

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
REMOTE MEETING**

RECEIVED FOR RECORD
WATERFORD, CT

2023 MAY 30 P 1:46

May 23, 2023

ATTEST: *[Signature]*
TOWN CLERK

Planning & Zoning Commission
Remote Access Only

Members Present: Tim Bleasdale, Karen Barnett and Tim Conderino
Members Absent: Chairman Greg Massad and Victor Ebersole
Alternates Present: Doris Crum and Bertrand Chenard
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

T. Bleasdale, acting Chair called the meeting to order at 6:30 PM. B. Chenard was seated for G. Massad and D. Crum was seated for V. Ebersole.

2. APPROVAL OF MINUTES

MOTION: Motion made by B. Chenard, seconded by T. Conderino, to approve the May 9, 2023 meeting minutes.

VOTE: 5-0

3. APPLICATION RECEIPT

No applications were received by the Commission.

4. APPLICATION REVIEW

#PL-23-9 – Request of Waterford Central, LLC and 61A Myrock, LLC, owners, Sig Con Associates, LLC, applicant for site plan approval to locate a multi-family development on property located at 61 and 61A Myrock Avenue, in accordance with Sections 8.1.3, 16.1.2 & 22 of the Zoning Regulations and as shown on plans titled “Waterford Central Site Development Plans” dated 3/16/23, revised to 5/2/23.

ACTION REQUIRED BY:

7/13/2023

Brandon Handfield, PE, Yantic River Consultants, LLC, John Wicko, Architect and Joseph Balskus, PE, PTOE, Traffic Engineer, VHB, were present for the application.

B. Handfield presented the project to the Commission. He reviewed the existing property conditions and stated that 61 and 61A Myrock Avenue parcels will be merged with a total area 27.62 acres. Waterford Central will be an independent project from the adjacent Waterford Woods multifamily project located at 394 Willetts Avenue Ext. There is a proposed lot line revision with 394 Willetts Avenue Ext. to accommodate the interior access driveway to Waterford Central. He noted that the applicant is proposing 6 three-story apartment buildings, each with 36 units and 5 freestanding garage buildings. Access to Waterford Central will be internal to the site utilizing the main access drive at Waterford Woods. The existing Office Building located at southern end of the property that housed the former cable company will remain and there are no modifications proposed for the existing parking that accommodates the

building other than a fence and locked gate with a knox box to provide for emergency access to the property. A portion of the building will be repurposed to accommodate maintenance and storage for the project. The remaining office portion of the building will remain to be used as a business office facility. This will be a continuation of the previous business office use which is permitted use in the Zoning Regulations. Dumpster locations were reviewed and B. Handfield noted that the recreation areas were designed to incorporate the grading on the property. He noted there will be cross easements between Waterford Central and Waterford Woods to allow the residents of each complex to use the amenities on both properties.

B. Handfield referenced the area on the southern side of property has been identified as a an area where there has been dumping of mostly construction debris such as brick, concrete, wood, metal, pipes, ect. An investigation of the area was conducted by a CT Licensed LEP. As construction commences in the area, additional research and testing will be conducted.

John Wicko, architect reviewed with the Commission the proposed elevations of the buildings and garages. He noted the buildings are similar to buildings E&F for the Waterford Woods project on the adjacent lot.

B. Chenard asked if any of the units were to be designated as affordable. B. Handfield stated that 18 units are to be designated as affordable units meeting the criteria of the 80% maximum median income threshold.

J. Balskus, Traffic Engineer reviewed the existing traffic conditions and noted that the State has replaced the traffic signal at the intersection of Willetts Avenue Ext. and Boston Post Road. They have had discussions with OSTA and will formally apply for a permit from OSTA after they finish the town approval process. He anticipates receiving OSTA approval sometime this summer. He reviewed the proposed second lane to be built by the applicant within the existing Willetts Avenue Extension right of way in order to improve the traffic conditions for Willetts Avenue Ext. towards Boston Post Road.

