East Haddam Planning and Zoning Commission
Town of East Haddam
Land Use Office

Regular Meeting Minutes
(Not yet approved by the Commission)
April 26, 2022

1. CALL TO ORDER: James Curtin called the meeting to order at 7:15 pm.

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

   COMMISSION MEMBERS ABSENT: Crary Brownell (Chairman)

   OTHERS PRESENT: James Ventres, Land Use Administrator/Zoning Enforcement Officer

   James Curtin appointed Susan Kinsman to vote for Crary Brownell

3. MINUTES - The April 12, 2022, minutes accepted as amended.

   Page 2, Section B, Parking, second paragraph: Ms. Kinsman: **"**The State of Connecticut has a considerate: should read *"…the state of Connecticut has a considerable…"*

   Page 2, Section C, Cannabis Moratorium, first paragraph: Mr. Curtin: "Mr. Pettinelli looks for the status of the Referendum" should read *"Mr. Pettinelli asked for the status Referendum"*

   Page 3, Section D, Public Hearing, sixth paragraph: Ms. Kinsman: "…they are starting process with DEEP…" should read *"…new lease starting the process with DEEP…"*

4. BILLS

   Halloran and Sage - $317.00 – Attorney Willis reviewing caselaw for the appeal on the Town Street lawsuit.

   Mr. Gillis made motion to pay the bill. Seconded by Mr. Curtin and unanimously approved.

5. ACKNOWLEDGEMENT

   Annual Review of the Planning & Conservation Plan of Development/Review of the Affordable Housing Plan.

   Mr. Ventres begins a conversation and reiterates that a representative for a presentation for Review of the Affordable Housing Plan could not make the May 4, 2022, Public Hearing, but can make May 24, 2022. Mr. Ventres recommends setting up a Public Hearing for May 24, 2022, at the East Haddam Office Complex, meeting room #2.

Conversation ensued as to if East Haddam residents would have priority to the Affordable Housing. Mr. Ventres stated that he was not aware of any statue that states the affordable housing is an option for only local residents first.

Mr. Salicrup made motion to set up a Public Hearing for May 24, 2022. Seconded by Mr. Anderson and unanimously approved.

6. SITE PLAN REVIEW

None.

7. REGULATION DISCUSSION

A. CAMPGROUNDS

Mr. Ventres states we are in a holding pattern until we hear back from the East Haddam Economic Development Commission.

Bob Casner, Economic Development Commission Chairman, spoke and stated that a meeting is set for May 5, 2022, and this is also on the EDC agenda. Looking to establish a relationship with the new owners of Wolf's Den. Also discussed was The Getaway Cabins.

Mr. Curtin states that this will be kept on the agenda for the next meeting for further discussion.

B. PARKING

Mr. Ventres begins discussion and referencing Section 11.8.c: Landscaping Standards for Parking Lot Stormwater Management:

> "Developments with proposed Parking Areas of fifteen (15) or more Parking Spaces should provide landscaped island and perimeter landscaping."
>
> At the ends of each parking Aisle…"

Discussion ensued regarding specific parking and location. Looking to push all parking to the rear or side of buildings and the need to look at setbacks. The Commission needs to see examples regarding parking. Also, the need to take into consideration clientele and need for handicap or senior parking.

Mr. Curtin states that this will remain on the agenda for the next meeting for further Discussion.

C. CANNABIS MORATORIUM

Moratorium runs out June 15, 2022. Town Referendum is May 24, 2022. Conversation ensued as to if an extension on the Moratorium is needed.

Mr. Ventres recommends discussing this at the next meeting. They could set a public hearing for the first meeting in June. At that point, they would be able to discuss the need to extend the Moratorium.

Conversation ensues regarding Cultivator, Micro-Cultivator, and other types of facilities.

Mr. Ventres confirms hours of operation would be Monday – Saturday 8:00 a.m. – 10:00 p.m. and Sunday 10:00 a.m. – 6:00 p.m. The same as package stores.

