



TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL
HYBRID FORMAT

741 Colonel Ledyard Highway
Ledyard, CT 06339

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Roxanne Maher
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Chairman S. Naomi Rodriguez

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

Monday, May 5, 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	6:47 pm
Carmen Garcia-Irizarry	Town Councilor	Present	Remote	6:00 pm	6:47 pm
Gary St. Vil	Committee Chairman	Present	In-Person	6:00 pm	6:47 pm
Elizabeth Burdick	Land Use Director/Town Planner	Present	In-Person	6:00pm	6:47 pm
Karen Parkinson	Historic District Commission Member	Present	In-Person	6:00 pm	6:34 pm
Doug Kelley	Historic District Commission Member	Present	In-Person	6:00 pm	6:34 pm
Roxanne Maher	Administrative Assistant	Present	Remote	6:00 pm	6:47 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 March 3, 2025
Moved by Councilor Dombrowski, seconded by Councilor Garcia-Irizarry

VOTE: 3 - 0 Approved and so declared

- IV. **OLD BUSINESS**

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

Councilor St. Vil noted that a Blight Report was provided for tonight's meeting; and thanked Zoning Enforcement Officer Hannah Gienau noted that he appreciated her work.

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

Ms. Burdick continued by reporting that today the Land Use Department began to prepare a Citation for the property located across the street from Holdridge's on Route 117, Colonel Ledyard Highway. She explained that the person who was renting the property had submitted an Application to Planning and Zoning Commission, however, she stated before the Commission reviewed the Application and before the renter obtained the Plot Plan that was being prepared by Dieter and Gardner Surveyors the individual brought in materials and started doing site work. She went on to explain that the Planning & Zoning Commission *Denied the Application Without Prejudice* because it did not represent the existing conditions. Therefore, she stated that 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 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. She stated that this property was the only urgent issue.

Ms. Burdick stated the Land Use Department has been receiving a good response in working to bring most of the Blighted Properties into compliance with telephone calls, and knocking on doors to try to help residents. She noted that she would be happy to answer questions regarding any of the properties listed on the Blight Report.

Councilor St. Vil stated although this was not related to Blight Issues that he has been seeing Commercial Vehicles parked on the roads. He commented on the safety hazards because these were large trucks and vehicles noting that it impedes sight lines and that they cannot see the kids getting on or off the school bus. He noted that a Recreation Vehicle (RV) has been parked in a cul-de-sac on a curve stating that other vehicles cannot see around the RV and that there has also been a Food Vender Truck parked on the street. He stated the Food Truck was not selling food. He stated that he understands that these were our residents and our constituents, and that he respected them. However, he stated that he had concerns regarding safety, noting that they could park the vehicles in their driveway or on their lot.

Councilor Dombrowski stated in 2023 the Town Council amended Ordinance #300-027 (rev. 2) "*An Ordinance Regulating Parking and Other Activities in Town Roads and Town Rights of Way and Providing Penalties for Violation Thereof*" to address commercial vehicles that were being parked on town streets. He noted that Section 6; Paragraphs (c) & (d) were added as follows:

c. No vehicle shall be permitted to be parked on any street for a period of more than ten (10) consecutive days in any 365-day period. After such period, such vehicle will be considered a fixed obstruction according to Section 3 Paragraph (a).

*d. No person **shall park or store any commercial or industrial vehicle** on any public street or roadway within any residential district or in front of any property currently used residentially unless for the purpose of actively loading or unloading materials, or while actively engaged in providing*

commercial service at the premises; nor shall such vehicles be parked in a residential district or in front of an existing residence outside normal business hours unless on site for an emergency service call.

The LUPPW Committee members noted that they have seen large commercial vehicles parked on Meetinghouse Lane – Pennywise Lane, and Highland Drive.

Land Use Director/Town Planner Elizbeth Burdick stated that she recalled former Zoning Enforcement Officer Alex Samalot working on something similar; and that she would check the file, noting that she believed this was something the Land Use Department could address. She stated although their Zoning Regulations do provide for Home Occupation Permits; that it would not allow a Food Truck to be parked on the road. She stated that she would look into the matters that the LUPPW Committee noted this evening.

Councilor Dombrowski noted that Ordinance: #300-027 (rev. 2) “*An Ordinance Regulating Parking and Other Activities in Town Roads and Town Rights of Way and Providing Penalties for Violation Thereof*” included provisions for enforcement, noting that the parking of commercial vehicles and large vehicles on the roads may be something that should be referred to the Police Department.

