



Chairman Marcelle Wood

TOWN OF LEDYARD CONNECTICUT PLANNING & ZONING COMMISSION

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

HYBRID FORMAT
REGULAR MEETING

~ MINUTES ~

Thursday, July 9, 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
Secretary Beth E. Ribe
Commissioner, Matthew Miello
Alternate Member, Greg Lockhart
Alternate Member Rhonda Spaziani

In addition, the following were present:

Elizabeth Burdick, Director of Land Use & Planning
Assistant to the Director of Land Use & Planning, Anna Wynn

IV. APPROVAL OF ADDITONS TO AND/OR CHANGES TO ORDER OF THE AGNEDA

None.

V. CITIZENS PETITIONS (NON-AGENDA ITEMS ONLY)

Dave Schroeder, 290 Whalehead Road, Gales Ferry, requested another pre-application or workshop for the proposed Gales Ferry Village Districts. He stated that he would like the next pre-application and or workshop to be more focused. He stated that he would like the Commission to confirm if they support the proposal at the next meeting. The Commission and staff said that they could not state if they support and disapprove of the proposal as that be pre-disposition should an application be brought before them at a later time. The Commission and Mr. Schroeder discussed holding a public workshop for the proposal. Director Burdick requested that all applicable documents be submitted to the Land Use Department ahead of the pre-application and or workshop so that they could be forwarded to the Commission for review.

VI. PRE-APPLICATION DISCUSSION AND OR WORKSHOPS

None.

VII. PUBLIC HEARING/ APPLICATIONS

None.

VIII. OLD BUSINESS

A. 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, PH Open 5/14/26, PH closed 6/25/26, Application approved with Amendments on 6/25/26). MOTION to Reaffirm 06/25/26 PZ #26-2ZRA Approval with Amendments to add Effective Date of July 16, 2026.

Director Burdick stated that an effective date was erroneously not included when the Commission made their decision on June 25, 2026. She stated that a legal notice for that decision had already been posted in The Day, and that after the Commission votes on an effective date the department will submit a second legal notice containing the approval of the effective date.

MOTION to Reaffirm PZ #26-2ZRA Approval with Amendments on June 25, 2026 to add Effective Date of July 16, 2026.

RESULT: 5-0 REAFFIRMED

MOVER: Woody

SECONDER: Harwood

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

B. PZ#26-1SITE - 740 Colonel Ledyard Highway (Parcel ID: 67-530-740), Ledyard, CT - Applicant/Owner, Sal Monarca, Ledyard Center LLC for Site Plan review for construction of a

new 36-unit multi-family dwelling and associated site improvements. (Submitted 3/2/26, Date of Receipt 3/12/26, Tabled to 4/9/26, Tabled to 5/14/26, Orig. DRD 5/15/26 Request to Table to 6/11/26 with 65-day extension of time granted to PZC, Tabled to 6/11/26, New DRD 07/19/26, Tabled to 7/9/26).”

Normand Thibeault of Killingly Engineers Associates, 114 Westcott Rd, Danielson, CT, presented the overview of the application to the Commission.

Vice Chairman Woody asked how residents would get from the sidewalk to the building. The applicant and the Commission discussed including a cross walk.

The Commission and applicant discussed 90 degree left turn where future road will go. Vice Chairman Woody was concerned that future applications could be abandoned and left with an odd cut off. Mr. Thibeault said they could implement a cul de sac for the meantime instead. Vice Chairman Woody asked if the developers were planning to add speed bumps from 90 degree angle and down the drive. Mr. Thibeault said speed humps would be more effective and that is something that could be implemented. He stated that speed bumps can become a nuisance for those who maintain the roads during the winter for plowing. Commissioner Ribe asked if there would be a line on the private drive. Mr. Thibeault said most likely just on main road. Commissioner Harwood asked if they could put a stop sign where the cross walk would be implemented. Mr. Thibeault said yes. Director Burdick said striping the drive and making two way is a known traffic calming measure and adding a stop sign by crosswalk. She and the applicant discussed the side walk needing to be extended.

