



TOWN OF LEDYARD
APPLICATION FOR
PLANNING & ZONING COMMISSION REVIEW

Application Number PZ#22-16^{SVP} Submission Date 8/17/2022 Official Receipt Date 8/25/2022

FEE: \$560.00 DATE PAID 8/17/2022 RECEIPT # 575041

Applicant/Agent Victor O'Laughlen
(Please Print Legibly)

Signature: _____

Address: 10 Cardinal Lane Gales Ferry, CT 06335 Telephone 781- 656 - 5553

E-Mail Address: volaughlenct@gmail.com preferred

Owner Name (if different): same

Address of Owner: same Telephone same

Location of Work (Street Address) work remotely N/A

Tax Assessor's Map. 24 Block 370 Lot 10 Zone R40

Is this property within 500 feet of another municipality? Y ☒ N CAM Zone Y ☒ N

Existing Use single-family home CAM Exempt Y N

☒ Special Permit ☐ Site Plan Review ☐ Regulation Change ☐ Zone Map Change

☐ CAM Review ☐ Other: _____

Details: Special permit request to allow for hosted short-term rental use

Approved by _____ Date _____

Denied by _____ Date _____

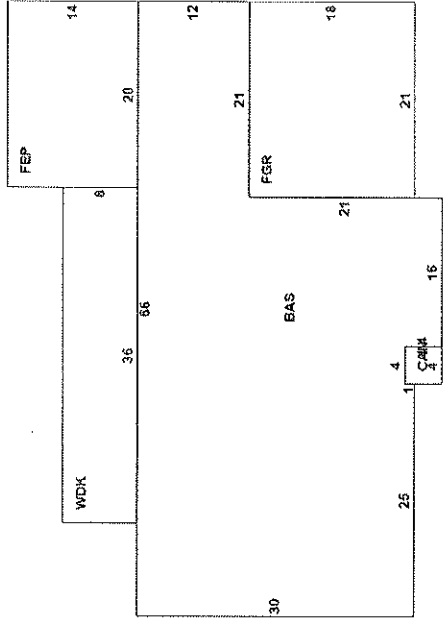
CURRENT OWNER										TOPO		UTILITIES		STRT / ROAD		LOCATION		CURRENT ASSESSMENT				6072					
NEW DIGS LLC										1 Level	2 Public Water	1 Paved	2 Suburban	RES LAND		Code	Appraised	Assessed	52,220		LEDYARD, CT						
79 FOUNTAIN ST											6 Private Septic	5 Curb & Gutter		DWELLING		1-1	74,600	52,220									
NORWICH CT 06360														RES OUTBL		1-3	211,600	148,120									
																1-4	1,500	1,050									
SUPPLEMENTAL DATA																				Total		287,700		201,390			
Alt Prcl ID 24-370-10										Solar Pane																	
Sub-div HOLMBERG										Generator																	
Dev.Lot 16										Forest																	
Survey#										Farm																	
Elderly										MPT SB																	
Census 07012										Assoc Pld#																	
GIS ID 570																											
RECORD OF OWNERSHIP										BK-VOL/PAGE		SALE DATE		QU / VI		SALE PRICE		VC		PREVIOUS ASSESSMENTS (HISTORY)							
NEW DIGS LLC										615	921	12-20-2021	U	I	354,350	00	2021	1-1	52,220	2020	1-1	52,220					
YUAN WAN-HSI + OLAUGHLEN VICTOR JR										607	786	07-19-2021	Q	I	285,000	07		1-3	148,120	1-3	148,120						
NYBERG MICHAEL J + JILL M										0571	0482	11-29-2018	U	I	319,000	00		1-4	1,050	1-4	1,050						
WITHROW RONALD LEE JR + SHALENE M										0395	0119	12-21-2004	Q	I	255,000	06											
WATER STREET LLC										0390	0379	09-21-2004	U	I													
Total										0.00												Total		201390		Total	
EXEMPTIONS										OTHER ASSESSMENTS										This signature acknowledges a visit by a Data Collector or Assessor							
Description										Amount		Code		Description		Number		Amount		Comm Int							

CONSTRUCTION DETAIL			CONSTRUCTION DETAIL (CONTINUED)						
Element	Cd	Description	Element	Cd	Description				
Style: 01 Ranch									
Model: 01 Residential									
Grade: 04 Average +									
Stories: 1 1 Story									
Occupancy: 1									
Exterior Wall 1 06 Board & Batten									
Exterior Wall 2 19 Brick Veneer									
Roof Structure: 03 Gable/Hip									
Roof Cover: 03 Asphalt Shingl									
Interior Wall 1 05 Drywall/Sheet									
Interior Wall 2									
Interior Flr 1 12 Hardwood									
Interior Flr 2 14 Carpet									
Heat Fuel: 02 Oil									
Heat Type: 04 Forced Air-Duc									
AC Type: 03 Central									
Total Bedrooms: 05 5 Bedrooms									
Total Bthrms: 3									
Total Half Baths: 0									
Total Xtra Fixtrs:									
Total Rooms: 7									
Bath Style: 02 Average									
Kitchen Style: 02 Modern									
			OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)						
Code	Description	L/B Units	Unit Price	Yr Blt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value
FPL1	1ST Fireplace	B	1	2200.00	2005	89.00		0	2,000
FLU2	Brick Flue	B	1	700.00	2005	89.00		0	600
SPL4	Pool- Round	L	18	90.00	2009	90.0		0	1,500
			BUILDING SUB-AREA SUMMARY SECTION						
Code	Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value			
BAS	Main Floor	1,646	1,646	1,646	87.79	144,504			
CAN	Canopy	0	16	3	16.46	263			
FB2	Finished Bsmt- Ave	0	1,054	369	30.74	32,395			
FEP	Finished Enclosed Porch	0	280	196	61.45	17,207			
FGR	Finished Garage	0	378	151	35.07	13,256			
UBM	Unfinished Basement	0	592	118	17.50	10,359			
WDK	Wood Deck	0	288	29	8.84	2,546			
Ttl Gross Liv / Lease Area		1,646	4,254	2,512		220,530			

