

MINUTES
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Planning & Zoning Commission

Edward L. Coughlin
TOWN CLERK
April 12, 2022
6:30 PM

Members Present: G. Massad, K. Barnett, T. Bleasedale, N. Giansanti K. Petrini
Alternates Present: B. Chenard
Alternates Absent: J. DiBuono
Staff Present: A. Piersall, AICP, Planning Director; M. Wujtewicz, Planner; K. Kotfer, Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairman Massad called the meeting to order at 6:30 PM. No alternates were seated. Chairman Massad welcomed new regular member Nicole Giansanti and new alternate member Bert Chenard.

2. APPROVAL OF MINUTES

M. Wujtewicz noted that the motion for #3 Draft Affordable Housing Plan was seconded by K. Petrini. Chairman Massad acknowledged the modification.

MOTION: Motion made by K. Petrini, seconded by K. Barnett, to approve the March 29, 2022 meeting minutes as modified.

VOTE: 5-0

3. RECEIPT OF APPLICATIONS

#PL-22-2 – Application of the Waterford Planning & Zoning Commission to amend Section 20.4c of the Waterford Zoning Regulations (Off Street Parking).

#PL-22-3 – Request of William F. O'Donnell, applicant, to amend Sections 3.19 of the Waterford Zoning Regulations (Temporary Forms of Outdoor Entertainment).

PUBLIC HEARING REQUIRED BY: 6/16/22

#PL-22-4– Application of the Waterford Planning & Zoning Commission to amend the Waterford Zoning Regulations Sections 1(Definitions) and 3.44 (Temporary Outdoor Dining).

The Commission received the applications and directed staff to schedule the public hearings for applications PL-22-2 and PL-22-4 for April 26, 2022.

4. APPLICATION REVIEW

#PL-22-1 – Request of Waterford Woods, LLC, owner & applicant for a modified site plan approval for a multi-family development at 384 & 394 Willets Avenue, Ext., C-MF zone, in accordance with Section 22 of the Zoning Regulations and as shown on plans entitled "Waterford Woods Phase 2 Site Development Plans".

ACTION REQUIRED BY: 5/11/22

Brandon Handfield, PE, Joseph Balskus, PE, PTOE and John Wicko, AIA were present for the application. B. Handfield reviewed the project with the Commission. B. Handfield noted that

the project had received a favorable response from the Design Review Board earlier that evening. J. Balskus presented the traffic analysis and was available for questions. J. Wicko reviewed the proposed buildings with the Commission.

M. Wujtewicz reviewed his staff report with the Commission and noted that the Design Review Board requested the addition of two painted 2 painted crosswalks be added to the plan and that the location of garage 4A be moved further to the north.

MOTION: Motion made by T. Bleasdale, seconded by K. Barnett, to approve with conditions, the Waterford Woods Phase 2 MultiFamily modified site plan application Permit #PL-22-1 for 384 & 394 Willetts Avenue Extension with conditions 1 and 2 and to adopt the findings 1 thru 8 of the staff report and to also add the 2 painted crosswalks and relocate garage 4A further north as additional conditions.

Findings:

1. The parcel is located within the C-MF Zoning District as identified on the most recently adopted Zone District Map.
2. The project is a multi family development which is a permitted use within the C-MF Zone District.
3. The site has previously received site plan approval for a multi-family use through the issuance of Site Plan PL-21-1 and a modified site plan approval for the addition of a community building through approval PL-21-12.
4. The project as presented qualifies as a modified site plan in accordance with Section 22 of the Zoning Regulations.
5. The Waterford Conservation Commission issued Inland Wetland Permit# C-22-02 for regulated inland wetland activities.
6. The Waterford Conservation Commission has submitted to the Planning and Zoning Commission a final report in accordance with CGS 8-3(g).
7. With modifications as specified within the staff report, the site plan conforms to Section 22 of the Town of Waterford Zoning Regulations.
8. 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.

Conditions:

1. The proposal qualifies as a Major Traffic Generator and therefore the applicant shall apply for a Major Traffic Generation Certificate through the Office of the State Traffic Administration.
2. All conditions of approval for Inland Wetland Permit #C-20-19 shall be incorporated into this decision as if fully set forth herein.

K. Petrini made an amendment to the motion to require a bond to guarantee the construction and maintenance of the stormwater system. The was no second to the amendment.

VOTE (on the original Motion): 4-0-1 (N. Giansanti abstained)

5. REVIEW OF OPT OUT OF PA21-29

The Commission discussed moving the discussion on the Opt Out of PA21-29 until the April 26, 2022 meeting.

6. CORRESPONDENCE

No correspondence was received.

7. COMMISSION BUSINESS

A. Review of past months and ongoing projects

A. Piersall gave a brief update to the status of ongoing projects.

B. Upcoming projects

A. Piersall gave a brief update to the status of upcoming projects.

8. ADMINISTRATIVE REVIEW

Discussion of Consultant Proposals for the Plan of Preservation, Conservation, and Development

The Commission discussed the potential of having a special meeting to interview the two finalists before the May 10, 2022 regular meeting. A. Piersall will put a doodle poll to find a date and time that works best for the most member participation.

Discussion of Potential Amendments to Accessory Dwelling Units

The discussion was continued until after the discussion of the Opt Out of PA21-29 discussion on April 26, 2022.

9. ADJOURNMENT

MOTION: Motion made by T. Bleasedale, seconded by K. Barnett, to adjourn the meeting at 8:56 PM.

VOTE: 5-0

Respectfully Submitted,



Katrina Kotfer
Recording Secretary