

**Montville Planning & Zoning Commission**  
**Regular Meeting**  
**February 28, 2023 - 6:00 p.m.**  
**Town Council Chambers – Town Hall**  
**310 Norwich-New London Turnpike, Uncasville, CT 06382**

**Meeting Minutes**

1. **Call to Order:** Chairperson Sara Lundy called the meeting to order at 6:00 p.m.
2. **Pledge of Allegiance:** All rose for the Pledge of Allegiance.
3. **Roll Call:** Chairperson Sara Lundy, Vice Chairman Wills Pike, Secretary John Desjardins, and Commissioners Anthony Siragusa & Joshua Kobyluck. **In attendance via telephone:** Commissioners John Estelle and John Poole. **Absent:** Commissioners Bruce Duchesneau & Chuck Longton. **Also Present:** Director of Land Use & Development Liz Burdick and Zoning Officer Meredith Badalucca.
4. **Additions or Changes to the Agenda: MOTION (Siragusa/Pike) to add Item 9.c “Discussion of Cannabis Regulations” to New Business. Roll Call Vote (7-0-2) All in favor. APPROVED.**
5. **Minutes: MOTION (Desjardins/Siragusa) to approve the minutes of the January 24, 2023 Regular Meeting and the February 21, 2023 Special Meeting. Roll Call Vote (7-0-2) All in favor. APPROVED.**
6. **Remarks from the public not relating to items on the agenda:** None.
7. **Public Hearings/Applications:** None.
8. **Old Business:**
  - a. **22 SITE10 – 303 Route 32 (Parcel ID 070/004/000), Uncasville, CT Applicant/Owner:** James E. Wray, Lombardi Gravel, LLC for site plan approval for multi-family development & associated site improvements. *(Submitted 12/02/22, Date of Receipt 12/13/22, DRD 2/15/23, Tabled from 1/24/23 Reg. Meeting with 30-day Extension Granted. New DRD 3/17/23).*

**MOTION (Desjardins/Siragusa) to take application off the table. Roll Call Vote. All in favor (7-0-2). Motion carried.**

Director of Land Use & Development Liz Burdick summarized her staff report to the commission. Ellen Bartlett, P.E., Green Site Design went over site plans for the property with the commission stating that the plans will be conversion of two existing commercial buildings to multi-family residential dwelling units (2 two bedrooms and 14 one-bedroom units) and associated site improvements. There is public sewer already on site and proposing public water and more drainage.

Vice Chairman Pike asked why the need for an island. Ellen Bartlett stated that it would be a raised island with signage on it for flow of traffic.

Commissioner Siragusa asked about the sidewalk on the site plans looks kind of narrow. Ellen Bartlett stated that it will be 4 ft. and she will update the site plans to show the change so it will be uniform.

Vice Chairman Pike about the need for a stop line. Ellen Bartlett stated that DOT has stated they want the stop line and a breakaway stop sign.

Chairperson Lundy asked if the property will be rentals or owned. Ellen Bartlett stated the property will be rentals at market rate.

Commissioner Siragusa wanted clarification as to what the white area on the site plan was and Ellen Bartlett stated it was going to be a graded slope. It will be a 2 to 1 slope and won't be able to walk on it.

**MOTION (Desjardins/Siragusa) to APPROVE Application #22 SITE 10-303 Route 32 (Parcel ID 070/004/000), Uncasville, CT-Applicant/Owner: James A. Wray, Lombardi Gravel, LLC for site plan approval for multi-family development & associated site improvements in that application, supporting documents and a plan entitled "Multi-Family Development, 303 (aka 303,307 & 309) Norwich-New London Turnpike (Route 32), Uncasville, CT. Prepared by Green Site Design, dated 8/12/22, Revised 2/22/23", comply with all applicable sections of the Montville Zoning Regulations, with the following conditions:**