UBM (592 sf)
FEB2 (1,054 sf)

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UBM
(592 sf)
FB2
(1,054 sf)



Section 8.28

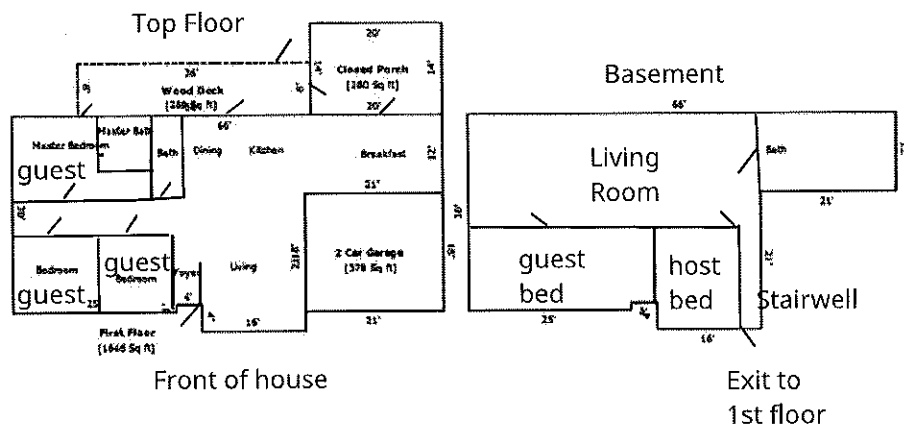
Reg		Comment
B1	An STR must be (a) within a single-family or duplex dwelling used as its owner's primary residence (domicile), or (b) within a permitted accessory apartment located within the single-family dwelling or on the same parcel as the single-family dwelling. Its owner, the STR Host, may (a) occupy his single-family residence as his primary residence and use its accessory apartment as an STR, or (b) occupy the accessory apartment as his primary residence and use the single-family dwelling as an STR. The single-family dwelling and its accessory apartment, if any, shall not be simultaneously used as STRs	10 Cardinal is a single-family primary residence with the owners bedroom in the basement as highlighted in the site plan
B2	Apartment and condominiums in multi-family dwellings, shall not be used as STRs.	single-family home confirmed up to date
B3	The applicant must be current on all municipal taxes at the time of application, and for the duration of time the dwelling is utilized as an STR	
B4	The proposed STR shall not have Zoning, Building, Fire, or Health Code violations, and shall not be blighted under the Town's Blight Ordinance	no known violations
B5	The STR shall not constitute or create a risk to public health, safety, convenience, and/or general welfare	agreed
B6	STR occupancy is limited to two adult guests per bedroom, where the number of bedrooms is the number shown on the STR's property card (in the tax assessor's office), less the number of bedrooms reserved for use by its host	Agreed, advertised as 4 bedroom home with 2 adults per room
B7	Unaccompanied minors are not permitted in an STR.	agreed, enforced via Airbnb and host
B8	Advertising for an STR shall include, but not be limited to, the number of permitted adult guests, number of bedrooms available for use by STR guests, a limit on guest vehicles, a statement that guest parking is off-street, a prohibition on creating a nuisance, pet rules, and a declaration the host is the owner of and has his primary residence in the STR (or its accessory apartment, as appropriate)	agreed, in house rules
B9	An STR "use" must (a) be essentially invisible to the neighborhood; (b) not create a nuisance (i.e. noise, odors, trespass, lighting, etc.); (c) not be detrimental to the aesthetic quality of the residence or its neighborhood; and (d) not interfere with the quality of life in the neighborhood.	agreed, in house rules
B10	Non-lodging uses by STR guests, such as weddings, receptions, banquets, and corporate retreats, are prohibited	agreed, in house rules
B11	There shall be no signage, lighting, or other indication the dwelling is an STR	confirmed
B12	The Host is responsible for the conduct of his guests	agreed / confirmed

