

MINUTES
WOODBIDGE TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING OF JULY 6, 2023

A regular meeting of the Woodbridge Town Plan and Zoning Commission, was held on July 6, 2023, in the Central Meeting Room Town Hall, 11 Meetinghouse Lane, Woodbridge, Connecticut, attended by:

Members: Robert Klee ~ Chairman, Andrew Skolnick, Paul Schatz, Yonatan Zamir and Jeff Kennedy

Alternates: Kathy Hunter, Chadi Noujaim, and Aaron Hoffmann

Hunter voted in place of the vacant full member position on the Commission.

Hoffmann voted in place of Paul Schatz as noted after Commissioner Schatz had to leave the meeting early. Zoning Enforcement Officer Kristine Sullivan was also in attendance.

The Chairman called the meeting to order at 6:30 pm.

PUBLIC HEARINGS

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 had been formally received by the Commission at the Commission’s regular meeting on June 5, 2023, and scheduled for public hearings. The Chairman called a joint public hearing on the applications to order.

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 was 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.
- Similar signs have been used by Toll Brothers for other developments they have done

At the conclusion of Mr. Gottlieb’s remarks, the Chairman asked if there were any questions by Commission members. There being none, the Chairman then asked if any member of the public present wanted to speak regarding the application. There being no public comments, the joint public hearing was closed as follows:

***** Schatz moved to close the 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.**

***** Kennedy seconded**

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***** In Favor: Klee, Kennedy, Skolnick, Schatz, Zamir, and Hunter**

***** Opposed: No One**

***** Recused: No One**

***** Abstained: No One**

Unanimous vote of approval.

WORK SESSION

In response to a suggestion by the Chairman to move briefly into the Work Session to act on the applications that had just been the subject of public hearings, it was the unanimous consensus of the Commission members to do so with the following action taken at this time:

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

***** Schatz moved to approve 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 as shown and located on the sign design plans and site plan submitted with the respective applications prepared by ESE Consultants entitled “Regency at Woodbridge, Entrance Feature,” dated 5/22/2023.**

***** Skolnick seconded**

***** In Favor: Klee, Kennedy, Skolnick, Schatz, Zamir, and Hunter**

***** Opposed: No One**

***** Recused: No One**

***** Abstained: No One**

Unanimous vote of approval.

Mr. Gottleib, who was still present, thanked the Commission for its action on the applications and noted that tresses for the first units would be delivered next week, and units would be open for sale by August/September 2023.

NEW BUSINESS

Town of Woodbridge: 41 Ford Road

Connecticut General Statute Section 8-24 referral from the Board of Selectmen regarding the installation of CT EV Charging Station(s) for the Massaro Farm located on Town owned property.

The Connecticut General Statute Section 8-24 referral from the Board of Selectmen regarding the installation of CT EV Charging Stations(s) for the Massaro Farm located on Town owned property at 41 Ford Road was formally received by the Commission.

No one was present to discuss the referral.

After a review of the submitted information the Commission members acted as follows regarding the referral:

***** Klee moved to find that the installation of CT EV Charging Station(s) for the Massaro Farm located on Town owned property at 41 Ford Road was in conformance with the Town Plan of Conservation and Development and the broader town initiative of making the town more sustainable.**

***** Kennedy seconded**

***** In Favor: Klee, Kennedy, Skolnick, Schatz, Zamir, and Hunter**

***** Opposed: No One**

***** Recused: No One**

***** Abstained: No One**

Unanimous vote of approval.

Woodbridge Childcare Center: 5 Meetinghouse Lane

Application for special exception permit for relocation of the Woodbridge Childcare Center and to 5 Meetinghouse Lane and expansion of Child Day Care.

The application submitted by the Woodbridge Childcare Center for a special exception permit for relocation of the Woodbridge Childcare Center to the existing meeting house for the First Church of Christ Woodbridge located at 5 Meetinghouse Lane was formally received by the Commission. The application was accompanied by a check for the Town and State application fee and a check for recording the decision of the Commission on the Town land records, a narrative describing the operation of the Child Care Center, a site plan showing available onsite parking and traffic flow for pickup and drop off of children, a letter of consent to the application by the Church, and a list of the abutting property owners.

Robert Sheiman, of the Whitneyville Cultural Commons, consultant on behalf of the Church and the Child Center was present to discuss the application with the Commission members. In his discussion and response to questions from Commission members he noted:

- The application to relocate the Child Center is to allow the Center to have room to expand.
- Currently the Center has 50/52 children enrolled, enrollment could expand to 96 with a relocation to 5 Meetinghouse house where four additional classrooms could be added.
- The move would free up space at the Center Building to accommodate expanding needs of the Town regarding the Fitness Center and Police Department.
- Some interior remodeling of the Meeting House would be done to create the additional classroom space.
- There previously was a Childcare Center in the Meetinghouse.
- The Meetinghouse currently has uses during the week of funeral receptions, Boy Scout Troop Meetings, private music lessons, and classes for Musical Folk.
- The expanded use of the Child Center would not disrupt any of the current uses, although where they meet might change.
- The remodeling to create the additional classroom space would meet the code requirements of the State Office of Early Childhood Services, Quinnpiack Valley Health District (QVHD) and Building Official.

