

**STAMFORD PLANNING BOARD  
DRAFT MINUTES - TUESDAY, APRIL 30, 2024  
REGULAR MEETING  
VIA THE INTERNET & CONFERENCE CALL  
6:30 P.M.**

**ZOOM WEBINAR**

<https://us02web.zoom.us/j/89625363489>

*Webinar ID: 896 2536 3489*

*Passcode: 356836*

Stamford Planning Board Members present were: Voting Members: Theresa Dell, Chair; Jay Tepper, Vice Chair; and Jennifer Godzeno, Secretary; Michael Buccino and Michael Totilo. Alternates: William Levin and Stephen Perry. Present for staff: Lou Casolo, Engineer Bureau Chief/City Engineer; Anthony Romano, Management Analyst, Office of Policy & Management and Lindsey Cohen, Associate Planner.

Ms. Dell called the meeting to order at 6:30 p.m.

Ms. Dell introduced the members of the Board and staff present and introduced the first item on the agenda.

**PLANNING BOARD MEETING MINUTES:**

**April 9, 2024:** After a brief discussion Mr. Tepper moved to recommend *approval* of the Planning Board Regular Meeting Minutes of April 9, 2024; Mr. Buccino seconded the motion, and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Levin, Tepper). (Mr. Totilo was ineligible to vote as he was absent at the April 9, 2024 meeting.)

**REQUEST FOR AUTHORIZATION:**

- FAMILY CENTERS SCHOOL BASED HEALTH CLINIC OCCUPANCY LICENSE AGREEMENT FOR TURN OF RIVER MIDDLE SCHOOL:** Agreement to allow Family Centers to use and improve, in accordance with a federal grant, a 1,250 sq. ft. portion of the Turn of River Middle School. Family Centers has a long-standing partnership with Stamford Public Schools.

Katherine LoBalbo, Director of School Construction, Board of Education, along with Dennis Torres, Family Centers, Inc., made a presentation and answered questions from the Board.

After a brief discussion, Mr. Totilo recommended approval of the License Agreement by and between The City of Stamford and Family Centers - 17 Vine Road (Turn of River Middle School). This request has been reviewed pursuant to Connecticut General Statute Section 8-24 and the City Charter Section C6-30-13 and finds this request to be consistent with CGS Section 8-24, and the City Charter Section C6-30-13, as well as consistent with the adopted 2015 Master Plan; Mr. Buccino seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Totilo and Tepper).

**REQUEST FOR AUTHORIZATION**

**SUPPLEMENTAL CAPITAL PROJECT APPROPRIATION REQUESTS:**

- CAPITAL PROJECT CLOSEOUT RECOMMENDATIONS:** Pursuant to Stamford City Code Section 8-2, partial closeout of the following Capital projects is recommended:

<b>Project #</b>	<b>Project Name</b>	<b>Closeout Amount</b>	<b>Funding Source</b>
CP3320	Major Bridge Replacement	\$1,569,935.00	State Grant
CP3320	Major Bridge Replacement	\$1,779,200.00	Bond

After a brief discussion, Mr. Tepper recommended approval of the Capital Project Closeout Recommendations with a Total Request of \$3,349,135.00. This request has been reviewed pursuant to Connecticut General Statute Section 8-24 and the City Charter Section C6-30-13 and finds this request to be consistent with CGS Section 8-24, and the City Charter Section C6-30-13, as well as consistent with the adopted 2015 Master Plan; Ms. Godzeno seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

Ms. Dell called for a motion to bring forward Appropriation Request No. 4 for Julia A. Stark Elementary School Long-Term Facility Plan.

Mr. Tepper made a motion to bring forward Appropriation Request No. 4 for Julia A. Stark Elementary School Long-Term Facility Plan; Mr. Buccino seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

2. **JULIA A. STARK ELEMENTARY SCHOOL LONG-TERM FACILITY PLAN DEFERRED MAINTENANCE/ASSET RENEWAL - PROJECT #CP4000011 - TOTAL REQUEST \$4,158,249.00:** The City is seeking a grant for Asset Renewal and Improvements to Julia A. Stark Elementary School, the project cost of \$14,347,081.00 of which the City is seeking reimbursement of 60%. This requires an adjustment to the grant authorized portion of Project #CP4000011.