B13	The host or designated representative must be reachable at all times by providing a card listing their name, address, phone number, and email address to their guests, adjacent neighbors, the Zoning Enforcement Official, Fire Department, and the Police Department	Agreed and will be provided upon request / approval
B14	A duplex dwelling, single-family dwelling or its accessory apartment, shall not be used as an STR if it is serviced by a shared driveway.	confined, no shared driveway
B15	A dwelling used as an STR without a special permit is prohibited	agreed, permit in process
C1	A copy of the LLHD approval of the proposed STR. (An application for an STR constitutes a proposed Change of Use that requires LLHD approval.)	completed and provided
C2	A copy of the applicant's official Connecticut photo ID or Connecticut Driver's License showing their primary residence (domicile) is the same as the address of their proposed STR	temporary license provided. Permanent license to be provided when received in September
C3	A copy of the property card showing its ownership and address is the same as shown on the applicant's official Connecticut photo ID or Connecticut Driver's License	provided
C4	A detailed floor plan, drawn to scale, of the single-family or duplex dwelling or accessory apartment to be used as an STR, showing room dimensions, bedrooms that will be used by guests, and bedroom(s) reserved for the host	provided
C5	A site plan of the property. Pursuant to §6.2.H-(2), the site plan does not require a new signed and sealed A-2 survey, but must satisfy site plan requirements listed in §6.6.A; §6.6.B-(1)-(a), -(c) [proposed use description], -(e), -(f), -(g), -(m); §6.6.B-(2)-(b) [location and building footprint, including decks, overhangs, pools, gazebos, tennis courts, fences, fire pits, etc.], -(g), -(h), -(j); and §6.6.B-(3)-(b) [location of parking spaces and driveway], and -(e) [surface treatment of parking areas].	provided
C6	A copy of the STR Host/Guest Agreement and the STR Rules and Regulations adequate for the protection of nearby properties from the risks of potential deleterious effects of the proposed STR use	provided
D1	Suitable off-street parking space(s) for the STR owner/host and his STR guests shall be provided	provided, 5 spaces
D2	On-street parking, and parking on non-designated spaces, is prohibited.	agreed, in house rules
D3	Covered parking (garages & carports) may be used for STR guest parking.	agreed, garage available
D4	All parking spaces shall have an all-weather surface	agreed, paved asphalt driveway

E	Exterior permanent and temporary site lighting shall comply with applicable Zoning Regulations and be of a design that does not illuminate or create glare on nearby properties	agree, no change from previous owner
F	All garbage and recyclables shall be fully contained within the standard durable, insect-proof, and rodent-proof wheeled containers provided by the Town's refuse service provider	agreed & currently in use
G	In the event ownership of an STR is transferred, its new owner, if the intent is to continue the use, must update and resubmit the documents listed in §3-(A) – §3-(F) for the Planning and Zoning Commission to review and approve as a minor amendment to its Special Permit.	agreed
H1	The Town Building and/or Zoning Officials may inspect an STR with 24-hour notice to determine compliance with these requirements	agreed / understood
H2	These regulations may be enforced pursuant to §15.1-A and §15.2-A of the Zoning Regulations, and Town Ordinance #300-009 (Zoning Citations).	understood
H3	The Planning and Zoning Commission may revoke an STR Special Permit, after a public hearing, for failure to comply with the requirements in these regulations	understood
I	All STRs that are currently permitted under Ordinance #300-30 shall be governed by that Ordinance until such time as their permit expires. At that time, a Special Permit shall be required in conformance with the STR Regulations herein to continue the STR use.	not applicable
6.6 Site Plan		
A	A minimum of two (2) copies of site plans is required for any application. Applications that require Commission review require an additional eight (8) copies for Commission members.	10 copies to be provided
	The site plan shall be drawn at a scale of one inch (1") equals forty feet (40'), or another scale as may be approved by the Zoning Official or Commission, as appropriate, and shall include the following information:	drawn to scale
B1a	The name and address of the applicant and owner of record as listed on the Town's tax rolls	complete
B1b	Date, north arrow, and a numerical and graphic scale on each map	complete
B1c	A brief written description of the proposed use or uses and the type of work proposed	complete, in package
B1e	The address of the property and/or parcel identification number	complete, in package
B1f	Signed permission authorizing Commission members, the Zoning Official, and Town staff to conduct a site walk of the property. (May contain reasonable dates and time limits)	complete, in package

B1g	The boundaries of the property	complete
	An approval block on the site plan for Commission Chairman or Secretary, date of approval, and date of expiration. (Required only for site plans requiring Commission approval, including site plans submitted as part of special permit applications.)	complete
B1m	Location and building footprint (including decks, overhangs, pools, etc.), design, size (to scale) and height of all existing and proposed buildings and structures, signs, fences, walls and any other structures as may be appropriate. (Reference the Design Guidelines if in a Design District.)	complete
B2b	Well location and/or public water connection	public water
B2g		on site plan and details provided in LLHD for 5th bedroom approval
B2h	Septic system	complete
B2j	Location and height of retaining walls	complete
B3b	Location, arrangement and dimensions of automobile parking spaces, aisles, vehicular drives, fire lanes, entrances, exits and ramps	complete
B3e	Surface treatment of all parking and loading areas.	complete, asphalt

Victor O'Laughlen
10 Cardinal Lane Gales Ferry, CT



property card change to 5 BR in progress. LLHD approval provided.

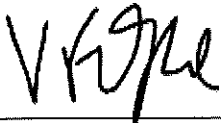
TOTAL Sketch by e la mode, Inc.

