

**Town of Montville**  
**DEPARTMENT OF LAND USE & DEVELOPMENT**  
**310 Norwich-New London Turnpike, Uncasville, CT 06382**  
**Telephone: (860) 848-6779 ~ Email: [lburdick@montville-ct.org](mailto:lburdick@montville-ct.org)**

**MEMORANDUM FOR THE RECORD**

November 14, 2023 PZC Regular Meeting

Prepared by *Liz Burdick*, Director

on 10/24/23

**Property Address:** 225 Maple Avenue (Parcel ID 77-041-000), Uncasville, CT  
**Application:** PZ #23SITE10 – Site Plan Review/Approval.  
**Applicant(s):** Town of Montville, Ronald K. McDaniel, Mayor  
**Property Owner(s):** Same as Applicant.  
**Attorney:** Matthew Willis, Esq., Halloran & Sage  
**Architect:** Paul Jorgensen, AIA, Senior Project Manager, Silver Petrucelli & Assoc.  
**Engineer:** Civil Engineer – Donald W. Smith, Jr., P.E.  
Structural Engineer, E2 Engineers  
**Land Surveyor:** CLA Engineers, Inc., Site Survey  
Horbal & Justin Land Surveyors & Associates, Topographic Survey  
**Lot Size:** 11.77-acres (512,701SF)  
**Lot Frontage:** 848-feet on Town road Maple Avenue.  
**Zoning District:** Government (GOV).  
**Public Water/Sewer:** Yes.  
**Wetlands/Watercourses:** No regulated activities.  
**Flood Hazard Zone:** No.  
**CAM Zone:** Yes.  
**Public Water Supply Watershed:** No.  
**Proposed Public Improvements:** No.  
**Legal:** Submitted to Land Use Dept. on 10/8/23. Date of Receipt by PZC: 10/24/23.  
Decision Required Date: 12/27/23.

**EXISTING CONDITIONS:** 225 Maple Avenue is the site for the Montville Public Works Complex, including the Public Works Dept., Salt Shed and existing Animal Shelter.

**PROPOSAL:** Construction of a proposed 2428SF Animal Shelter and associated site improvements at the Montville Public Works Complex on about 1.25-acres of the total 11.77-acre property.

**ASST. PLANNER:** 11/14/23 – one outstanding comment.

**TOWN ENGINEER:** 11/14/23 - all comments addressed.

**FIRE MARSHAL:** 11/14/23 – no comments received.

**BUILDING DEPT.:** 11/14/23 – no comments received.

**WPCA:** Future consideration to improve the pump station should be considered.

**UHD:** 11/14/23 - no comments.

**ANIMAL CONTROL OFFICER:** 11/14/23 – no comments received.

**BOND ESTIMATE:** N/A – Town project. Contractor will provide insurance for project construction.

**LAND USE DIRECTOR COMMENTS:** No new.

**STAFF RECOMMENDATION:** Approve with conditions.

The following MOTION is suggested for any favorable approval:

**"I make a MOTION to APPROVE Application 23SITE10 – 225 Maple Avenue (Parcel ID 077-041-000), Uncasville, CT – Applicant/Property Owner: Town of Montville for Site Plan Review for a proposed Animal Control Facility and associated site improvements. *in that the application, supporting documents and a plan* entitled "New Animal Control Facility at: Montville Animal Shelter, 225 Maple Ave., Montville, CT, Prepared by: Silver Petrucelli & Associates, Dated: 10/2/2023, Revised 11/8/2023" **comply with all applicable sections of the Montville Zoning Regulations, with the following conditions:****

1. Final plan set shall be revised to add maintenance schedule for stormwater structures.
2. Applicant shall meet all of the requirements of the Montville Building Department, Office of the Fire Marshal, WPCA, Uncas Health District for required permitting and inspections prior to issuance of a certificate of zoning compliance.
3. All drainage structures proposed for the project shall be constructed and maintained post construction in accordance with the approved Plan Set.
4. Final revised 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 P.E.
5. An approved Zoning Permit is required prior to the start of any work.
6. The Zoning Officer must be contacted and a pre-construction meeting shall be held at least 24-hours prior to start of any work. Soil Erosion and Sediment Controls shall be installed in accordance with the approved plan set and inspected by the Zoning Officer prior to the start of any work.
7. After work has commenced, any substantive changes to the approved site plan require review and approval by the Land Use Director and/or the Planning & Zoning Commission.
8. A final As-Built plan, including finished grades, shall be submitted to the Zoning Officer for review and approval prior to issuance of a certificate of zoning compliance.