



Town of Waterford

Department of Planning and Development

www.waterfordct.org



Office Use Only

Date Submitted: 10/16/23

Processed By: KK

App. No.: A-23-13

Total Fee: \$ _____

Electronic Submission

Waived: _____ Yes _____ No

PZC Form 1

Planning and Zoning Application

1. Type of Application(s), Use and Property Information (check all that apply)

- | | | |
|--|---|--|
| ☐ Informal Staff Review | ☒ Site Plan/Design Review | ☒ Municipal Project (CGS§8-24) |
| ☐ Special Permit/Design Review ¹ | ☐ Subdivision /Resubdivision | ☐ Lot line Adjustment |
| ☐ Zoning Map Change | ☐ Regulation Amendment(s) | ☐ New District |
| ☐ Multifamily Development | ☐ Coastal Area Management ² | ☐ Earth Excavation |
| ☐ Flood Hazard Area | ☐ Other: _____ | ☐ Other: _____ |

Specify all uses and corresponding section for which this application applies³:

Use: Parks & Playgrounds Section: 10.2.5

Use: _____ Section: _____

Use: _____ Section: _____

Name of proposed development/subdivision: N/A If subdivision how many lots?: N/A

If applicable, are roadways proposed to be private, public or both:

☐ Private ☐ Public ☐ Both⁴

Parcel 1

Map/Block/Lot: _____

Street No. & Name: _____

Size SF/AC: _____ / _____

Zoning District(s): _____

Multiple Parcels - See Attachment

Parcel 2

Map/Block/Lot: _____ / _____ / _____

Street No. & Name: _____

Size SF/AC: _____ / _____

Zoning District(s): _____

¹ Include a completed list of property owners with Parcel ID, name, address and mailing address. It is the applicant's responsibility to distribute all notices certified return receipt. Evidence of mailing shall be submitted prior to the start of the hearing. Failure to do so will delay the opening of the hearing.

² Coastal Site Plan reviews under Coastal Area Management §25.4 must submit a completed PZC Form 2 in addition to this PZC Form 1.

³ The use listed must correspond to the exact use term noted within the zoning district as a permitted use allowed through site plan or special permit.

⁴ A plan must accompany the application clearly delineating the limits of public and private roads.

2. Applicant Information

Name: Robert Brule **Applicant's Authority to File Application⁵**
Title: First Selectman ☒ Legal Owner of Record
Company: Town of Waterford ☐ Power of Attorney
Address: 15 Rope Ferry Road ☐ Contract to Purchase
City/State: Waterford CT ☐ Other _____
Zip Code: 06385
Telephone: 860.442.0553 Fax: _____ Email: _____

3. Agent Information; if applicable

Name: Chad Frost **Specify Nature of Agent**
Title: Principal ☐ Attorney
Company: Kent + Frost ☐ Civil Engineer
Address: 1 High Street ☐ Land Surveyor
City/State: Mystic CT ☒ Design Professional; L.A.
Zip Code: 06355 ☐ Other: _____
Bar/License/Reg. No.: LAR 952
Telephone: 860.572.0784 Fax: _____ Email: cfrost@kentfrost.com

4. Property Owner(s) and Parcel(s) InformationIs owner co-applicant? ☒ Yes ☐ No

Note: If landowner is an LLC, Corporation, Trust or other legal entity, attach the names, addresses and title of each member or officer, including agent(s). If same as applicant list 'Same'.

Name: _____	Name: _____
Title: _____	Title: _____
Company: <u>Town of Waterford</u>	Company: _____
Address: <u>15 Rope Ferry Road</u>	Address: _____
City/State: <u>Waterford</u> <u>CT</u>	City/State: _____
Zip Code: <u>06385</u>	Zip Code: _____
Telephone: <u>860.442.0553</u>	Telephone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____

⁵ Applicant must submit evidence attesting to the authority to file application (i.e. deed, option for purchase, etc.)

5. Statement of Use

Attached a typed statement of use in conformance with the Zoning Regulations as described in Section 22.4.2. In addition include all hours and days of operation, size of buildings and number of stories, utilities servicing the parcel, variances received, number of employee and structures to be demolished.