Area Calculations Summary

Living Area		Calculation Details	
First Floor	1646 Sq ft	30 x 25 =	750
		12 x 21 =	252
		20 x 29 =	580
		16 x 4 =	64
Total Living Area (Rounded):	1646 Sq ft		
Non-Living Area			
2 Car Garage	378 Sq ft	21 x 18 =	378
Closed Porch	280 Sq ft	20 x 14 =	280
Wood Deck	288 Sq ft	36 x 8 =	288
Patio	201.06 Sq ft	Arc =	100.53
		Arc =	100.53
Basement	1646 Sq ft	30 x 25 =	750
		12 x 21 =	252
		20 x 29 =	580
		4 x 16 =	64

Site Plan - Short-term Rental Application

- I. Victor O'Laughlen, applicant and owner of property
- II. Proposal to use the single-family property as a hosted short-term rental as specified in section 8.28 of zoning regs
- III. Address: 10 Cardinal Lane, Gales Ferry, CT 06335
- IV. This document authorizes Commission members, the Zoning Official, and Town staff to conduct a site walk of the property assuming it is scheduled and coordinated between the owner / applicant and the group requesting the consolidated review.
- V. Boundaries of the property highlighted in the Ledyard land records map below
- VI. Approval block signature to be provided by commission
- VII. Location and building footprint added to the Ledyard land records map below
- VIII. Location, arrangement and dimensions of automobile parking spaces, aisles, vehicular drives, fire lanes, entrances, exits and ramps added to the Ledyard land records map below
- IX. Surface treatment of the driveway and outdoor parking spaces is asphalt and concrete (indoor 2-car garage)

