

RECEIVED FOR RECORD
WATERFORD, CT

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

2026 APR 14 A 10:42

April 7, 2026

ATTEST: *Doris Crum*
Doris Crum

Remote Access Only

Members Present: Chairman Greg Massad, Karen Barnett and Timothy Condren
Members Absent: Tim Bleasdale and Victor Ebersole, Jr.
Alternates Present: Doris Crum and Michael Elbaum
Alternates Absent: Joseph DiBuono
Staff Present: Mark Wujtewicz, Planning Director and Katrina Kotfer, Office Coordinator

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

G. Massad called the meeting to order at 6:31 PM. D. Crum was seated for T. Bleasdale and M. Elbaum was seated for V. Ebersole.

2. APPROVAL OF MINUTES

MOTION: Motion made by K. Barnett, seconded by M. Elbaum, to approve the March 10, 2026 meeting minutes.

VOTE: 4-0

3. APPLICATION RECEIPT

#PL-26-8 – Request of Congregation Beth El, owner and applicant for site plan approval to locate a religious establishment at property located at 33 Kenyon Road, R-20 zone, as shown on plans titled “Congregation Beth-El Synagogue, 33 Kenyon Road, Waterford Connecticut, February 2026”.

APPLICATION WAS RECEIVED

3/24/2026

ACTION REQUIRED BY

5/28/2026

G. Massad noted that the application had been received at the March 24, 2026 meeting and will be discussed later that evening.

#PL-26-7 – Application of Alex Mironovas to amend the Zoning Regulations: Section 6A.6 – to increase the Maximum Building Height in Village Residential (VR) Zone Districts from 20ft to 25ft.

APPLICATION WAS RECEIVED

3/24/2026

PUBLIC HEARING REQUIRED BY:

5/28/2026

G. Massad noted that the application had been received at the March 24, 2026 meeting and the public hearing will be scheduled for a future meeting.

#PL-26-6 Request of JGW Holding, LLC, Applicant and Barth-Colburn Realty Company, Owner for a modified site plan review and approval for a Roadside Assistance Contractor as a Business Office on property located at 17 Industrial Drive, I-G Zone in accordance with Sections 11.1.3, 11.1.10 and 22 of the Zoning Regulations and as shown on plans entitled “Site

Plan/Design Review Prepared for Elite Auto Services, 17 Industrial Drive, Map 50 Lot 3559, Waterford, Connecticut, last revision 2/20/2026”

APPLICATION WAS RECEIVED

2/24/2026

ACTION REQUIRED BY

4/30/2026

G. Massad noted that the application had been received at the February 24, 2026 meeting and will be discussed later that evening.

T. Conderino joined the meeting.

4. APPLICATION REVIEW

#PL-26-8 – Request of Congregation Beth El, owner and applicant for site plan approval to locate a religious establishment at property located at 33 Kenyon Road, R-20 zone, as shown on plans titled “Congregation Beth-El Synagogue, 33 Kenyon Road, Waterford Connecticut, February 2026”.

APPLICATION WAS RECEIVED

3/24/2026

ACTION REQUIRED BY

Mike Ott, PE, David Atkinson, AIA Architect, Henry Thomas, Landscape Architect, Kate Lee, Contractor and Kathleen McFadden were available for the meeting.

M. Ott noted for the Commission that the Commission had previously approved a site plan for Congregation Beth El on this property. This modified site plan relocates the building closer to the road as well as the parking. He reviewed the existing and proposed site conditions. He noted that the smaller wetland on the west side of the property is from a historic well overflow. The existing well will be abandoned. He reviewed the stormwater infiltration basin with the Commission and noted that it will capture all stormwater runoff. There are 40 parking spaces required and 50 parking spaces are proposed. The overflow parking will be on a gravel surface. The property will be serviced by municipal water and sanitary sewer service. M. Ott reviewed the proposed photometric plan for site, highlighting that there will be 7 site light poles proposed.

G. Massad questioned what happened to the previous project. K. McFadden stated it was a beautiful project but too expensive. This proposal is a smaller building and by relocating closer to the street there is less expense for the utility installation.

G. Massad questioned if they will have EV parking spaces and noted that they should have 5 EV ready parking spaces. M. Wujtewicz noted the state statute requires developers to install the necessary infrastructure to support EV charging stations. M. Ott stated that they can modify the plans to include the infrastructure.

K. Barnett questioned the site lines for entering Kenyon Road. M. Ott noted it is very straight and clear in this vicinity.

Dave Atkinson, Architect reviewed the building design with the Commission. He noted it is a one story 44’ x 96’ building, designed to be in keeping with the residential neighborhood.

Henry Thomas, Landscape Architect, reviewed the landscape plan with the Commission. He noted it had been designed to have maintainable landscapes, buffering for screening and enhance the relationship with the wetlands.

