

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

RECEIVED FOR RECORD
WATERFORD, CT

2025 SEP 12 A 9:59
September 9, 2025

6:30 PM

ATTEST: *[Signature]*
TOWN CLERK

Remote Access Only

Members Present: Karen Barnett, Tim Bleasdale and Tim Conderino
Members Absent: Chairman Greg Massad and Victor Ebersole
Alternates Present: Michael Elbaum
Alternates Absent: Doris Crum and Joseph DiBuono
Staff Present: Mark Wujtewicz, Planner and Katrina Kotfer, Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

K. Barnett called the meeting to order at 6:32 PM. M. Elbaum was seated for G. Massad.

2. APPROVAL OF MINUTES

MOTION: Motion made by M. Elbaum, seconded by T. Conderino, to approve the August 19, 2025 meeting minutes.

VOTE: 3-0-1 (T. Bleasdale abstained from the vote)

3. APPLICATION RECEIPT

No new applications were received.

4. PUBLIC HEARING

#PL-25-16 Request of Williams Memorial Institute, owner, for a Site Plan/Special Permit review and approval for Tennis and Pickleball courts on property located at 122 Bloomingdale Road, R-40 Zone in accordance with Sections 5.1.4, 5.2.1, 22 and 23 of the Zoning Regulations and as shown on plans entitled "Athletic Complex Tennis and Pickleball Courts, 122 Bloomingdale Road, Waterford Connecticut, June 2025"

PUBLIC HEARING MUST OPEN BY: 10/9/2025

K. Barnett opened the public hearing at 6:36 pm.

M. Wujtewicz read the list of exhibits 1-11 into the record.

EXHIBIT 1 - Application (9 pages)
EXHIBIT 1a - Attachment A - Abutting Property Owners List
EXHIBIT 1b - Attachment B - Statement of Use
EXHIBIT 1c - Attachment C - Consistency w Plan of Conservation and Development
EXHIBIT 1d - Attachment D - Natural Diversity Database Map
EXHIBIT 1e - Application Cover Page - Amended
EXHIBIT 2 - Stormwater Infiltration Trench Design Computations
EXHIBIT 3 - Site Plan Dated Received July 29, 2025 (15 pages)
EXHIBIT 4 - Public Hearing Notice run in The Day newspaper August 26, 2025 and September 2, 2025
EXHIBIT 5 - Notice of Public Hearing to Applicant
EXHIBIT 6 - Lighting System Design Package
EXHIBIT 7 - Lighting Control System Summary

- EXHIBIT 8 - Site Plan – Revised Received September 2, 2025 (15 pages)
- EXHIBIT 9 - Certificates of Mailings
- EXHIBIT 10 - Staff Report
- EXHIBIT 11 - Email Correspondence from John Umland dated Monday, September 8, 2025 Re:
122 Bloomingdale Road

Michael Ott, PE, LS, Mark Fader, Head of School, The Williams School, Dwayne Xenelis, Board of Trustees President, Michael Mahoney, MUSCO Sports Lighting, Freda Gimpel, The Williams School Chief Financial Officer, Timothy Fitzpatrick, The Williams School Chief Operating Officer, Brian Bonner, The Williams School Board of Trustees, Bruce Harvey The Williams School Board of Trustees, Tim Kostick, Whiting Turner were available for the meeting.

M. Ott reviewed with the Commission the proposal to construct 6 tennis courts and 4 pickleball courts with lighting. He noted this is one of the phases in The Williams School master plan. The Williams School currently owns this lot and two adjoining lots, 128 Bloomingdale Road and 64 Pilgrim Road. The proposed courts will be post tension slab construction with a surrounding fence. Utilities will be installed to the courts. The courts will slope from east to west to direct surface water sheet flow runoff to a constructed grass swale underlined by an infiltration pipe trench along the entire westerly side of the court area. A retaining wall will be constructed at the toe of slope at the southeastern corner of the court area.

T. Conderino inquired as to the height of the proposed retaining wall. M. Ott stated the wall will vary from four to eight feet.

T. Conderino asked if there will be any bleachers or formal seating. M. Ott stated that no seating is proposed at this time but maybe in the future. The bleachers may be located within the flat area created by the grading along the easterly side of the court area.

M. Elbaum ask if there will be any vehicular access to the area. M. Ott replied that the Fire Marshal's office had asked for a keyed access gate to provide for emergency access. Public access may be proposed as part of a future plan.

M. Mahoney, Musco Sports Lighting reviewed the proposed lighting plan with the Commission. He noted that the courts will be illuminated to a safe and appropriate level for high school tennis. The lighting will be downward directed LED fixtures and are dark sky compliant. The lights will be controlled manually and by wireless access to assure that lights will not remain on all night. He noted that if shorter poles were to be used, the lighting would not be directed downward and would result in more glare for both the athletes and outside of the courts.

T. Conderino asked if other fields are currently illuminated. M. Ott stated no other fields are illuminated. M. Fader noted there are lights on a Williams School owned rental house on the adjacent property that are used for safety.

