



Chairman Marcelle Wood

TOWN OF LEDYARD CONNECTICUT PLANNING & ZONING COMMISSION

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

HYBRID FORMAT
SPECIAL MEETING

~ MINUTES ~

Thursday, June 25, 2026

6:00 PM

Council Chambers, Town Hall Annex

I. CALL TO ORDER

Chairman Wood called the meeting to order at 6:00 p.m. at the Council Chambers, Town Hall Annex Building and on Zoom.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL APPOINTMENT OF ALTERNATES

Present: Chairman, Marcelle Wood
Commissioner, James Harwood
Vice Chairman, Nate Woody (via Zoom)
Secretary Beth E. Ribe
Commissioner, Matthew Miello
Alternate Member Rhonda Spaziani

Excused: Alternate Member, Greg Lockhart

In addition, the following were present: Director of Land Use & Planning, Elizabeth Burdick

IV. PUBLIC HEARING/ APPLICATIONS

A. Public Hearing: PZ#26-2ZRA - Town of Ledyard Planning & Zoning Commission for proposed text amendments to the Ledyard Zoning Regulations regarding Parking sections as follows: Table of Contents, 2.2 (Definitions), 6.5.1 (Technology Park District), 6.5.2 (Conservation and Traffic Mitigation (Overlay) District), 8.1 (Accessory Apartment), 8.6 (Bed and Breakfast (Accessory Use), 8.7 (Campgrounds), 8.8 (Child Care Centers), 8.9 (Commercial Caretaker Apartment, Accessory), 8.10 (Commercial Services), 8.17 (Home Occupation, Accessory Use), 8.18 (Hospital and Emergency Medical Facilities), 8.19 (Hotel), 8.20 (Kennel, Commercial), 8.21.1 (Membership Clubs - Firearms), 8.21.2 (Membership Clubs - No Firearms) 8.22 (Mixed Use - Residential & Commercial Uses), 8.24 (Motor Vehicle, Recreational Vehicle, Boat and/or Equipment Repair Facilities), 8.25 (Nursing Home & Residential Care Home), 8.26 (Personal Service Establishment), 8.28 (Residence, Multi-Family - Apartments, Condominiums, Townhouses), 8.33 (Temporary Forms of Outdoor Entertainment), 9.0 (Site Development Standards - Applicability), 9.3. (Site Development Standards - Landscape Design Standards and Requirements), 9.4 (Site Development Standards - Parking Requirements and Design Standards), 9.4.1 (Site Development Standards - Parking Requirements and Design Standards - Parking Location and Design Objectives), 9.4.2 (Site Development Standards - Parking Requirements and Design Standards - Parking Ratios) , 9.4.3 (Site

Development Standards - Parking Requirements and Design Standards - Off-Street Loading Requirements), 9.4.4 (Site Development Standards - Parking Requirements and Design Standards - Parking Facilities), 9.4.5 (Site Development Standards - Parking Requirements and Design Standards - Parking for Buses and other Large Vehicles) , 9.4.6 (Site Development Standards - Parking Requirements and Design Standards - Parking Lot Landscaping Requirements). (Submitted 3/16/26, Date of Receipt 4/9/26, Set Public Hearing for 5/14/26, DRD N/A - Commission Application)

Eric Treaster, 10 Huntington Way, Ledyard, presented to the Commission his interpretation of Public Act 25-1 and his suggested changes to the proposed amendments to the Ledyard Zoning Regulations. His comments are substantially contained in all previously submitted written comments entered in the record.

Mike Cherry, 5 Whippoorwill Drive, Gales Ferry, commended the Commission for establishing an effective Subcommittee to work on necessary regulation changes. He stated he hopes that process will continue in the future. He entered a copy of Ordinance 300-27 for the record. He commented on the language that restricts on street parking during snow months. He stated that zoning does not have jurisdiction on the road right of way and on street parking. He stated that the Commission's obligation is to regulate on site parking for larger scale residential developments. He commented on previous discussions about parking for multi-family developments more or less than 16 units. He stated that State Law is not up to personal interpretation.

Mr. Cherry stated that he appreciates Chairman Wood's time serving on the Commission and will miss him. He spoke about serving on the Commission together and stated his thanks and respect for Mr. Wood.

