

**MINUTES**  
**WOODBIDGE TOWN PLAN AND ZONING COMMISSION**  
**REGULAR MEETING OF JUNE 5, 2023**

A regular meeting of the Woodbridge Town Plan and Zoning Commission, was held on June 5, 2023, in the Central Meeting Room Town Hall, 11 Meetinghouse Lane, Woodbridge, Connecticut, attended by:

Members: Robert Klee ~ Chairman, Andrew Skolnick, and Jeff Kennedy  
Alternates: Kathy Hunter and Aaron Hoffmann\*  
Excused: Yonatan Zamir, Paul Schatz, and Chadi Noujaim (alternate)  
Hunter voted in place of Zamir; Hoffmann voted in place of Paul Schatz. Zoning Enforcement Officer Kristine Sullivan was also in attendance. The Chairman called the meeting to order at 6:35 pm.

*\*Note: Mr. Hoffman arrived after the meeting had commenced.*

**NEW BUSINESS**

**Town of Woodbridge: 4 Newton Road**

**Connecticut General Statutes (CGS) Section 8-24 Referral for Cultural and Community Center at the Former Fire House**

Sandy Stein, Chairman of Community and Cultural Building Committee began the presentation regarding the CGS 8-24 Referral for conversion of the former Fire House at 4 Newton Road to a Cultural and Community Center. Her comments included:

- The Town had received a \$2,000,000 grant for the conversion of the former Fire House to a cultural and community center.
- The referral had been made to review the changes that would be made to the site relative to the use conversion.
- Also present were committee member Andrea Weinstein, David Stein architect with Silver Petrucelli & Associates and Aris Stalis with ARIS Land Studio. Mr. Stalis then spoke. Referencing the submitted project plans, his comments

Included:

- Phase 1 of the project would be renovation of the building, removing some existing paving and installing a pervious paver patio, reconfiguring the traffic flow, providing main access to the building from the rear of the building, and installing a sidewalk.
- There would be renovation of the 1<sup>st</sup> and 2<sup>nd</sup> floors, including the potential for a café.

David Stein also commented on the project, including:

- The project will repurpose the original fire house for a variety of uses.
- Assembly spaces will be created.
- The second floor will be made fully accessible by the addition of an elevator and bathroom.
- A small café is anticipated to be created.
- In 2019 some infrastructure work was done.
- A potential addition would be a small weather lock vestibule.

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- In 2007, after the fire in the building, the roof and windows were replaced.
  - The intent of the first phase of the project is to provide accessibility, easier building access and parking.
- Chairman Stein added and responded to Commission questions by noting that:
- The intent was to have flexibility of use through design and furniture.
  - The addition of a café providing coffee, tea, and soft drinks
  - One of the former bays may have fitness equipment and a ping pong table.
  - The project, once publicly bid, is anticipated to take 9 to 12 months to complete.
  - The sidewalk connection to the High School has not yet been worked out, but the Committee is working with Cardinal Engineering regarding that aspect of the project.
  - The existing septic system has the capacity to handle the new use of the building, and a reserve septic system is being designed by Project Engineer Donald Smith.
  - There is no plan to extend public sewer to the site.
  - In Phase two of the project, provision of public transportation to the area would be considered.

At the conclusion of the presentation the Commission acted as follows on the subject Section 8-24 referral.

**\*\*\* Kennedy moved to find that the CGS 8-24 Referral for conversion of the former Fire House at 4 Newton Road to a Cultural and Community Center was in conformance with the Town Plan of Conservation and Development**

**\*\*\* Skolnick seconded**

**\*\*\* In Favor: Klee, Kennedy, Skolnick, and Hunter**

**\*\*\* Opposed: No One**

**\*\*\* Recused: No One**

**\*\*\* Abstained: Hoffmann\***

**Unanimous vote of approval.**

*\*Because he had not been present for the whole presentation.*

**Toll Brothers Inc: 1710 Litchfield Turnpike**

**Application for Special Permit for Monument Sign for over 55 housing development**

**Toll Brothers Inc: 1722 Litchfield Turnpike and 49, 53 and 57 Bradley Road**

**Application for Special Permit for Monument Sign for over 55 housing development**

The two separate applications submitted by Toll Brothers, Inc for monument signs on either side of the Toll Bros. Inc property on Bradley Road and Litchfield Turnpike were formally received by the Commission. The applications were accompanied by site respective site plans showing the location of the proposed signs and the design of the signs. Staff noted that being applications for special permits that public hearings on the applications were required.