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- The cell tower (in the steeple) is presumably still operational.
- Any concerns about radio cell tower frequencies affects on children would fall under the purview of the State Office of Early Childhood Services and/or QVHD.
- No formal traffic analysis has been done, but onsite parking is more than adequate for the number of children who could attend the school.
- Typically, Monday through Friday there is no traffic at the “circle” in front of the church.
- Any Zoning Requirements regarding fencing/screening of the playground area would be met. Currently the playground is fenced with some bushes around it. Based on the increased number of children, that space would need to be expanded.

At the conclusion of the discussion, it was the unanimous consensus of the Commission members to schedule a public hearing on the special exception application for the Commission’s next regular meeting on Tuesday, September 5, 2023.

HKH Holdings, Inc, dba The Summit: 180 Amity Road
Application for special exception permit for use of a catering liquor establishment at 180 Amity Road.

The application submitted by HKH Holding, Inc, dba The Summit, for a special exception permit for a catering liquor establishment in the portion of 180 Amity Road formerly used by Wheelers, was formally received by the Commission. The application was accompanied by a check for the Town and State application fee and a check for recording the decision of the Commission on the Town land records, a narrative describing the operation of the business, a letter of consent to the application by the property owner, and a list of the abutting property owners.

No one was present regarding the special exception application since the application is subject to having a public hearing. It was the unanimous consensus of the Commission members to schedule a public hearing on the special exception application for the Commission’s next regular meeting on Tuesday, September 5, 2023.

WORK SESSION

Discussion and appropriate action regarding cannabis regulations

At the June 5, 2023, Commission meeting, Commissioner Skolnick had 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.

At the June meeting the Commission members had agreed by consensus to finalize the direction of Commission action at this evening’s meeting.

In advance of this evening’s meeting, as directed, staff had distributed sample language for each of the proposed actions to the Commission members.

The Chairman first asked all of the Commission members to state which of the three options regarding cannabis they preferred to have taken. It was the unanimous consensus of the Commission members to adopt regulations regarding cannabis that would parallel the liquor establishment Zoning Regulations.

The Commission members then reviewed the sample language that staff had distributed to regulate cannabis. In the course of that review the Commission members decided to make some amendments to the existing liquor establishment Zoning Regulations in Section 3.3.HH so that the separation distances from specific uses would mirror that proposed regarding cannabis.

The proposed regulations are attached to these minutes.

At the conclusion of the drafting of the proposed regulations regarding cannabis and amendments to the liquor establishment regulations the Commission members acted to schedule a public hearing on those proposed regulations and amendments as follows:

***** Skolnick moved to schedule a public hearing on proposed regulations (attached to these minutes) regarding new section 3.3.II of the Zoning Regulations regarding Marijuana Establishments and amendments to Section 3.3.HH of the Zoning Regulations regarding Liquor Establishments, for the Tuesday, September 5, 2023**

***** Klee seconded**

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

***** Opposed: No One**

***** Recused: No One**

***** Abstained: No One**

Unanimous vote of approval.

**Hoffmann voted in place of Schatz who had left prior to this vote being taken.*

Report regarding actions of the Regional Planning Commission of SCRCOG

Commissioner Skolnick had no report.

Report of the Housing Committee

Commissioner Hunter had previously 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. She reported that she had contacted Attorney Branse, and he would be available to do a training session in the Fall. It was the consensus of the Commission to schedule a training session with Attorney Branse for Monday, October 30, 2023, at 7:00 pm. Members of the Zoning Board of Appeals will be contacted to affirm that they, who also need the training, will be available on that date and time.

Hunter also reported that the Committee continues to hold community informational meetings, with the next meeting scheduled for August 1, 2023 at the Senior Center. The Committee also met with the Task Force 20/30 ad hoc committee to discuss common goals regarding proposed changes to the Zoning Regulations.

Discussion and appropriate action regarding cleanup of the Zoning Regulations

The Commission limited its work on the regulations to the proposed regulations for Marijuana Establishments and proposed amendments to Section 3.3.HH, Further review was deferred until the Commission's regular meeting on September 5, 2023.

Approval of Minutes

*** Klee moved to approve the minutes of the Commission's regular meeting on June 5, 2023, as submitted.

*** Hoffmann* seconded

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

*** Opposed: No One

*** Recused: No One

*** Abstained: No one

Unanimous vote of approval.

**Hoffmann voted in place of Schatz who had left prior to this vote being taken.*

Meeting Adjournment

*** Kennedy moved to adjourn the meeting at 8:32 pm

*** Hoffman seconded

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

*** Opposed: No One

*** Recused: No One

*** Abstained: No One

Unanimous vote of approval.

**Hoffmann voted in place of Schatz who had left prior to this vote being taken.*

Accordingly, the meeting was adjourned at 8:32 pm.

Respectfully submitted,

Kristine Sullivan,