

**DEPARTMENT OF PLANNING AND DEVELOPMENT**

MEMORANDUM

TO: Planning and Zoning Commission

FROM: Mark Wujtewicz, Planner

DATE: January 23, 2024

TITLE: Staff Report: Woodspring Suites Hotel
16 & 18 Boston Post Road
295 & 313 Willetts Ave Ext
Site Plan / Special Permit
Application PL-23-16

EXECUTIVE SUMMARY

The project as proposed is to construct a 122 room hotel with associated parking, utilities and storm water drainage infrastructure. The site consists of four parcels which will be merged into one parcel with a combined area of approximately 4.5 acres. Existing conditions on the site include an abandoned commercial building, two residential buildings and accessory buildings. The site is located within the General Commercial (C-G) Zone District and in accordance with Section 8.2.6 of the Waterford Zoning Regulations, hotels are a use allowed through the issuance of a Special Permit. The proposed hotel as constructed will contain approximately 12,400 square feet of building area. It will contain four stories with approximately 50,000 total square feet of Gross Floor Area. The main access to the site will be from Boston Post Road with a secondary access from Willetts Avenue Ext. Site improvements to the property will also include onsite surface and subsurface stormwater drainage, utilities and landscaping.

BACKGROUND**Pertinent Regulations****CGS 8-3(g)****Section 8 – General Commercial District (C-G)****Section 8.2 - Uses Permitted in the C-G District subject to approval of a Special Permit:****Section 8.2.6 – Motels and Hotels****Section 22 – Site Plans**

Section 22b – Design Review of Site and Building Requirements
Section 23 – Special Permits with Design Review

This application was received by the Commission on December 12, 2023.
The Public Hearing was advertised in The Day on January 9 and January 16, 2024.
The Public Hearing is scheduled to open on January 23, 2024.

DISCUSSION

In order for the Commission to approve a site plan and special permit it must find that the use as proposed on the plan is consistent with the findings listed in Section 23.5 of the Zoning Regulations. As required, the applicant has provided a Statement of Use (Exhibit 8) which describes the proposed project's consistency with the findings contained in Section 23.5 of the Zoning Regulations. The Commission may require additional conditions or stipulations to the Special Permit which must be supported by the record. The Commission must act on the plan initially submitted for review and can find that the site plan is either compliant with the Zoning Regulations or it may approve the plan with modifications that are required to be implemented on the plan prior to filing on the land records.

The applicant submitted a Traffic Impact and Access Study into the record (Exhibit 7). This report analyzed the projects impacts on traffic volumes and key street intersection level of service. As mitigation for the previously approved Waterford Central residential development, the Traffic Impact study took into consideration proposed roadway geometric and traffic signal improvements by others at the intersection of Boston Post Road with Willetts Avenue Ext. These improvements include the widening of the Willetts Avenue northbound approach to provide additional capacity and queue storage, as well as the optimization of the future signal timing at this location. The applicant has identified the Boston Post Road access driveway as the main access for the hotel with the Willetts Avenue Ext access driveway being secondary. There is no signage proposed for the Willetts Avenue Ext access.

The property contains approximately .6 acres of wetlands with proposed regulated activity occurring within 16,400 sq. ft. of the upland review area. As a result, an application for Inland Wetland Permit #C-23-09 was submitted to the Waterford Conservation Commission. Inland Wetland Permit #C-23-09 was approved by the Conservation Commission for site work, access drive and infrastructure construction, and construction of a portion of the stormwater treatment basin within the upland review area. In accordance with CGS §8-3(g) a report of the Conservation Commission action was submitted into the record (Exhibit 5).

The applicant submitted a Drainage Report into the record (Exhibit 6). The report provided an analysis of existing site drainage conditions and analyzed the proposed stormwater drainage system design to mitigate adverse impacts from the development of the project as proposed. The site plans submitted into the record (Exhibit 3) identified the use of a subsurface infiltration system for the capture and infiltration of building generated stormwater runoff. Stormwater surface runoff is proposed to be accommodated using two stormwater quality basins to be constructed on the site. Both basins are designed to accommodate a 5-year storm event and meet the criteria of the Connecticut 2004 Stormwater Quality Manual.

RECOMMENDED ACTION

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

Findings:

1. The application is for a use subject to a Special Permit approval, pursuant to Section 8.2.6 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.
3. The Statement of Use (Exhibit 8) provided by the applicant in accordance with Section 23.5 of the Zoning Regulations identifies through the findings that the proposed use is consistent with Sections 23.5.1 through 23.5.9.
4. The Waterford Conservation Commission issued Inland Wetland Permit# C-23-09 for regulated inland wetland activities.
5. The Waterford Conservation Commission issued a report of its action on application #C-23-09 in accordance with CGS §8.3(g).
6. This application has been reviewed by the Town of Waterford Design Review Board in accordance with Section 22b of the Waterford Zoning Regulations and which Board submits a positive report to the Planning and Zoning Commission.

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

1. An annual Maintenance and Inspection Report for the Stormwater management system shall be provided to the Town of Waterford Planning and Development Department. This report shall be required to be submitted in order to verify that the stormwater management system is maintained and continues to operate as originally designed.
2. The Zoning Compliance Chart shall be updated to reflect the correct total acreage of the combined parcels. This shall be shown on the final plans prior to filing on the land records.
3. In order to maintain the Willetts Avenue Ext access as secondary there shall be no signage at that access.

Proposed Motion

To approve with modifications and conditions, the Site Plan / Special Permit for Woodspring Suites Hotel application #PL-23-16 at 16 & 18 Boston Post Road and 295 & 313 Willetts Ave Ext, with modifications and conditions 1 thru 3 and to adopt the findings 1 thru 6 of the staff report.