

TOWN OF MONTVILLE
Department of Land Use & Development
Prepared by Meredith Badalucca
For the October 22, 2024 PZC Meeting

Property Address: 176 Meeting House Lane (046-069-000)
Application: 24SITE8
Property Owner: Town of Montville
Applicant: Town of Montville, Department of Public Works c/o John Carlson
PE: Kyle J. Haubert, P.E., CLA Engineers
Lot Size 79.81 Acres +/-
Zoning District: Open Space District (OS)
Water/Sewer/Septic: This proposed storage building will not be connecting to water or septic. There are restroom facilities on site for employees to use.
Flood Hazard Zone: No.
CAM Zone: No.
Public Water Supply Watershed: No.
Proposed Public Improvements: Applicant is proposing to use the existing curb cut that serves as the entrance to Camp Oakdale.
Legal: Submitted to Land Use Dept. on 10/8/24. Date of Receipt by PZC 10/22/24, Decision Required Date – 12/26/24.

Proposal: Construction of a Public Works equipment storage building as an accessory use for the Camp Oakdale Park. To be used for the storage of mowers, trucks, and equipment needed for the maintenance of the Camp Oakdale Facility.

Site Inspection by Staff: Myself and ZEO Radford completed a site walk on October 8, 2024. A copy of the inspection report is attached.

Staff Comments/Review: The proposed storage garage will be a metal building with four garage bays and two personal doors. The proposed location is adjacent to field one and behind the existing building, well and irrigation equipment. The current gated gravel driveway will be expanded along the front of the new building to allow access for the various equipment to be stored inside. There are no inland wetlands near the proposed location of the storage garage. The nearest wetlands are approximately 375 feet to the northeast. There is no additional site lighting or signage requested as part of this application. The building will not be served by water or sewer and will not offer restroom facilities. There are restroom facilities located elsewhere on the property that can be utilized by town employees.

Zoning Regulation (ZR) section 4.2.2 states the following: “Applications for permitted single-family dwellings, two-family dwellings, accessory buildings (not to exceed 1,200 sq. ft.), inground swimming pools, additions or reductions to such buildings (not to exceed 1,200 sq. ft.) on any residential lots and accessory buildings or expansions of; or

additions to other existing conforming commercial and industrial uses provided that such building or expansions do not exceed one thousand square feet (1,000 sq. ft.), and such other uses as herein prescribed by these Regulations, may be approved by the Enforcement Officer provided they meet the requirements of these Regulations and do not affect the number of parking spaces, stormwater flow or stormwater quality. The Enforcement Officer may require an appropriate plan prepared, signed and sealed by a licensed land surveyor or registered professional engineer to ensure compliance with these Regulations. The Enforcement Officer may further require that location markers for the building foundation be set by a licensed land surveyor in accordance with the plot plan prior to commencement of construction.”

The accessory building is proposed to be a maximum of 4,725 square feet. Therefore, a site plan review before the Commission is required.

The property is located in the Open Space Zoning District (ZR section 5.4). ZR section 5.A.2.3 lists parks and playgrounds as a permitted use. ZR section 5.A.2.5 list accessory buildings and uses as a permitted use. The current use of the property is a park and playground and the proposed storage garage will be an accessory building to the use. The storage garage will be used to store mowers, maintenance equipment and trucks that will be utilized by Public Works to maintain the facility and grounds.

No additional parking is required as the storage garage will be used by current town employees who are assigned to maintaining this facility. There is an existing access drive and parking area that serves the property. Therefore, ZR section 18 (Off-Street Parking) does not apply to this application.

The applicant is requesting a determination of applicability per ZR Section 17.5 from the Commission for the items listed below. The commission will need to determine if these site plan ingredients are necessary or required to reach a decision on the application.

17.4.3 Property boundaries, dimensions and area in acres and square feet and all existing monuments, pipe markers, and other physical evidence concerning property boundaries.