Mr. Thibeault said the owner would implement humps, striping and stop sign. Commissioner Lockhart asked if the fire department would have any issue with the humps that might slow them down. Director Burdick said any final plans would be endorsed by town engineer and fire marshal. Vice Chairman Woody asked if all Groton Public Utilities comments have been resolved. Mr. Thibeault said the remaining are simple and minor. Director Burdick said that addressing remaining comments from Groton Public Utilities would be a condition of approval. She said additionally they would comply with all comments from WPCA and their consultant Weston & Sampson. Mr. Thibeault said Weston and Sampson would oversee any installation of water lines. Vice Chairman Woody asked where the snow shelving would be. Mr. Thibeault said on the North side. Vice Chairman Woody and Mr. Thibeault discussed what would happen if parking expanded and lost shelving. Mr. Thibeault said other areas exist and pointed them out on the map. The Commission and applicant discussed that there are 72 parking spaces. Commissioner Ribe asked where overflow parking will be if any. Mr. Thibeault said additional parking could be added to West or South side of the site if more parking is necessary. Vice Chairman Woody asked if parking is a free for all or reserved. Mr. Thibeault said free for all. Commissioner Miello asked how many 1-bedroom units there are. Mr. Thibeault and Director Burdick said 18 1-bedroom and 18 2-bedroom. Director Burdick said they are rentals and reserved parking is not as necessary. Commissioner Ribe asked about signage and what the complex name would be. Mr. Thibeault said there is no complex name at this point. Director Burdick said signage could be approve by zoning permit after the fact since none is shown on plan. Vice Chairman Woody asked about space for trash dumpsters. Mr. Thibeault said there is enough for 4 dumpsters. Mr. Thibeault said 2 would be trash and 2 would be recycle. Chairman Wood asked if that would be sufficient for the number of units proposed. Mr. Thibeault said yes. Commissioner Spaziani asked where the mailboxes are going. Mr. Thibeault said they are not included in the plan. He said they would be put in a kiosk. Commissioner Spaziani asked if it would cause traffic issues. Mr. Thibeault said they would have to locate it away from main traffic. Director Burdick asked if the building is set up to have mailboxes internal to the building. Mr. Thibeault said no. The Commission staff and the applicant discussed that the final revised

plans shall include the post office banks per the us postal service. Director Burdick said that federal law says that subdivisions are required to have postal banks and not individual mailboxes. Chairman Wood and Mr. Thibeault discussed future entrances and exits for apartment complexes. Vice Chairman Woody commented his concern for the number of conditions that aren't drawn into the plans. Director Burdick stated that comments are minor and she is comfortable adding them as conditions of approval. Director Burdick commented that mailboxes could go in temporary cul de sac. Director Burdick said that the application can always be denied and they can come back in August. Commissioner Ribe said that if the town planner is confident she feels comfortable she is ok.

MOTION to APPROVE PZ#26-1SITE - 740 Colonel Ledyard Highway (Parcel ID: 67-530-740), Ledyard, CT - Applicant/Owner, Sal Monarca, Ledyard Center LLC for Site Plan review & approval for construction of a new 36-unit multi-family dwelling and associated site improvements in that the application, supporting documents and a plan entitled "Proposed 36 Unit Apartment Development, Colonel Ledyard Highway (Rt 117) and Iron Street (CT Rte. 214), Ledyard, CT, Prepared for Ledyard Center, LLC, Prepared by Killingly Engineering Associates, Dated January 2026, Revised to 7/1/26" comply with all applicable sections of the Ledyard Zoning Regulations, with the following conditions:

