

**DEPARTMENT OF PLANNING AND DEVELOPMENT****MEMORANDUM**

TO: Planning and Zoning Commission

FROM: Mark Wujtewicz, Planner

DATE: March 11, 2025

TITLE: Staff Report: Oswegatchie Fire Station  
439 & 441 Boston Post Road  
Site Plan  
Application PL-25-3

**EXECUTIVE SUMMARY**

The project as proposed is to construct an approximate 10,160 square foot footprint fire station building located at 439 & 441 Boston Post Road. The parcels are located within the Neighborhood Business and Professional Office (NBPO) Zone District with a combined area of approximately 2 acres. The parcels are also located within the Connecticut Coastal Area Management (CAM) boundary. The existing firehouse is approximately 12,000 square feet and located on the 439 Boston Post Road parcel while the associated parking lot is located on the 441 Boston Post Road parcel. In addition to the construction of the new fire station building, other site improvements include new concrete sidewalks and paved parking areas, stormwater quality elements and utilities. The proposed building will be served by the existing municipal water and sewer system.

The existing firehouse facility will remain in operation while the new building is being constructed. The plan identifies temporary procedures and phasing of work that will be implemented during the construction and demolition that will separate the activities in order to maintain the ongoing operation of services conducted on the site. Once the new building is constructed and associated site improvements are completed, the existing facility building will be demolished and any remaining site improvements in the area of the demolished building will be completed.

Prior Planning and Zoning Commission approvals granted for this project site include two Connecticut General Statute (CGS) 8-24 approvals. PL-24-3 was approved by the Commission on January 23, 2024 for the purchase of the two parcels. On January 14, 2025, CGS 8-24 application PL-25-1 was approved by the Commission for the improvements to the property, which is the subject of this site plan application.

The application has been reviewed and approved by the Waterford Conservation Commission through the issuance of Inland Wetland Permit #C-25-02. A copy of the Conservation Commission Action has been submitted into the record.

## BACKGROUND

### Pertinent Regulations

CGS 8-3(g)

Section 7A – Neighborhood Business and Professional Office (NBPO)

Section 7A.2.3 – Municipal office and facilities

Section 22 – Site Plans

Section 22b – Design Review of Site and Building Requirements

Section 25.4 – Coastal Area Management

This application was received by the Commission on February 11, 2025.

Action on this application must be no later than April 16, 2025.

## DISCUSSION

In order for the Commission to approve a site plan it must find that the plan is consistent with the Town of Waterford Zoning Regulations. The Commission must act on the plan initially submitted for review and can find that the site plan is either compliant with the Zoning Regulations or it may approve the plan with modifications that are required to be implemented prior to filing on the land records.

A portion of the project is located within the Connecticut Coastal Area Management (CAM) boundary, therefore an application for a Coastal Area Management Site Plan Permit was submitted into the record. Coastal resources identified were shorelands and inland freshwater wetlands. The plan was found to be consistent with Coastal Resource policies and any potential temporary adverse impacts during construction of the project is mitigated through the implementation of appropriate erosion and sedimentation control measures in accordance with the CT Guidelines for Soil Erosion and Sediment Control. The proposed stormwater management design includes onsite infiltration promoting groundwater recharge and reducing peak flows.

Activity associated with the construction of the proposed facility will impact approximately 20,000 square feet of area within the upland review area of two wetlands identified on the plan as Wetland #1 and Wetland #2. As a result, an application for Inland Wetland Permit #C-25-02 was submitted to the Waterford Conservation Commission. Inland Wetland Permit #C-25-02 was approved with conditions by the Conservation Commission to conduct authorized regulated activities associated with the construction of the new fire station, associated paved area and stormwater treatment. In accordance with CGS §8-3(g) a report of the Conservation Commission action was submitted into the record.

The applicant submitted a Stormwater Management Report into the record. The report noted that the existing conditions on the site include approximately 52,200 square feet of impervious

cover, while the proposed improvements will provide for a net reduction in impervious area by approximately 20,700 square feet. The report indicates that the design of the Stormwater Management System is in conformance with the 2024 CTDEEP Stormwater Quality Manual, the 2000 CTDOT Drainage Manual and that the system as proposed will effectively manage the quality and quantity of stormwater runoff.

### RECOMMENDED ACTION

Based on the information provided, staff recommends the Planning and Zoning Commission find that:

Findings:

1. The application is for a use subject to a Site Plan approval, pursuant to Section 7A.2.3 of the Waterford Zoning Regulations.
2. The application meets the criteria for a modified site plan approval, pursuant to Section 22 of the Waterford Zoning Regulations, subject to modifications listed.
3. The Waterford Conservation Commission issued Inland Wetland Permit# C-25-02 for regulated inland wetland activities.
4. The Waterford Conservation Commission issued a report of its action on application #C-25-02 in accordance with CGS §8.3(g).
5. The project as approved with conditions is consistent with all applicable coastal policies and includes all reasonable measures to mitigate adverse impacts.
6. This application has been reviewed by the Town of Waterford Design Review Board in accordance with Section 22b of the Waterford Zoning Regulations and which Board submits a positive report to the Planning and Zoning Commission.

and that the Commission approve the proposal with the following modifications and conditions:

1. As a result of the site improvements extending onto both parcels, the two parcels known as 439 and 441 Boston Post Road shall be merged into one parcel. This shall be completed prior to filing the plans on the land records.
2. Construction phasing and the implementation of measures to separate the continuing operation of services from the construction activities shall be strictly adhered to as identified on the plan.
3. All conditions of approval for Inland Wetland Permit #C-25-02 shall be incorporated into this decision as if fully set forth herein.

### **Proposed Motion**

**To approve with modifications and conditions, the Site Plan for the new Oswegatchie Fire House Facility application #PL-25-3 located at 439 & 441 Boston Post Road, with modifications and conditions 1 and 3 and to adopt the findings 1 thru 6 of the staff report.**