Applicant states: “The entire property has not been surveyed and the property boundary markers were not located. The proposed building is centrally located on the previously developed 79.81-acre Town owned Camp Oakdale property and is more than 430-feet away from the nearest property line.”

17.4.7 Location of all existing watercourses, wetlands, public water supply watershed boundaries, bedrock, outcrops, and where appropriate, the mean high water line, flood hazard areas, and channel encroachment lines.

Applicant states: “Rock outcrops in the vicinity of the development area have been shown. The other features noted are not present in the vicinity of the project.”

17.4.6 Location, width, and purpose of all existing and proposed easements and right-of-way on the property.

Applicant states: “No easements or rights-of-way are known to exist in the vicinity of the proposed development area.”

17.4.8 Location and size in square feet of all existing and proposed structures including underground storage tanks and uses on the property and the approximate locations and size of all existing structures on the abutting properties which are within one hundred feet (100’) of the property lot lines.

Applicant states: “The existing structures in the vicinity of the work area have been located. The existing structures beyond the work area and offsite have not been located and are not impacted by the development.”

17.4.13 Location, size, height, lighting, and orientation of all signs.

Applicant states: “No signs are proposed.”

17.4.14 Location, size, height and orientation of all outdoor lighting facilities.

Applicant states: “No outdoor lighting is proposed”.

17.4.17 Location, size, and type of all sewerage disposal facilities.

Applicant states: “No sewage service nor facilities are proposed.”

17.4.20 The Commission may require the applicant to submit an environmental evaluation report for a proposed development located in an environmentally sensitive area. Evaluation reports by independent professionals and other experts such as hydrologists, geologists and soil scientists may be required at the expense of the applicant.

Applicant states: “There are no sensitive environmental features in the vicinity of the work area. The site is located between two athletic fields and adjacent to the existing storage shed. A portion of the site is previously disturbed with a gravel access drive.”

17.4.22 Certificate of Public Convenience and Necessity: in accordance with Section 4.10.8 of these Regulations

Applicant states: “No water service is proposed”

17.4.23 Sanitary Waste Disposal Plan: For any site which is to be served, and is capable of being served, by an operational public sanitary sewer line prior to occupancy, the site plan shall depict the sewer lateral and other engineering information suitable to determine that connection to an operational sanitary sewer line is feasible. In addition, the applicant shall provide evidence from the Montville Water Pollution Control Authority that it is capable of providing sanitary sewer service to the subject site. If the applicant proposes to utilize a community sewerage system, as defined in C.G.S. Section 7-245 as may be amended from time to time, a report from the Montville Water Pollution Control Authority indicating that all requirements of C.G.S. Section 7-246 as may be amended from time to time have been satisfied shall be provided.

17.4.25 Special Requirements for Uses in Public Drinking Water Supply Watersheds The following special requirements shall apply to all Special Permit uses located within the Lake Konomoc and Stony Brook Reservoir watershed:

1. All septic systems shall be designed by a Sanitary Engineer registered in the State of Connecticut, and shall include a renovation analysis demonstrating compliance with current standards adopted by the DEEP.
2. No stormwater discharge from parking areas, roadways, rooftops or areas covered with similar impervious surfaces shall be deposited directly into any wetland or watercourse, nor discharged directly into the ground. Suitable surface and/or subsurface measures shall be taken to detain, filter, renovate and otherwise improve the quality of any such waters before discharge to surface or subsurface waters on or off the site. Existing wetlands may be employed for final treatment of stormwaters to the extent of their capacity to do so, but only after initial treatment by new wetlands or structural filtration methods.

Applicant states: “The site is not located within a Public Drinking Water Supply Watershed”.

Staff Technical Review Comments:

1. Sheet 2, General Notes, number 6 C references Route 1 and Connecticut DOT. Please revise.

2. Sheet 2, Erosion & Sedimentation Control Narrative, note 3 please revise as follows: “Erosion and sedimentation control measures shall be installed and approved by the Zoning Officer prior to the site disturbance.”

