



TOWN OF OLD SAYBROOK  
**Zoning Commission**

*Robert C. Friedmann, Chairman*  
*Mark R. Caldarella, Vice Chairman*  
*Geraldine M. Lewis, Secretary*  
*Ann Marie Thorsen*  
*Marc W. Delmonico*

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**Alternate Members**  
*Justin Terribile*  
*John Henry*  
*Sandra Dizenzo*

**REGULAR MEETING MINUTES**  
**HYBRID MEETING**

Monday, August 15, 2022 – 7:00 P.M.  
Town Hall, 1st Floor Conference Room  
302 Main Street, Old Saybrook

**I. CALL TO ORDER**

Chairman R. Friedmann called the meeting to order at 7:00 p.m.

**II. ROLL CALL**

Attendant Members: R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry (seated for A.M. Thorsen)

Absent Members: A.M. Thorsen, J. Terribile, S. Dizenzo

Attendant Staff: C. Costa, ZEO/Town Planner, J. Galli, Recording Clerk

Four members of the public were in attendance with eight more via Zoom.

**III. REGULAR BUSINESS**

**A. MINUTES**

**MOTION** to approve the meeting minutes of August 1, 2022 as presented **MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

**B. CORRESPONDENCE**

Correspondence received was related to Agenda items.

**IV. PRELIMINARY DISCUSSION**

**A. “CGCT Old Saybrook, LLC” Preliminary Discussion**

1654 Boston Post Road, Assessor’s Map 26, Lot 39, B-4 District, Pedestrian Node 6, 8, 10 & 18 Denmore Lane, Assessor’s Map 26, Lot 36, Assessor’s Map 18, Lots 7, 7-1 & 13

*Property Owner: CGCT Old Saybrook, LLC. Agent: Attorney E. M. Cassella*

OSCT will not be going forward with a preliminary discussion. They have asked to postpone until the 2nd meeting in September.

## V. PUBLIC HEARINGS

- A. **“Hanford Commons” Application for Site Plan Review for Affordable Housing (CGS 8-30g) Development** to construct a three story 20,539 s.f. apartment building (15 units total/5 affordable) 101 Lynde Street, Map 36/Lot 88, Residence A District, Pedestrian Node  
*Applicant: Hanford Commons, LLC Owner: 101 Lynde Street, LLC Agent: M. Shansky, Esq.*
- B. **“Hanford Commons Residences” Application to Modify Approved Site Plan for Affordable Housing (CGS 8-30g) Development** for 8 Residential Units (9,313 s.f.) at 99 Lynde St., Map 36/Lot 87, Residence A District to Pedestrian Node  
*Applicant: Hanford Commons, LLC Owner: 99 Lynde Street, LLC Agent: M. Shansky, Esq.*
- C. **“Hanford Commons” Application to Modify Approved Site Plan for Affordable Housing (CGS 8-30g) Development** to construct a three story 9,280 s.f. apartment building (19 units total/6 affordable) and a three car 962 s.f. garage. 109 Lynde Street, Map 36/Lot 89, Residence A District, Pedestrian Node  
*Applicant: Hanford Commons, LLC Owner: 109 Lynde Street, LLC Agent: M. Shansky, Esq.*

Engineer M. Ott presented. Hanford Commons consists of three multi-family structures, 99, 101 and 109 Lynde Street. The three buildings will attach via the parking lots with two in/out driveways, one at 99 and one at 109. Problem with waste removal at 101 is that there will be two parking spaces in front of the gates. One condition of approval is that the management must ensure waste is removed weekly even if vehicles are parked there. Referrals were discussed. Residents of Whitewood St, J. Moody and M. Rapacciuolo were concerned with traffic lighting and noise in the parking lots. S. Fields, landscape architect, responded that a thick evergreen border has been planted that should reduce car lights. M. Ott said guest parking will be along building only. Resident S. Rapacciuolo was concerned about light trespass currently occurring at 99. Owner M. Picard stated that two lights will be removed completely and the existing lumieres will be changed. M. Ott discussed parking, dark-sky compliant lighting in lots and on buildings, and that light trespass across boundaries should be zero. Bike racks will be installed in each of the buildings. A shared parking agreement is required involving easements which Attorney M. Shansky said is being written up. Snow will be removed from site once snow stockpiles reach capacity. All conditions and stipulations discussed and approved by M. Picard must be complete and in compliance at time of application for CZC before they apply for building permit. With no further comment from public, hearing was closed.

