

MINUTES

Planning & Zoning Commission
Waterford Town Hall

January 27, 2020
6:30 PM

Members Present: J. Bunkley, J. Bashaw, J. DiBuono, T. Bleasdale
Members Absent: G. Massad
Alternates Present: K. Barnett
Staff Present: A. Piersall, Planning Director; M. Wujtewicz, Planner; D. Choisy,
Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairman Bunkley called the meeting to order at 6:30. K. Barnett was appointed to sit for G. Massad.

2. APPROVAL OF MINUTES

MOTION: Motion made by J. Bashaw, seconded by J. DiBuono, to approve the minutes of the January 13, 2020 meeting as written.

VOTE: 5-0

3. RECEIPT OF APPLICATIONS

No new applications were received.

4. APPLICATION REVIEW

#PL-19-9 – Request of 1721 LLC, owner and applicant, for a 3-lot subdivision on property located at 23 Old Norwich Road, Quaker Hill as shown on plans titled “Existing Site Conditions Plan, Single-Family Residential Subdivision”.

Project Engineer Edward Wenke presented this application. The applicant is proposing to create 3 single family lots. There is an existing house on one of the lots, which is currently served by on-site septic and a well. The septic system & well will be discontinued and replaced with new service connections to the municipal system. The two new lots will be served by municipal water & sewer. The existing shared driveway will be utilized by all three parcels. This will eliminate the need for two new driveway curb-cuts onto Old Norwich Rd. A private easement will be applied to each lot as required for vehicular access & maintenance of the driveway. Approximately 330 square feet of the parcel along Old Norwich Road will be deeded to the Town to address an existing public sidewalk encroachment. Because the parcel is less than 5 acres, it is exempt from Open Space dedication.

M. Wujtewicz reviewed information contained in the Staff report dated January 13, 2020. The project as proposed presents items that will need to be addressed through the issuance of conditions to be implemented prior to filing the final plans on the land records:

- a. The applicant proposes to utilize an existing driveway on the property that currently services the existing single family dwelling. This driveway is proposed to also service two additional parcels. Subdivision Regulation section 5.3.2 states in part...

“Access to a lot shall be taken across the frontage of the lot except lots fronting on arterial roads and in the case where the Commission determines that a combined drive serving two lots will reduce traffic conflicts or reduce environmental impacts....”

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The applicant is proposing that two parcels utilize the existing driveway access onto Old Norwich Road rather than access across the lots frontage. As stated in the Engineer of Record report, constructing the driveways egress across the frontage of the lots would create an unsafe line of sight for vehicles exiting onto Old Norwich Road due to the configuration of the road at those locations. The Town Traffic Officer has reviewed the plan and found the combined driveway to be acceptable. The Commission is required to make a determination from the information in the record, that the combined driveway will reduce traffic conflicts and eliminate a potential for unsafe vehicular egress.

- b. The survey of the property revealed an encroachment of a portion of the public sidewalk along Old Norwich Road into the frontage of the parcel. In order to eliminate this encroachment, the applicant is proposing to convey to the Town, that portion of the property that is impacted by the sidewalk. The area has been identified and the documents have been created that would allow this conveyance to proceed. The Department of Public works has reviewed the areas to be conveyed and has no issues as stated in the Department Review section of this report. Any conveyance of private property to the Town for public purpose requires a review by the Planning and Zoning Commission in accordance with State Statute 8-24. A CGS 8-24 review is incorporated as part of this application. As with any private property that will be conveyed to the Town for public purpose, action by the RTM is also required. The applicant has submitted the required documentation which is currently under review by the Town Attorney as to form and content. The Commission can approve this application with the condition that all documentation relative to the conveyance be acceptable to the Town Attorney as to form and content.
- c. Proposed Lot 1 is currently served by an existing septic system and well. The applicant proposes to abandon the septic and well and install public sewer and water to service the lot. The design of all lots, including Lot 1 meets the criteria for lots served by public water and sewer. Because the existing dwelling on Lot 1 utilizes the onsite septic system and well, and a portion of the septic system encroaches onto the proposed Lot 2, the septic system must be abandoned and removed in addition to the well prior to filing the plans on the land records.

MOTION: Motion made by J. Bashaw, seconded by J. DiBuono, to find that, based on the information provided:

1. The property is located entirely within the R-20 (Medium Density Residential) Zone District
2. The division of the property into three or more parcels constitutes a subdivision in accordance with the definition of subdivision within the Town of Waterford Subdivision Regulations and State Statute.
3. The proposed lots meet the lot design standards of section 3.34 of the Town of Waterford Zoning Regulations.
4. Based on the information provided in the record, the Commission finds that the use of a common shared driveway for two lots not utilizing access to Old Norwich Road across their respective frontage reduces traffic conflicts.
5. The proposed area to be conveyed to the Town for the existing public sidewalk encroachment and this approval constitutes a report as required under Connecticut General Statutes Section 8-24.

And to approve Application #PL-19-9 for a 3-lot subdivision located at 23 Old Norwich Road with the following conditions:

1. All documentation required for the conveyance of a portion of the frontage of the property to rectify the public sidewalk encroachment be submitted, reviewed and found acceptable as to form and content by the Town Attorney prior to endorsement of the final plans.
2. The existing septic system and well be abandoned and removed properly in accordance with local health codes prior to endorsement of the final plans.
3. The fence surround for the existing pool on Lot 1 be repositioned to eliminate the encroachment onto the adjacent parcel prior to endorsement of the final plans.
4. All documentation regarding utility easements, shared driveway access and maintenance be provided for review prior to endorsement of the final plans.
5. All Storm Runoff Management Measures as shown on Sheet no. C-02 of the final plan set shall be strictly followed as stated thereon. All proposed rain gardens and/or underground infiltration systems shall be designed and approved as part of the Zoning Compliance review for the development of the individual lots.

VOTE: 5-0

5. CORRESPONDENCE

No correspondence was received.

6. ADMINISTRATIVE REVIEW

No items were discussed.

7. ADJOURNMENT

MOTION: Motion made by J. Bashaw, seconded by T. Bleasdale, to adjourn the meeting at 6:54.

VOTE: 5-0

Respectfully Submitted,



Dawn Choisy
Recording Secretary