M. Wujtewicz reviewed with the Commission the staff report he had prepared.

The Commission made the following findings:

1. The parcel is located within the C-MF Zoning District as identified on the most recently adopted Zone District Map.
2. The merger of 61 and 61A Myrock Avenue, as a result of this project is consistent with Zoning Regulations.
3. The proposed lot line adjustment impacting 394 Willetts Avenue Extension and 61 Myrock Avenue indicated on the Lot Line Revision Plan is compliant with Town of Waterford Zoning Regulations
4. The project is a multifamily development which is a permitted use within the C-MF Zone District and is developed in accordance with Section 18 of the Town of Waterford Zoning Regulations.
5. The project is proposed as a Site Plan in accordance with Section 18.1a of the Town of Waterford Zoning Regulations

6. The project as proposed includes the repurpose of an existing Office Building, which is a permitted use in accordance with Section 8.1.3 of the Town of Waterford Zoning Regulations.
7. The Waterford Conservation Commission has reviewed this proposal and determined that there are no regulated inland wetland activities.
8. With modifications as specified within the staff report, the site plan conforms to Section 22 of the Town of Waterford Zoning Regulations.
9. 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.
10. The approval of the site plan includes fire zones as may be established and enforced pursuant to Chapter 8.08 of the Waterford Code of Ordinances.

The Commission discussed the following modifications and conditions:

1. An operation and maintenance manual and inspection checklist for all elements of the stormwater treatment system shall be submitted to the Planning Department at the time final plans are filed. The manual shall identify the party responsible for the maintenance and inspection and repair of the system components and responsible for submission of the annual maintenance report to the Town, in accordance with Section 25.6 of the zoning regulations.
2. The final plans shall include a note identifying that the stormwater treatment system is in compliance with Section 25.6.10.14 of the Waterford Zoning Regulations
3. A DEEP Construction Stormwater Permit will be required for this project as the total disturbed area exceeds 5 acres.
4. Waterford Utility Commission approved details shall be added to the final plans prior to filing on the land records.
5. A CT Licensed Environmental Professional (LEP) shall be present to verify that any debris encountered during excavation is disposed of properly.
6. The stormwater detention basin and treatment system shall be completed and stabilized prior to the issuance of the Certificate of Zoning Compliance for the first completed residential building. Subsequent Certificates of Zoning Compliance for each remaining residential building will be issued upon inspection and verification by the design engineer that the stormwater basin and treatment system remains stabilized and continues to function as designed.
7. A planting schedule for the detention basin aquatic shelf is to be submitted to the Planning Department for review and approval prior to planting.
8. Proposed access easements for 61 Myrock Avenue (Waterford Central Apartments) to utilize the common access drive located on 394 Willetts Avenue Extension (Waterford Woods) as depicted on the site plan shall be provided and filed at the time of filing the final plans on the land records.
9. The Applicant's Traffic Impact be updated to incorporate any comments and recommendations from the Peer Review Study performed by the Town's Traffic

Consultant prior to filing the final plans on the land records.

10. The project shall provide that 18 units will be designated as affordable meeting the criteria of the 80% median income threshold as defined by State Statute.

MOTION: Motion made by B. Chenard, seconded by T. Conderino, to approve with modifications and conditions, the Waterford Central MultiFamily Development site plan application Permit #PL-23-9 for 61 & 61A Myrock Avenue with conditions 1 thru 10 and adopt the findings 1 thru 10 of the staff report.

VOTE: 5-0

5. ADMINISTRATIVE REVIEW

No action was taken.

6. CORRESPONDENCE

No correspondence was received.

7. COMMISSION BUSINESS

M. Wujtewicz updated the commission on existing ongoing projects and potential upcoming projects.

MOTION: Motion made by T. Bleasdale, seconded by B. Chenard, to add the discussion of Design Review Board Members reappointment to this part of the agenda.

VOTE: 5-0

MOTION: Motion made by B. Chenard, seconded by T. Bleasdale, to reappoint Joy Merrill and Bob Nye to an additional 3-year term on the Design Review Board.

VOTE: 5-0

8. ADJOURNMENT

MOTION: Motion made by K. Barnett, seconded by T. Conderino, to adjourn the meeting at 8:21 PM.

VOTE: 5-0

Respectfully Submitted,



Katrina Kotfer
Recording Secretary