<p><b>MOTION to CLOSE the Public Hearing of “Hanford Commons” Applications for Site Plan Review/Modify Approved Site Plan for Affordable Housing (CGS 8-30g) Development at 99, 101 and 109 Lynde Street as presented MADE: R. Friedmann</b> <b>SECONDED: G. Lewis VOTING IN FAVOR: R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry OPPOSED: None ABSTAINING: None APPROVED: 5-0-0.</b></p>
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**Deliberation** - Application and referrals were reviewed. Comments from public, Commission members, ZC Attorney M. Willis and Engineer G. Jacobson were discussed. Conditions of approval agreed upon by M. Picard will be listed as they pertain to each property.

**MOTION to APPROVE A. “Hanford Commons” Application for Site Plan Review for Affordable Housing (CGS 8-30g) Development** to construct a three story 20,539 s.f. apartment building (15 units total/5 affordable) 101 Lynde Street, Map 36/Lot 88, Residence A District, Pedestrian Node with the following conditions that must be addressed prior to the Zoning Enforcement Officer approving the application for Certificate of Zoning Compliance which is required prior to the issuance of a building permit:

1. The property owner/building manager will ensure that waste removal occurs regularly in the event that motor vehicles are parked in front of the dumpster.
2. All perimeter landscaping buffers will be maintained. If any vegetation or trees die, the property owner will replace the trees promptly.
3. Cross easements, sidewalk easements and drainage easements will be provided and reviewed to the satisfaction of the Attorney for Zoning Commission.
4. A modified affordability plan will be provided and reviewed to the satisfaction of the Attorney for the Zoning Commission.
5. Light poles will not exceed 14 feet maximum in height.
6. A bike rack will be installed on the property.
7. Snow will be removed from the property when snow stockpile areas have reached capacity.
8. The site plan will be modified to show realignment of the sidewalk along the 109 Lynde Street frontage to match the alignment of the proposed sidewalk in front of the new apartments at 101 Lynde Street.
9. The site plan will be modified to show that the accessible parking space at 101 Lynde Street will be redesigned so that it will not have grades exceeding 2% in any direction and in compliance with all ADA requirements.
10. The Stormwater Management report for 101 Lynde Street will be revised to include the analysis for the 20-year and 100-year storm events as required by Section 7.8 of the regulations.
11. Comments outlined in comment #8 relating to Storm Sewer Tabulations in Geoff Jacobson’s review letter dated August 15, 2022 will be addressed for 101 Lynde Street.

**MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

**MOTION to APPROVE B. “Hanford Commons” Application to Modify Approved Site Plan for Affordable Housing (CGS 8-30g) Development** for 8 Residential units (9,313 s.f.) at 99 Lynde St., Map 36/Lot 87, Residence A District, Pedestrian Node with the following conditions that must be addressed prior to the Zoning Enforcement Officer approving the application for Certificate of Zoning Compliance which is required prior to the issuance of a building permit:

1. The property owner/building manager will ensure that waste removal occurs regularly in the event that motor vehicles are parked in front of the dumpster.
2. All perimeter landscaping buffers will be maintained. If any vegetation or trees die, the property owner will replace the trees promptly.
3. Cross easements, sidewalk easements and drainage easements will be provided and reviewed to the satisfaction of the Attorney for Zoning Commission.
4. A modified affordability plan will be provided and reviewed to the satisfaction of the Attorney for the Zoning Commission.
5. Light poles will not exceed 14 feet maximum in height.
6. A bike rack will be installed on the property.
7. Snow will be removed from the property when snow stockpile areas have reached capacity.

**MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

**MOTION to APPROVE C. “Hanford Commons” Application to Modify Approved Site Plan for Affordable Housing (CGS 8-30g) Development** to construct a three story 9,280 s.f. apartment building (19 units total/6 affordable) and a three car 962 s.f. garage at 109 Lynde St., Map 36/Lot 89, Residence A District, Pedestrian Node with the following conditions that must be addressed prior to the Zoning Enforcement Officer approving the application for Certificate of Zoning Compliance which is required prior to the issuance of a building permit:

1. The property owner/building manager will ensure that waste removal occurs regularly in the event that motor vehicles are parked in front of the dumpster.
2. All perimeter landscaping buffers will be maintained. If any vegetation or trees die, the property owner will replace the trees promptly.
3. Additions to the approved landscaping plan will be added to the approved landscaping plan for 109 Lynde to provide one comprehensive plan for the property.
4. A revised landscaping plan will be submitted demonstrating that all plantings meet the minimum size at the time of planting in compliance with the Zoning Regulations.
5. Cross easements, sidewalk easements and drainage easements will be provided and reviewed to the satisfaction of the Attorney for Zoning Commission.
6. A modified affordability plan will be provided and reviewed to the satisfaction of the Attorney for the Zoning Commission.
7. Light poles will not exceed 14 feet maximum in height.
8. A bike rack will be installed on the property.
9. Snow will be removed from the property when snow stockpile areas have reached capacity.
10. The site plan will be modified to show realignment of the sidewalk along the 109 Lynde Street frontage to match the alignment of the proposed sidewalk in front of the new apartments at 101 Lynde Street.