Katherine LoBalbo, Director of School Construction, Board of Education, made a presentation and answered questions from the Board.

After a brief discussion, Mr. Tepper recommended approval of the Julia A. Stark Elementary School Long-Term Facility Plan Deferred Maintenance/Asset Renewal - Project #C56174 with a Total Request of \$342,500.00. This request has been reviewed pursuant to Connecticut General Statute Section 8-24 and the City Charter Section C6-30-13 and finds this request to be consistent with CGS Section 8-24, and the City Charter Section C6-30-13, as well as consistent with the adopted 2015 Master Plan; Mr. Buccino seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

3. **LAKESIDE DRIVE BRIDGE - PROJECT #CP4000012 - TOTAL REQUEST \$1,317,225.00:** Replacement of Bridge No. 04069, Lakeside Drive Bridge over North Stamford Reservoir. The purpose of the project is to replace the structure which is currently structurally deficient and includes the replacement of a 16 in. water main funded by Aquarion Water Company. The existing structure was built in 1936 and reconstructed in 1993. The proposed bridge span is 36 ft. long and the curb-to-curb width is 24 ft. The project requires forty (40) micro-piles to support abutments and wingwalls, guiderail, fencing and a new water main. A traffic detour is required. The project is identified as State Project No. 0135-0343 which qualified for funding under the State Federal Bridge Program (20% State and 80% Federal). Refer to February 5, 2024 State of Connecticut Project Authorization Letter and the City/Aquarion Agreement attached.

Lou Casolo, Engineer Bureau Chief/City Engineer, made a presentation and answered questions from the Board.

After a brief discussion, Mr. Totilo recommended approval of the Lakeside Drive Bridge - Project #C40000012 with a Total Request of \$1,317,225.00. This request has been reviewed pursuant to Connecticut General Statute Section 8-24 and the City Charter Section C6-30-13 and finds this request to be consistent with CGS Section 8-24, and the City Charter Section C6-30-13, as well as consistent with the adopted 2015 Master Plan; Ms. Godzeno seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

4. **HUNTING RIDGE ROAD BRIDGE - PROJECT #001393 - TOTAL REQUEST \$3,516,878.00:** Replacement of Bridge No. 135-009, Hunting Ridge Road over an unnamed brook. The purpose of the project is to replace the structure which is currently structurally deficient and scour critical. A temporary barrier curb has replaced the original south parapet on the bridge which has collapsed. The existing structure was built in 1940 (est.). The proposed bridge span is approx. 38 feet long and the curb-to-curb width is 28 feet. Project requires 8 drilled shafts, easements which have been obtained, new drainage, utility pole re-location, a traffic detour, and landscaping. The project is identified as State Project 9135-0009 which qualifies for funding under the State Local Bridge Program (44.64% State and 55.36% Municipal Funds). The project was recently bid and the available funding authorization is being moved from the capital project account CP3220 - Major Bridge Replacement to its own capital project account. The project requires an additional authorization in the amount of \$167,743.00 as local bond.

Lou Casolo, Engineer Bureau Chief/City Engineer, made a presentation and answered questions from the Board.

After a brief discussion, Ms. Godzeno recommended approval of the Hunting Ridge Road Bridge - Project #001393 with a Total Request of \$3,516,878.00. This request has been reviewed pursuant to Connecticut General Statute Section 8-24 and the City Charter Section C6-30-13 and finds this request to be consistent with CGS Section 8-24, and the City Charter Section C6-30-13, as well as consistent with the adopted 2015 Master Plan; Mr. Tepper seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

5. **CITYWIDE SIGNALS - PROJECT #C56174 - TOTAL REQUEST \$342,500.00:** Five Thousand Dollars (\$5,000.00) for traffic signal improvements at the intersection of Hope Street and Toms Road associated with Zoning Board Application #221-17 - 535 Hope Street and \$337,500.00 for the Developer's required Zoning contribution for the installation of the new traffic signal at the corner of Washington Boulevard and Tresser Boulevard.