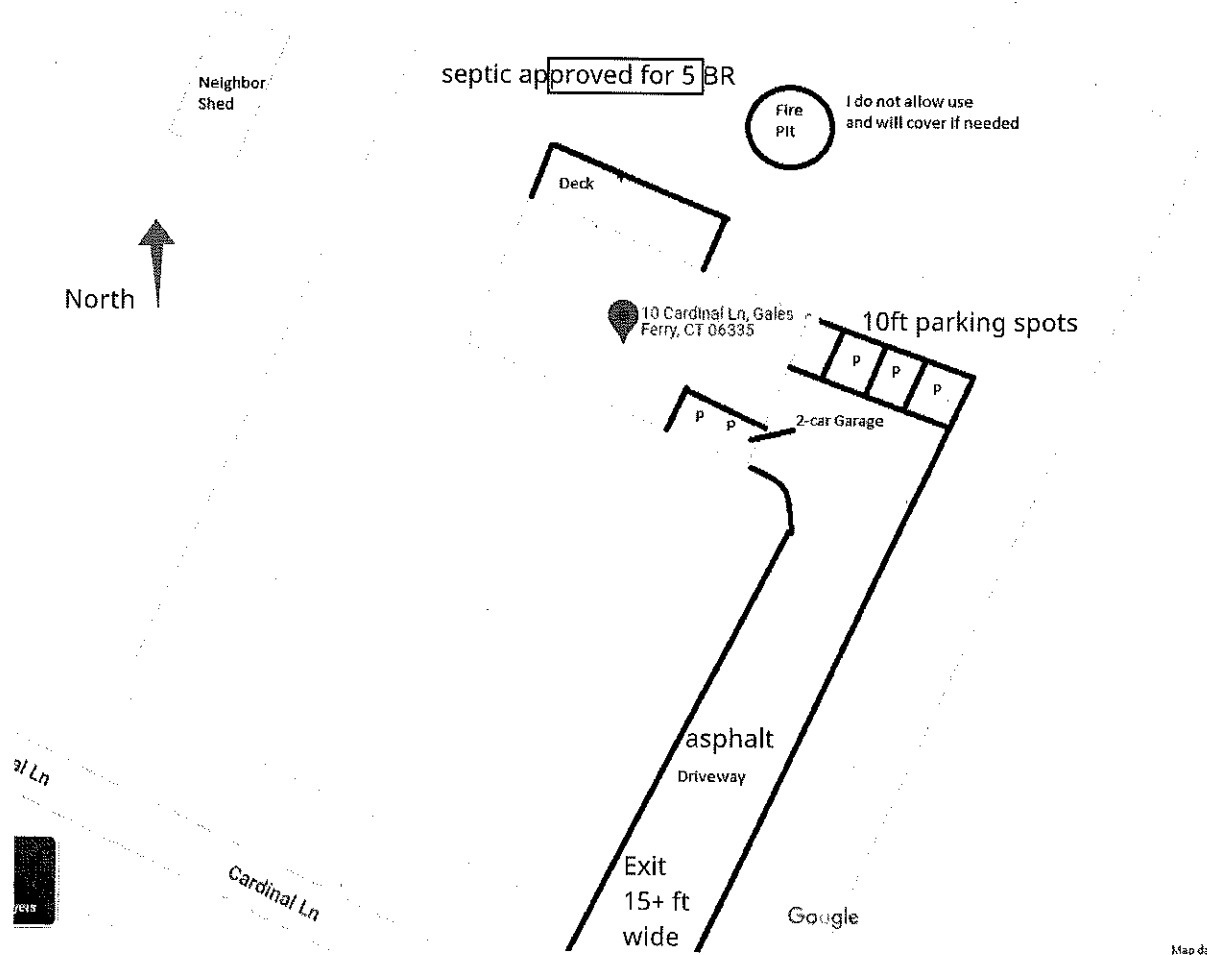


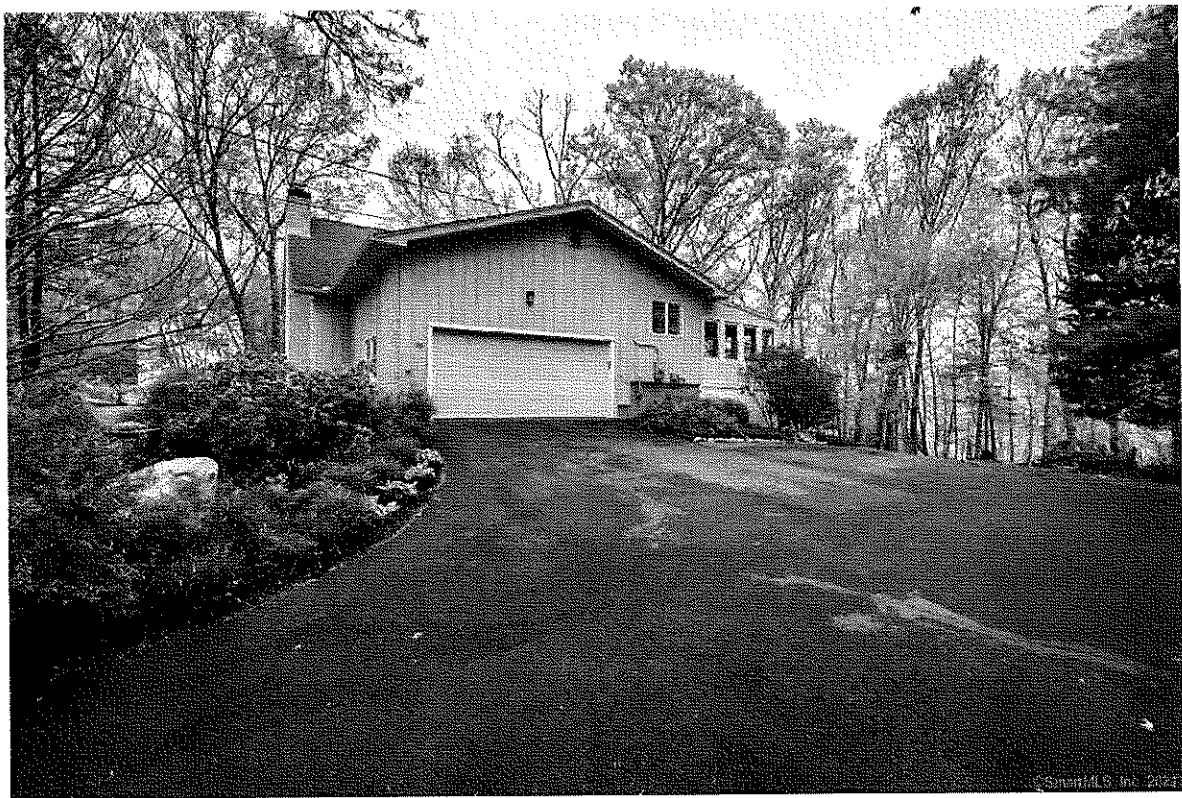
Victor O'Laughlen

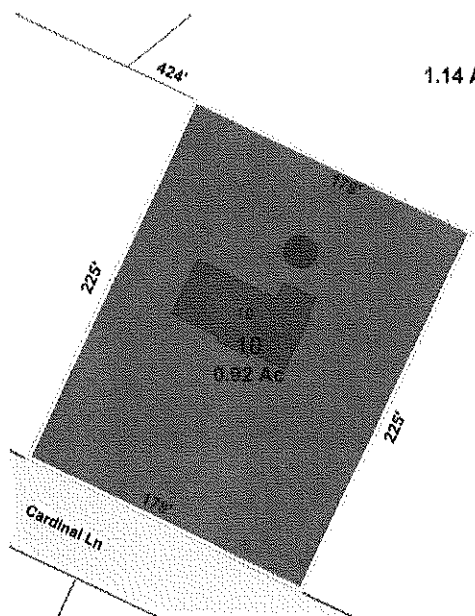
Approval Signature
for Commission Chairman
or Secretary

Date of Approval

8/17/2022







This is what is provided in the house rules for each guest that they need to agree to before booking:

No events

No pets

No parking on the road and 5 car limit

Comfortably sleeps up to 8 adults

NO PARTIES AND NO SMOKING!!

- Unfortunately I am removing the fire pit so no fires in the backyard.

- Please respect m neighbors and be quiet going in and out - No shoes in the house please

- Min age 21 to book, no parties

- No prom groups

- Quiet hours after 10pm

NO PARTIES in my house! - Photo ID may be required upon check-in. My family has been living in Connecticut for over a decade. We know our neighbors very well. We love hosting people who are courteous and respectful. Please respect the neighborhood and our neighbors by not being loud or littering outside the home. We value the relationships we have with our neighbors. No unregistered guests allowed.

