East Haddam Planning and Zoning Commission
Land Use Office

Regular Meeting Minutes
December 9, 2025

1. CALL TO ORDER: Chairman Brownell called the meeting to order at 7:14 pm.

2. COMMISSIONERS PRESENT: Crary Brownell (Chairman), James Curtin (Vice Chairman), Richard Pettinelli (Secretary), Bernard Gillis, Debbie Langdon, Susan Kinsman, Maureen Pierson, D. Duncan Orr, Eric Chamberland, Gary Turenne

   COMMISSION MEMBERS ABSENT:

   OTHERS PRESENT: Jim Ventres, Bob Casner – EDC Chairman

3. MINUTES - The November 25, 2025 minutes were accepted as amended.

   3. Minutes section: change November to October.
   2. Commissioners Present section: move the order around to list the alternates last.
   2. Others Present section: add that Todd Gelston is the First Selectman
   6.B. Town of East Haddam Reconstruct Culverts on Beebe Scenic Road: Update *culvert* as it was misspelled.
   6.B. Town of East Haddam Reconstruct Culverts on Beebe Scenic Road: Replace *lowest* with *narrowest* when talking about the width of Beebe Road.

   A motion was made by Mr. Brownell to accept the minutes as amended.

4. BILLS

   $1397.20 Nathan L. Jacobson & Associates, Inc., for work related to the gas station/convenience store in Moodus.

   A motion was made by Mr. Pettinelli to pay the bill as presented. Seconded by Mr. Curtin and unanimously approved.

5. ACKNOWLEDGEMENTS:

   A. Application PZC - 25-19 531 Mt. Parnassus Road, Gregory & Holley Collock (Property Owners) proposed re-subdivision of an interior lot creating one lot of 1.299 acres and a second lot of 2.981 acres.

      Mr. Ventres provided an overview of the change. This is an interior lot of a subdivision completed over 20 years ago when the zoning regulations related to accessory dwellings were very different than today's regulations. The owners want to split the lot into 2 lots. This application was brought before the Zoning Board of Appeals and was approved as it didn't change the neighborhood characteristics given the three 1-acre lots in existence right next to

this property. Chatham Health District provided a letter of approval as well. Mr. Ventres asked for a Public Hearing to be scheduled for January 13th to review this request.

A motion to set the Public Hearing for the application was made by Mr. Curtin for Application PZC- 25-19 531 Mt. Parnassus Road, Gregory & Holley Collock (Property Owners) proposed re-subdivision of an interior lot creating one lot of 1.299 acres and a second lot of 2.981 acres. Seconded by Mr. Gillis and unanimously approved.

Motion to change the order of business by Mr. Pettinelli. Seconded by Mr. Curtin and unanimously approved.

6. PUBLIC HEARING

A. Application PZC #25-17 416 East Haddam – Moodus Road (property location) Shanani Inc (applicant & property owner) Map 64, Lot 64 Reconstruction of an existing gas station / convenience store with a drive-through window.

Mr. Ventres updated the commission and the public that the applicant has requested their application be withdrawn due to a defect in the public notification. The application will be resubmitted and the applicant requested to be on the January 27th meeting agenda. Mr. Ventres asked the applicant to review all materials with him prior to mailing anything to confirm all materials are in order; materials must be mailed no later than January 5th. The Town Attorney asked the applicant to send the notification via certified mail. The application remains the same, but due to the flaw in the notification, the process must start over.

A motion to accept the withdrawal of the application was made by Mr. Curtin for Application PZC #25-17 416 East Haddam – Moodus Road (property location) Shanani Inc (applicant & property owner) Map 64, Lot 64 Reconstruction of an existing gas station / convenience store with a drive-through window, and reset a new application hearing date for January 27, 2026. Seconded by Ms. Pettinelli and unanimously approved.

7. DISCUSSION

A. Moodus Master Plan – Regulation Review

Mr. Ventres noted that the master plan is now pulled together. He outlined some of the changes to refresh the commissioners. He had provided a handout with a list of uses that was broken into four different parts. He suggested that the Jan 13th meeting could be used to review the potential regulation changes.

There are potential property buyers who are interested in the changes to the plan. Mr. Brownell asked Ms. Langdon to provide an overview of what she has pulled together. She noted that she has pulled together architectural information and information using other towns as reference points. The goal is to protect the assets that the town has currently. Mr. Pettinelli noted that we need to look at Moodus Center as up and coming, which means that we need to balance the need to honor the town's uniqueness with providing potential buyers room to develop without onerous cost. There was a survey provided to the townspeople, and Ms.

Langdon noted that she pulled together the recommendations from the survey comments as well. Mr. Pettinelli suggested creating a book of options. Mr. Ventres noted that for East Haddam Village there was a design book created, and that may be a good point of reference. He will provide that document again to the commissioners. Mr. Ventres noted that he discussed with the Historic District who will be reviewing information provided in either the 1980s or 1990s to provide an overview of what a historic district entails. To create a new historic district, 2/3s of the town must approve that. Discussion ensued related to when the Historic Society may get back to the P&Z.

Mr. Casner from the Economic Development Commission (EDC) noted that it is crucial to maintain the rural character while finding ways to keep development stipulations reasonable. He noted that it is a tough sell to attract new businesses, so we need to find a way to balance both the design factors and development costs. Adding a 2nd floor was a great addition as it offers a greater ability for design aesthetics.

Mr. Turenne noted given his personal experience as a builder that there are ways to maintain the look and be cost effective. He noted that it may be an option to outline that the use of similar products can be used to achieve the look and feel desired.
Mr. Pettinelli noted that providing a book of examples of what the desired architectural look and feel is would be extremely helpful.

Ms. Kinsman noted that there are a number of different architectural styles within Moodus, and P&Z is not noting one is desired over the other. She noted that it would be good to denote that any new building should be harmonious with its neighbors. Having guidelines in place would help provide more flexibility and help developers.

8. LAND USE ADMINISTRATOR REPORT

Mr. Ventres noted he had nothing outstanding to report.

9. ADJOURNMENT

A motion was made by Mr. Pettinelli to adjourn at 7:55pm. The motion was seconded by Mr. Curtin and unanimously approved.

Respectfully submitted,
Shannon A. Goyette
Recording Secretary