

From: [Kelly Hovey](#)
To: [Meredith Badalucca](#)
Cc: [Dennis Goderre](#); [Stacy Radford](#); [Katherine Rose](#); [rebecca.craft](#); [Kelly Hovey](#)
Subject: Re: 26 SITE 6 - 2020 Route 32
Date: Thursday, June 25, 2026 10:11:48 AM
Attachments: [image001.png](#)
[CTA260043.00 C-001 CNPT.pdf](#)
[26-2-13 CLYNK32 CD SET Rev 5.pdf](#)

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Meredith,

Thank you for the insight and guidance you provided below. It appears there were a few steps we may have missed in completing the application.

I've cc'd Rebecca Craft of Titan Services, whom we've engaged to assist in expediting our permitting efforts as we are currently working across dozens of municipalities concurrently.

We do have an updated site plan prepared by Bohler Engineering, which is attached along with a set of construction drawings. These drawings indicate a structural height of 8'9", with the addition of solar panels and a wind turbine bringing the overall height to 14'1".

The Fire Marshal who requested additional information may find these construction drawings helpful. I'm also happy to address any further questions he may have. By way of summary, the CLYNK drop station is an unoccupied accessory structure intended solely for the temporary storage of bagged recyclables. It contains a minimal combustible load relative to typical waste handling equipment and is neither designed nor permitted for human occupancy.

We will work to complete the application in full today and aim to submit by the end of the week.

Thank you,
Kelly

Kelly Hovey

Director of Brand Delivery | **CLYNK**
100 Waterman Dr. Suite 301 South Portland, ME
C: 207-248-7148
E: khovey@clynk.com
www.clynk.com & ct.clynk.com

From: Meredith Badalucca <mbadalucca@montville-ct.org>
Sent: Wednesday, June 24, 2026 4:00 PM
To: Kelly Hovey <khovey@clynk.com>
Cc: Dennis Goderre <dgoderre@montville-ct.org>; Stacy Radford <sradford@montville-ct.org>; Katherine Rose <krrose@montville-ct.org>

Subject: 26 SITE 6 - 2020 Route 32

Good afternoon,

We are in receipt of the following documents that you provided:

- Application
- Authorization Letter dated 3-19-25
- CLYNK Presentation
- Construction Set dated 12-27-24
- Montville Commons Layout Plan dated 7-8-04, Rev. 7/24/06

While reviewing the documents, I notice that you provided a plan that was prepared by Fuss & O'Neill in 2004 and as Stacy Radford indicated in her email dated 4/21/26, you cannot utilize someone else's site plan. You had stated at that time that you would contact Bohler Engineering to prepare a newly created, scaled site plan. This site plan will need to comply with Section 17 and 18 of our Zoning Regulations as well as, other applicable sections. As you are not making changes to the entire site, the site plan can be limited to the parking area of the proposed change. Please see below for the area that would need to be surveyed and included as part of the required site plan.



Please note the application that was submitted is not complete and/or has incorrect information on it. A revised application will also be required.

- Name of Property Owner
- Name of Engineer, phone, email
- Lot Size should be Square footage
- Name of Surveyor
- Building Height of CLYNK
- The applicable zoning regulations listed are correct, 11.6.1 is required front yard setback, 11.6.2 is required side yard setback, 18.4.1 is Parking requirements for Business or Professional Offices and 18.4.6 is parking requirements for retail store less than 20,000 SF. This project was approved for three retail space with the following square footage, Stop & Shop 63,260 sf, Retail B 6,000 and Retail C 40,000. Please revised.
- Please indicated number of vehicle trips per day generated by this project.
- You indicated that you are asking for a determination of applicability per Zoning Regulation Section 17.5. This section only allows for a determination of items in Section 17.4 however, other sections are listed. Please revise.

Thank you for your attention to this matter. Please contact me with any questions.

Regards,

Meredith Badalucca, CZEO

Assistant Planner

Town of Montville

310 Norwich New London Turnpike

Uncasville, CT 06382

860-848-6779

Help us Revive & Renew Routes 163 & 32; [See what's happening!](#)