1. A comprehensive list of all public improvements shall be submitted for the record.
2. A Soil Erosion & Sediment Control (SESC) Bond estimate shall be submitted for review and approval by the Town Engineer and posted in accordance with Standard Conditions of approval stated below.
3. Final Plan shall be revised to show street addresses of adjacent properties.
4. Lot Consolidation plan entitled "Compilation Plan Showing Parcel Consolidation, Prepared for Ledyard Center, LLC, Colonel Ledyard Highway (Rte. 117) & Iron Street (Rte. 214), Ledyard, CT, Prepared by Killingly Associates, Dated 09/22/23" and its accompanying deed shall be filed on the Land Records in the Office of the Town Clerk prior to the filing of the Site Plan mylars.
5. Final Plan shall be revised to show snow stacking space, not closer than 10' to property line.
6. Final Plans shall be revised to show a crosswalk from end of sidewalk to building
7. Final plans shall be revised to show cul de sac at driveway entrance in lieu of right angle
8. Final plans shall be revised to include speed controls including two way striping, speed humps and stop signs. Revised plans shall be reviewed by the Town Engineer and Fire Marshal
9. Final plans shall be revised to show mailbox bank per the post office as reviewed by the Director of Land Use and Town Engineer

10. STANDARD CONDITIONS OF APPROVAL:

1. Four (4) final plan sets, along with a digital copy of the final plan, shall be submitted to the Land Use Dept. & shall be signed and sealed with original signatures by L.S., P.E. & C.S.S.
2. The final approved site plan set, following endorsement, shall be filed on the Land Records in the Office of the Town Clerk within 90-days following its approval. No zoning permit to start work shall be issued until filed. Proof of said filing shall be submitted to the Land Use Dept.
3. An approved Zoning Permit is required prior to the start of any work.
4. Prior to issuance of a zoning permit to start work, A Soil Erosion & Sediment Control bond shall be posted in an amount approved by the Town Engineer and in a form acceptable to the Finance Director. No bond, or portion thereof, shall be released without prior approval of the Zoning Officer and/or Director of Land Use & Planning.
5. Following the issuance of a zoning permit to start work, the Zoning Official and/or Land

Use Director shall be contacted and a pre-construction meeting shall be held at least one-week prior to start of any work.

6. Following the pre-construction meeting, Soil Erosion & Sediment Controls (SESC) shall be installed in accordance with the approved plan set and inspected by the Zoning Officer prior to the start of any work. SESC shall be maintained in good working order until the site is permanently stabilized with vegetative or other cover.

7. After work has commenced, any changes to the approved site plan require review and approval by the Land Use Director and/or the Planning & Zoning Commission.

8. Applicant shall meet all of the requirements of the Ledyard Building Department, Fire Marshal, WPCA & its consultant Weston and Sampson, City of Groton Utilities, and Ledge Light Health District for required work, permitting and inspections.

9. Prior to issuance of any Certificate of Zoning Compliance, all site improvements shall be constructed in accordance with the approved site plan. A complete As-Built plan certified to A-2 accuracy shall be submitted to the Zoning Official and/or Land Use Director for review & approval.

10. The Applicant may, at the discretion of the Zoning Official and/or Land Use Director if the site improvements have been substantially completed, submit a site completion bond for any improvements that have not been completed at the time of the request for Certificate of Zoning Compliance due to weather or other constraints out of the control of the Applicant/Owner. A bond estimate for said improvements shall be submitted to the Land Use Dept. for review and approval and any bond shall be posted in a form acceptable to the Finance Director.

MOVER: Woody
SECONDER: Ribe

No additional discussion followed.

RESULT: 5-0 APPROVED WITH CONDITIONS
MOVER: Woody
SECONDER: Ribe
AYES: 5 Wood, Woody, Harwood, Miello, Ribe

C. PZ#26-3SITE - 1947 Center Groton Road (Map ID:67-430-1947), Ledyard CT - Applicant, EG Home LLC - Agent, William Sweeney, Esq. - Property Owner, 1947 Center Groton Road LLC, for Construction of 17 residential multi-family buildings for a 72-Unit (Townhouse-Style) Multi-Family Housing Development and associated site improvements to be served by public water and sewer. (Submitted 5/21/26, Date of receipt 6/2/26, Tabled to 7/9/26, DRD 8/5/26).