6. Statement of Design Compatibility (Site Plans and Special Permits only)

Attach a statement describing how the building and site design is compatible with the neighborhood, character of Waterford and Zoning Regulations.

7. Consistency with Adopted Plan of Preservation, Conservation and Development (all applications)

Attach a statement attesting to how the proposed use, zone change, amendment or design is consistent with the most recent adopted Plan of Preservation, Conservation and Development (the Plan). Note relevant Plan section numbers and pages.

8. Natural and Cultural Resources

Yes	No			% of Property
☒	☐	a. Are inland wetlands present on site?	Total SF/AC	See Attachment
☐	☒	b. Are tidal wetlands present on site?	Total SF/AC	_____/_____ _____
☐	☒	c. Are their known or suspected vernal pools on the property?		
☐	☒	d. CT DEEP NDDB: Are endangered, threatened or species of special concern suspected to be located on the property? <i>Applicant must attach an 8 1/2 x 11 map of the most current CT DEEP Natural Diversity Database with site clearly identified regardless of response provided. If you answered yes to item d., attach a letter from CT DEEP stating the name of the specie(s) that are suspected to be on the property. See Section 22 of the Zoning Regulations for additional information.</i>		
☐	☒	e. Are floodplains or flood hazard areas on the property?		
		Identify: _____		
☐	☒	f. Is the property located within a local, state or national historic district?		
		If yes identify district name: _____		
☐	☒	g. Does the site possess any structures or sites listed on the local, state or national register of historic landmarks?		
		If yes, identify: _____		

9. Additional Information

Yes No

- ☐ ☒ a. Is any part of the site within 500' of the Town line? Which town: _____
- ☐ ☒ b. Will any egress or ingress for the property use streets within an adjoining municipality?
- ☒ ☐ c. Is any work proposed in wetlands or watercourses? Explain in Statement of Use
- ☒ ☐ d. Is any work proposed within 100 feet of a wetlands or watercourse? Explain in Statement of Use
- ☐ ☒ e. Is any work proposed within a floodplain or flood hazard area? Explain in Statement of Use
- ☐ ☐ f. Is public water available or proposed to the site? Identify: _____
- ☐ ☐ g. Are public sanitary sewers available or proposed to the site? Identify: _____
- ☐ ☐ h. Is there a utility, drainage or other easement(s) on the site? Specify: _____
- ☐ ☐ i. Is open space proposed on the property?

How much open space is proposed (SF/AC)? _____ / _____ Percent of property(s) _____

Use and purpose of open space: _____

10. Previous Land Use Permits Associated with the Property(s)

Have previous permits been issued for the Property: ☒ Yes ☐ No (List singularly; attached additional pages if necessary)

<u>Date Issued</u>	<u>Issuing Agency</u>	<u>Approved Use/Activity</u>
10/13/2022	Waterford Conservation	Water quality, habitat improvements, paved walkway, boardwalk
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. Change of Zone, Regulation Amendment or New Zoning District, if applicable

Yes No

☐☒

a. Is this application for a new zoning district and/or regulation not presently established within the Zoning Regulations? If a new zoning district, distinguish type of zone proposed:

☐

Fixed Zone

☐

Floating Zone

☐

Overlay Zone

Identify proposed zone name: _____

For new regulations, list proposed section number(s) and titles(s):

i. _____

ii. _____

iii. _____

☐☒

b. Is this application an amendment to an existing regulation? Attach proposed amendments, clearly noting any deletions, modifications or additions. List sections proposed to be modified:

i. _____

ii. _____

iii. _____

☐☒

c. Is this application for a change to a district already established within the regulations? Identify:

Supporting materials:

For new zoning districts or a change in zone provide a legal description of the land involved in the zone district change including the following:

- Location map at 1"=1000'
- Accurate description and acreage of tract(s) to be changed with existing buildings and uses
- Show existing features including but not limited to contours at two-foot intervals, wetlands and watercourses, flood plains, all improvements and structures,
- All lots or parts of lots contained in an area within 500 feet in all directions of the zone change tract
- All lots shown in this area and within the zone change tract shall contain the name and address of owners as recorded in the Assessor's records and shall show the nature of use
- North point, and distance along road from nearest road intersection.
- Scale of map(s)

12. Bulk Zoning Requirements Table

Complete the following table, which must also be included on applicable drawings:

Zoning District(s): _____	See attachment	
Item	Required	Proposed
Minimum Lot Size		
Frontage		
Front Yard		
Side Yard		
Rear Yard		
Building Line		
Building Coverage		
Parking ⁶		
Landscaping		
Impermeable Coverage		

⁶ Attach method used to determine the number of parking spaces required.

