



TOWN OF LEDYARD

Planning & Zoning Commission

Meeting Minutes - Final

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman Marty
Wood

Regular Meeting

Thursday, September 11, 2025

6:00 PM

Council Chambers - Hybrid Format

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 AND APPOINTMENT OF ALTERNATES

Present Chairperson Marcelle Wood
Town Council Liaison Howard Craig
Alternate Member Matthew Miello
Alternate Member James Harwood
Alternate Member Rhonda Spaziani
Alternate Member Nathaniel Woody
Town Council Liaison Greg Lockhart

Excused Commissioner Beth E. Ribe

In addition, the following were present:

Director of Land Use & Planning, Elizabeth Burdick
Zoning Enforcement Official, Hannah Gienau
Land Use Attorney, Robert Avena
Land Use Assistant, Anna Wynn

Chairman Wood introduced new Alternate Member Greg Lockhart to the Planning & Zoning Commission. He stated that Commissioner Woody will fill the seat of Secretary Ribe. He noted that Commissioner Woody would be seated for the deliberations for PZ#25-2ZRA.

IV. APPROVAL OF ADDITIONS TO AND/OR CHANGES TO THE ORDER OF THE AGENDA

Staff and the Commission briefly spoke about adjusting the agenda for the sake of time.

MOTION to move item D. of Old Business to after Item B. of New Business

A motion was made by Alternate Member Woody, seconded by Town Council Liaison Craig, that this be Approved as Amended. The motion carried by the following vote:

RESULT: APPROVED AS AMENDED

MOVER: Nathaniel Woody

SECONDER: Howard Craig

AYE: 5 Wood, Craig, Miello, Harwood, and Woody

EXCUSED: 1 Ribe

NON-VOTING 2 Spaziani, and Lockhart

V. CITIZENS PETITIONS (NON-AGENDA ITEMS ONLY)

Bruce Edwards, 40 Bluff Rd, Gales Ferry, asked if any member of the Planning & Zoning Commission who would monitor the proceedings of application PZ#24-8SUP & PZ#24-9CAM being reviewed through appellate court.

Chairman Wood stated that he would remain in contact with the Town Attorney but that no member of the Commission has been designated to monitor the court proceedings. Director Burdick stated that she can ask Attorney Matt Willis to attend the next PZC Meeting to speak to the Commission in executive session about court processes.

VI. PRE APPLICATION DISCUSSION AND/OR WORKSHOP

None.

VII. PUBLIC HEARINGS/APPLICATIONS

None.

VIII. OLD BUSINESS

A. Discussion of Reports - Center for Housing Opportunities, Beth Sabilia, Exec. Director:

Beth Sabilia, Director for Housing Opportunity in Southeastern CT, and gave a summary of her role. She summarized the report "Room at the Table". She summarized data gained by the report.

Commissioner Woody stated that he agrees with much of the data presented in the report and commented that part of the responsibility of the Commission is to have more active outreach to find new members. Commissioner Miello asked for more information about renters participating in Commission and local government roles. They discussed data related to this topic.

B. PZ#25-4SITE - 8, 9 & 11 Colby Drive (Parcel IDs: 68-520-8, 68-520-9, 68-520-11); Colby Drive (Parcel ID: 68/530/680); and 16 Highview Terrace (Easement Only) (Parcel ID: 68/960/16), Ledyard, CT, - Applicant/Agent, Norm Eccleston - Owner, Habitat for Humanity of Eastern CT for approval of regulated activities for construction of 27 one and two family structures for 38 dwelling units and associated site improvements, inc. completion of Colby Drive, inc. utilities, drainage structures, and detention pond. (Submitted 5/20/2025, Date of Receipt 6/12/25, Tabled to 7/10/25 & 8/14/25, Orig. DRD

8/16/25, Tabled to 9/11/25 w 26-day Ext. Time, New DRD 9/11/25).

Director Burdick stated that Executive Director of Habitat for Humanity, Sarah Lufler, had submitted a request to table the application to the next regular scheduled meeting to allow more time for site plan revisions that were submitted earlier in the week. She read FD#22 into the record. She recommended that the Commission accept the request.

