. Kohl, seconded by J. Morgan, to uphold the Zoning Official's issuance of the Order to Discontinue.

VOTE: 5-0

5. NEW BUSINESS

- Draft 2025 meeting schedule

MOTION: Motion made by J. Kohl, seconded by A. Darling, to approve the 2025 meeting schedule as drafted.

VOTE: 5-0

- Draft 2023/2024 ZBA Annual Report

MOTION: Motion made by J. Morgan, seconded by A. Darling, to approve the 2023/2024 ZBA Annual Report as drafted.

VOTE: 5-0

- Draft 2026 ZBA Budget

MOTION: Motion made by J. Kohl, seconded by A. Darling, to approve the 2026 ZBA Budget as drafted.

VOTE: 5-0

6. CORRESPONDENCE

No correspondence was received.

7. ADJOURNMENT

MOTION: Motion made by J. Kohl, seconded by J. Morgan, to adjourn the meeting at 7:08.

VOTE: 5-0

Respectfully Submitted,


Dawn Choisy
Recording Secretary

**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