13. Planning, Design and Engineering Team

Provide a list of all professionals responsible for the project. Additional pages attached, if necessary: ☐ Yes ☐ No

Discipline:	<u>Landscape Architect</u>	Telephone:	<u>860.572.0784</u>
Name:	<u>Chad Frost</u>	Fax:	<u></u>
Company:	<u>Kent + Frost</u>	Email:	<u>cfrost@kentfrost.com</u>
License(s)/ Accreditations:	<u>LAR 952</u>	License(s)/ Accreditation No(s):	<u></u>

Discipline:	<u>Civil Engineer</u>	Telephone:	<u>860.367.7264</u>
Name:	<u>Brandon Handfield</u>	Fax:	<u></u>
Company:	<u>Yantic River Consultants</u>	Email:	<u>brandon@yrc-ne.com</u>
Licenses and/or Accreditations:	<u></u>	License/ Accreditation No(s):	<u></u>

Discipline:	<u></u>	Telephone:	<u></u>
Name:	<u></u>	Fax:	<u></u>
Company:	<u></u>	Email:	<u></u>
Licenses and/or Accreditations:	<u></u>	License/ Accreditation No(s):	<u></u>

Discipline:	<u></u>	Telephone:	<u></u>
Name:	<u></u>	Fax:	<u></u>
Company:	<u></u>	Email:	<u></u>
Licenses and/or Accreditations:	<u></u>	License/ Accreditation No(s):	<u></u>

Discipline:	<u></u>	Telephone:	<u></u>
Name:	<u></u>	Fax:	<u></u>
Company:	<u></u>	Email:	<u></u>
Licenses and/or Accreditations:	<u></u>	License/ Accreditation No(s):	<u></u>

14. Supporting Documentation

Itemize, including additional attachments, all information provided in support of the application. Titles, dates and sheet/map numbers shall correspond exactly with the corresponding information provided.

Additional pages attached, if necessary: ☐ Yes ☒ No

Waterford Civic Triangle - Permit Set 10/13/2023

Waterford Civic Triangle Master Plan - October 2023

Project Narrative - October 13, 2023

15. For Informal Staff Review Use Only

Sec. 7-159b – Pre-application review of use of property. Notwithstanding any other provision of the general statutes, prior to the submission of an application for use of property under chapters 124, 126, 440 and 541 or any other provision of the general statutes authorizing an authority, commission, department or agency of a municipality to issue a permit or approval for use of such property, such authority, commission, department or agency or authorized agent thereof may separately, jointly, or in any combination, conduct a pre-application review of a proposed project with the applicant at the applicant's request. Such pre-application review and any results or information obtained from it may not be appealed under any provision of the general statutes, and shall not be binding on the applicant or any authority, commission, department, agency or other official having jurisdiction to review the proposed project.

I have read and understand the above provision of the Connecticut General Statutes and understand and agree that whatever discussion, comments and/or recommendations are made through this review are non-binding upon the parties.

Further, I acknowledge and agree that this pre-application review meeting is being conducted prior to and in anticipation of a formal application to the Waterford Planning and Zoning Commission or Conservation Commission to obtain feedback and response to the proposal or design, as it exists on this date, in the interest of preparing an application consistent with the Subdivision, Zoning or Wetlands regulations of the Town of Waterford as the case may be.

Signature

Printed Name

Date


Applicant






Agent

Chad Frost

10/10/2023


Land Owner





Land Owner

16. Technical Assistance Review Fee

In accordance with the Waterford Code of Ordinance Chapter 16.08, the Commission may require third party technical assistance review for the evaluation of applications associated with but not limited to site plans, special permits, zone change and regulation amendments and may collect payment for costs associated with the review. This includes but is not limited to civil engineering, architecture, legal assistance, traffic engineering and environmental protection.