Anthony Romano, Management Analyst, Office of Policy & Management, made a presentation and answered questions from the Board.

After a brief discussion, Mr. Totilo recommended approval of the Citywide Signals - Project #C56174 with a Total Request of \$342,500.00. This request has been reviewed pursuant to Connecticut General Statute Section 8-24 and the City Charter Section C6-30-13 and finds this request to be consistent with CGS Section 8-24, and the City Charter Section C6-30-13, as well as consistent with the adopted 2015 Master Plan; Ms. Godzeno seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

**SUBDIVISION:**

1. **SUBDIVISION #4050 - ALEKSANDRA MOCH, ENVIRONMENTAL CONSULTANT representing 1295 SHIPPAN AVENUE, LLC - 1295 SHIPPAN AVENUE (2 LOTS):** Applicant is proposing to subdivide this 0.5-acre property into two (2) lots, which is commonly known as 1295 Shippan Avenue. The property is located on the northwestern corner of Shippan Avenue and Downs Avenue and is in the Single-family Low-Density District (R-7½).

The property is located in Master Plan Category #2 (Residential - Low Density Single-Family). The property is 21,875 sq. ft. With the minimum lot size of 7,500 sq. ft. in the R-7½ District, the property is oversized and significantly larger than the average size of properties in the R-7 ½ District. The property is in the Coastal Area Management zone; Any development would be subject to Coastal Site Plan Review. All comments received from referral departments have been addressed or are related to development and none were opposed to the Subdivision.

The Applicant is providing a 10% open space set aside that will be governed by a Conservation Easement in accordance with the Subdivision Regulations. While the Property is in the CAM Zone, there are no significant coastal area resources or wildlife habitat on this property specifically. The Applicant's narrative on coastal resources concludes there will be no impact on off-site coastal resources with proper installation of erosion and sediment control measures and stormwater management system, which is confirmed by Engineering and EPB in the permitting process.

Master Plan Category #2 is intended to provide for and protect a suitable environment for single-family dwellings. A two-lot subdivision fits with this intention. If approved, the application states the plan is to maintain the existing historic home on one lot and build a single-family home on the second lot, further supporting MP 2. The Category notes development on parcels less than one acre is permitted where the availability of public utilities, public road systems and other essential public services and the density of existing development so warrant. This area of Shippan is significantly developed and meets these criteria.

Ms. Cohen made comments providing a brief overview of the project.

Ms. Dell mentioned that comments were received from the Stamford Harbor Management Commission stating they were in favor of the application and requested to be notified if any changes were made.

Ms. Cohen stated that Michael Nicholas, who is part of the application team, was in attendance to answer any questions from the Board.

After some discussion, Mr. Totilo recommended approval of Subdivision #4050 with the following conditions recommended by the Environmental Protection Board (EPB) in their memorandum dated March 22, 2024 to Lindsey Cohen, Associate Planner:

The EPB has no objection to this matter moving forward through the Planning Board's review process, subject to the following conditions:

1. Work shall conform to the following plans and documents:
  - "Existing Condition Survey," for Darien Builders, 1295 Shippan Avenue, Stamford, CT by Kenneth Frattaroli PLS 70012, Edward J. Frattaroli, Inc., last revised February 16, 2024.
  - "Preliminary Sub-Division Map" for Darien Builders, 1295 Shippan Avenue, Stamford, CT by Kenneth Frattaroli PLS 70012, Edward J. Frattaroli, Inc., last revised February 16, 2024.
  - "Drainage Plan" and "Detail Sheet," for 1295 Shippan Avenue LLC, 1295 Shippan Avenue, Stamford, CT, by Wayne D'Avanzo, PE 24877, Fairfield County Engineering LLC, dated January 3, 2024.
  - "Drainage Report Prepared for Existing and Proposed Site Conditions," for 1295 Shippan Avenue Lot A-1, Stamford, CT, by Wayne D'Avanzo, PE 24877, Fairfield County Engineering LLC, dated January 3, 2024.
2. Final civil, landscaping, and other related plans shall be subject to the review and approval of EPB staff prior to issuance of a building permit and the start of any site activity.
3. Engineering Department approval of the stormwater management plan shall be obtained prior to issuance of a building permit and the start of any site activity.
4. Submission of a performance bond or certified check or other acceptable form of surety to secure the timely and proper performance of erosion and sedimentation controls, drainage, and landscaping. A detailed estimate of these costs shall be supplied to EPB staff for approval prior to the submission of the performance surety. The performance surety shall be submitted to EPB Staff prior to issuance of a building permit and the start of any site activity.

