

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

RECEIVED FOR RECORD
WATERFORD, CT

Planning & Zoning Commission
Town Hall Auditorium

2025 MAY 20 May 13, 2025
6:30 PM

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

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

G. Massad called the meeting to order at 6:30 PM. D. Crum was seated for T. Bleasdale and M. Elbaum was seated for V. Ebersole.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

MOTION: Motion made by D. Crum, seconded by M. Elbaum, to approve the April 8, 2025 meeting minutes.

VOTE: 5-0

4. APPLICATION RECEIPT

#PL-25-7 – Request of Gayle & Owen O'Neill, owners and applicants, for a 2 lot resubdivision for property located at 150 Butlertown Road, RU-120 zone, as shown on plans entitled "150 Butlertown Road Subdivision Plan, Plan Prepared for Gayle & Owen W. O'Neill, 150 Butlertown Road, Town of Waterford, Connecticut Revised March 11, 2025"

APPLICATION WAS RECEIVED: 4/22/2025

PUBLIC HEARING MUST OPEN: 6/26/2025

G. Massad noted that the application was received at the April 22, 2025 meeting.

PL-25-8 – Request of LEARN, applicant; Town of Waterford, owner; for site plan approval for a new School located at 51 Daniels Avenue, R-40 zone, in accordance with Section 5.1.3 and 22 of the Zoning Regulations and as shown on plans entitled "LEARN – Early Childhood School, 51 Daniels Avenue, Waterford, CT State Project Number: 245-0090 MAG/N/PF" dated 05/05/2025.

ACTION REQUIRED BY: 7/17/2025

The application will be scheduled for review at a future meeting.

PL-25-9 – Request of LEARN, applicant; Town of Waterford, owner; for site plan approval for new Pickleball Courts located at 51 Daniels Avenue, R-40 zone, in accordance with Section 5.1.4 and 22 of the Zoning Regulations and as shown on plans entitled "Waterford Pickleball Courts and Parking, 51 Daniels Avenue, Waterford, CT" dated 05/05/2025.

ACTION REQUIRED BY: 7/17/2025

The application will be scheduled for review at a future meeting.

#PL-25-10 – Request of Daniela Gjergaj, applicant, to amend the Zoning Regulations Sections 1- Definitions, 3.45 and 6.2.11 as they pertain to Campgrounds.

PUBLIC HEARING REQUIRED BY:

07/17/25

This application was received after the agenda was posted but within the statutory time frame. The Commission set a public hearing date of June 10, 2025.

G. Massad modified the agenda to accommodate applicants present.

5. PUBLIC HEARING

#PL-25-7 – Request of Gayle & Owen O'Neill, owners and applicants, for a 2 lot resubdivision for property located at 150 Butlertown Road, RU-120 zone, as shown on plans entitled "150 Butlertown Road Subdivision Plan, Plan Prepared for Gayle & Owen W. O'Neill, 150 Butlertown Road, Town of Waterford, Connecticut Revised March 11, 2025"

PUBLIC HEARING REQUIRED BY:

6/26/2025

G. Massad opened the public hearing at 6:40 pm. Owen O'Neill, owner, David Cooley, PE, and Brian Florek, LS were present for the application.

D. Cooley reviewed the existing and proposed conditions. He noted they are looking to create one additional lot, 5.67 acres in size from the existing 33.25 acre parcel. They are proposing the access for the new lot will utilize a portion of the existing driveway access for the house lot. This will allow the new lot to use the existing wetland crossing currently in use at 150 Butlertown Road. Reciprocal easements will be created in order to allow shared access for both lots. The proposed septic system and well have been approved by the Ledge Light Health District for the new lot and the existing well and septic are sufficient for the existing house on 150 Butlertown Road. The Conservation Commission has determined that there is no proposed regulated activity within the 100-foot upland review area.

K. Barnett questioned if there are hydrants in the area. D. Cooley stated that there is no public water or sewer and that the existing bridge for the wetland crossing has been certified to carry fire apparatus.

M. Wujtewicz read the exhibit list into the record and asked that the presenters to explain for the Commission the purpose for the shared driveway and the shared use of the wetland bridge crossing. D. Cooley replied it is to minimize any additional wetland impacts.

G. Massad asked three times if anyone from the audience would like to speak for or against the application.

MOTION: Motion made by T. Conderino, seconded by D. Crum to close the public hearing for application PL-25-7.