****Note:** All guests are required to follow Airbnb standard requirements, which includes confirmed phone number, email address, payment information, and agreement to your house rules



App No. _____
Check No. _____
Receipt No. _____

REVIEW FEE: \$25.00
w/site visit or soil test: \$50.00
Make check to LLHD or pay online
at www.llhd.org rev 4/30/17

Paid 7/13/2022

Promoting
healthy
communities

B100a: Application for Building Addition, Change in Use, Accessory Structure, or Lot Line Change

Note: Please include the following with your application:

1. A scaled site plan of your property showing property lines, existing buildings, septic system (s), water line (s)/ well (s), and proposed building addition or accessory structure.
2. For additions of living space: existing and proposed floor plans.
3. Soil testing information, if available.

Date: 7/13/22 Property Address: 10 Cardinal Lane Town: Gales Ferry

Applicant Name: Victor O'Laughlen Phone: 781-656-5553

Email: volaughlect@gmail.com

Applicant Address (if different from above): _____

Property Water Supply: ☐ Well (s) ☒ Public Water ☐ Both

Type of Application:

- ☒ Building Addition (e.g., adding rooms or 2nd floor, finishing attic or basement); additional bedrooms 1
☐ Building Change in Use or Conversion (e.g., office or retail to food service; home winterization)
☐ Accessory Structure (Garage, Shed, Deck, Pool, etc.)
☐ Lot Line Change

Please provide a brief description of the proposed project:

Converting common area in basement to
an additional bedroom. Finished basement
already includes an existing bedroom and bathroom

Signed: V O'Laughlen * Applicant attests that project information is the same as that
supplied to the Building Department (if applicable).

Reviewed by: Joseph Blanchard Title: REHS/RS ☒ Approved ☐ Denied

Signed: Joe Ehlert Date: 7/19/2022

Comments: Soil testing on file. As built on file. Code complying system

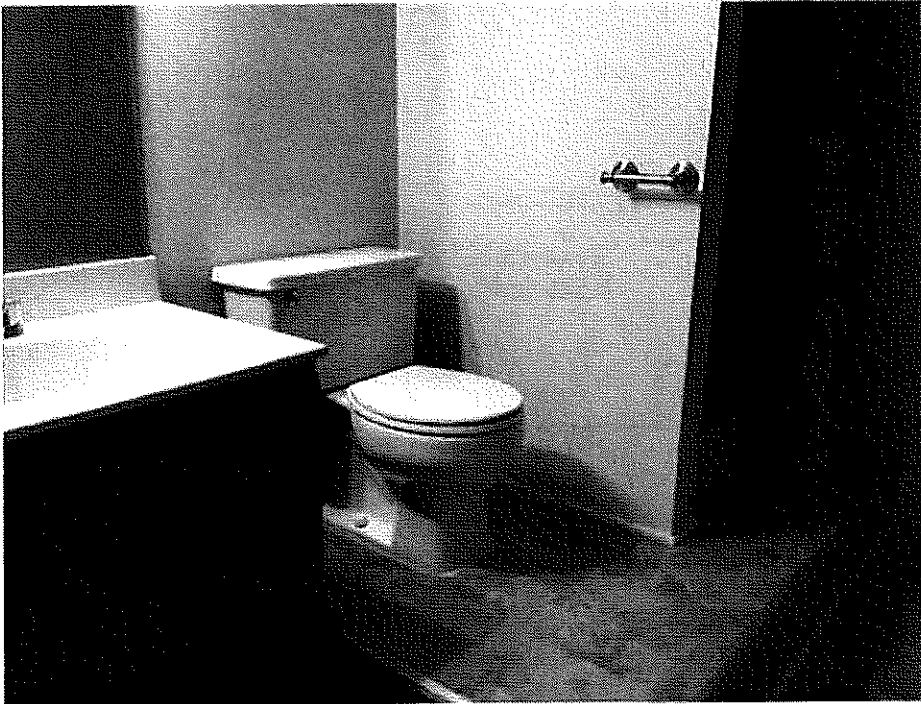
on site (Repair in 2008 -> 5OLF stone trenches & 55LF Mantis S36-8 = 700ft²)
oversized for 5 bedroom house per current CT Technical Standards.



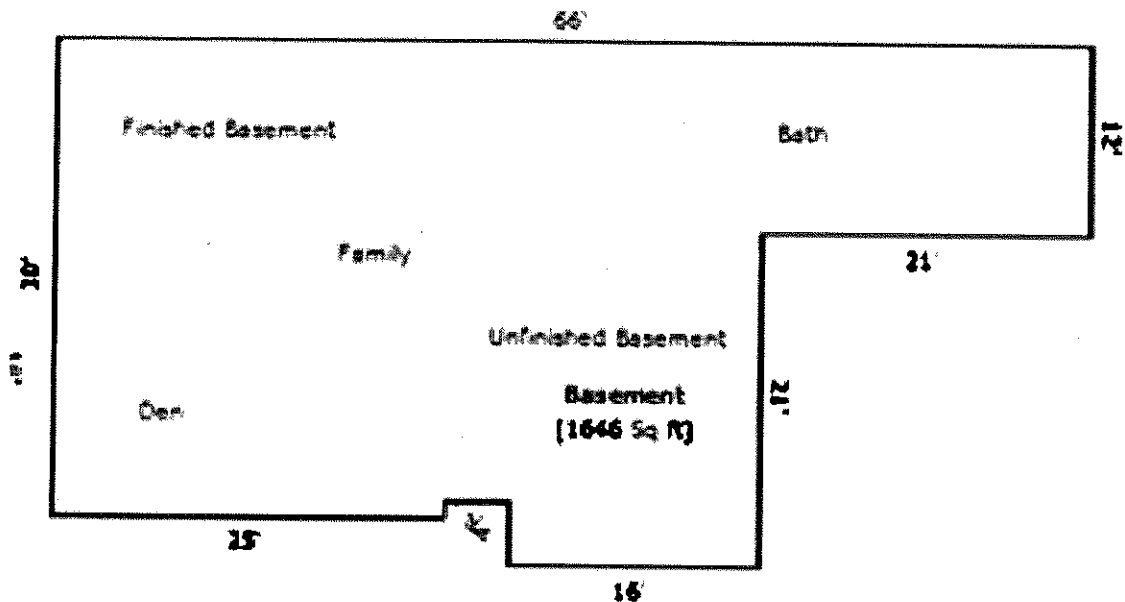
Finished basement room to convert to additional bedroom (photo above). This photo was listed by the listing agent when purchased by me last summer.