5. All tree protection and erosion controls shall be installed in the location and manner reflected on the plan prior to the start of any site activity.
6. A landscaping plan is recommended in order to replace trees removed as best possible, enhance screening/buffers from neighboring properties, and to implement low-impact development design. Such a plan shall include name, size, type, location and quantity of plants.
7. All landscaping shall be implemented under the supervision of a qualified landscape professional with written certification submitted to EPB staff prior to endorsement of a Certificate of Occupancy and return of surety.
8. Upon the completion of construction activities on each lot and prior to the receipt of EPB authorization for a final certificate of occupancy, all associated disturbed earth surfaces shall be stabilized with topsoil, seed, and mulch, sod, or other suitable alternatives. The stabilization requirement applies not only to lawn and landscape space, but to all gutter outfalls, driplines, walkways, drives, land areas under exterior stairs and decks, etc.
9. All drainage, grading, final stabilization measures, and other engineering elements shall be completed under the supervision of a Connecticut registered professional engineer/surveyor with an improvement location survey (surveyor) and written certifications (engineer) submitted to EPB staff prior to endorsement of a certificate of occupancy and release of surety.
10. Submission of a standard City of Stamford Landscape Maintenance Agreement prior to endorsement of a Certificate of Occupancy and return of surety.
11. Submission of a standard City of Stamford Drainage Maintenance Agreement to ensure the full and property function of all drainage structures prior to EPB endorsement of a Certificate of Occupancy and release of surety.
12. In-ground fuel oil storage is prohibited.

The Planning Board *approved* Subdivision #4050 and found this request to be in general harmony with the neighborhood and consistent with Master Plan Category #2 (Residential - Low Density Single-Family); Mr. Buccino seconded the motion and passed with eligible members present voting, 5-0-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

**ZONING BOARD OF APPEALS REFERRALS:**

1. **ZBA APPLICATION #015-24 - MICHAEL BATTINELLI, M & R BATT6 PROPERTIES, INC. - 16 COWING TERRACE - Variance of Section 3 - Accessory Structures:** Applicant owns a single-family dwelling with two separate garages. Applicant is proposing to remove both garages and build a one-car garage with storage for tools and equipment and is requesting: [**a**] a side yard setback of 1.4 ft. in lieu of the 5 ft. required; [**b**] a rear yard setback of 4.7 ft. in lieu of the 5 ft. required; and [**c**] distance from dwelling to garage to be 4 ft. 6 in. in lieu of the 10 ft. required.

The property is located in Master Plan Category #2 (Residential - Low Density Single-Family). Variance request [a] is along the eastern side lot line and variance requests [b] and [c] are along the northern rear lot line. Adjoining properties to the east and north are in Master Plan Category #13 (Industrial - General) and land uses reflect that. The adjoining property to the west, a single-family home, has a similarly situated garage. The applicable Zoning Regulations significantly restrict development on this lot and any garage location would require variances.

Master Plan Category #2 is intended to provide for and protect a suitable environment for single-family dwellings. The proposal would remove an existing non-conforming garage located closer to Cowing Terrace than the proposed garage and replace an old garage with a newly constructed garage towards the back of the property, which aligns with the intentions of the MP Category.

Ms. Cohen made comments providing a brief overview of the project.

