Land Use

James Ventres Land Use Administrator

The Land Use Office serves many functions for the citizens of East Haddam.

- As direct staffing to the Planning and Zoning, Inland Wetlands and Watercourses Commission, Zoning Board of Appeals, Open Space Committee, and Water Pollution Control Authority.
- As indirect staffing for the Historic District Commission, Conservation Commission, Economic Development Commission, and Recreation Commission on associated issues.
- The office, through Planning and Zoning, serves as a central coordinating site for most planning and building projects conducted by Commissions, Boards, and community groups.
- To assist the public in completing applications for the above-referenced Commissions.
- As an education and information center for the citizens of East Haddam, Boards and Commissions, and individuals interested in the town with land use issues.
- To coordinate with the Building Department and the Chatham Health District an efficient system of review of applications and construction sites for compliance.
- Work with Public Works Department with watershed mapping, property line identification, and other associated tasks.

Position	Status	Budgeted Hours	Elected/Union/Non-Union
Land Use Administrator	Salaried	40 hours per week	Non-Union
Land Use Assistant	Hourly	35 hours per week	Union
Recording Secretary	Hourly	105 hours annually	Non-Union

Fiscal Year 2025-2026 Major Service Level Accomplishments

- The Planning and Zoning Commission heard one site plan review application, seven special exception applications, two subdivision applications, twelve home occupation applications, three accessory apartment reviews and one text amendment review. The Inland Wetland and Watercourses Commission heard twenty-seven permit applications and three subdivision reviews.

Fiscal Year 2026-2027 Major Service Level Goals

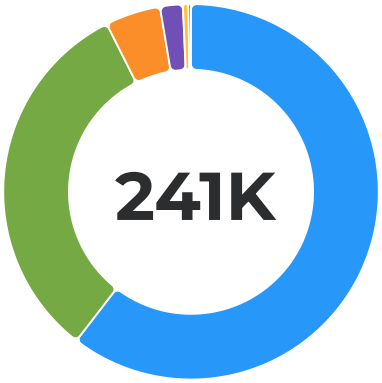
- To continue to serve the citizens of East Haddam in accordance with the Service Narrative above.

Planning and Zoning Revenue: Fees collected for zoning permits, land use applications and pass-through fees to the State of Connecticut.

Land Use Financials

Expenditures by Object Summary

FY27 Expenditures by Object Summary



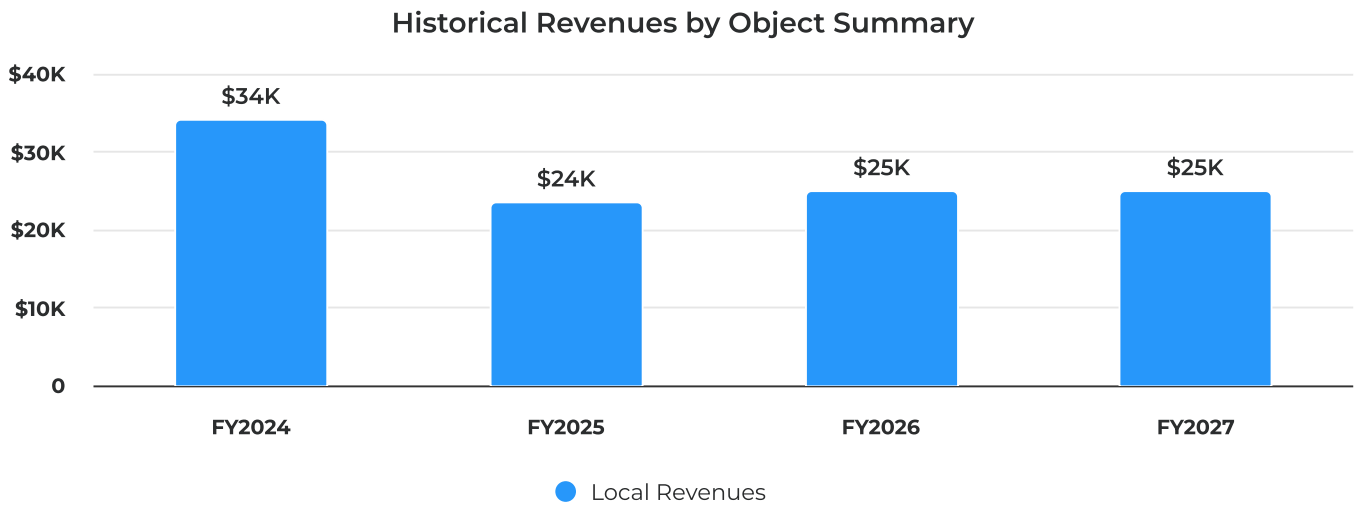
Salaries & Wages	**$145,917**	60.44%
Miscellaneous	**$77,600**	32.14%
Purchased Professional Services	**$11,500**	4.76%
Purchased Other Services	**$4,740**	1.96%
Supplies	**$1,150**	0.48%
Purchased Property Services	**$500**	0.21%