Councilor St. Vil stated that he had concerns because he did not want to see anyone get hurt, noting that you cannot see a child because their view was being blocked by a big truck.

RESULT: DISCUSSED

Next Meeting:06/02/2025 6:00 p.m.

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

Mrs. Karen Parkinson, 55 Rose Hill Road, Ledyard, Historic District Commission, stated that she has been reading the process to preserve a property under the Historic Designation. She explained that in continuing her work that she realized that the LUPPW Committee was actually wearing the following two hats: (1) As the Town they were the owner of the Property; and (2) Legislative Body. She went on to note for the Historic District Commission to proceed that the Town Council, as the Legislative Body, needed to “*Appoint or authorize the Chief Elected Official of the municipality to appoint an Historic District Study Committee for the purpose of making an investigation of a proposed Historic District or Districts*” so that the Historic District Commission would not have to keep coming back to the LUPPW Committee during the process as they worked through the process to seek a Historic Designation of the Spicer Homestead Ruins.

Councilor Dombrowski noted his June 3, 2024 email outlining the Process to seek a Historic Designation and he explained that before the Town Council can provide authorization that the Historic District Commission would need to submit a formal request

to the Town Council that included the following information listed in Items #1 & 2 of the State Statute - Historic Designation Process; and he questioned whether any of the work has been completed:

1. The Legislative Body shall appoint or authorize the Chief Elected Official of the municipality to appoint an Historic District Study Committee for the purpose of making an investigation of a proposed Historic District or Districts.
2. The Historic District Study Committee shall:
 - a). Perform an analysis of the historic significance and architectural merit of the buildings, structures, places or surroundings to be included in the proposed historic district or districts and the significance of the district as a whole.
 - b). Provide a general description of the area to be included within the district or districts, including the total number of buildings in each such district or districts listed according to their known or estimated ages.
 - c). Create a map showing the exact boundaries of the area to be included within the district or districts. Councilor Dombrowski noted that this would require an A2 Survey.
 - d). Develop a proposed ordinance or proposed ordinances designed to create and provide for the operation of an Historic District or Districts.
 - e). Determine such other matters as the Committee may deem necessary or advisable.

Mrs. Parkinson stated although Dieter & Gardner Surveyors conducted the A2 Survey that the Survey was not done on the entire 4.4 acres that the Historic District Commission would like to preserve. She also noted in reviewing the State Statutes that it appears that more steps were added to the requirements. She stated that she has been talking with Connecticut Preservation Archaeologist Stefon Danczuk to obtain additional clarification regarding the process.

Councilor St. Vil stated that discussions to obtain a Historic Designation of the Spicer Homestead Ruins have been on-going for a long time, noting that it started before he began serving on the Town Council and on the Land Use/Planning/Public Works Committee. He noted in past meetings that they have laid out a Road Map to accomplish that goal. He expressed concern that when Mrs. Parkinson attends the LUPPW Committee Meetings that they continue to discuss the same Road Map; noting that they have not made any progress.

Mrs. Parkinson stated that she agreed with Councilor St. Vil's comments, and she stated per the State Statute that the Historic District Commission needed to be appointed by the Legislative Body to conduct the investigation and study. She questioned whether the Historic District Commission's Town Council Liaison Barnes would need to submit that request to the Town Council.

Councilor St. Vil stated that he has also read the State Statute text that Councilor Dombrowski previously provided. He explained that things were not always black and white, noting that sometimes they were a little grey. He stated in accordance with Ordinance #300-019 “*An Ordinance Establishing Historic District Boundaries And Establishing A Historic District Commission for the Town of Ledyard*” that the Historic District Commission already had the ability to take on tasks to investigate the feasibility of preserving historic properties such as the Spicer Homestead Ruins. He stated that Mrs. Parkinson has done a good job at gaining alignment of the Historic District Commission, the LUPPW Committee and the Mayor in that they would support efforts to seek a Historic Designation for the Spicer Homestead Ruins. Therefore, he questioned based on the assumption that the Historic District Commission would go off and do those things what was different from the original Road Map; and what was next on the list.

Councilor Dombrowski stated that there were a number of things that needed to be done under Item #2 which included the following:

- A2 Survey of the area;
- Legal Property Description;
- Planning & Zoning Commission Review;
- Public Hearing must be held;
- State Historic Commission;

Mr. Doug Kelley, 40 Pinelock Drive, Gales Ferry, Historic District Commission Member, noting that what he was hearing was that the Commission would need to present the A2 Survey and other documentation to the Town Council. However, he stated that they would first need to get the A2 Survey finalized.