Jason Gottlieb, Senior Project Manager with Toll Brothers was present to speak on behalf of the separate applications. He noted that:

- The signs would be entry monument signs for the two sides of the development.

- The purpose of the signs is for “wayfinding”.
- The signs would be dimly lit.
- The stone used to construct the signs would be the same as that used on the homes in the development.

At the conclusion of Mr. Gottlieb’s remarks, the Commission acted to schedule public hearings on the subject applications as follows:

- **\*\*\* Skolnick moved to hold public hearings on the two separate applications submitted by Toll Bros. Inc for monument signs for the Toll Bros. over 55 housing development. One sign to be located at 1710 Litchfield Turnpike and one sign to be located at 1722 Litchfield Turnpike and 49, 53 and 57 Bradley Road. The public hearings shall be held at the Commission’s regular meeting on July 6, 2022.**
  - **\*\*\* Hoffmann seconded**
  - **\*\*\* In Favor: Klee, Kennedy, Skolnick, Hoffmann, and Hunter**
  - **\*\*\* Opposed: No One**
  - **\*\*\* Recused: No One**
  - **\*\*\* Abstained: No One**
- Unanimous vote of approval.**

### WORK SESSION

#### Report regarding actions of the Regional Planning Commission of SCRCOG

Commissioner Skolnick reported that at the May 11, 2023, meeting of the Regional Planning Commission, that that Commission had acted to find the none of the following referrals to the Commission would have any intermunicipal conflicts or adverse impacts on Long Island Sound:

- Town of Orange: Petition to Amend Zoning Regulations, Commercial C-1 District.
- Town of Guilford: Comprehensive Zoning Regulations Re-Write and Zoning Map Amendment.
- Town of Branford: Zoning Regulation Amendment, Section 6.3 Landscaping.

#### Report of the Housing Committee

Commissioner Hunter requested that the Commission engage Attorney Mark Branse to conduct a training session on affordable housing which could also be attended by members of the public or other town boards and commissions to provide education regarding municipal affordable housing requirements.

It was the consensus of the Commission to schedule a training session with Attorney Branse in the fall.

#### Discussion and appropriate action regarding cannabis regulations

Commissioner Skolnick requested that the Commission determine what type of action it should take regarding cannabis regulations, i.e.: a ban, a moratorium for 6 to 12 months or adoption of regulations.

After discussion it was the consensus of the Commission members to finalize the direction of Commission action at the Commission's regular meeting on July 6, 2023.

Sample language for each of the proposed actions will be distributed to Commission members in advance of the Commission's July regular meeting.

**Discussion and appropriate action regarding cleanup of the Zoning Regulations**

The Commission continued its review regarding cleanup of the Zoning Regulations and got to Section 3.3.Z on page 69 of the annotated draft cleanup. Further review was deferred until the Commission's regular meeting on July 6, 2023.

**Approval of Minutes**

**\*\*\* Klee moved to approve the minutes of the Commission's regular meeting on May 1, 2023, as submitted.**

**\*\*\* Hoffmann seconded**

**\*\*\* In Favor: Klee, Kennedy, Hoffmann, and Hunter**

**\*\*\* Opposed: No One**

**\*\*\* Recused: No One**

**\*\*\* Abstained: Skolnick\***

**Unanimous vote of approval.**

***\*Was not in attendance at that meeting.***

**Meeting Adjournment**

**\*\*\* Kennedy moved to adjourn the meeting at 8:10 pm**

**\*\*\* Hoffmann seconded**

**\*\*\* In Favor: Klee, Kennedy, Skolnick, Hoffmann, and Hunter**

**\*\*\* Opposed: No One**

**\*\*\* Recused: No One**

**\*\*\* Abstained: No One**

**Unanimous vote of approval.**

Accordingly, the meeting was adjourned at 8:10 pm.

Respectfully submitted,

Kristine Sullivan,