**MADE:** R. Friedmann **SECONDED:** G. Lewis **VOTING IN FAVOR:** R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry **OPPOSED:** None **ABSTAINING:** None  
**APPROVED:** 5-0-0.

## **VI. WORKSHOP**

Discuss the CT River Gateway Commission request to update Zoning Regulations to adopt the most recent Standards of the Gateway Commission, pursuant to the requirements of Section 25-102g of the Connecticut General Statutes.

The Commission reviewed the updates and discussed in depth Developed area, Riparian vegetative buffer, Light pollution and Building/structure coverage. The ZEO will schedule the hearing to adopt the changes.

## **VII. COMMITTEE, REPRESENTATIVE & STAFF REPORTS**

- **12 Bellaire**, Cornfield Pt - Violation of Superior Court Stipulated Judgement from 2019. Front porch covered and work in the back of the property without permits. ZEO photographed and referred the matter back to Halloran & Sage for enforcement.
- **2 Cove Landing** - Property is on the market and is subject to a Stipulated Judgement. ZEO and Building Official working with the real estate agent and property owners' estate to resolve flood, zoning and building violations per the Judgment in favor of the Town.

- **910 Boston Post Road, Johnny Ad's** - Complaint regarding an a-frame sign advertising outdoor music. ZEO sent a letter. The music is for a one time 65<sup>th</sup> anniversary event and is not planned regularly.
- **250 Middlesex Turnpike, Atlas Outdoor** - They would like to add a skylight to the rear dormer. Commission determined ZEO handle administratively.
- **19 Bridge Street** - The ZEO reported that during the final inspection for the Special Exception Permit she noted that a perimeter lawn area is now gravel, two gravel parking spaces can now extend to the property line along the vinyl fence, an outdoor shower has been added and perimeter landscaping trees appear to have been planted on an adjacent property. The ZC determined that these changes are a modification to the Special Exception Permit and that the applicant should return with a permit modification.
- Costa has been working with the First Selectman and Economic Development Director on a STEAP grant application to complete sidewalks from the Spencer Plain intersection to the Westbrook Line. They are brainstorming ideas for shovel ready projects for other grant opportunities.
- **2023 Sign Enforcement** - The ZC sent out friendly reminders about sign regulations for the 13<sup>th</sup> consecutive year in February of 2020. ZC made sign enforcement a low priority since the Covid 19 pandemic began. ZEO working with Chairman Friedmann on new letter for 2023 and will commence sign enforcement as it was prior to the pandemic. Letters and e-mails will be sent to businesses, merchants associations, sign companies and real estate agents between now and January.
- ZEO working with the Planning Commission on updating the Plan of Conservation and Development (PoCD) in its entirety. The PC has started the Cultural & Historic Resources section update. Once the PoCD draft is completed, the draft will be distributed to Boards & Commissions for comment prior to adoption. A public hearing will be scheduled next year.
- The Natural Hazard Mitigation Plan expires in 2024. ZEO working with Fenwick ZEO/Planner to discuss updating the plan in 2023 prior to expiration.
- Care Access is conducting a Lyme Disease study on whether vaccines can combat/prevent disease and would like to utilize a parking lot in Old Saybrook for their mobile clinic. There will be a 10x10 tent outside for participants that arrive early and are awaiting their turn. The trailer will be parked on the same spot 24/7. It has a restroom for staff to use during working hours and a generator. The research is estimated to last 6 months. The ZC suggested options for placement including 105 Elm Street and determined that the ZEO handle administratively.
- The ZC discussed possible zoning-related topics for an article for Saybrook Events.

## VII. ADJOURNMENT

**MOTION** to adjourn the meeting of August 15, 2022 at 9:43 p.m. to the next regularly scheduled meeting on Wednesday, September 7, 2022 at 7 p.m. in the 1<sup>st</sup> Floor Conference Room as presented **MADE:** G. Lewis **SECONDED:** R. Friedmann **VOTING IN FAVOR:** R. Friedmann, M. Caldarella, G. Lewis, M. Delmonico, J. Henry **OPPOSED:** None **ABSTAINING:** None **APPROVED:** 5-0-0.

Respectfully submitted,

*Joanne Galli*

Recording Clerk

NEXT REGULARLY SCHEDULED  
HYBRID MEETING  
**Wednesday, September 7, 2022 at 7:00 P.M.**  
Town Hall, 1st Floor Conference Room  
302 Main Street, Old Saybrook

Check our website for dial in information and additional meeting documents.

[Zoning Commission web page](#)

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