The Commission discussed the following findings:

1. The application is for a use subject to a Site Plan approval, pursuant to Section 4.1.3 of the Waterford Zoning Regulations.
2. The application is a modification of a previously approved site plan PL-24-4 granted on February 27, 2024 by the Planning and Zoning Commission
3. The application meets the criteria for site plan approval, pursuant to Section 22 of the Waterford Zoning Regulations, subject to modifications listed.
4. The Waterford Conservation Commission issued Inland Wetland Permit# C-25-15 for regulated inland wetland activities.
5. The Waterford Conservation Commission issued a report of its action on application #C-25-15 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.

The Commission discussed the following proposed conditions adding a condition regarding EV vehicles:

1. The trash enclosure shall provide for complete visual screening. A detail for the screening shall be shown on the final plans prior to filing on the land records.
2. The material type and proposed diameter of the water and sewer utilities shall be shown on the plans prior to filing on the land records.
3. All conditions of approval for Inland Wetland Permit #C-25-15 shall be incorporated into this decision as if fully set forth herein.
4. Infrastructure for EV vehicles shall be shown on the final plans prior to filing on the land records.

MOTION: Motion made by T. Conderino, seconded by M. Elbaum to approve with modifications and conditions, the Modified Site Plan for Congregation Beth El application #PL-26-8 at 33 Kenyon Road, with modifications and conditions 1 thru 4 and to adopt the findings 1 thru 6 of the staff report dated April 7, 2026.

VOTE: 5-0

#PL-26-6 Request of JGW Holding, LLC, Applicant and Barth-Colburn Realty Company, Owner for a modified site plan review and approval for a Roadside Assistance Contractor as a Business Office on property located at 17 Industrial Drive, I-G Zone in accordance with Sections 11.1.3, 11.1.10 and 22 of the Zoning Regulations and as shown on plans entitled "Site Plan/Design Review Prepared for Elite Auto Services, 17 Industrial Drive, Map 50 Lot 3559, Waterford, Connecticut, last revision 2/20/2026"

APPLICATION WAS RECEIVED

2/24/2026

ACTION REQUIRED BY

4/30/2026

Joe Wren, PE, was present for the application. He reviewed with the Commission the reuse of an existing building, a former aerosol manufacturing business to a central business office for a roadside assistance contractors business office. The applicant does not propose any modifications to the site other than the removal of the existing above ground tanks. Minor changes to the site will include restriping of the parking areas. Even though a dumpster pad exists on the site, the trash will be disposed of using individual toters.

Tim Kinser with Elite Auto Services spoke in support of the application.

K. Barnett asked if there will be large trucks parked at the site. T. Kinser stated their business model uses standard size trucks.

D. Crum asked if this is a 24 hour operation. T. Kinser stated the business is 24 hours but the office building will not be 24 hours.

T. Conderino asked where they will be towing wrecked vehicles from accidents or breakdowns. T. Kinser stated the towed vehicles will go to fleet garages and will not be towed back to the site.

The Commission discussed the following findings:

1. The use as proposed is for a business office and truck hauling establishment and both are permitted uses in the General Industrial (I-G) Zone District in accordance with Sections 11.1.3 and 11.1.10 of the Zoning Regulations
2. The application for the change in use is subject to a Site Plan approval, pursuant to Section 11.10 of the Waterford Zoning Regulations.
3. The application meets the criteria for site plan approval, pursuant to Section 22 of the Waterford Zoning Regulations.

The Commission discussed the following proposed condition:

1. All elements of the existing storm water drainage system shall be inspected and cleaned with verification provided prior to the issuance of a Certificate of Zoning Compliance.

MOTION: Motion made by D. Crumb, seconded by K. Barnett to approve with conditions the Site Plan for a Business Office for a general roadside assistance and towing contractor Application #PL-26-6 located at 17 Industrial Drive with condition 1 and to adopt the findings 1 thru 3 of the staff report dated April 7, 2026.

VOTE: 5-0

5. ADMINISTRATIVE REVIEW
97 Spithead Road – 90 Extension

MOTION: Motion made by M. Elbaum, seconded by D. Crum to approve a 90 day extension to record the subdivision mylars.

VOTE: 5-0

6. CORRESPONDENCE

No correspondence was received or discussed.

7. COMMISSION BUSINESS

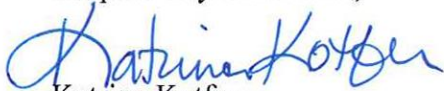
M. Wujtecicz reviewed with the Commission ongoing projects throughout town.

8. ADJOURNMENT

MOTION: Motion made by D. Crumb, seconded by T. Conderino to adjourn at 7:35 pm.

VOTE: 5-0

Respectfully Submitted,


Katrina Kotfer
Recording Secretary