

Town of Montville
Office of Land Use and Development
310 Norwich-New London Turnpike, Uncasville, CT 06382
Telephone: (860) 848-6779

VIA CERTIFIED MAIL

April 30, 2026

Kyle Haubert, PE
CLA Engineers
317 Main Street
Norwich, Connecticut 06360

RE: 26 SITE 4 – 176 Meeting House Lane (046-069-000) – Pickleball Court Parking Lot Improvements – Applicant: Town of Montville Public Works, Owner: Town of Montville

Dear Mr. Kyle Haubert:

The Montville Planning and Zoning Commission, at its regular meeting on April 28, 2026 APPROVED WITH CONDITIONS the above-referenced application (#26SITE4) for Pickleball Court Parking Lot Improvements

Please contact me with any questions. Thank you.

Sincerely,



Meredith Badalucca
Assistant Planner

C. Doug Colter, C.F.M., Building Official
John Meigel, Fire Marshal
Kristy Kupec, Assessor
Leonard Bunnell, Mayor

Certified Mail # 7016 1370 0001 0871 0163

**TOWN OF MONTVILLE
PLANNING & ZONING COMMISSION**

CERTIFICATE OF NOTICE OF DECISION

APPLICATION: PZ #26 SITE 4
LOCATION: 176 Meetinghouse Ln (046-069-000)
OWNER/APPLICANT: Town of Montville (Camp Oakdale) / TOM Public Works
REPRESENTATIVE(S): Kyle Haubert of CLA Engineers
PROJECT: Pickleball Court Parking Lot Improvements
DATE OF APPROVAL: April 28, 2026
COMMISSION ACTION: to APPROVE with condition numbers 1-19 as indicated in the staff report dated April 28, 2026, application number 26 SITE 4 for the reconstruction of an existing parking area near the pickleball and tennis courts at 176 Meetinghouse 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, CT, Camp Oakdale Pickleball Court Parking Lot Improvements, 20 Simpson Lane, Dated 3/30/26, Revised 4/27/26".

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.

Site Specific Conditions:

7. All drainage structures proposed for the project shall be constructed and maintained post construction in accordance with the approved Plan Set.
8. All landscaping shall be maintained post construction.
9. Owner of property used for parking and/or loading shall maintain such area and all required sidewalks and buffer areas in good conditions without holes and free of all dust, trash, and other debris.
10. Site signage not shown on plan shall require an approved zoning permit prior to installation.

Conditions to be met prior to signing of plans:

11. All plans submitted for signature shall bear the seal and live signature of the appropriate professional(s) responsible for the preparation of the plans.
12. The applicant shall also submit final plans as approved by the Commission in a digital format per ZR section 17.3.
13. A list outlining how the conditions of approval have been met shall be submitted along with final plans submitted for signature.

14. 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:

15. Four (4) sets of paper plans with any required revisions incorporated, shall be submitted to the Land Use Department for signature of the Commission.
16. 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.
17. 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:

18. 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.
19. 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.



Meredith Badalucca

Assistant Planner

Department of Land Use & Development