Expenditures by Object Summary

Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
Salaries & Wages	$135,910.36	$139,424.92	$143,620.00	$145,917.00	$2,297.00	1.60%
REGULAR EMPLOYEES	$134,349.94	$137,728.34	$140,870.00	$143,457.00	$2,587.00	1.84%
Land Use Administrator	-	-	$86,006.00	$88,156.00	$2,150.00	2.50%
Land Use Administrative Assistant	-	-	$54,864.00	$55,301.00	$437.00	0.80%
CLERICAL	$1,560.42	$1,696.58	$2,400.00	$2,460.00	$60.00	2.50%
OTHER WAGES (LONGEVITY)	-	-	$350.00	-	-$350.00	-
Purchased Professional Services	$3,999.21	$5,656.69	$11,500.00	$11,500.00	-	0.00%
ENGINEER	$1,917.37	$4,791.94	$7,500.00	$7,500.00	-	0.00%
ENGINEER-INLAND WETLANDS	$2,081.84	$864.75	$3,000.00	$3,000.00	-	0.00%
ENGINEER-WATER POLLUTION CONTROL AUTHORITY	-	-	$1,000.00	$1,000.00	-	0.00%
Purchased Property Services	-	$53.78	$500.00	$500.00	-	0.00%
WATER/SEWER	-	$53.78	$500.00	$500.00	-	0.00%
Purchased Other Services	$4,223.62	$2,804.71	$4,740.00	$4,740.00	-	0.00%
POSTAGE (ENVELOPES)	$1,707.62	$968.71	$1,500.00	$1,500.00	-	0.00%

Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
TELEPHONE/CELL PHONE	$440.00	$440.00	$340.00	$340.00	-	0.00%
ADVERTISING/LEGAL NOTICES	$2,076.00	$1,396.00	$1,800.00	$1,800.00	-	0.00%
PRINTING AND BINDING	-	-	$1,000.00	$1,000.00	-	0.00%
TRAVEL REIMBURSEMENT (MILEAGE)	-	-	$100.00	$100.00	-	0.00%
Supplies	$1,498.21	$474.49	$1,150.00	$1,150.00	-	0.00%
SUPPLIES	$1,498.21	$474.49	$1,000.00	$1,000.00	-	0.00%
BOOKS AND PERIODICALS	-	-	$150.00	$150.00	-	0.00%
Miscellaneous	$35,338.00	$58,778.00	$82,100.00	$77,600.00	-$4,500.00	-5.48%
DUES & FEES	$130.00	$130.00	$300.00	$300.00	-	0.00%
CONFERENCE	-	$180.00	$300.00	$300.00	-	0.00%
PA 235 EXPENSE TO STATE	$10,208.00	$8,468.00	$7,000.00	$7,000.00	-	0.00%
TRANSFER TO WPCA	$25,000.00	$50,000.00	$74,500.00	$70,000.00	-$4,500.00	-6.04%
Total Expenditures	**$180,969.40**	**$207,192.59**	**$243,610.00**	**$241,407.00**	**-$2,203.00**	**-0.90%**

Revenues by Object Summary



FY27 Revenues by Object Summary



Local Revenues **$25,000** 100.00%

Revenues by Object Summary

Category	FY 2027 Budgeted
Local Revenues	
PLANNING AND ZONING REVENUE	$25,000.00
Total Local Revenues	$25,000.00
Total Revenues	**$25,000.00**