MOTION to table application PZ#25-4SITE with a 28-day extension of time to the PZC Regular Meeting of October 9, 2025

RESULT: TABLED

MOVER: Howard Craig

SECONDER: James Harwood

AYE: 5 Wood, Craig, Miello, Harwood, and Woody

EXCUSED: 1 Ribe

NON-VOTING 2 Spaziani, and Lockhart

- C. **PZ#25-5SITE - 750** (aka “748”) Colonel Ledyard Highway (Parcel ID: 67-530-750), Ledyard, CT - Property Owner, Dominick Ceravolo - Applicant, Ryan Forrestt, Ryan’s Reliable Services, LLC for site plan approval for commercial businesses. (Submitted to Land Use Dept. 7/09/25, Date of Receipt 7/10/25, DRD 9/12/25).

Director Burdick stated that the applicant, Mr. Forrestt, has finally addressed ongoing zoning violations on site. She stated that the Land Use Department had received a request to table the application to the PZC Regular Meeting of October 9, 2025 to allow more time to review new and revised plans earlier this week.

Commissioner Woody asked if the business is a commercial services business. Director Burdick and Commissioner Woody clarified what the nature of the business is and what it would be qualified under the use table. Director Burdick stated that staff considered it to be under professional services, but that if the Commission feels it is considered professional services, they will address it. She stated that staff would need additional time to redo the application.

Commissioner Woody and Director Burdick agreed that there is a lot of missing information on the site plan check list that was submitted. Commissioner Harwood stated that the narrative talks about storage but was concerned that storage was not shown in appropriate measures on the site plan. The Commission and Ms. Burdick discussed storage in relationship to the application. Commissioner Harwood and staff discussed the breakdown between 750 Colonel Ledyard Highway and 748 Colonel Ledyard Highway and why there are two addresses assigned to the same property.

MOTION to table application PZ#25-5SITE with a 27-day extension of time to the PZC Regular Meeting of October 9, 2025

RESULT: TABLED

MOVER: Nathaniel Woody

SECONDER: Howard Craig

AYE: 5 Wood, Craig, Miello, Harwood, and Woody

EXCUSED: 1 Ribe

NON-VOTING 2 Spaziani, and Lockhart

IX. NEW BUSINESS

- A. C.G.S. 8-24 Referral - 19 Avery Hill Rd Ext. (Parcel ID: 50/130/19), Ledyard, CT -**
Transfer of Town-Owned Open Space property (Kettle Hole) to Avalonia Land Conservancy to be combined with property at 173 & 175 Stoddards Wharf Road owned by DDJJM, LLC also to be transferred to Avalonia Land Conservancy.

Attorney Avena stated that he would recuse himself from this discussion as he represents Avalonia.

Director Burdick reviewed the current 8-24 Referral process as well as the process in previous years. She reviewed the proposed land donation with the Commission. Dennis Main, Bozrah CT, director of Avalonia gave a summary of all previous processes of creating open space. He explained the conservancy goals of Avalonia and how this specific project connects many existing trails and bike paths. They spoke about how obtaining the Prat property would connect the properties all the way down to Glacier Park.

Director Burdick asked if Avalonia as stewards of the property maintain the trails and markings. She and Mr. Main discussed the maintenance of the trails. Director Burdick stated that she recommends that the Planning & Zoning Commission send a favorable report to the Town Council recommending approval. Commissioner Woody stated that he thinks it makes a lot of sense to convey the parcels of land to Avalonia to maintain consistency between the trails.

Motion to forward a FAVORABLE REPORT in accordance with C.G.S. Section 8.24 to the Ledyard Town Council regarding Transfer of Town-Owned Property at 19 Avery Hill Road Ext. known as the "Kettle Hole" property to Avalonia Land Conservancy to be combined with Other Lands of DDJJM LLC at 173 Stoddards Wharf Road & 75 Stoddards Wharf Road to be transferred to Avalonia.

Discussion: The Commission and staff discussed the conservation commission sending a letter of support to town council.

RESULT: APPROVED AND SO DECLARED

MOVER: Nathaniel Woody

SECONDER: James Harwood

AYE: 4 Craig, Miello, Harwood, and Woody

EXCUSED: 1 Ribe

ABSTAIN: 1 Wood

NON-VOTING 2 Spaziani, and Lockhart

- B. C.G.S. 8-24 Referral - 13 Applewood Drive (Parcel ID: 99-530-13), Ledyard, CT -**
Transfer of Town-Owned Open Space property to Avalonia Land Conservancy to be

combined with the Avalonia Pike Marshall Preserve.

