



**TOWN OF LEDYARD**  
CONNECTICUT  
TOWN COUNCIL  
HYBRID FORMAT

741 Colonel Ledyard Highway  
Ledyard, CT 06339

860 464-3203  
Roxanne Maher  
Administrative Assistant

Chairman S. Naomi Rodriguez

**MINUTES**  
**LAND USE/PLANNING/PUBLIC WORKS COMMITTEE –**  
**REGULAR MEETING**

Monday, June 2, 2025

6:00 PM

Annex Meeting Room, Town Hall Annex

**DRAFT**

- I. CALL TO ORDER – The meeting was called to order by Councilor St. Vil at 6:04 p.m. at the Town Hall Annex Building.

Councilor St. Vil welcomed all to the Hybrid Meeting noting for the Town Council Land Use/Planning/Public Works Committee and members of the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town's Website – Granicus-Legistar Meeting Portal.

- II. ROLL CALL –

Attendee Name	Title	Status	Location	Arrived	Departed
Kevin Dombrowski	Town Councilor	Present	In-Person	6:00 pm	6:14 pm
Carmen Garcia-Irizarry	Town Councilor	Excused			
Gary St. Vil	Committee Chairman	Present	In-Person	6:00 pm	6:14 pm
Elizabeth Burdick	Land Use Director/Town Planner	Present	In-Person	6:00pm	6:14 pm
Carol Schneider	Resident	Present	Remote	6:00 pm	6:14 pm
Roxanne Maher	Administrative Assistant	Present	Remote	6:00 pm	6:14 pm

- III. CITIZENS' PETITIONS -None.

- IV. PRESENTATIONS/INFORMATIONAL ITEMS - None.

- V. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of May 5, 2025

Moved by Councilor Dombrowski, seconded by Councilor St. Vil

**VOTE: 2 - 0 Approved and so declared**

- IV. OLD BUSINESS

1. Progress regarding the enforcement of regulations to address blight issues.

Councilor St. Vil noted that the Blight Report was provided for tonight's meeting; and thanked Zoning Enforcement Officer Hannah Gienau noting that he appreciated her work. However, he asked whether the Blighted Properties that have come into compliance and the cases have been closed could be removed from the List.

Land Use Director/Town Planner Elizabeth Burdick stated that Blight Enforcement Officer Hannah Gienau has been doing a good job with inspections, telephone calls, letters, and following up.

Ms. Burdick provided an overview of the new properties that have been added to the Blight List since the May Report as follows:

- **370 Pumpkin Hill Road** - Discarded furniture and junk on the curb of the property. RVC sent on 05/07/25. NOV with intent to cite to be issued next, following standard Blight Ordinance procedures.
- **51 Kings Highway** - The windows on the first and second floor were boarded up. Broken electrical boxes and two AC units were ripped open and stripped of parts. Discarded junk and trash of various items. The vegetation in the parking lot and around the building was greater than 9" in height. RVC sent on 05/07/25 and a follow-up inspection will be conducted on or about 06/10/25.
- **33 Stoney Brook Road** – Improper storage of trash on the property. Will make follow-up call with the owner to discuss how to be in compliance. Large family with 9 people possibly living in the home.

It was noted that the Town would be changing to a new Curbside Household Trash Collection Contractor on July 1, 2025. Perhaps for an additional deposit fee the family could obtain an additional trash cart. Ms. Burdick stated that she would follow-up with Public Works Director/Town Engineer Steve Masalin.

- **16 West Drive**- Blighted property and RV that appeared inoperable leaning towards roadway. The rear of the home was in a poor condition due to the fire. Will follow-up with Fire Marshall and inspection of the property.
- **5 Long Pond Road** - Property has a lot of junk in the yard with several unregistered vehicles, including an old semi-trailer. Will contact owner for a meeting with the Land Use Director and ZEO for compliance. Also zoning violations present. Sent follow-up email to set up a meeting. No response yet. Will convene with LUD for next steps.
- **543R Long Pond Road**- Has a lot of junk and garbage visible from the Cider Hill Road way but hidden on the other side of Long Pond. There also appears to be an RV but it could not be determined if it had registered plates. RVC drafted and awaiting review.