Discussion ensued regarding potential size of buildings and what could potentially be added to the building, who could also apply for 5,000 square feet annually per Statute, if you are a micro-cultivator.

Decision made to discontinue discussion for the evening, read definitions and decide which type of facility works for the town. This will remain on the agenda.

8. PUBLIC HEARING – Mr. Curtin called to order.

The Public Hearing for April 26, 2022, at 8:00 p.m., at the Municipal Office Complex, 1 Plains Road, Meeting Rooms 1 and 2, Moodus, CT 06469 for the revision of the Customary Home Occupations – Section 27 of the East Haddam Zoning Regulations. Questions or comments may be emailed to Mr. Ventres during meeting via email jventres@easthaddam.org.

Mr. Ventres references notes from November 2021 notes.

Changes made:

First page, first paragraph statement added in bold "making sure that it is clearly secondary to the use of the building".

Section D added "s" as there was a typo.

Second page added "if required by determination of the Commission" this would be if it needed to go to special exception.

Mr. Ventres is now asking specific questions not previously addressed.

- Vehicles and vehicle sizes
- Detailed site plan showing residential dwelling and any accessory structures
- Parking
- Potential outside storage
- Information required by the Planning & Zoning Commission or Mr. Ventres to assist and/or review
- Send out notifications to the abutters but not until Mr. Ventres sees the Application

We do not review deed restrictions – this was at the recommendation of the Town Attorney.

If you fill an application out, Mr. Ventres gets to inspect the property. If there is a Public Hearing, the Commission can come and inspect if the deem it necessary.

Mr. Ventres begins discussion on Minor Impact Home Occupation and Major Impact

Home Occupation. Regulation added under d. "*For a minor, not more than one commercial vehicle, not to exceed, class 2, 10,000 pounds shall be parked on site at any given time for any business-related equipment, excluding the one commercial vehicle on the premises shall be stored in an enclosed permanent structure".*

Conversation ensued regarding what is considered minor, moderate, or major within the Commission. Need to review what is in writing now and determine if more needs to be added to the Minor or leave it the way it is. All other application needs special exception.

Potential changes were discussed. In summary, in office can have two employees under a minor impact home occupation. No Fee, or certified mail will be required for minor impact home occupation. If the application requires a Special Exception, they will need to file an application and submit fee payment. Minor impact home occupations do not have to send out Certified Mail. If the application is to Public Hearing which a Special Exception requires, they would need to file an application and submit fee payment.

9. OPEN TO THE PUBLIC

Bob Casner, from audience, believes that this is moving in the right direction. This allows a person to know what they can and cannot do before buying a property. Problems that come up are trucks, noise, and parking. Mr. Casner thinks that it needs to be made as clear as possible as to the size of the trucks that will be allowed. Trucks on residential roads are disturbing. It is all right to keep them on State roads and Commercial Zones. He would like the Commission to be careful with what is allowed and where. Mr. Casner is also suggested, being careful on the number of employees that are going to be allowed.

Mr. Curtin made a motion to continue the Public Hearing. Seconded by Mr. Anderson and passed by unanimous vote.

10. LAND USE ADMINISTRATOR REPORT

Mr. Ventres states that at the next hearing the Commission may be addressing a 3 lot sub-division on West Road on the town line with Salem, and on the corner of Sarah Baker Road. A 10-11 lot subdivision near East Shore Drive may be discussed as well, it is a 46-acre lot but the application has some issues with Wetlands. Short conversation ensued.

A 10-unit apartment complex on Town Street withdrew their application from the Inland Wetlands & Water Course Commission. They would need to re-apply to the Inland Wetlands & Water Course Commission.

Prior to the end of the meeting, Mr. Gubbins brought up the size and the number of signs . Conversation ensued regarding a business sign and a personal sign at a business. Regulation for regular commercial signage, but not regulation for personal.

11. ADJOURNMENT

Mr. Anderson made a motion to adjourn at 8:55 p.m. The motion was seconded by Ed Gubbins and passed by unanimous vote.

Respectfully submitted,
Lenice Tripputi
Recording Secretary