Land Use Director/Town Planner Elizabeth Burdick questioned where Mrs. Parkinson obtained the 4.4 acre map that she provided to Mr. Gardner of Dieter & Gardner Surveyors. Mrs. Parkinson stated in working with Chad Frost of Kent + Frost Landscape Architecture on the Tri-Town Trail; that based on the footage from the stone walls the water and the easement the Mr. Frost provided her with the 4.4 acre map. Ms. Burdick stated that she would talk with Mayor Allyn, III, regarding the A2 Survey of the Spicer Homestead Ruins and would get back to Mrs. Parkinson.

Ms. Burdick went on to note 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 have to be taken to seek a Historic Designation; and how to go about getting those types of things done. She offered to meet with Mrs. Parkinson to go over those steps. She also 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.

Councilor St. Vil stated that he admired Mrs. Parkinson’s passion and dedication, and that he had a tremendous amount of respect for her and the work that she has been doing for the town, noting that he wanted her to be successful with this effort.

Councilor St. Vil stated that the LUPPW Committee would continue to keep this item their Agenda as the Historic District Commission continued their work to obtain the necessary documentation to begin the process to seek a Historic Designation for the Spicer Homestead Ruins.

RESULT: CONTINUE

Next Meeting: 05/05/2025 6:00 p.m.

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

Councilor St. Vil provided an overview of the work that the LUPPW Committee has done in researching Ms. Johnston's request for the town to consider adopting a Noise Ordinance based on her concerns regarding the noise from the construction of greenhouses, the operation of equipment, loud music; and the hours of weekend operations coming from the business adjacent to her property. He stated in working with Police Chief John Rich, and Land Use Director/Town Planner Elizabeth Burdick the LUPPW Committee learned that in accordance with Connecticut General Statutes 22a-67 et seq; complaints regarding noise fall under the jurisdiction of law enforcement. He noted that Police Chief John Rich indicated that there was sufficient remedy in the existing state statutes to allow the Police Department to effectively deal with noise complaints; noting that an appeals process for any violation of state statute already existed within the courts. He also noted that Ms. Burdick has been working with Prides Corner Nursery Farm on compliance issues.

Councilor St. Vil stated based on these findings that LUPPW Committee agreed for him to write 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 Garcia-Irizarry, attending remotely via Zoom, stated that based on a very loud noise residents heard in town last weekend that she was surprised that more residents did not attend tonight's meeting to express their support for a Noise Ordinance. Councilor Dombrowski stated the noise Councilor Garcia-Irizarry was referring to was from the Waterford Speed Bowl. He stated even if Ledyard had a Noise Ordinance which was complicated to implement and enforce, that it would not have addressed the loud noise that was coming from a neighboring town.

Land Use Director-Town Planner Eliazbeth Burdick provided an overview of the of the work that the Land Use Department Staff has been doing with the owners of Prides Corner Nursery Farm. She stated that she along with her staff have met with the owners of the business and that they were actively working with them to obtain compliance with the Building Codes and the Town's Zoning Regulations. Ms. Burdick reported the following actions were underway:

- Prides Corner Nursery Farm is in the process of obtaining the "*Existing Conditions Survey*" to find out where all of the Greenhouses were located.

- Prides Corner Nursery Farm is working to obtain permits for the about thirty new Hoop Houses; and the Town has requested Prides Corner meet the required setbacks for the Hoop Houses.
- Prides Corner Nursery Farm stated they would work to keep the noise level down; and has expressed their desire to be good neighbors.

Ms. Burdick questioned whether the LUPPW Committee has received any feedback from Ms. Johnston regarding their April 24, 2025 letter; or any other complaints since Ms. Johnston attended the LUPPW Committee's September 9, 2024 meeting. Councilor St. Vil stated that they have not received any other comments from Ms. Johnston. However, he stated in their April 24, 2025 letter the LUPPW Committee asked that should Ms. Johnston have any additional issues that she contact Police Chief John Rich or Land Use Director Elizabeth Burdick. Therefore, he stated if there were issues, that Ms. Burdick would know.

Councilor St. Vil went on to state that the LUPPW Committee would 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 stated if they do not hear any more with respect to the noise issue that the Committee would close this item out.

RESULT: CONTINUE

Next Meeting: 06/02/2025 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 Garcia-Irizarry.

VOTE: 3- 0 Approved and so declared, the meeting was adjourned at 6:47 p.m.

Respectfully submitted,

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