Director Burdick stated that she received a request to table the application from Attorney Sweeney as there are outstanding comments that had not been sufficiently addresses by the applicant. She stated that the applicant would need to include an extension of time to be tabled to the next regular meeting as their decision required date is August 8, 2026. She contacted Attorney Sweeney via phone and stated that the Commission should table the item until later in the meeting to wait for him to submit an email request.

MOTION to table application until later in the meeting to wait for email with extension

RESULT: 5-0 TABLED

MOVER: Ribe

SECONDER: Woody

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

IX. NEW BUSINESS

A. PZ#26-4RESUB/MOD - 96, 98, and 100 Stoddards Wharf Rd., Ledyard, CT, Agent: Harry Heller, Esq., Heller, Heller & McCoy - Applicant/Owner: Avery Brook Homes, LLC, for Modification of Application #24-2RESUB approved by Stipulated Judgment by the PZC on 12/11/25 for a 14-Lot Resubdivision/Affordable Housing Development pursuant to CGS §8-30g for revised road location & revised lot reconfigurations. (Submitted 07/06/26, Date of Receipt 07/09/26, DRD 09/09/26).)

Attorney Harry Heller of Heller, Heller & McCoy, 736 Norwich-New London Turnpike, Uncasville, presented the resubdivision modification to the Commission. Attorney Heller spoke to the history of the subdivision including the approved stipulated agreement that was approved the Planning & Zoning Commission and appellate court. Attorney Heller said modification of resubdivision plan needs to be done to meet the requirements of DOT and driving speeds. Attorney Heller said there was a question about whether or not it would need a public hearing but stated that it does not meet the requirements for a public hearing application. He discussed the definition of a resubdivision by state law and concluded that it does not meet the definition.

Director Burdick and Attorney Heller said that stipulated agreement does not need to be changed or modified. Vice Chairman Woody and Attorney Heller discussed that the lots are still affordable and that the affordable lots have increased in size due to the modification. Chairman Wood and Attorney Heller discussed that the septic plans have not changed and will have no impact on watershed. Director Burdick said that a condition of approval for the original application was that a development as built would be submitted as each building lot is completed.

MOTION approved PZ#26-4RESUB/MOD specifically due to site line requirements and driving speed increases and relocation of the road 50 feet away from original location noting specifically that the septic systems, including the septic tank and leaching field, are not affected by the modification and the lot sizes are still larger than the established minimum for this development and that the relocation of the basin remains the same size.

RESULT: 5-0 APPROVED

MOVER: Wood

SECONDER: Harwood

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

B. PZ#26-5SR/SITE - 1 Inchcliffe Dr. (Parcel ID: 121-1080-1), Gales Ferry, CT - Applicant/Owner, 1 Inchcliffe Property Management, LLC for Summary Review/Site Plan approval for conversion of second floor storage & office break room to two (2) one-bedroom single-family dwelling units above existing optometrist office (In Focus Eyecare). (Submitted 07/07/26, Date of Receipt 7/09/26, DRD 09/09/26).

Director Burdick stated that site used to be a vet office now has been converted into an eye doctor. She said the site contained 1 pre-existing legal apartment. She stated that the applicant

has begun renovations to upstairs and would like to convert existing upstairs space into 2 additional 1-bedroom apartments. The applicant and the Commission discussed how the apartments would be accessed. They reviewed the submitted floor plans previously marked as file document #4. Director Burdick commented that the application is now legal per the new housing laws contained in Public Act 25-1 that were effective July 1, 2026. She stated that the application was only just received to the office earlier in the week and she would have a staff report prepared for the next meeting. Vice Chairman Woody said the Commission would wait to make a decision until the Ledge Light Health District confirms and or clarifies their approval.

