



Town of Montville, Connecticut

Department of Land Use & Development

Planning & Zoning
Inland Wetlands & Watercourses
Economic & Community Development



Staff Technical Review Comments Prepared August 7, 2026 by Meredith Badalucca

Property Address: 197 Route 32 (070-025-000)
Application: 26 SITE 8
Property Owner: GBJ LLC
Applicant: Gregg Fedus, P.E.; Fedus Engineering LLC
Engineering Firm: Fedus Engineering, LLC – Gregg Fedus, P.E.
Lot Size: 0.78 Acres (33,837 sf)
Zoning District: R20/OZ
Public Water/Sewer: Yes
Proposed Public Improvements: TBD
Legal: Submitted to Land Use Dept. on 6/24/26. Date of Receipt by PZC 7/28/26, Decision Required Date – 10/1/26.
Site Inspection: Completed by ZEO Radford and myself on July 9, 2026
Bond Estimates: Needed

Proposal: Change of use from residential with home occupation of a dental office to financial planning office with residential unit on second floor.

Background:

12/24/86 Zoning Permit number 86-232 issued for a home occupation of a dental office. Application states dentist's residence (989 sf) and office (835 sf).

11/4/87 Variance to allow erection of a freestanding sign 13 sf in size to designate the location of a dental office as a home occupation.

6/19/96 Zoning Permit number 96-119 for a 1200 sf addition and 20 x 12 deck. CZC issued 5/2/97

6/4/19 Trade Name Certificate issued by Nancy Woodlock for Existing Home Occupation for dental office.

4/13/26 Notice of Apparent Violation/Request for Voluntary Compliance was issued by ZEO Radford for replacing sign at entrance without an approved zoning permit.

Staff Comments/Review: The property owner met with ZEO Radford and myself after receiving a Notice of Apparent Violation/Request for Voluntary Compliance dated April 13, 2026 for replacing the existing signage to his business name. At that time, Mr. Johnson indicated that he had recently purchased the property and intended to move his financial office to this location and that one of his employees was in the process of moving into the residential unit

upstairs. We informed him that this would be considered a change of use as it is currently a residential use with home occupation. He was also made aware that it is in the residential zoning district R-20 and commercial/mixed use maybe be possible under the OZ Zone, if all regulations could be met. It was further explained that he could not move his commercial office into the downstairs until approval was granted by the Planning and Zoning Commission which would require a site plan application along with all requirements listed in Section 17, 18 and 19, as well as, all other pertinent sections of the Zoning Regulations. As the property is currently a residential use, the residential tenant was allowed to remain.

Technical Review Comments:

Application:

1. Please revise to indicate the name of the applicant.
2. Please revise the project description to include the residential use on the second floor.
3. Determination of Applicability (Zoning Regulation Section (ZR) 17.7) does not include sections listed. Please revise and provide explanation of any sections of ZR 17.6 that you are requesting a determination of applicability for.

Site Plan:

4. Please update plan to include sidewalks per ZR 4A.2 and 14A.11.
5. Please confirm that the Accessible Parking is in conformance with ZR 4A.11.
6. Per ZR 17.4.5 a written statement describing the proposed use is required. The statement provided indicates the residential use will be discontinued. The site plan indicates parking for residential use. Please update accordingly.
7. Please revised the location map to meet the requirements of ZR 17.4.6. The map provided does not include all requirements and is not the correct location. It is a neighborhood in the Oakdale section of town known as the Montville Manor.
8. Revise the site plan to include the applicant name(s) per ZR 17.6.1.
9. Revise plan to include buildings off site located within 100' of all property lines per ZR 17.6.3.
10. Provide requirements of ZR 17.6.4 including existing conditions plan with T-2 vertical accuracy and separate overlay plan.
11. Zoning districts and dimensions shall by both mapped and tabular forms per ZR 17.6.5.
12. Per ZR 17.6.6 existing and proposed contour lines at 2' intervals and spot elevations are required.
13. Per ZR 17.6.9 show size in square feet of all existing and proposed structures and location and size of all existing structures on the abutting properties within 100' of property lines.
14. Provide Building Floor Plans per ZR 17.6.10.
15. Provide Building Elevation in accordance with ZR 17.6.11.
16. Please provide the square footage of the dwelling unit in the parking table per ZR 17.6.12
17. Indicated the location, site and arrangement of all pedestrian walkways and sidewalks per ZR 17.6.13.
18. Show location, layout, type and size of buffer or landscape area, plant materials, fencing, screening devices or other material proposed for use per ZR 17.6.14.
19. Indicate the size, height and any lighting of the proposed sign per ZR 17.6.15.