After a brief discussion, Mr. Tepper recommended **approval** of **ZBA Application #015-24** and that this request is in general harmony with Master Plan Category #2 (Residential - Low Densit Single-Family); Mr. Totilo seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

2. **ZBA APPLICATION #016-24 - JOHN-MICHAEL RACHINSKY-WOOD - 482 PEPPER RIDGE ROAD - Variance of Table II, Appendix B:** Applicant owns a single-family dwelling with a deck and is proposing to construct a second story addition containing a master bedroom and bathroom over the existing footprint. Applicant is requesting a side yard setback for both sides of 31.9 ft. in lieu of the 35 ft. required and a side yard setback of 15.9 ft. in lieu of the 20 ft. required.

The property is located in Master Plan Category #2 (Residential - Low Density Single-Family). The existing home encroaches into the side yard and the proposed addition is to be aligned with the exterior wall. The property would continue to be used for a single-family home and as such is aligned with the intentions of the MP Category.

After a brief discussion, Mr. Buccino recommended **approval** of **ZBA Application #016-24** and that this request is in general harmony with Master Plan Category #2 (Residential - Low Densit Single-Family); Mr. Tepper seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

3. **ZBA APPLICATION #017-24 - JONATHAN ROOS, DODARO ARCHITECTS LLC representing RICHARD G. RICCARDI - 11 HALF MOON WAY - Variance of Table II, Appendix B:** Applicant owns a single-family dwelling on a 10,732 sq. ft. lot and is proposing to bring the existing structure forward closer to the street in order to move the dwelling out of the flood zone to comply with FEMA regulations to allow for structural improvements and energy code complaint updates. Applicant is requesting the following:
- Front setback for the garage of 14.1 ft. in lieu of the 40 ft. required.
  - Street center setback for the garage of 39.1 ft. in lieu of the 65 ft. required.
  - Front yard setback for covered front porch of 21.4 ft. in lieu of the 34 ft. required.
  - Street center setback for covered front porch of 46.4 ft. in lieu of the 59 ft. required.
  - East side yard setback of 8.6 ft in lieu of the 10 ft. required.
  - West side yard setback of 7.1 ft in lieu of the 10 ft. required.
  - Side yard setback for the chimney of 6.3 ft. in lieu of the 8 ft. required.
  - Side yard setback for both of 15.7 ft. in lieu of the 20 ft. required.

The property is located in Master Plan Category #2 (Residential - Low Density Single-Family). A portion of the property is located in the VE Flood Zone. The applicant must comply with FEMA regulations by bringing the structure out of the VE Zone in order to update the dwelling, which was constructed in 1975. Other than the front yard variances, the Applicant is maintaining setbacks consistent with the existing building. Moving the home out of the flood zone supports the property's use for a residential purpose which is aligned with the intent of this Master Plan category.

After a brief discussion, Mr. Totilo recommended **approval** of **ZBA Application #017-24** and that this request is in general harmony with Master Plan Category #2 (Residential - Low Densit Single-Family); Mr. Buccino seconded the motion and passed unanimously with eligible members present voting, 5-0 (Dell, Buccino, Godzeno, Tepper and Totilo).

Ms. Dell announced that a consultant has been chosen for the 2025 Comprehensive Plan and work will most likely start at the end of June.

Ms. Cohen stated approval from the Board of Representatives, Land Use Committee is scheduled for May 22, 2024 and hopefully, will go before the full Board of Representative shortly thereafter.

As this was Mr. Buccino's last meeting, Ms. Dell and the Board wished him well and thanked Mr. Buccino for his time, opinions on the applications and Capital budgets presented over his tenure, and overall commitment as he steps down from the Board.

Next regularly scheduled Planning Board meetings are:

- May 14, 2024 (Regular Meeting)
- May 21, 2024 (Regular Meeting & Public Hearing)
- June 11, 2024 (Regular Meeting)

There being no further business to come before the Board, Ms. Dell adjourned the meeting at 7:20 p.m.

Respectfully Submitted  
May 1, 2024

Jennifer Godzeno, Secretary  
Stamford Planning Board

**NOTE:** These proceedings were recorded on video and are available for review on the Planning Board website at [http://cityofstamford.granicus.com/ViewPublisher.php?view\\_id=20](http://cityofstamford.granicus.com/ViewPublisher.php?view_id=20)