



**TOWN OF MONROE**  
PLANNING & ZONING ADMINISTRATOR

7 Fan Hill Road  
Monroe, CT 06468  
Phone: 203-452- 2812  
[www.monroect.gov](http://www.monroect.gov)

Date: 10/22/2025

To: Planning and Zoning Commission

From: Kathleen Gallagher, PLA Planning and Zoning Administrator

Cc: James DiMeo, P.E. Town Engineer  
Alexandrea Castro, Interim Planning and Zoning Administrator  
William Holsworth, Director of Economic & Community Development  
Andrew Brodtman, Inland Wetland Enforcement Officer

Subject: 83 Hattertown Road – Resubdivision

Submission Data:

Application:

- Subdivision & Resubdivision Application dated 10/14/2025
- Project Narrative
- 200' Abutter's List

Plans

- Sheet 1, Existing Conditions prepared by Lewis Associates dated 8/8/2025
- Sheet 2, Subdivision Map prepared by Lewis Associates dated 9/25/2025
- Sheet 3, Site Development Map & Soil Erosion Control Plan prepared by Lewis Associates dated 9/25/2025
- Sheet 4, Site Development Map & Soil Erosion Control Plan prepared by Lewis Associates dated 9/25/2025

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Application Number: SUB-2025-08, File 1672

Location of Development: 83 Hattertown Road

Zoning: RF-2

Proposed Use: Single Family Dwellings

Other Required Approvals: Inland Wetland Commission Referral (On 10-22-25 Agenda)

PLANNING AND ZONING ADMINISTRATOR COMMENTS

Application Review Team Status:

- Town Engineer: Pending as of 10/22/25
- Fire Marshall: Pending as of 10/22/25
- EMS: Pending as of 10/22/25

- Police Chief: Pending as of 10/22/25
- Town Health Department: Pending as of 10/22/25
- Zoning Enforcement Officer: Pending as of 10/22/25
- Tree Warden Review: N/A – No town road proposed

History:

Lot 1 was subdivided from the property in 2005 (Map 2886). The applicant is requesting a Lot Line Revision for Lot 1 and a resubdivision to subdivide 5.23 acres from the existing 18.76± acre (post lot line adjustment) lot. There is an existing Conservation Easement “Y” on Lot 1. With the Lot Line adjustment, the commission should review whether the Conservation Easement should be expanded.

**Comments for the Applicant:**

1. The 200’ Abutters list should include the addresses of each lot for mailing. See attached instructional sheet on how to utilize our GIS system; however, please note there is a 30-45 day lag in property transfers in the system. Since the application is considered a subdivision, notices will need to be mailed out at least 7 days prior to the public hearing on November 6, 2025.
2. The property is within 500’ of the Town of Easton but is not abutting the town line.
3. It should be noted that the applicant has stated they do not plan on doing any site work as part of the resubdivision application.
4. Lot Bulk Zoning Standards:
  - a. Lot 1: The lot line adjustment creates a larger lot which continues to be conforming.
  - b. Lot 2:
    - i. The side setback shows the greenhouse 41’ from the property line. Greenhouse has been in existence for 3+ year and in it’s current location since at least 2004 and therefore is pre-existing nonconforming.
    - ii. There is no lot coverage requirement in an RF-2 Zone. There is a building coverage requirement. Please change “lot” to “building” in the table and confirm the calculations relate to building coverage.
    - iii. All other standards are in compliance.
5. Open Space: Per Town of Monroe Subdivision Regulations §111-303 E. *“The open space requirement set forth herein shall not apply if the transfer of all land in a subdivision of less than five (5) lots is to a parent, child, brother, sister, grandparent, grandchild, aunt, uncle, or first cousin for no consideration, or if the subdivision includes affordable housing as defined in CGS §8-39a, as amended, equal to twenty (20%) percent or more of the total housing to be constructed in said subdivision.”* Therefore, no open space is required as part of the resubdivision application.
6. Waivers: Please confirm that no waivers are being requested as part of the application.

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