Ms. Burdick stated that she would let Zoning Enforcement Officer/Wetlands Enforcement Officer Ms. Gienau know that the LUPPW Committee would only like to receive the Open Blight Cases and the Site Inspections from the preceding month.

Ms. Burdick went on to state that the Land Use Office has been busy with decks, pools, sheds, additions, and new houses. She stated that Ms. Gienau was doing a great job noting that she has begun the CAZEO (Connecticut Association of Zoning Enforcement Officials) Certification Process, explaining that in addition to the several months of training courses that those seeking the CAZEO Certification were also required to have two-year's experience as a Zoning Enforcement Officer (ZEO); and a Case Study, which Ms. Gienau has already been working on. She stated that Ms. Gienau would be using the property located across the street from Holdridge's on Route 117, Colonel Ledyard Highway, for her Case Study. She stated as she previously reported at the LUPPW Committee's May 5, 2025 meeting that when the young man submitted his Application that it did not match the Site Plan; and therefore, the Planning & Zoning Commission *Denied the Application Without Prejudice* because it did not represent the existing conditions. She stated the Land Use Department was moving forward with the Enforcement Action, explaining that in the event the Applicant decided not to resubmit their Application, they would have the Citation on file. She stated in the meantime that Mr. Gardner had his Crew (Diter & Gardner Surveyors) at the property several times. She stated the young man was hoping to resubmit to the Planning & Zoning Commission; and they would see where it goes from there. She stated that should the Applicant not respond to the Citation that they would follow the Enforcement Sequence that Mr. Eric Treaster discussed at the October 7, 2024 LUPPW Committee meeting, noting that using that process would be their last resort.

**RESULT: DISCUSSED**

**Next Meeting: 07/07/2025 6:00 p.m.**

2. Process to designate the Spicer Homestead Ruins, within the Clark Farm property, as a Registered Historical Site.

Land Use Direct/Town Planner Elizabeth Burdick noted during the LUPPW Committee's May 5, 2025 Meeting, at which Historic District Commission Members Ms. Karen Parkinson and Mr. Doug Kelley were in attendance that he discussed the following:

- *"What's Legally Required"* – Ms. Burdick stated at the meeting that she mentioned to them that the Land Use Department recently received a new book that was published regarding *"What's Legally Required"*. She stated there was a section in the book regarding Historic District Commissions and it laid out the steps that had to be taken to seek a Historic Designation; and how to go about getting these types of things done.
- Review Steps for Historic Designation – Ms. Burdick noted that she offered to meet with Historic District Commission Member Mrs. Parkinson to go over those steps.
- Ms. Burdick offered to attend a Historic District Commission meeting to review the step-by-step process regarding the things that they would need to do to move their initiative forward
- Mrs. Burdick noted that no one from the Historic District Commission has contacted her to date.

3. Consider drafting an Ordinance to address Noise Issues, as requested in Ms. Johnston's August 12, 2024 email.

Councilor St. Vil stated based on the LUPPW Committee's research he wrote a letter to Ms. Johnston to inform her of their findings that a Noise Ordinance was not needed because the Connecticut General Statutes included provisions to address noise through the Police Department. He stated that his letter dated April 24, 2025 was attached to LF #2024-0778 on the Meeting Portal.

Councilor St. Vil went on to state at their June 2, 2025 Meeting that the LUPPW Committee agreed to keep this item on their Agenda for one or two more meetings; and that they would follow up with Ms. Burdick and Chief Rich to see if they have any additional information. He questioned whether Ms. Burdick has received any feedback from the neighboring properties to Prides Corner Nursery Farm.