K. Barnett asked what the season and hours will be. M. Ott noted that tennis is a spring sport and will be used primarily during daytime hours. In the future it may be used for guests or outside rentals.

John and Karla Umland 120 Bloomingdale Road spoke regarding concerns that the proposed lights

would illuminate their backyard. M. Fader responded that the outdoor lighting on the rental property can be adjusted in order to address the Umland's concerns.

K. Barnett asked if any sound system is proposed. M. Fader noted no sound system is proposed.

K. Barnett asked three times if anyone from the public would like to speak regarding the application. There was no public response.

MOTION: Motion made by T. Bleasdale, seconded by T. Conderino to close the public hearing for PL-25-16.

VOTE: 4-0

Public hearing closed at 7:17 pm.

#PL-25-12 – Application of the Waterford Planning & Zoning Commission to amend the Zoning Regulations Sections 1 Definitions, 3.41, 3.41.1, 3.41.2, 3.41.3 and 6.1.2 as they pertain to Agri-Tourism.

MOTION: Motion made by K. Barnett, seconded by M. Elbaum to continue the public hearing to the next meeting.

VOTE: 3-0-1 (T. Bleasdale abstained from the vote)

5. APPLICATION REVIEW

#PL-25-16 Request of Williams Memorial Institute, owner, for a Site Plan/Special Permit review and approval for Tennis and Pickleball courts on property located at 122 Bloomingdale Road, R-40 Zone in accordance with Sections 5.1.4, 5.2.1, 22 and 23 of the Zoning Regulations and as shown on plans entitled "Athletic Complex Tennis and Pickleball Courts, 122 Bloomingdale Road, Waterford Connecticut, June 2025"

PUBLIC HEARING MUST OPEN BY:

10/9/2025

M. Wujtewicz reviewed the staff report with the Commission.

The Commission discussed the following findings:

1. The application is for a use subject to a Special Permit and Site Plan approval, pursuant to Section 5.1.4 and 5.2.1 of the Waterford Zoning Regulations.
2. The application meets the criteria for Special Permit and Site Plan approval, pursuant to Sections 22 and 23 of the Waterford Zoning Regulations, subject to modifications listed.

The Commission discussed the following conditions:

1. Lighting fixture details be placed on the site plan prior to filing the final plans on the land records.
2. Top of wall elevations and bottom of wall elevations at proposed grade of the retaining wall to be noted on the plans prior to filing on the land records.
3. The proposed stockpile shall be permanently seeded.

MOTION: Motion made by T. Conderino, seconded by M. Elbaum to approve with modifications, the Special Permit and Site Plan for the Williams School Tennis and Pickleball Courts application #PL-25-16 at 122 Bloomingdale Road, with modifications and conditions 1 through 3 and to adopt the findings 1 and 2 of the staff report dated September 9, 2025.

VOTE: 4-0

#PL-25-17 – Request of FC Real Estate, LLC, owner & River Valley Periodontics, applicant for a modified site plan for parking lot modifications at 742 Broad Street Ext, NB zone, in accordance with Sections 7.7 and 22 of the Zoning Regulations and as shown on plans entitled "Modification to Site Plan, Land of FC Real Estate, LLC, 742 Broad Street Ext – Route 85, Waterford, CT, Site Development Plans, Parking Lot Expansion", Revised June 20, 2025

ACTION REQUIRED BY: 10/23/2025

Eric Peterson, LS and Lauren Cavellieri, River Valley Periodontics Office Manager were available for the application.

E. Peterson reviewed the existing conditions of the site. The site has been a medical office since the 1980's. The applicant is proposing to increase the amount of parking from the current 13 spaces to a proposed 20 spaces by expanding the existing parking area easterly. There is currently 1 light for the existing parking lot and the revised plan shows 3 pole mounted lights all facing the parking area. The proposed lights are 15 feet high to prevent light trespass onto adjacent properties. Stormwater runoff will sheet flow southerly through curb openings into a proposed rain garden. Some of the existing arborvitae plants will be replanted to continue the vegetative screening and additional plantings of the same species will be added to the site.

M. Wujtewicz reviewed the staff report with the Commission.

The Commission discussed the following 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.

The Commission discussed the following condition:

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

MOTION: Motion made by K. Barnett, seconded by T. Conderino 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.

VOTE: 4-0

#PL-25-12 – Application of the Waterford Planning & Zoning Commission to amend the Zoning Regulations Sections 1 Definitions, 3.41, 3.41.1, 3.41.2, 3.41.3 and 6.1.2 as they pertain to Agri-Tourism.

The public hearing has been continued therefore no action was taken.

6. ADMINISTRATIVE REVIEW

No discussion occurred.

7. CORRESPONDENCE

M. Wujtecwicz reviewed his email and discussed with the Commission the requirements for Land Use Commissioner training.

8. COMMISSION BUSINESS

M. Wujtecwicz reviewed with the Commission the status of current and upcoming projects throughout Town.

9. ADJOURNMENT

MOTION: Motion made by T. Conderino, seconded by M. Elbaum to adjourn at 7:49 pm.

VOTE: 4-0

Respectfully Submitted,



Katrina Kotfer
Recording Secretary