



TOWN OF LEDYARD

CONNECTICUT

TOWN COUNCIL

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Chairman Gary St. Vil

MEMORANDUM

TO: Mayor Fred Allyn, III
Planning & Zoning Commission
Democratic Town Committee
Republican Town Committee

FROM: Chairman Gary St. Vil

DATE: March 26, 2026

RE: Request Nominations
Ad Hoc Committee to Evaluate the Separation of the Planning Commission & Zoning Commission

The Town Council adopted the attached "*Resolution Establishing An Ad Hoc Committee to Evaluate the Separation of the Planning Commission & Zoning Commission*" at their March 25, 2026 meeting. This is a short-term six-month assignment and calls for five members with the structure noted below:

- One Members of the Community-at-Large with Planning experience
- One members of the Community-at-Large with Zoning experience
- One member from the Planning and Zoning Commission
- One member from the Community-at-Large
- One member from the Town Council

The Town Council would like to appoint members to the Ad Hoc Committee to evaluate the separation of the Planning Commission & Zoning Commission as soon as possible; and respectfully requests that you submit names of individuals with the required knowledge and experience to effectively serve on this Committee.

Your attention to this request and your cooperation is appreciated. Should you have any questions, please feel free to contact the Town Council Office at e-mail council@ledyardct.org.

Thank you.

cc: Land Use Director

Attachment

RESOLUTION
ESTABLISHING AN AD HOC COMMITTEE
TO EVALUATE THE SEPARATION OF THE
PLANNING COMMISSION & ZONING COMMISSION

WHEREAS: the Town of Ledyard currently operates under a Combined Planning and Zoning Commission pursuant to Connecticut General Statutes § 8-4a; and in accordance with Ordinance #300-005 "An Ordinance Providing For A Combined Planning And Zoning Commission for the Town of Ledyard"; and Chapter IV, Section 3, of the Town Charter;

WHEREAS: residents have expressed concern that the combined Planning and Zoning Commission has faced an increase in the volume of applications and the complexity of land-use issues; and therefore, has requested the establishment of an Ad Hoc Committee to evaluate separating the roles into a Planning Commission; and into a Zoning Commission;

NOW, THEREFORE, BE IT RESOLVED: that there is hereby established "An Ad Hoc Committee to Evaluate the Separation of the Planning Commission & Zoning Commission" to be composed of five (5) members appointed by the Ledyard Town Council.

Those members shall, as much as possible, be representative as follows:

- One Members of the Community-at-Large with Planning experience
- One members of the Community-at-Large with Zoning experience
- One member from the Planning and Zoning Commission
- One member from the Community-at-Large
- One member from the Town Council

In addition, request the Mayor assign a member from the Land Use Department Staff, either the Zoning Enforcement Officer; or Director of Planning to support the Ad Hoc Committee.

The Committee shall hold its Organizational Meeting no later than 30 days after its appointment and shall elect a Chairman, and Recording Secretary.

BE IT FURTHER RESOLVED, that Committee Members shall serve for a six (6) month term. Any vacancies on said committee shall be filled by the appointment of the Ledyard Town Council with priority given to maintaining as much as possible the structure above; and the attendance of fifty percent of the appointed members shall constitute a quorum.

BE IT FURTHER RESOLVED, that said Ad Hoc Committee is authorized:

- Study the feasibility, benefits, and costs of separating the Planning and Zoning Commission into two separate entities.
- Evaluate whether separating the roles would increase efficiency; improve public transparency, and reduce the potential for conflicts of interest; by the Planning Commission focusing on long-term development/master plan; and a Zoning Commission focusing on site plans and regulations;
- Review, among other things: staffing impacts, budgetary implications, changes to local ordinances required, and potential improvements to the permitting timeline.

BE IT FURTHER RESOLVED, that said Ad Hoc Committee shall provide a report of their recommendations to the Town Council upon completion of their assignment, no later than six months from its Organizational Meeting.

Adopted by the Ledyard Town Council on: March 25, 2026


Gary St. Vil Chairman