- 1. Applicant shall meet all of the requirements of the Montville Building Department, Office of the Fire Marshall, Uncas Health District, WPCA, & CT POT for required permitting and Inspections prior to issuance of a certificate of zoning compliance.**
- 2. Copy of final approval from the State of CT DOT is required prior to the issuance of a certificate of zoning compliance.**
- 3. All drainage structures proposed for the project shall be constructed and maintained post construction in accordance with the approved Plan Set & "Drainage Calculations, Hydraulics & Hydrology Report" dated November 2022.**
- 4. Prior to issuance of a zoning permit to start work, a soil erosion & sediment control bond shall be posted in the amount of \$2,500 in a form acceptable to the Finance Director.**
- 5. Final revised plan sets, along with a digital copy of the final plan, shall be submitted to the Land Use Dept. & shall be signed and sealed with original (wet) signatures by P.E. & L.S.**
- 6. An approved Zoning Permit is required prior to the start of any work.**
- 7. The Zoning Officer must be contacted and a pre-construction meeting shall be held at least 24-hours prior to start of any work. Soil erosion and Sediment Controls shall be installed in accordance with the approved plan set and inspected by the Zoning Officer prior to the start of any work.**

8. After work has commenced, any substantive changes to the approved site plan require review and approval by the Land Use Director and/or Planning & Zoning Commission.
9. A final As-Built plan, including finished grades, shall be submitted to the Zoning Officer for review and approval prior to issuance of a certificate of zoning compliance.
10. All sidewalks shall be 4 feet as required.

**Roll call vote. All in favor (7-0-2). APPROVED.**

- b. **23 SITE1- 689 Old Colchester Rd (Parcel ID 030/089/00A), Uncasville, CT,**  
Applicant/Owner: Atlantic Broadband (CT), LLC for site plan approval for an accessory office building and associated site improvements. *(Submitted 1/10/23, Date of Receipt 1/24/23, DRD 03/29/23, Tabled from 1/24/23 Reg. Meeting).*

**MOTION to take application off the table. (Desjardins/Siragusa) Roll call vote. All in favor (7-0-2) Motion carried.**

Director of Land Use & Development Liz Burdick summarized her staff report with a revised proposal. Mark Beaudry, P.E., Senior Project Manager, Civil Works NE went over newly designed site plans with a 912 sq. ft. accessory building. It will be an accessory building for Atlantic Broadband CT LLC (Breezeline) employees. Mark Beaudry had John Tuttle, project engineer, go over all new design with the commission.

Vice Chairman Pike asked what determines how many transient workers. John Tuttle stated that there are two full time employees that work continually monitoring computer screens for any issues or outages. He stated every so often 4-5 transient workers come in to run updates and/or help fix any issues that need to be addressed. The parking spaces have been decreased from 10 to 4 and the max occupancy of the building would be 7 per code.

***MOTION (Pike/Desjardins) to APPROVE Application #23 SITE1- 689 Old Colchester Rd (Parcel ID 030/089/00A), Uncasville, CT, Applicant/Owner: Atlantic Broadband (CT), LLC for site plan approval for an accessory office building and associated site improvements in that the application, supporting documents and a plan entitled “Site Plan, Breezeline Uncasville, CT, Tax Map 30, Map 89, Lot 00-A, 689 Old Colchester Road, Uncasville, CT, Prepared for Atlantic Broadband CT LLC (Breezeline), Prepared by Civil Works, New England & North by Northeast, Dated January 10, 2023, Revised to February 13, 2023” comply with all applicable sections of the Montville Zoning Regulations, with the following conditions:***

1. Applicant shall meet all of the requirements of the Montville Building Department, Office of the Fire Marshal, Uncas Health District for required permitting and inspections.
2. The painted symbol in the handicap space must match that on the sign.
3. All drainage structures proposed for the project shall be constructed and maintained post construction in accordance with the approved Plan Set &

Stormwater Management Report, dated January 10, 2023, Revised to February 13, 2023.

4. Prior to issuance of a zoning permit to start work, a soil erosion & sediment control bond shall be posted in the amount of \$8, 150 in a form acceptable to the Finance Director
5. Final revised plan sets, along with a digital copy of the final plan, shall be submitted to the Land Use Dept. & shall be signed and sealed with original (wet) signatures by P.E. & L.S
6. An approved Zoning Permit is required prior to the start of any work.
7. The ZEO must be contacted and a pre-construction meeting shall be held at least 24- hours prior to start of any work. Soil Erosion and Sediment Controls shall be installed in accordance with the approved plan set and inspected by the ZEO prior to the start of any work.
8. After work has commenced, any substantive changes to the approved site plan require review and approval by the Land Use Director and/or the Planning & Zoning Commission.