17. Acknowledgements; All applications

Application Content

The undersigned hereby acknowledges that this application and statements submitted herewith are true to the best of my knowledge and approval of the application is contingent upon compliance with all requirements of said regulations.

Right of Entry and Inspection

The undersigned hereby authorizes the Waterford Planning and Zoning Commission or its agents, to enter the subject property for the purposes of inspection and enforcement for the said Zoning Regulations until receipt of final Certificate of Occupancy and Certificate of Zoning Compliance.

Electronic Data Accuracy and Transmission

If applicable, the undersigned hereby acknowledges that all electronic data submitted as part of this application is an accurate and true representation of all paper transmissions provided as part of this application and may be transmitted publically when requested and all applicable fees are paid in full by the requesting party.

Signature

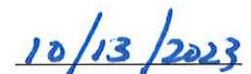
Printed Name

Date



Applicant







Chad Frost

10/10/23



Agent





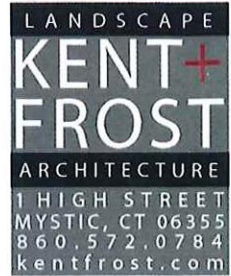


Land Owner

Land Owner

Town of Waterford Civic Triangle – Universal Access and Pond Improvements

October 13, 2023



Planning & Zoning Application Supplemental Information

1. Type of Application(s), Use and Property Information:

Parcel 1

Map/Block/Lot: 138/588
Street No. & Name: 184 Boston Post Rd
Size SF/AC: 473,932SF/10.88A
Zoning District(s): C-T

Parcel 2

Map/Block/Lot: 133/583
Street No. & Name: 174 Boston Post Rd
Size SF/AC: 87,120SF/2.00AC
Zoning District(s): C-T

Parcel 3

Map/Block/Lot: 133/6752
Street No. & Name: 35 Rope Ferry Rd
Size SF/AC: 43,560SF/1.00AC
Zoning District(s): C-T

Parcel 4

Map/Block/Lot: 133/6747
Street No. & Name: 15 Rope Ferry Rd
Size SF/AC: 174,240SF/4.00AC
Zoning District(s): C-T

Parcel 5

Map/Block/Lot: 132/6753
Street No. & Name: 49 Rope Ferry Rd
Size SF/AC: 239,580SF/5.5AC
Zoning District(s): C-T

5. Statement of Use:

The Town of Waterford is proposing to construct universally accessible pathways, pickleball courts, a shade pavilion and water quality improvements at the Civic Triangle site located at 184 and 174 Boston Post Road and 49, 35 and 15 Rope Ferry Road in Waterford, CT. The 5 subject parcels noted above are comprised of approximately 23.38 acres.

The purpose of the proposed activity is to improve the water quality of the existing pond resource, enhance native wetland and upland plantings, provide environmental education resources, provide additional active recreation opportunities with the installation of 2 pickleball courts, provide a 375 square foot roofed pavilion for picnicking, and improve universal access to and throughout the park. Once complete the park will continue to operate from dawn to dusk.

6. Statement of Design Compatibility:

The current use of the property is a public park and it will remain as such after this project is completed. However, the proposed pedestrian walkways, boardwalk and bridges will provide universal access for all individuals to portions of the property that were previously inaccessible. Multiple pedestrian access points are being added to the park and will be located at the Library, Town Hall, Rope Ferry Road, and the existing playground.

7. Consistency with Adopted Plan of Preservation, Conservation and Development:

This proposed project is in alignment with the 2012 Plan of Preservation, Conservation and Development. The proposed project will not change the use of the property, it will remain and be preserved as a public park/public open space.

The existing pond and inland wetlands are important natural resources which will be preserved and enhanced as a result of this project. The disturbance and proposed work within the regulated areas are generally temporary and work limits have been minimized to the greatest extent possible. As the result of the improvement, the project will improve the quality of the environmental resources on site. The site has been designed to minimize the impact on the environment as follows:

- Areas of new impervious surfaces have been minimized to the greatest extent possible with no increase in directly connected impervious areas.
- The design incorporates Boardwalks as the walking surface when traversing sensitive areas to significantly reduce permanent disturbances.
- Existing drainage from Route 1 and the Town Hall parking areas will be collected and treated in a new Sediment Forebay prior to discharge to the Pond.
- Clearing and grubbing is minimized to maintain native vegetation on site. Existing natural wooded buffers will be maintained along the inland wetlands as recommended by the JBWMP with the addition of native trees, shrubs, plantings, and seed mixes.
- The existing Pond will be dredged to remove sediment, increase average depth, and improve water quality.

