



Town of Montville, Connecticut

Department of Land Use & Development

Planning & Zoning
Inland Wetlands & Watercourses
Economic & Community Development



Staff Report Prepared April 21, 2026 by Meredith Badalucca

Property Address:	176 Meetinghouse Ln (046-069-000)
Application:	26 SITE 4 – Pickleball Court Parking Lot Improvements
Property Owner:	Town of Montville (Camp Oakdale)
Applicant:	TOM Public Works
Engineering Firm:	CLA Engineers, Inc. – Kyle Haubert, PE
Lot Size:	79.81 Acres
Zoning District:	OS – Open Space
Public Water/Sewer:	No
Legal:	Submitted to Land Use Dept. on 4/6/26. Date of Receipt by PZC 4/28/26, Decision Required Date – 7/2/26.
Site Inspection:	Completed on April 16, 2026. Pictures attached.
Bond:	Per the narrative dated 4/2/26, “This will be grant funded and Town managed project. The project will be publicly bid and selected Contractor is required to provide Performance and Payment Bonds in accordance with Town requirements.”

Proposal: Reconstruction of an existing bituminous concrete parking lot located near the pickleball and tennis courts.

Background: (for tennis/pickleball court area only)

- 1993 - Drainage improvements at tennis courts, no IWC approval required
- 2002 - IWC application 202 IWC 20 approved on 9/19/02 for construction of a footbridge in the area of tennis courts.
- 2007 – IWC application 207 IWC 9 approved on 5/17/07 for skateboard park in area of tennis courts.
- 2023 – IWC application 23 IWC 2 approved on 2/16/23 for removal of fencing and asphalt from tennis courts
- 2023 – Zoning permit 23 ZP 188 issued on 11/7/23 for two dog park signs

Staff Comments/Review:

This application is before the Commission in accordance with Section 18 “Off-Street Parking Standards” as no alterations, improvements or modifications to an existing parking area or the establishment of a new parking area until a site plan in accordance with Section 17 of these Regulations has been approved by the Decision-Making Authority.

This is an existing parking area that is being reconstructed at Camp Oakdale which is used for the pickleball and tennis court area. Per the Town Engineer, the parking area will remain within the same footprint with the exception of approximately 3-feet of widening at the exit drive to allow better maneuvering for larger vehicles. Additional stormwater infrastructure is also

proposed that will connect into the existing stormwater management system. A Stormwater Management Report was provided as part of the application.

Per ZR 17.5, a Determination of Applicability is being requested for the following sections and reason for request is listed:

- 17.4.3 The entire property has not been surveyed and the property boundary markers were not located. The proposed project is the reconstruction of an existing parking lot, generally within the existing footprint.
- 17.4.6 No easements or right-of-ways are known to exist in the vicinity of the proposed development area.
- 17.4.7 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.
- 17.4.8 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 No new signs are proposed.
- 17.4.14 No new outdoor lighting is proposed.
- 17.4.17 No new sewage service or facilities are proposed.
- 17.4.20 There are no sensitive environmental features in the vicinity of the work area. The site has been previously disturbed for the construction of the existing parking lot.
- 17.4.22 No new water service is proposed.
- 17.4.23 No new restroom or sanitary waste disposal is proposed.
- 17.4.25 The site is not located within a Public Drinking Water Supply Watershed.

The Commission will need to determine if these items are necessary or required to reach a decision on the application. Staff feels that several of these items are not applicable, as there are no proposed new signs, lighting, sewage or water service, no sensitive environmental features within the vicinity of the work, the site is not located within a Public Drinking Water Supply Watershed and there are no known easements or right-of-ways. Further, staff believes that the entire property does not need to be surveyed in order to reconstruct the existing parking area. As indicated above existing structures beyond the work area and offsite have not been located as required by our regulations within 100 feet of the property line. Staff feels this is a reasonable request as there is no new proposed disturbance area.

Per Section 18B.2 (5) Parking Areas which undergo pavement reclamation of more than 50% of the Parking Area shall provide at minimum End Islands when the Decision-Making Authority determines there will be no adverse impact from the reduction of parking.

Technical Review Comments:

- Per Zoning Regulation Section (ZR) 17.2.6, please provide an 8 ½” x 11” photocopy of a USGS Quad Map.
- Per 18.3.1, spaces may be either 9’ x 20’ or 10’ x 18’. The dimension of the parking spaces shall be consistent for all spaces.
- Per ZR 18.4, dead end parking aisle interior drives shall be extended ten (10’) further than the last parking space.

- Please include ZR 17.4.4 in the list of items that you are requesting a determination of applicability for.
- Per ZR 18B.5 (5a), There shall be one Shade Tree for every 10 parking spaces located along the perimeter of the Parking Area.

Agency Comments:

Building: Comments dated 4/6/26: “The accessible parking spaces appear correct, but there is no dimension and no signage examples. I don’t see any site lighting on the plans.”

Fire Marshal: Comments dated 4/6/26 “Fire marshal’s office has no comment.”

Uncas Health: See Comments dated 4/10/26

PD: See Comments dated 4/10/26

Director: See Comments dated 4/9/26



Egress

Ingress



Existing
Lighting







Current condition
of parking area



Previous repairs





Existing
lighting



Existing
Lighting