VOTE: 5-0

6. APPLICATION REVIEW

#PL-25-7 – Request of Gayle & Owen O'Neill, owners and applicants, for a 2 lot resubdivision for property located at 150 Butlertown Road, RU-120 zone, as shown on plans entitled "150 Butlertown Road Subdivision Plan, Plan Prepared for Gayle & Owen W. O'Neill, 150 Butlertown Road, Town of Waterford, Connecticut Revised March 11, 2025"

PUBLIC HEARING REQUIRED BY:

6/26/2025

M. Wujtewicz reviewed his staff memo with Commission. K. Barnett had questions on adequate turning radius for fire apparatus. G. Massad had a question on the frontage of the new lot. M. Wujtewicz noted that proposed condition 1 in the staff report requires that the zoning chart be updated to accurately reflect the dimensions shown on the proposed subdivision plan.

The Commission discussed the following findings:

1. The property is located entirely within the RU-120 (Rural Residential) Zone District
2. The division of the property constitutes a resubdivision in accordance with the definition of resubdivision within the Town of Waterford Subdivision Regulations and State Statute.
3. The proposed lots comply with the lot design standards of section 3.34 and 6 of the Town of Waterford Zoning Regulations as shown on the plan.
4. The Town of Waterford Conservation Commission reviewed the proposal as submitted through application #C-25-04 and determined that the proposed construction of the driveway and new residence on Lot A occurs outside of the 100-foot upland review area and does not involve any regulated inland wetland activity (Exhibit 13).

The Commission discussed the following conditions:

1. The Zoning Chart shall be updated so that the dimensions within the chart accurately reflect the dimensions as shown on the plans.
2. Access and utility easement language shall be submitted to the Planning Department and reviewed prior to filing the final plans on the land records.

MOTION: Motion made by T. Conderino, seconded by D. Crum to approve with conditions Application PL-25-7, a 2-Lot residential resubdivision located at 150 Butlertown Road with conditions 1 and 2 and to adopt the findings 1 through 4 of the staff report dated May 13, 2025.

VOTE: 5-0

5. PUBLIC HEARING

#PL-25-6 – Request of Robert Schacht, applicant, to amend the Zoning Regulations Sections 3.41, 3.41.2(f) and 3.41.2(n) as they pertain to Agri-Tourism.

PUBLIC HEARING REQUIRED BY: 06/12/25

Robert Schacht, Hunts Brook Farm, was present for the application. R. Schacht gave a brief history of his farm and the activities he is looking to host. K. Barnett asked why there is a proposed reduction in the minimum number of days needed to apply for a zoning compliance permit for each event. R. Schacht noted it allowed for flexibility with crops and with weather. M. Wujtewicz read the exhibit list into the record. G. Massad noted for the record he had conversations with staff and another Agri-Tourism property owner in Town regarding the regulation.

G. Massad asked three times if anyone from the audience would like to speak regarding the application.

MOTION: Motion made by D. Crum, seconded by K. Barnett to close the public hearing for application PL-25-6.

VOTE: 5-0

6. APPLICATION REVIEW

#PL-25-6 – Request of Robert Schacht, applicant, to amend the Zoning Regulations Sections 3.41, 3.41.2(f) and 3.41.2(n) as they pertain to Agri-Tourism.

PUBLIC HEARING REQUIRED BY: 06/12/25

The Commission had a lengthy discussion on Agri-Tourism.

The Commission discussed the following findings:

1. Application PL-25-6 meets the requirements of Section 28 of the Waterford Zoning Regulations.
2. Application PL-25-6 meets the requirements of Connecticut General Statutes Chapter 124 §8-3 governing changes of zoning regulations and districts.
3. The proposed regulation amendments are consistent with the Plan in meeting the stated goals of the Sustainability/Resiliency Chapter (Pg. 42) by encouraging additional means to continue to support local farmers and farming.

MOTION: Motion made by D. Crum, seconded by K. Barnett to approve Application #PL-25-6 to amend Zoning Regulations Sections 3.41, 3.41.2(f) and 3.41.2(n) – Agri-tourism and adopt the findings 1 thru 3 of the Staff Report dated May 13, 2025 with an effective date of June 4, 2025.

VOTE: 5-0

7. ADMINISTRATIVE REVIEW

The Commission directed Staff to review ways the Zoning Regulations can be expanded to allow greater opportunities to farmers.

8. CORRESPONDENCE

The Commission reviewed the memo from M. Wujtewicz, Planner regarding proposed changes to the approved site plan for 969 Hartford Turnpike, Waterford Heights Multi Family Project. The Commission determined that the modifications requested are minor in nature and do not rise to the level of requiring a new modified site plan review.

9. COMMISSION BUSINESS

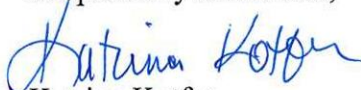
J. Mullen gave a brief update on projects currently under construction and anticipated to be submitted to the Commission for review in the near future.

10. ADJOURNMENT

MOTION: Motion made by D. Crum, seconded by M. Elbaum to adjourn at 8:15 pm.

VOTE: 5-0

Respectfully Submitted,


Katrina Kotfer
Recording Secretary