

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

Planning & Zoning Commission
Town Hall Auditorium

RECEIVED FOR RECORD
WATERFORD, CT

2024 SEP 10, 2024
September 10, 2024
6:30 PM

ATTEST: *[Signature]*
TOWN CLERK

Members Present: Chairman Greg Massad, Karen Barnett, Tim Bleasdale and
Conderino
Alternates Absent: Victor Ebersole
Alternates Present: Doris Crum
Alternates Absent: Joseph DiBuono
Staff Present: Jonathan Mullen, Planning Director, Mark Wujtewicz, Planner,
Katrina Kotfer, Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

G. Massad called the meeting to order at 6:32 PM. D. Crum was seated for V. Ebersole.

2. APPROVAL OF MINUTES

MOTION: Motion made by D. Crum, seconded by G. Massad, to approve the July 23, 2024 meeting minutes.

VOTE: 4-0-1 (T. Bleasdale abstained)

3. PLEDGE OF ALLEGIANCE

4. APPLICATION RECEIPT

#PL-24-13 Request of The Williams School, Applicant and Owner for a Site Plan review and approval for a new athletic building on property located at 122 Bloomingdale Road, R-20 and R-40 Zone in accordance with Sections 4.1.4 of the Zoning Regulations and as shown on plans entitled "The Williams School, Athletic Complex, Athletics Team and Facilities Building, 122 Bloomingdale Road, Waterford, Connecticut, April 2024"

G. Massad noted that the application had been received at the August 13, 2024 meeting.

#PL-24-14 Request of 1721, LLC applicant and owner, for a Site Plan approval for a 24-unit multi-family community for property located at 430 Mohegan Avenue Parkway and 23B Old Norwich Road, R-20 zone, in accordance with CGS 8-30g and as shown on plans entitled "Roberts Village Drive, CGS 8-30g Affordable Housing, Site Development Plans for Conservation Commission Review, Revised 8/28/2024".

The Commission discussed scheduling a public hearing at a future meeting.

5. PUBLIC HEARING

#PL-24-11 Application by Kolisha Kedron to amend the Waterford Zoning Regulations Section 1 (Definitions: Home Occupation, Cottage Food Operator).

PUBLIC HEARING MUST CLOSE BY: 9/12/2024

G. Massad opened the public hearing at 6:38 pm.

Kolisha Kedron explained to the Commission she is looking to add "Cottage Food Operator" to the Town of Waterford Zoning Regulations as a Customary Home Occupation use. She is looking to allow fellow Waterford residents to join in the Cottage Food Industry. Since the application has been submitted she has received encouragement and gratitude from others advocating for this change. The State of Connecticut recognizes and regulates the types of products that can be sold by Cottage Food Operators ensuring safety and quality. By allowing this regulation it will foster food production and be an enhancement to the local economy.

K. Barnett asked what types of products would be sold. K. Kedron noted they would be baked goods.

G. Massad asked if the products can be sold at farmers markets. K. Kedron noted they can be as the product can only be sold direct to consumers and the customer could pick it up from her home or be delivered.

G. Massad asked three times if anyone from the audience would like to speak either for or against the application.

MOTION: Motion made by T. Conderino, seconded by D. Crum, to close the public hearing at 6:41 pm.

VOTE: 5-0

6. APPLICATION REVIEW

#PL-24- 11 Application by Kolisha Kedron to amend the Waterford Zoning Regulations Section 1 (Definitions: Home Occupation, Cottage Food Operator).

PUBLIC HEARING MUST CLOSE BY: **9/12/2024**

M. Wujtewicz reviewed the prepared staff report with the Commission. The Commission discussed the application and made the following findings:

1. Application PL-24-11 meets the requirements of Section 28 of the Waterford Zoning Regulations.
2. Application PL-24-11 meets the requirements of Connecticut General Statutes Chapter 124 §8-3 governing changes of zoning regulations and districts.
3. Application PL-24-11, if approved, is consistent with CGS §8-2(d)6 in that it will allow for the operation in a residential zone any Cottage Food operation in compliance with the Town of Waterford Zoning Regulations
4. The proposed Regulation Amendment is consistent with the 2012 Plan of Preservation Conservation and Development in meeting the stated goals of the Business/Economic Development Guide in that the amendment as proposed will promote business and economic development to meet local needs, maintain a favorable tax base and assist in encouraging future business activities.
5. The proposed Regulation Amendment is also consistent with the 2012 Plan of Preservation Conservation and Development in Supporting Appropriate Home-Based Businesses and mitigating negative impacts by requiring that a Customary Home Occupation is in compliance with Section 3.11 of the Waterford Zoning Regulations.