Director Burdick summarized the proposed land conveyance. She mentioned that on the plan there is a non-disturbance line and that would have to be maintained by Avalonia. She reviewed the parcels in the proposal and demonstrated how the conveyance would allow trail connection all the way to Applewood Drive. Dennis Main described and spoke about the topography of the parcels. Commissioner Harwood commented that the Conservation Committee and Avalonia were discussing creating a cross-country trail for Ledyard High School.

Commissioner Woody asked if there was an access strip to Applewood Drive. Commissioner Woody stated that if the parcel is going to be open space it needs to be marked to prevent future disputes with neighbors. He made comments about the value of having an access strip. Director Burdick stated that the Commission could give a favorable report with the statement that the access strip be clearly marked.

Director Burdick asked where people would park if they were to use the access strip in Pike Marshall. They discussed parking for the trail. Director Burdick stated that it would be a benefit to surrounding residents that the open space parcel would become useable through trail access rather than just being wooded.

Motion to forward a FAVORABLE REPORT in accordance with C.G.S. Section 8.24 to the Ledyard Town Council regarding the transfer of Town-Owned Property to Avalonia Land Conservancy to be combined with its existing Pike Marshall Preserve, Ledyard, CT with the condition that the trail is clearly marked and signed

RESULT: APPROVED AND SO DECLARED

MOVER: Nathaniel Woody

SECONDER: James Harwood

AYE: 4 Craig, Miello, Harwood, and Woody

EXCUSED: 1 Ribe

ABSTAIN: 1 Wood

NON-VOTING 2 Spaziani, and Lockhart

- C. Discussion & Decision: PZ#25-2ZRA- Applicant/Agent: Eric Treaster for Proposed Zoning Regulations Text Amendments for the Development of multifamily dwellings.** (Submitted 3/12/25, Date of Receipt 3/13/25, PH must open within 65 days by 5/16/25. PH orig. set for 5/8/25, Opening of PH postponed to 6/12/25 with 27-day ext. granted., PH opened 6/12/25 PH Cont. to 6/26/25, PH cont. 7/10/25, PH cont. to 7/31/25 with 16-day ext. granted, PH must close by 7/31/25, PH Closed 7/31/25, DRD 10/4/25)

- D.** Discussion of alcohol served at existing cafes.

Director Burdick stated that the department received a Change of Use application for a smoothie shop called Blast of Energy located on Route 12. She stated that the owner now wants to serve frozen shakes with alcohol. Director Burdick stated the LLHD considered the smoothie shop a restaurant and that in their regulations adding the use of serving alcohol is

okay. Director Burdick suggested that the owner consider partnering with Loco Yoko next door. The Commission stated they did not feel it was necessary for the owner to come in for a Site Plan approval.

X. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

A. PZC Regular Meeting Minutes of August 14, 2025

MOTION to approve the PZC Special Meeting Minutes of August 14, 2025

RESULT: APPROVED AND SO DECLARED

MOVER: Nathaniel Woody

SECONDER: Howard Craig

AYE: 5 Wood, Craig, Miello, Harwood, and Woody

EXCUSED: 1 Ribe

NON-VOTING 2 Spaziani, and Lockhart

XI. CORRESPONDENCE

None.

XII. REPORTS

A. ZEO Staff Report of September 11, 2025

ZEO Hannah Gienau stated that she included her staff report in their packets. She stated that 750 Colonel Ledyard Highway had addressed ongoing violations. She additionally stated that the owners of the old Kartway property are in the process of addressing blight violations.

B. Planner's Report of September 11, 2025

Director Burdick stated that she has consulting funds in her budget. She stated that she was going to reach out to Tyche planning or another third-party company to help do a review and rewrite of the parking regulations. Commissioner Woody asked if SCCOG would be able to assist with a rewrite of the parking regulations. Director Burdick stated that it may be possible, and she would get more information.

Staff and the Commission discussed future workshops to address amending the Ledyard Zoning Regulations.

XIII. ADJOURNMENT

Commissioner Miello moved the meeting be adjourned, seconded by Commissioner Harwood

The meeting adjourned at 9:16 p.m.

VOTE: 5-0 Approved and so declared

Respectively Submitted,

Secretary Ribe
Planning & Zoning Commission

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.