Land Use Director/town Planner Elizabeth Burdick reported the following:

- **Property Survey** – Ms. Burdick stated that Prides Corner Nursery Farm hired B&L to conduct a property survey. She stated because of the cost to survey the entire property that she asked Prides Corner Nursery Farm to have an A2 Survey in the area of the Greenhouses. She stated the nearest Greenhouse was 141 feet away from the property line.
- **Noise Complaints** – Ms. Burdick stated that the Land Use Office has not received any other complaints since she met with the Owners of Prides Corner Nursery Farm at her Office. She stated that during their meeting that she asked the Farm to be a good neighbor and to have their workers keep the volume of the music down.
- **Green House Permits** – Ms. Burdick stated they still need to get the Green Houses permitted. However, she stated that based on the A2 Survey that they all meet the setback lines for the Zone.

Ms. Burdick stated during her June 12, 2025 Planner's Report to the Planning & Zoning Commission that she would review the A2 Survey and the Green Houses to see if they want to approve it a Site Plan, noting that the Commission may find that the Zoning Enforcement Officer could address it administratively with "*Conditions*".

- **Wetland Protection** -Ms. Burdick noted that she believed there was a man-made pond in the area, noting that they would need to review the GIS Map. She explained that there were two types of Wetlands Maps: (1) Wetlands identified in an Subdivision Plan; and (2) Wetlands identified by soil scientists that were plotted on a map. She stated that Prides Corner Nursery Farm would also need to be comply with the Wetlands Regulations.

Councilor Dombrowski question whether there was any brush or barrier along the property line between the homeowner and the farm, noting that a mitigation action could be to plant some greenery, or something that would act to buffer the sound. Ms. Burdick stated that she thought the area was wooded, however, she stated that she planned to visit the site.

Councilor St. Vil stated that Ms. Burdick noted there were two Wetlands Maps; therefore, he questioned which Wetlands Map the town uses.

Ms. Burdick explained although they have an Official Wetlands Map, that she did not believe it was very accurate. Therefore, she stated as new Subdivision Plan Surveys were submitted, which included wetlands that were identified by a soil scientist; they were sent to the GIS Mapping Company to update the GIS System. Therefore, she stated in using the GIS Map that there were two (2) different categories, noting that they could click on the ones they know because they were the wetlands that were mapped and given to the GIS Company; and /or they could click on the General Maps. She went on to explain in looking at some of the older subdivisions dating back to the 1970's that say "Wetlands" that when they take the "*Wetlands Overlay*" off the whole neighborhood was built on wetlands that were filled-in.

Ms. Burdick went on to note that when former Town Planner Bill Hasse was here that there was an Old Wetlands Map and the New Wetlands Map; and she explained that was the reason they use both Maps and they also require the Applicants to have the wetlands flagged by soil scientists; stating that Wetlands was never an exact science. She stated that she has been a Wetlands Officer since 2004; and she could tell them that it was never cut and dry. She state that this was the reason she wanted to bring the man-made pond to their attention because without a soil scientist flagging the Wetlands in a Soil Scientist Report, that they cannot know what was there, and she has explained this to the owners of the Prides Corner Nursery Farm. She stated that they do their best based on the mapping they have; however, she stated if there was any question they require the Application to hire a professional.

Councilor St. Vil stated at their May 5, 2025 LUPPW Committee meeting they agreed to keep this item on for two more reporting periods. He stated that this was the first meeting, noting that if they do not receive any other feedback by their next meeting (July 7, 2025) that the Committee would remove it from their Agenda. He stated if Ms. Johnston had any further issues that he thought that she would have followed the process that was outlined in their April 24, 2025 letter; which was to contact the Police Department.

**RESULT: CONTINUE**

**Next Meeting: 07/07/2025 6:00 p.m.**

4. Any other Old Business proper to come before the Committee. – None.

V. NEW BUSINESS

1. Any other New Business proper to come before the Committee. - None

IX. ADJOURNMENT-

Councilor Dombrowski moved the meeting be adjourned, seconded by Councilor St. Vil.

**VOTE: 2- 0 Approved and so declared,** the meeting was adjourned at 6:14 p.m.

Respectfully submitted,

Gary St. Vil  
Committee Chairman  
Land Use/Planning/Public Works Committee