There will be no adverse environmental impact from the project. Any potential impact of the project is related to short-duration construction activities. The potential environmental impact of these temporary disturbances will be mitigated through the proper installation and maintenance of erosion and sedimentation controls.

The proposed universally accessible trails will further enhance the open space by allowing more of the community to access portions of the park that were previously inaccessible. Interpretive panels describing the various wetland habitats will be installed around the pond providing educational opportunities for all visitors of the park. These elements combined will enhance the quality of life for the community.

8. Natural and Cultural Resources:

Inland Wetlands:	Total SF/AC	% of Property
Parcel 1	123,291.25SF/2.83AC	26%
Parcel 3	5,433.60SF/.13AC	13%

12. Bulk Zoning Requirements Table:

Parcel 1 - 473,932SF/10.88A

Zoning District: C-T		
Item	Required	Existing/Proposed/ % Site
Minimum Lot Size	20,000 SF	No change
Frontage	50'	No change
Front Yard	15'	No change
Side Yard	10' or 0'	No change
Rear Yard	30'	No change
Building Line	≥ 50'	No change
Building Coverage	40%	3,542SF/0SF/0.7%
Parking	Use not stated in Sec. 20	No change
Landscape	15' Buffer	No change
Impermeable Coverage	Not defined	32,015SF/44,802SF/9.5%

Parcel 2 - 87,120SF/2.00AC

Zoning District: C-T		
Item	Required	Existing/Proposed/ % Site
Minimum Lot Size	20,000 SF	No change
Frontage	50'	No change
Front Yard	15'	No change
Side Yard	10' or 0'	No change
Rear Yard	30'	No change
Building Line	≥ 50'	No change
Building Coverage	40%	100SF/0SF/0.1%
Parking	Use not stated in Sec. 20	No change
Landscape	15' Buffer	No change
Impermeable Coverage	Not defined	100SF/7,336SF/8.4%

Parcel 3 - 43,560SF/1.00AC

Zoning District: C-T		
Item	Required	Existing/Proposed/ % Site
Minimum Lot Size	20,000 SF	No change
Frontage	50'	No change
Front Yard	15'	No change
Side Yard	10' or 0'	No change
Rear Yard	30'	No change
Building Line	≥ 50'	No change
Building Coverage	40%	No change
Parking	Use not stated in Sec. 20	No change
Landscape	15' Buffer	No change
Impermeable Coverage	Not defined	0SF/0SF/0%

Parcel 4 - 174,240SF/4.00AC

Zoning District: C-T		
Item	Required	Existing/Proposed/ % Site
Minimum Lot Size	20,000 SF	No change
Frontage	50'	No change
Front Yard	15'	No change
Side Yard	10' or 0'	No change
Rear Yard	30'	No change
Building Line	≥ 50'	No change
Building Coverage	40%	16,689SF/17,064SF/9.8%
Parking	Use not stated in Sec. 20	No change
Landscape	15' Buffer	No change
Impermeable Coverage	Not defined	101,825SF/108,145SF/62.1%

Parcel 5 - 239,580SF/5.5AC

Zoning District: C-T		
Item	Required	Existing/Proposed/ % Site
Minimum Lot Size	20,000 SF	No change
Frontage	50'	No change
Front Yard	15'	No change
Side Yard	10' or 0'	No change
Rear Yard	30'	No change
Building Line	≥ 50'	No change
Building Coverage	40%	17,133SF/17,133SF/7.1%
Parking	Use not stated in Sec. 20	No change
Landscape	15' Buffer	No change
Impermeable Coverage	Not defined	67,266SF/72,590SF/30.3%

Agent



Chad Frost, PLA
Principal
Kent + Frost

10/13/2023

Applicant



Robert Brule
First Selectman
Town of Waterford