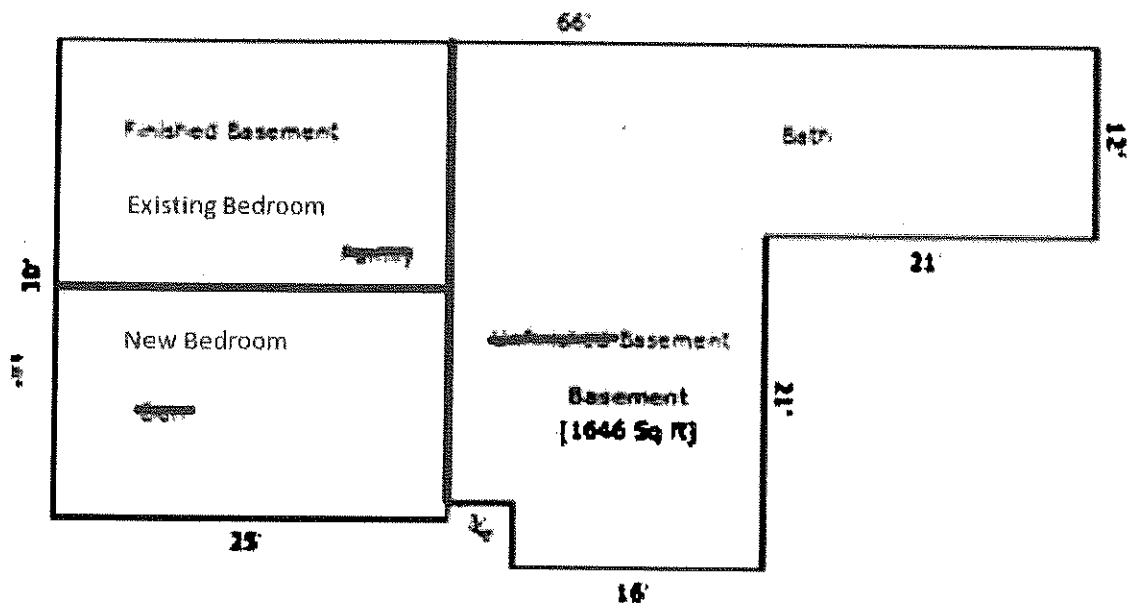
Existing basement bedroom (photo above). This was photo was provided by listing agent when purchased by me last summer.



Existing basement bathroom (photo above). This photo was provided by the listing agent during the purchase last summer. I've made cosmetic updates since then.



Original layout per records though the drawing should highlight the existing bedroom. The finished basement already includes this bedroom plus a bathroom as purchased and as listed on on the property card.



The revised plan as edited in red by me shows the existing bedroom plus the new bedroom. The basement is finished and also includes a small common area by the stairwell.

Repaired for owner Ron & Shalene Withrow by Buttermore's, Steven E. Buttermore Ct. License # 5875 on 08/14/08. System designed by Steven E. Buttermore & approved & inspected by Ledge Light Health Dist.

