PLANNING AND ZONING
TOWN OF EAST HADDAM
LAND USE OFFICE
REGULAR MEETING MINUTES
(Not yet approved by the Commission)
June 22, 2021

There is access to this meeting via a YouTube Live link from the Town's website:
www.easthaddam.org

1. CALL TO ORDER: Vice Chairman Curtin called the meeting to order at 7:15 p.m.

2. COMMISSIONERS PRESENT: James Curtin (Vice Chairman), Richard Pettinelli (Secretary), Justin Anderson (regular member), Bernard Gillis (regular member), Lou Salicrup (regular member) and Susan Kinsman (alternate member).

COMMISSION MEMBERS ABSENT: Crary Brownell (Chairman), Ed Gubbins (regular member).

Vice Chairman Curtin appointed Ms. Kinsman to vote for Mr. Brownell.
Ms. Kinsman and Mr. Salicrup stated they attended the June 8, 2021 meeting virtually via YouTube.

OTHERS PRESENT: James Ventres, Land Use Administrator, Bob Casner, EDC-Chairman and Selectman Rob Smith

3. MINUTES: The June 8th, 2021 minutes were accepted with following amendment:
Page. 1 Regulation Review, item 2, 1st paragraph delete made, add make.

Vice Chairman Curtin motioned to accept the minutes as amended. Second by Mr. Pettinelli and passed by unanimous vote.

4. BILLS: Halloran Sage for $444.00.

Mr. Gillis motion to pay the bill as presented. The motion was seconded by Mr. Pettinelli and passed by unanimous vote.

5. ACKNOWLEDGEMENT:

1. 8-24 Review – Potential sale of the former Town Office site. Mr. Ventres requested a public hearing to be scheduled on July 27, 2021 to discuss the Plan of Conservation and Development pertaining to commercial mixed-use for the former Town Office site.

Mr. Pettinelli motioned to schedule a public hearing on July 27, 2021 to discuss the potential sale of the former Town Office site. The motion was seconded by Mr. Gillis and passed by unanimous vote.

6. REGULATION REVIEW:

1. Agricultural Regulations; proposed new Section 29: Mr. Ventres recommends to include this proposed new regulation with other regulation amendments to be reviewed at a public hearing.

2. Seasonal to Year-Round Conversion – Section 24: Mr. Ventres discussed with Bill Thody, East Haddam Building Official, the process for obtaining a certificate of occupancy. Mr. Ventres indicated that for the public's health, safety and welfare, residents seeking seasonal to year-round conversion must receive a certificate of zoning compliance from the Land Use Office. Mr. Curtin stated that in addition to talking with Mr. Thody, he spoke to Mr. Dan Tierney, retired State of CT Building Official, regarding building code standards for existing structures. Mr. Tierney volunteered to attend the next Planning & Zoning meeting to answer questions from the commission.

3. Customary Home Occupations – Section 27: To help update and standardize home occupation application approvals, the commission is reviewing various road classifications in East Haddam. Mr. Ventres referenced the Functional Road Classifications for existing public roads in East Haddam, Appendix XII, 2005. The road classifications are Arterial (State Highways), Collector (Local), Residential (low volume) and Residential (dead ends & cul-de-sacs). Mr. Pettinelli referenced the FHWA Functional Classification Guidelines, Section II – Concepts, Definitions, and System Characteristics, 1989. "Functional classification is the process by which streets and highways are grouped into classes or systems, according to the character of service they are intended to provide". Mr. Pettinelli suggested for Mr. Ventres to send to commission members the Department of Transportation's link for the current East Haddam functional road classification map.

   Mr. Ventres presented a home occupation application for review. The applicant requests permission to operate his masonry business from his home. Mr. Ventres explained that this applicant stores minimal equipment and materials at his home. He has never received a complaint from neighbors at applicant's location. Discussion ensued in regard to equipment and materials stored on-site. The commission requests that the applicant present his home occupation application for business permit at the next meeting to answer questions from the commission.

7. ZEO REPORT:

1. Approved changes to the Connecticut General Statutes, Section 8-2: Mr. Ventres informed the commission of amendments that Governor Lamont signed into law for Sections 8-2 of the Connecticut General Statutes, that impact municipal Land Use Departments and Planning & Zoning Commissions. He will distribute the revised Section 8-2 Statute's to commission members.

2. Potential expansion of the East Haddam Disc Golf Course: Mr. Ventres referenced the aerial topography map of the existing disc golf course located near Nichols field. He explained that the current disc golf course was approved through special exception review and asked if the commission requires the applicant to seek approval for additional, (short distance) nine holes at this site. Mr. Ventres remarked that disc golf is very popular for young adults and this addition would appeal to families with young children or anyone who wants to learn the game. Discussion ensued in regard to accessibility and parking at the golf course. Mr. Curtin requests a drawing for the commission to vote on before giving an official approval for the additional nine holes. Mr. Ventres will present additional details of the disc golf course at the next P&Z meeting.