Agency Comments:

Fire Marshal: 10/17/24 verbal, per FM no comments.
Building: See comments dated 10/11/24 & applicant response dated 10/16/24.

SUGGESTED MOTION FOR ANY FAVORABLE APPROVAL:

I make a MOTION to APPROVE with conditions, Application 24 SITE 8 for construction of an equipment storage building to be utilized by Public Works at 176 Metinghouse Lane (046-069-000) in accordance with the Montville Zoning Regulations and the application, supporting documentation and a plan set entitled “Plan Prepared for: Town of Montville, Connecticut, Camp Oakdale Public Works Equipment Storage Garage, 176 Meeting House Lane, Site Plan, Prepared by CLA Engineers, Inc., Dated 9/30/2024, Revised 10/7/2024.”.

CONDITIONS:

General Conditions:

1. This approval is for the specific use, site and structure(s) identified in the application. Any change in the nature of use, site or the structure will require new approvals from the Planning and Zoning Commission.
2. This project shall be constructed and maintained in accordance with the referenced plans.
3. 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.
4. An approved Zoning Permit is required prior to the start of any work.
5. By acceptance of this permit and conditions, the applicant and owner acknowledge the right of Town staff to periodically enter upon the subject property for the purpose of determining compliance with the terms of this approval.
6. No business/use under this permit/approval shall be initiated until a Certificate of Zoning Compliance is approved by the Zoning Officer.

Conditions to be met prior to signing of plans:

7. Plans shall be revised as follows:
 - Sheet 2, General Notes, number 6 C references Route 1 and Connecticut DOT. Please revise.

- Sheet 2, Erosion & Sedimentation Control Narrative, note 3 please revise as follows: “Erosion and sedimentation control measures shall be installed and approved by the Zoning Officer prior to the site disturbance.”
8. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
 9. The applicant shall also submit final plans as approved by the Commission in a digital format per ZR section 17.3.
 10. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.
 11. A list outlining all changes to the plans shall be submitted along with final plans submitted for signature. The list should cite the sheet number where each change has been made.

Conditions to be met prior to the issuance of zoning permits:

12. Four (4) sets of paper plans with any required revisions incorporated, shall be submitted to the Land Use Department for signature of the Commission.
13. Any required certificates and/or approvals from State or Federal agencies (i.e. CT-DOT, DEEP, Army Corps of Engineers) shall be obtained by the applicant and submitted to the Land Use & Development Office. Any changes to the plans required by such entities may require a plan modification from the Planning and Zoning Commission.
14. A pre-construction meeting between the applicant, site contractors, project engineer and Town Staff shall be held.

Conditions which must be met prior to Issuance of a Certificate of Zoning Compliance:

15. Complete as-built plans certified to Class A-2 accuracy shall be submitted prior to the issuance of any certificate of zoning compliance. The as-built plan shall also contain a certification by a Professional Engineer that they have inspected the site improvements and that they have been installed in accordance with the approved plans. Any deviations or omissions must be noted.
16. No Certificate of Occupancy or other final approval may be issued until the Zoning Officer has signed off on the final work.

Note: The Conditions of Approval do not take the place of other requirements found in the Town Codes, Regulations, and Application Instructions.

Should the Commission vote to **DENY** the application, it shall state its reasons on the record.

Town of Montville Inspection Report

Date: 10/8/2024 Inspection Type: Choose an item.

	Yes	No
MS4/ Erosion and Sediment Control Inspection	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Location: 176 Meetinghouse Lane Map/Lot/Block: 046-069-000

Parties Present	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Stacy Radford
						Meredith Badalucca
						Click here to enter text.
						Click here to enter text.

	Yes	No
CZC Approved	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Comments/Observations

Did an inspection of the grounds for the proposed construction of a Public Work Equipment Storage Garage as part of the 8-24 review and pending site plan application.

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