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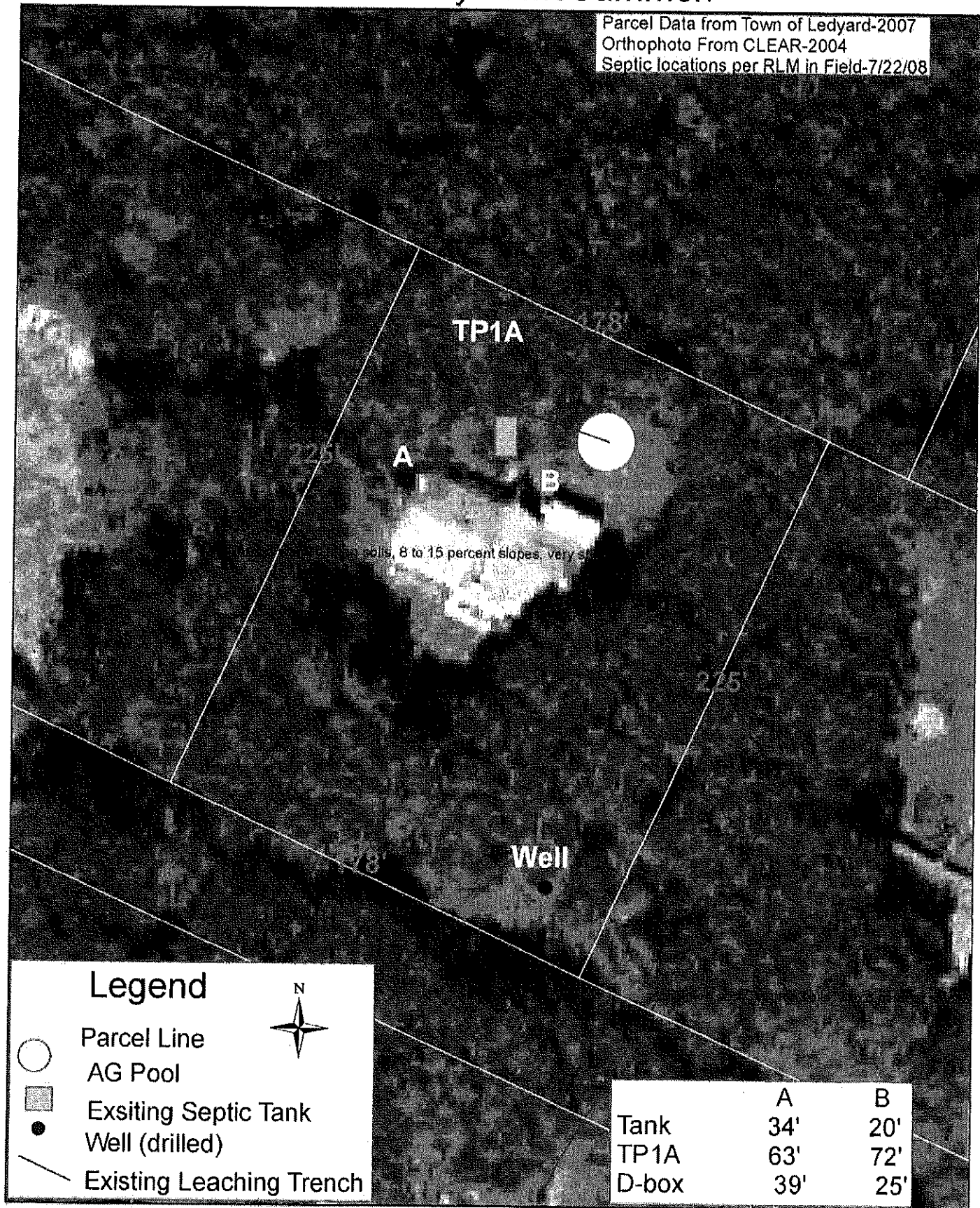
1. Existing 1000 gal concrete single compartment septic tank. PVC outlet baffle installed & riser & lid to grade.
2. 4" sdr 35 pipe to D boxes
3. "D" plastic D box with HLO installed. existing pipe & stone trench. Trench 50'+. Existing trench in opposite direction abandoned in place under above ground pool.
4. "E" plastic D-box end of trench 2
5. 50' Eljen Mantis units set on & in c-33 sand from Lombardi Gravel & Excavation (sieve on file). Mantis units fed from top & middle. Units covered w/fabric. Vent to grade end of trench.
6. Math. 4 bedroom home with 10 min/inch perc rate requires 660sf leaching. Existing pipe & stone trench 50' (min. probably 60-75') @ 3sf/lf = 150sf. New top fed 50' Mantis trench w/1 ls/lf credit = 550sf. 700sf provided.
7. Notes: No Garbage disposal, No Large Tubs, No Grease in system, Do not drive over system area. Recommend septic tank to be pumped every 2-3 years.

[illegible]

10 Cardinal Lane Soils Testing, Ledyard

7/22/08 Ryan McCammon

Parcel Data from Town of Ledyard-2007
 Orthophoto From CLEAR-2004
 Septic locations per RLM in Field-7/22/08



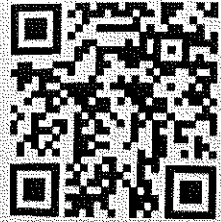
0 40 80 160 240 320 Feet

1 inch equals 50 feet



Temporary Driver License

- This is a temporary document which expires on 09/12/2022.
- Your permanent card will be mailed to the mailing address we have on file for you.
- The post office will only deliver your permanent card to the address you gave the DMV.
- You may visit the DMV website to check the delivery status of your permanent card at <https://dmvcardtrack.ct.gov>.



Use your QR app to scan the code and launch the card tracking website.

If you do not receive your permanent card in the mail in 30 days, please call 860-263-5700 (Hartford area / out of state) or 800-842-8222 (elsewhere in CT). Real ID markers such as the "Gold Star" will only appear on your permanent card. This Temporary is NOT VALID FOR IDENTIFICATION unless accompanied by your expiring CT card.

			
CLASS: D-4day non-commercial motor vehicle except motorcycles		DL 169939353 04/15/1980 09/12/2022	
END: None		44 SEX: M 16 HGT: 5'-10" 13 EYES: GR	
REST: None		5 DOB: 04/15/1980 13 EYES: GR	
Address change: notify DMV with 24 hours. Use label or permanent marker below		1 OLGAHLEN 2 VICTOR FRANCIS, JR 3 10 CARDINAL LN 4 GALES FERRY, CT 06335-1007	