3. Affordable Housing Application: Mr. Ventres informed the commission of a future site plan review for the Banner Club house conversion to twenty-one housing units; six of the 21 units will be affordable housing. He explained that Attorney Willis will be present at the meeting to interpret affordable housing laws for this application review. Discussion ensued regarding a current traffic survey and the specific use of the club house.

PUBLIC HEARING

1. **Continued - #21-06, 33 Whitewood Drive, Christopher & Nicole Herold, Special Exception Review for an accessory apartment in a new detached garage. Assessor's Map 40, Lot 13.** Mr. Ventres stated that the applicant requested a full extension to the July 27, 2021 meeting.

   Mr. Gillis motioned to continue application #21-06, 33 Whitewood Drive for Christopher & Nicole Herold at the next public hearing on July 27, 2021. The motion was seconded by Mr. Salicrup and passed by unanimous vote.

2. **Continued - #21-08, 15 Lumberyard Road, East Haddam Business Association (applicant), New England Airport Association, LLC (owner), Special Exception Review for "Celebrate East Haddam 2021 Event".**

Mr. Ventres referenced an aerial map of the proposed parking area that is adjacent to Goodspeed Airport. He estimates 215 parking spaces designated for the event including the Goodspeed Musicals parking lot. Mr. Curtin explained that after the recent field walk at the New England Airport site, commission members can see how large the proposed event site is. He added that the Celebrate East Haddam event music tent is a great distance from the Goodspeed parking lot.

Mr. Curtin invited Mr. Sanders, a member of the East Haddam Business Association and the director of the Celebrate East Haddam 2021 Event to address the commission. Mr. Sanders stated that he addressed all of the safety concerns discussed at the previous meeting. The event is scheduled for Saturday, September 4th from 11:00 a.m. to 7:00 p.m. The rain date is Sunday

September 5th. He distributed a flyer with event details and his contact information. Mr. Sanders invited anyone who wants to be involved with the event to send him their email address. A zoom meeting is planned in August. Mr. Sanders explained that he is in the process of securing 160 vendors for this event. Mr. Gillis questioned the number of port-o-lets required for an event of this size. Mr. Sanders stated that he will follow the Chatham Health sanitation guidelines, based on the estimated number of people expected to attend. Ms. Liz Davidson, Sanitarian will determine the number of port-o-lets required on site.

Mr. Sanders remarked that Goodspeed Musicals offered the use of their parking lot for the day of this event. He will obtain permission for additional parking from the Connecticut Department of Transportation to utilize the Eagle Landing parking lot in Haddam. A shuttle bus will transport people across the swing bridge to the event. Mr. Sanders stated that there will be police officers on site for public safety.

At this time Vice Chairman Curtin opened the hearing to the public.

Mr. Casner, Chairman of the Economic Development Commission remarked that the Business Association is cooperating with surrounding neighbors and businesses in the village. He stated that it is a wonderfully planned community event.

There were no comments from the public via email.

Mr. Pettinelli motioned to close the public hearing. The motion was seconded by Mr. Salicrup and passed by unanimous vote.

Ms. Kinsman expressed her concern for traffic issues during the event. Mr. Ventres indicated that at previous village events, the Department of Transportation provided people to direct traffic at crosswalks. There is a plan to close village parking lots when they are full, then to direct vehicles to the Eagle Landing parking lot. Mr. Ventres is included on Mr. Sanders email correspondences to stay informed and monitor event details.

Mr. Gillis motioned to approve application # 21-08, 15 Lumberyard Road, East Haddam Business Association (applicant), New England Airport Association, LLC (owner), Special Exception Review for "Celebrate East Haddam 2021 Event". Assessor's Map 17, Lot 69 with no conditions. The motion was seconded by Mr. Pettinelli and passed by unanimous vote. Justin Anderson abstained.

8. DISCUSSION:

1. **Moodus Center Regulation & Mapping Review -**Mr. Ventres distributed the following documents for discussion: Section 9.10-9.10.2 revised Moodus Center District regulations; 10.1.4.1 Building Structures-Height and Occupancy regulation; East Haddam, Conn., Abbott & Adams Re-Use Appraisal and Disposition plat by Cahn Engineers, April, 1966; Resolution of East Haddam Redevelopment Agency, January, 1967; A zoning map of Old Saybrook central business district; a floor area ratio (FAR) formula for various applications; a height to peak formula showing (4) building examples. The commission reviewed the Moodus Center District Bulk Requirements to clarify regulations. Discussion ensued to determine acceptable building height, floor area

ratio, minimum street and side yard setback lines, cross easements for adjacent properties, DOT right of way on Rte. 149 and drive through windows. Mr. Ventres will ask Attorney Willis to review the regulation amendments. He will distribute the revised regulations to the commission at their next meeting for approval.

ADJOURNMENT

Mr. Anderson motioned to adjourn at 9:00 p.m. The motion was seconded by Mr. Gillis and passed by unanimous vote.

Respectfully submitted,
Toni Marie Dumaine
Recording Secretary