Dave Schroeder, 290 Whalehead Road, Gales Ferry, thanked the Commission. He and Director Burdick discussed the proposed amendments. She stated that the original correct amendment document had been posted in the Clerk's Office, but a document without the use table included had erroneously been added online as an exhibit. The use table was then later added as a separate exhibit. She stated that for the sake of transparency the amendments were refiled with the Clerk's Office with all proposed changes and the use table combined as requested by the Commission on June 11, 2026. She stated that the suggested changes by Commissioner Harwood were not part of the original application, but that the Commission could make a motion to approve them with the other regulations amendments.

Dave Schroeder additionally asked if the Commission has information about market rate housing and how it relates to parking. Commissioner Harwood stated that the regulations are being written to reflect the mandated state minimum. He stated it's the developer's discretion to show they need a different amount of parking than what is required. Mr. Shroeder and Commissioner Harwood discussed the market dictating parking needs from developers. Mr. Schroeder commented that he feels the proposed amendments of 9.4.E subsection 4 creates an unnecessary hurdle for developers even when they voluntarily propose parking above the required minimum. Staff, the Commission and Mr. Schroeder discussed potential procedural issues this might cause as well as what is dictated by law. Commissioner Harwood stated that he does not think a parking needs assessment will be a significant roadblock in the process. Commissioner Miello commented that all the folks he works with at Electric Boat are not part of the demographic that will be bunking several people into small apartments.

Eric Treaster, 10 Huntington Way, Ledyard, stated his concern about low-income housing and that it would provoke developers to submit parking needs assessments for parking below the minimum. The Commission stated that if a developer proposes parking below the minimum, they

have the authority to deny the application. Director Burdick stated that she thinks it's factually incorrect that any developer would not provide any parking for their development regardless of tenant income levels.

Chairman Wood stated that he would entertain a motion to close the public hearing.

MOTION to close the public hearing on application PZ#26-2ZRA

RESULT: 5-0 PUBLIC HEARING CLOSED

MOVER: Harwood

SECONDER: Ribe

AYES: 5 Wood, Woody, Harwood, Miello, Ribe

B. Discussion & Decision: PZ#26-2ZRA - Town of Ledyard Planning & Zoning Commission for proposed text amendments to the Ledyard Zoning Regulations regarding Parking sections as follows: Table of Contents, 2.2 (Definitions), 6.5.1 (Technology Park District), 6.5.2 (Conservation and Traffic Mitigation (Overlay) District), 8.1 (Accessory Apartment), 8.6 (Bed and Breakfast (Accessory Use), 8.7 (Campgrounds), 8.8 (Child Care Centers), 8.9 (Commercial Caretaker Apartment, Accessory), 8.10 (Commercial Services), 8.17 (Home Occupation, Accessory Use), 8.18 (Hospital and Emergency Medical Facilities), 8.19 (Hotel), 8.20 (Kennel, Commercial), 8.21.1 (Membership Clubs - Firearms), 8.21.2 (Membership Clubs - No Firearms) 8.22 (Mixed Use - Residential & Commercial Uses), 8.24 (Motor Vehicle, Recreational Vehicle, Boat and/or Equipment Repair Facilities), 8.25 (Nursing Home & Residential Care Home), 8.26 (Personal Service Establishment), 8.28 (Residence, Multi-Family - Apartments, Condominiums, Townhouses), 8.33 (Temporary Forms of Outdoor Entertainment), 9.0 (Site Development Standards - Applicability), 9.3. (Site Development Standards - Landscape Design Standards and Requirements), 9.4 (Site Development Standards - Parking Requirements and Design Standards), 9.4.1 (Site Development Standards - Parking Requirements and Design Standards - Parking Location and Design Objectives), 9.4.2 (Site Development Standards - Parking Requirements and Design Standards - Parking Ratios) , 9.4.3 (Site Development Standards - Parking Requirements and Design Standards - Off-Street Loading Requirements), 9.4.4 (Site Development Standards - Parking Requirements and Design Standards - Parking Facilities), 9.4.5 (Site Development Standards - Parking Requirements and Design Standards - Parking for Buses and other Large Vehicles) , 9.4.6 (Site Development Standards - Parking Requirements and Design Standards - Parking Lot Landscaping Requirements). (Submitted 3/16/26, Date of Receipt 4/9/26, Set Public Hearing for 5/14/26, DRD N/A - Commission Application)

