

**PLANNING AND ZONING COMMISSION  
MEETING MINUTES**

RECEIVED FOR RECORD  
WATERFORD, CT

Planning & Zoning Commission  
Remote Access Only

2023 OCT 13 10:10:23  
October 10, 2023  
6:30 PM

Members Present: Karen Barnett, Tim Bleasdale and Tim Conderino  
Members Absent: Chairman Greg Massad and Victor Ebersole  
Alternates Present: Bertrand Chenard and Doris Crum  
Alternates Absent: Joseph DiBuono  
Staff Present: Jonathan Mullen, Mark Wujtewicz, Planner and Katrina Kotfer,  
Recording Secretary

TEST: *Doris Crum*  
OWN CLERK

**1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES**

T. Bleasdale, acting chairman, called the meeting to order at 6:30 PM. B. Chenard was seated for V. Ebersole and D. Crum was seated for G. Massad.

**2. APPROVAL OF MINUTES**

**MOTION:** Motion made by K. Barnett, seconded by B. Chenard, to approve the August 8, 2023 meeting minutes.

**VOTE:** 5-0

**3. APPLICATION RECEIPT**

No new applications were received.

**4. APPLICATION REVIEW**

#PL-23-12 Request of Lynn Mulholland, Applicant and Owner for a Coastal Site Plan review and approval for a new single family home on property located at 11 Scotch Cap Road, VR-15 Zone in accordance with Section 25.4 of the Zoning Regulations and as shown on plans entitled "Plan Showing Proposed House, Drive, Water Connection and Sewer Connection on Property of Lynn F. Mulholland, 11 Scotch Cap Road"

Lynn and Jim Mulholland were present for the application. L. Mulholland reviewed with the Commission their proposal to build a 1 story home that would conform with the setbacks and the unique land conditions of their property. They noted it will be connected to municipal water and sewer service.

B. Chenard questioned the applicant if they plan to install solar panels and will there be blasting for the build. J. Mulholland noted there is no blasting planned since the house will only have a crawl space and not a fully enclosed foundation. Solar panels are planned for the future.

T. Bleasdale had questions about the wood stairs shown on the plan. J. Mulholland noted that they are existing.

M. Wujtewicz reviewed his staff report with the Commission.

The Commission discussed the following potential conditions.

1. Erosion control measures during construction shall be installed and remain on site for the duration of the project and until the establishment of vegetative cover on disturbed areas.
2. No work covered by this permit including the stockpiling of materials shall be conducted outside of the proposed silt fence.
3. An as-built survey shall be submitted and approved by the Zoning Official prior to issuance of a Certificate of Zoning Compliance. This requirement is to verify that all improvements have been constructed in accordance with the approved site plan.

**MOTION:** Motion made by K. Barnett, seconded by T. Bleasdale, to approve the proposed project with conditions 1 thru 3 as being consistent with all applicable coastal policies and including all reasonable measures to mitigate adverse impacts.

**VOTE:** 5-0

#### **5. ADMINISTRATIVE REVIEW**

No action was taken.

#### **6. CORRESPONDENCE**

No correspondence was received.

#### **7. COMMISSION BUSINESS**

M. Wujtewicz reviewed with the Commission current and upcoming projects.

The Commission briefly discussed the municipal commissioner training opportunities.

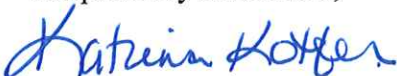
J. Mullen informed the Commission that the consultant is working on the chapters of the POCD and that he will provide further updates at the next meeting.

#### **8. ADJOURNMENT**

**MOTION:** Motion made by B. Chenard, seconded by T. Conderino, to adjourn the meeting at 6:56 PM.

**VOTE:** 5-0

Respectfully Submitted,



Katrina Kotfer  
Recording Secretary