20. Show location, size, height, and orientation of all outdoor lighting facilities per ZR 17.6.16.
21. Include the location, size and type of all water and fire protection facilities per ZR 17.6.18.
22. Include location of all sewer lines per ZR 17.6.19.
23. Show location of all appurtenances such as dumpster enclosure per ZR 17.6.20. Any proposed appurtenances shall meet the requirements of ZR 18D.0.
24. Please include a signature block for the PZC Chair to sign in the lower right corner. ZR 17.6.23. ZR 17.8 indicates that final approved plans shall be signed by the Chairman of the Planning and Zoning Commission.
25. Please show sewer lateral and evidence from Montville WPCA as required in ZR 17.6.25.
26. Per ZR 17.6.28 please indicate landscaping and lighting as required in Section 18B & 18C respectively.
27. Show location of snow storage areas per ZR 17.6.29.
28. Please demonstrate that the parallel parking meets the requirements of ZR 17.9.5.
29. Provide parking area screening in accordance with ZR 17.9.6.
30. Demonstrate that all lighting meets the requirements of ZR 17.9.7.
31. Per ZR 18.6.3 Front Setback. Parking and drives shall be setback twenty-five feet from Front Property Lines. The proposed location of the parallel spaces does not meet this requirement.
32. Per ZR 18.9, vehicles entering or leaving the parking area from or to a public or private street shall be traveling in a forward motion. Demonstrate how the parallel spaces will meet this requirement.
33. Per ZR 18.9.1, all parking areas shall include islands and medians as set forth in Section 18B.
34. Per ZR 18.9.4, no parking shall be permitted along access drives within 40' of the street line and dead end parking aisle interior drives shall be extended 10'. Please demonstrate this on the plan. The dead end aisle near the parallel space is 3.7'.
35. Per ZR 18.15, all parking areas shall conform to Section 18C Lighting Design Standards.
36. Per ZR 18.16, accessible parking space shall be in accordance with the provisions of the Building Code. The Building Official will be providing comments.
37. Per ZR 18B.2 include an end island at the end of each parking row in accordance with all requirements for end islands including ZR 18B.5 (2).
38. Per ZR 18B.3 (2) landscaping plans shall be prepared, signed and sealed by a Connecticut-licensed Landscape Architect.
39. Per ZR 18 B.5 (5) please update plan to meet the requirements of this section.
40. Please update plan to meet the requirements of ZR 18B.6.
41. Please provide heights of all retaining walls to determine if ZR 18B.6 is pertinent.
42. A complete visual landscape buffer is required per ZR 18B.7 for property lines abutting residential, civic or institutional district or use.
43. A partial Visual Landscape Buffer is required for side or rear lot line abutting a non-residential district or use per ZR 18B.7.
44. Please show Street trees per ZR 18B.8.
45. Provide bond estimate and maintenance notes per ZR 18B.10.
46. Provide a lighting plan that meets all of the requirements of ZR 18C.0. Site inspection indicated non shielded lights currently on the building that are not shown on the plan provided.

47. Please update the zoning table “existing” column to indicate the location of the stoop from the front yard setback not the front of the building.
48. Please update the zoning table “existing” column to indicate the location of the garage from the rear yard setback not the rear of the building.
49. Please remove the “proposed” column from the zoning table if no changes are proposed.
50. Please indicate the height of the tallest structure in the existing column as building elevations are required per ZR 17.6.11.
51. Site inspection indicated a ShelterLogic type structure on the property that is not shown on the plan. Please show on existing conditions and indicate on the site plan if it will be removed.
52. Site inspection showed that parking space number 9 may not be feasible without grading. It also is currently located with a lawn area. Please demonstrate feasibility and indicate the surface of the proposed parking space numbers 8 & 9 in accordance with ZR 18.8. Additionally, space number 9 is not 10 feet from the side property line per ZR 18.6 (4).

Agency Comments:

Town Engineer:	See comments dated 8/6/26
Building:	Referred 7/15/26
Fire Marshal:	See comments dated 7/21/26
WPCA:	Comments dated 7/17/26: “WPCA has no comments.”
PD:	Comments dated 7/24/26: “The Montville PD’s only comments are regarding any work that would take place that effects roadways, will need to be run through us for any possible traffic control.”
Public Works:	Referred 7/15/26