MOTION TO APPROVE APPLICATION PZ#26-2ZRA, Town of Ledyard Planning & Zoning Commission for proposed text amendments to the Ledyard Zoning Regulations regarding Parking sections: Table of Contents, 2.2 (Definitions), 6.5.1 (Technology Park District), 6.5.2 (Conservation and Traffic Mitigation (Overlay) District), 8.1 (Accessory Apartment), 8.6 (Bed and Breakfast (Accessory Use), 8.7 (Campgrounds), 8.8 (Child Care Centers), 8.9 (Commercial Caretaker Apartment, Accessory), 8.10 (Commercial Services), 8.17 (Home Occupation, Accessory Use), 8.18 (Hospital and Emergency Medical Facilities), 8.19 (Hotel), 8.20 (Kennel, Commercial), 8.21.1 (Membership Clubs - Firearms), 8.21.2 (Membership Clubs - No Firearms) 8.22 (Mixed Use - Residential & Commercial Uses), 8.24 (Motor Vehicle, Recreational Vehicle, Boat and/or Equipment Repair Facilities), 8.25 (Nursing Home & Residential Care Home), 8.26 (Personal Service Establishment), 8.28 (Residence, Multi-Family - Apartments, Condominiums, Townhouses), 8.33 (Temporary Forms of Outdoor Entertainment), 9.0 (Site Development Standards - Applicability), 9.3. (Site Development Standards - Landscape Design Standards and Requirements), 9.4 (Site Development Standards - Parking Requirements and Design Standards), 9.4.1 (Site Development Standards - Parking Requirements and Design Standards - Parking Location and Design Objectives), 9.4.2 (Site Development Standards - Parking Requirements and

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Amendment #1. Revise ZR Section 9.3.B.2, 3, 4 & 5 and Add new Section 9.3.B.6 as follows:

“2. To the extent possible, existing trees, vegetation and unique site features such as stonewalls, ledge faces, kettle holes, and boulder trains shall be retained and protected.

3. Any disturbed area of a lot or property which is not being used for the location of buildings, accessory structures or uses, parking, loading, storage areas, or other similar purposes shall be landscaped and maintained in such a manner as to minimize stormwater runoff.

4. Landscape designs shall only use appropriate native species. Invasive species shall be prohibited as part of any landscape plan.

5. The retention of existing topography and vegetation in the buffer areas is preferable to regrading and new plantings, however, if natural site conditions are not adequate to meet the purposes of the buffer requirement, then landscaping shall be required to comply with criteria set forth herein.

6. Parking Lot Landscaping shall be as specified in Section 9.4.6 (Parking Lot Landscaping Requirements) of these Regulations.”

MOVER: Harwood
SECONDER: Ribe

Discussion followed: Vice Chairman Woody stated that he would like to talk through public comments surrounding whether the Commission has the authority to require parking above the State requirements. He said the Commission can mandate state minimum. He stated that when any applicant provides a parking needs assessment those requirements go out the window. He stated that the Committee had decided to implement the state minimums into the regulations because they do not have the means to enforce anything else.

Commissioner Ribe commended the subcommittee on their work for parking regulations. Vice Chairman Woody commented on Section 9.4.4.E.4 He stated that the source of that is that it was moved from a different part of the regulations and added the parking needs requirement to it. He stated that he would like to propose removing that bullet from the proposed amendments. Commissioner Ribe commented that was old 9.4.1 under parking ratios. The Commission discussed whether they should maintain the amendment or if it would cause too many hurdles.

FRIENDLY AMENDMENT to revise ZR Section 9.4.4.E title to state “Reduction in Parking Spaces for Non-Residential Uses” and the introductory sentence to state “The Planning & Zoning Commission may reduce the on-site parking requirements for all non-residential uses with a Special Use Permit review & approval, provided:”

MOVER: Harwood
SECONDER: Ribe

The Commission did not include any additional amendments to the application.

RESULT: 5-0 APPROVED AS AMENDED
MOVER: Harwood
SECONDER: Ribe
AYES: 5 Wood, Woody, Harwood, Miello, Ribe

V. ADJOURNMENT

Commissioner Ribe moved the meeting to be adjourned, seconded by Commissioner Harwood

VOTE: 5 - 0 Approved and so declared, the meeting was adjourned 7:28 p.m.

Respectfully submitted,

Chairman Marcelle Wood
Planning & Zoning Commission