MOTION to table application PZ#26-5SR/SITE to the PZC Regular Meeting of August 13, 2026

RESULT: 5-0 TABLED

MOVER: Ribe

SECONDER: Miello

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

C. CGS 8-24 Review - 480R Shewville Road, Parcel#102-2210-480-R (fka “Loftus Wellfield”), Ledyard, CT for a report to the Ledyard Town Council regarding the sale of Town-owned property of about 11.46+/- acres to Kevin Blacker of Noank, CT for \$150,000

Director Burdick spoke to the history of the property and referenced the original sales agreement. She stated that Mr. Kevin Blacker would like to purchase the property for agriculture farm uses only.

Kevin Blacker, 11 Church Street, Noank CT, stated that he has been farming for about 22 years primarily on rented land. He stated that he purchased 42 Shewville Road on May 13th 2026 which is a 38 acer parcel for farming activities. He then learned that 480R was for sale. He met with town staff and the Mayor to discuss purchasing the land. He stated that the Loftus Farm heirs, Julie Loftus and Robert Loftus, spoke with Mayor and are supportive of the sale. Commissioner Ribe asked if he would deforest the land to grow hay. He said that due to the cost of deforesting he could not commit to that at this time and that his intention is to utilize the pre existing barn for hay storage. Commissioner Lockhart asked if Mr. Blacker would conduct timber harvest if he were to purchase the lot. They discussed timber harvesting being a legal agricultural use. Director Burdick and Mr. Blacker discussed if the Loftus family would lift the deed restriction to allow agriculture use. Mr. Blacker spoke about CT Agricultural Trust and his interest in using the program,. He stated his interest in protecting the land permanently from development. Director Burdick spoke about legal process for 8-24 Referrals. Staff and the Commission discussed sending a favorable report. Vice Chairman Woody stated that a counter argument is that the PZC should be conscious of financial liabilities for the Town.

MOTION to forward a favorable report to the Town Council for CGS 8-24 Review - 480R Shewville Road, Parcel#102-2210-480-R (fka “Loftus Wellfield”), Ledyard, CT for a report to the Ledyard Town Council regarding the sale of Town-owned property of about 11.46+/- acres to Kevin Blacker of Noank, CT for \$150,000 for agricultural purposes.

RESULT: 5-0 FORWARD FAVORABLE REPORT

MOVER: Wood

SECONDER: Ribe

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

D. PZ#26-3SITE - 1947 Center Groton Road (Map ID:67-430-1947), Ledyard CT - Applicant, EG Home LLC - Agent, William Sweeney, Esq. - Property Owner, 1947 Center Groton Road LLC, for Construction of 17 residential multi-family buildings for a 72-Unit (Townhouse-Style) Multi-Family Housing Development and associated site improvements to be served by public water and sewer. (Submitted 5/21/26, Date of receipt 6/2/26, Tabled to 7/9/26, DRD 8/5/26).

MOTION to untable application PZ#26-3SITE

RESULT: 5-0 UNTABLED

MOVER: Woody

SECONDER: Ribe

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

Director Burdick read the letter with request for extension of time

MOTION to table application PZ#26-3SITE to the August 13, 2026 Meeting with an extension of time

RESULT: 5-0 TABLED

MOVER: Ribe

SECONDER: Harwood

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

X. APPROVAL OF MINUTES

A. PZC Regular Meeting Minutes of June 11, 2026

MOTION to approve the PZC Regular Meeting Minutes of June 11, 2026

RESULT: 5-0 APPROVED AS AMENDED

MOVER: Miello

SECONDER: Woody

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

XI. CORRESPONDENCE

None.

XII. REPORTS

A. ZEO Staff Report

ZEO report was given to the Commission. Director Burdick stated that the Commission can reach out to Ms. Gienau with any questions or comments.

B. Planner's Report

Burdick stated her thanks for Chairman Wood for all his years of service as the meeting tonight would be his last before.

XIII. ADJOURNMENT

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

VOTE: **5 - 0 Approved and so declared**, the meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Chairman Marcelle Wood
Planning & Zoning Commission