

Town of Montville
Planning and Zoning Commission
310 Norwich New London Turnpike
Uncasville, Ct 06382

Meeting Minutes of
Tuesday April 28, 2020 Virtual Meeting

1. Call to Order: Commissioner Pieniadz Called the meeting to order at 6:00 p.m.
2. Pledge of Allegiance: All rose to salute the flag and a moment of silence for essential workers, friends and family
3. Roll Call: Present were Commissioners Pieniadz, Desjardins, Pike, Siragusa, Longton, Duchesneau, and Toner. Also present were Town Planner Marcia Vlaun. Absent Commissioner Estelle
4. Executive Session: None
5. Public Hearing / Application:
 - a. (220 ZC 2) Owners/Applicant: Roger L. Phillips and Linda F. Phillips: Application for Zoning Regulation Amendments- Addition of new sections: 4.11.13-Workforce Housing and 10.2.10-Workforce Housing permitted use in the C-1 Zoning District

Chairman Pieniadz opened the public hearing at 6:03 pm

The Town Planner gave a summary of the proposed addition of Sections 10.2.10 and 4.11.13 (Workforce Housing) with two text changes. First change was to replace Section 16.14 with 4.11.13 under 10.2.10 and the second was to Replace Section 16 with Section 17 under 4.11.13.2. Discussion Held

The Town Planner read the staff exhibit list into the record:

1. Copy of the Proposed Amendment to Zoning Regulations
2. Proposed Amendment to Zoning Regulations posted in the Town Clerks office on 4/15/2020
3. Copy of legal ad published on the Town Website on April 17, 2020
4. Certified Mail Receipts to Municipalities mailed on 3/13/2020
 - a. Town Clerk, Town of East Lyme
 - b. Town Clerk, Town of Ledyard
 - c. City Clerk, City of Norwich
 - d. City Clerk, City of Bozrah
 - e. Town Clerk, Town of Preston
 - f. Town Clerk, Town of Salem
 - g. Town Clerk, Town of Waterford
 - h. Dept. of Public Health
 - i. New London Public Utilities

- j. Norwich Public Utilities
 - k. Montville Water Pollution Control Authority
 - l. DEEP Land and Water Resources Division
 - m. Southeastern CT Council of Governments
5. Comments Letters:
- a. Letter from Samuel Alexander of Southeastern Council of Governments dated 3/20/2020
 - b. Letter from Karen Michaels of DEEP Land and Water Resources Division dated 3/18/2020
 - c. Email from Derek Albertson of Montville WPCA dated 2/23/2020
 - d. Letter from City of Norwich Commission on the City Plan dated April 24, 2020
6. Staff Report dated April 28, 2020
7. The entire project folder

Attorney Heller spoke on behalf of the applicant

The Chairman asked the public three (3) times for those in favor and in opposition. There was no public comment.

A MOTION was made by COMMISSIONER SIRAGUSA and seconded by COMMISSIONER DESJARDINS to close the Public Hearing.

Roll call vote. ALL in FAVOR 7-0-0 **Motion Carried**

The Chairman closed the Public Hearing at 6:19

- b. Discussion and Decision: (220 ZC 2) Owners/Applicant: Roger L. Phillips and Linda F. Phillips: Application for Zoning Regulation Amendments- Addition of new sections: 4.11.13-Workforce Housing and 10.2.10-Workforce Housing permitted use in the C-1 Zoning District

A MOTION was made by COMMISSIONER TONER and seconded by COMMISSIONER DESJARDINS to approve the following changes to the Town of Montville Zoning Regulations and set an effective date for May 18, 2020- Add Section 10.2.10 “Workforce Housing” to C-1 Zone and Add Section 4.11.13 “Workforce Housing” both further described in attachment with text changes. The Commission finds that the proposed zoning text changes are in conformance with the Comprehensive Plan and the Plan of Conservation and Development, based on the findings and general discussion of the criteria contained in the staff report. New Zoning Regulations will be effective May 18, 2020

Proposed Text Change:

Add New Section 10.2.10 “Workforce housing in accordance with Section 4.11.13 of these Regulations”

Add New Section 4.11.13 Workforce Housing

- 4.11.13.1 The following regulations are established to promote the provision of workforce housing for employees of an employer of more than 20 persons who employ temporary or seasonal employees and who are otherwise unable to find temporary housing in reasonable proximity to the place of employment.
- 4.11.13.2 All applications for Workforce Housing shall comply with the requirements of Section 17 of these Regulations.
- 4.11.13.3 An application for Workforce Housing shall include:
 - 4.11.13.3.1 An Application form as prescribed by the Commission.
 - 4.11.13.3.2 A Site Plan Review Checklist on a form prescribed by the Commission.
 - 4.11.13.3.3 A site plan which also contains all additional data and information required by Section 14.11.13 of these regulations.
 - 4.11.13.3.4 If applicable, verification from the Montville Water Pollution Control Authority that the project is authorized to interconnect to the municipal sewer system.
 - 4.11.13.3.5 If applicable, and as required by Section 10.8 of these Regulations, an agreement from a municipal authority of public instrumentality formed to operate community water systems to own and operate a public water supply for the project (if the project accommodates 25 or more residents).
- 4.11.13.4 Development Standards
 - 4.11.13.4.1 Workforce housing shall be limited to the C-1 Zoning District
 - 4.11.13.4.2 Workforce housing shall be located on a parcel within 500 feet of any portion of the parcel on which the place of employment is located.
 - 4.11.13.4.3 The length of occupancy of a seasonal employee of a workforce housing unit shall be limited to a minimum of two (2) and a maximum of six (6) months; provided, however, that a full time caretaker of the employer's facilities may occupy one unit on a full time basis.
 - 4.11.13.4.4 Workforce housing shall be limited to a maximum of eight (8) residential units, with each unit containing no more than two (2) bedrooms
 - 4.44.13.4.5 Nothing herein contained shall be construed to prohibit the sale of real property constructed as workforce housing for multi-family residential purposes.

Roll call vote. ALL in FAVOR 7-0-0 **Motion Carried**

6. Old Business: None

7. New Business:

- a. (220 SITE 2) Owner/Applicant Yost Holdings, LLC. 2260 Route 32 (106-033-000) A Site Plan application for addition to existing building with associated parking

A MOTION was made by COMMISSIONER SIRAGUSA and seconded by COMMISSIONER TONER to receive the application

Roll call vote ALL if FAVOR 7-0-0 **Motion Carried**

- b. (220 SITE 3) Owner/Applicant Holly Lombardi Land Holdings, LLC. 18 Sachatello Industrial Dr (005-027-010) A Site Plan application for a portable asphalt facility

A MOTION was made by COMMISSIONER DESJARDINS and seconded by COMMISSIONER TONER to receive the application

Roll call vote ALL if FAVOR 7-0-0 **Motion Carried**

8. Zoning Matters:

9. Town Planner:

The Town Planner thanked Staff and Commission for all their hard work during tough times

10. Communications: None

11. Other Business:

- a. Capital Plan

The Commission had a brief discussion and Mayor answered questions. The Town Planner asked the Commission to send all requests and questions to the Planning Department and they will be forwarded to the Town Council

12. Minutes:

A Motion was made by COMMISSIONER SIRAGUSA and seconded by COMMISSIONER TONER to accept the meeting minutes from the February 25, 2020 meeting and the special meeting minutes from the March 10, 2020 meeting

Roll call vote ALL if FAVOR 7-0-0 **Motion carried**

13. Adjourn: 6:40

Respectfully submitted,

Tiffany Williams, Recording Secretary