Roll call vote. All in favor (7-0-2) APPROVED.

9. New Business:

- a. **23 SITE 2 – 410-412 Maple Avenue (Parcel ID 031/002/0A0), Uncasville, CT –**  
Applicant/Owner: Advanced Associates for industrial building and associated site improvements. (*Submitted 2/15/23, Date of Receipt 02/28/23, DRD 05/03/23*). Director of Land Use & Development Liz Burdick stated that a staff report was not completed as the application was received on February 28, 2023. She stated that the Inland Wetland Committee needed revised plans before it can be approved through the commission, so she suggested we postpone the application until the March 27, 2023 meeting. **MOTION (Siragusa/Desjardins) to postpone Application #23SITE2 for site plan approval to the March 28, 2023 regular meeting. Roll call vote. All in favor (7-0-2). APPROVED.**
  
- b. **23 SITE 3 – 2 Enterprise Drive (Parcel ID 002/005/00B), Oakdale CT –**  
Applicant/Owner: John Dempsey/Homes R Us for light industrial warehouse & associated site improvements. (*Submitted 2/17/23, Date of Receipt 02/28/23, DRD 05/03/23*) Director of Land Use & Development Liz Burdick stated that a staff report was not completed as the application was received on February 28, 2023. She stated the design was completed by Ellen Bartlett, P.E., Green Site Design but she wanted to hold off on a presentation until the Planning & Zoning Department has had a chance to review the plans. Liz Burdick suggested that the commission postpone the application until the March 27, 2023 meeting. **MOTION (Desjardins/Siragusa) to postpone Application #23SITE3 for site plan approval to the March 28, 2023 regular meeting. Roll call vote. All in favor (7-0-2). APPROVED.**

- c. Discussion of cannabis establishments. Commissioners held discussion about regulations regarding cannabis establishments and to approve a moratorium on cannabis establishment in the Town of Montville. Burdick advised the Commission that moratoriums are zoning regulations text amendments and an application for same would have to be submitted by the Commission. If said moratorium was approved, no cannabis establishments would be permitted in Montville until the moratorium expires and/or cannabis regulations have been adopted. **MOTION (Siragusa/Pike) to direct the Land Use Department staff to prepare an application for a moratorium for cannabis establishment. Roll call vote. All in favor (7-0-2) APPROVED.**

**10. Zoning Matters:** ZEO Report. ZEO/WEO Meredith Badalucca reviewed her January 2023 staff report with the commission.

**11. Land Use Director Report:** Liz Burdick stated that she did not have anything new to report this month. a report to give this month.

Chairperson Lundy asked about having public comments before and after commission has had their meeting. What do other towns do? Liz Burdick stated she would check into this and get back to her.

Commissioner Siragusa asked about the placements of the sidewalks on RT 32. Liz Burdick stated the LOTCIP Route 32 sidewalk project was being reviewed by SECCOG prior to being sent to CTDOT for final approval.

Vice Chairman Pike asked if town had any control over the state highway work, especially the tree trimming on RT 163. He stated that is looks horrible with the trees that are cut with a 15 ft. stump still sticking out of the ground. Liz Burdick stated that the town does not have any control over what the State does in its Right of Way.

Commissioner Kobyluck asked about the ice problem on Leffingwell Rd. ZEO/WEO Meredith Badalucca stated that a resolution it is being worked on with the property owner.

**12. Other Business:** None.

**13. Correspondence:** None.

**14. Executive Session:** None.

**15. Adjournment:** **MOTION (Desjardins/Pooler) to ADJOURN.** Roll call vote. All in favor (7-0-2). Meeting was adjourned at 7:04 p.m.

Respectfully submitted by,  
**Beth Welles**  
Recording Secretary