MOTION: Motion made by T. Bleasdale, seconded by K. Barnett, to approve Application PL-24-11 to amend Zoning Regulations Section 1 Definitions by adding Cottage Food Operator and adopt the findings 1 thru 5 of the Staff Report with an effective date of October 4, 2024.

VOTE: 5-0

PL-24-13 Request of The Williams School, Applicant and Owner for a Site Plan review and approval for a new athletic building on property located at 122 Bloomingdale Road, R-20 and R-40 Zone in accordance with Sections 4.1.4 of the Zoning Regulations and as shown on plans entitled "The Williams School, Athletic Complex, Athletics Team and Facilities Building, 122 Bloomingdale Road, Waterford, Connecticut, April 2024"

Dwayne Xenelis, Mark Fader, Head of The Williams School, Mike Ott, PE., Summer Hill Civil Engineers, Russell Learned, AIA, Centerbrook Architects, Bruce Harvey, The Williams School Building & Grounds were in attendance for the application.

Dwayne Xenelis reviewed with the Commission the proposal to add a multi-use building to the site. He also shared with the Commission a future conceptual plan of the site showing existing structures, the proposed building and potential future facilities. The proposed building will have space in the basement level for storage of facility maintenance equipment. The first floor level will have sports storage and an attached pavilion.

M. Ott, PE, LS noted that the building is to be built into a sloped area on site. There will not be any outdoor storage on the property. The proposed building should not be seen from Bloomingdale Road. An application has been made to the Ledge Light Health District for modifications to the existing septic system currently in use on site in order to connect the proposed building.

K. Barnett questioned if vehicle maintenance will occur on site and has the Fire Department approved the proposal. M. Ott noted that vehicle maintenance may occur inside the building and the Fire Department has reviewed the plan. M. Wujtewicz noted that the Fire Marshal's office has responded that they have no issues with the proposal.

M. Ott noted that one pole light will be added to illuminate the rear of the building and that there will be lighting on the building. No additional parking will be created.

M. Wujtewicz reviewed the staff report with the Commission.

The Commission discussed the application and made the following findings:

1. The application is for a use subject to a Site Plan approval, pursuant to Section 4.1.4 of the Waterford Zoning Regulations.
2. The application meets the criteria for site plan approval, pursuant to Section 22 of the Waterford Zoning Regulations, subject to modifications listed.
3. The Waterford Conservation Commission issued Inland Wetland Permit# C-24-03 for regulated inland wetland activities.
4. The Waterford Conservation Commission issued a report of its action on application #C-

24-03 in accordance with CGS §8.3(g).

5. 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 recommendation to the Planning and Zoning Commission.

The Commission discussed the following modifications and conditions:

1. Approval from the Ledge Light Health District prior to filing the final plans on the land records.
2. There shall be no outdoor storage of equipment. This shall be noted on the site plan prior to filing on the land records
3. All conditions of approval for Inland Wetland Permit #C-24-03 shall be incorporated into this decision as if fully set forth herein.

MOTION: Motion made by T. Conderino, seconded by K. Barnett, to approve with modifications and conditions, the Site Plan for the Williams School Athletic Teams and Facilities Building application #PL-24-13 at 122 Bloomingdale Road, with modifications and conditions 1 thru 3 and to adopt the findings 1 thru 5 of the staff report.

VOTE: 5-0

7. POCD STATUS REVIEW

The Commission discussed holding special work session meetings to focus on and discuss the POCD. They scheduled meetings between 6:00pm-8:00pm on Monday, September 23, 2024, Monday, October 7, 2024 and Monday, October 21, 2024.

8. ADMINISTRATIVE REVIEW

Staff reviewed with the Commission potential regulation amendments. Staff will provide proposed language modifications to the PDD Section 19 of the regulations for the Commissions consideration.

9. CORRESPONDENCE

No correspondence was received.

10. COMMISSION BUSINESS

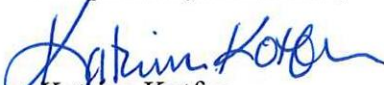
M. Wujtewicz updated the Commission with current and potential projects in Town.

11. ADJOURNMENT

MOTION: Motion made by K. Barnett, seconded by D. Crum to adjourn at 7:45 pm.

VOTE: 5-0

Respectfully Submitted,


Katrina Kotfer
Recording Secretary