EAST HADDAM PLANNING AND ZONING COMMISSION

MUNICIPAL OFFICE COMPLEX – 1 PLAINS ROAD – MEETING ROOM #1 & 2

REGULAR MEETING AGENDA MINUTES

May 23, 2023

1. **CALL TO ORDER - Mr. Curtin called the meeting to order for the East Haddam Planning and Zoning Commission at 7:15 P.M.**

2. **ATTENDANCE**

   PRESENT: Mr. Salicrup (Regular Member), Mr. Pettinelli (Secretary), Mr. Curtin (Vice Chairman), Mr. Gubbins (Regular Member), Mr. Gillis (Regular Member), Ms. Kinsman (Alternate Member), Ms. Dumaine (Alternate Member).

   ABSENT:
   Mr. Brownell (Chairman), Mr. Anderson (Regular Member), Ms. Langdon (Alternate Member).

   Mr. Curtin asked that Ms. Kinsman sit in for Mr. Brownell and for Ms. Dumaine for Mr. Anderson.

3. **MINUTES – April 11, 2023**

   Correct grammatical errors.

   The April 11, 2023, minutes were accepted as amended.

4. **BILLS –** Halloran & Sage, two invoices in the amounts of $100.00 and $60.00 for researching nonconforming issues and reviewing a potential application.

   Mr. Pettinelli made a motion to pay the bills, seconded by Mr. Gubbins and unanimously approved.

5. **ACKNOWLEDGEMENT - Lake Hayward Preserve, Lake Shore Drive (property location), Anthony Silvestri (applicant & property owner), Eleven (11) Lot Conservation Subdivision and wetland crossings. Map 087, Lot 143.**

   Mr. Ventres stated that this is a Conservation Subdivision Application for Lake Hayward Preserve. He explained that the handout he has given to the members includes the four-step process that is required by the Subdivision Regulations. The application is currently still before the Inland Wetland & Watercourse Commission. The applicant has handed in their drainage calculations. Mr. Ventres informed the members that a site walk is scheduled for the property with Brian Curtis next week. He added that July 11, 2023, would be a good date for the public hearing.

Mr. Gillis asked if it was the responsibility of the Planning & Zoning members to decide if a Conservation Subdivision is appropriate or not in this location. Mr. Gillis said that he agrees that saving the land is important, but it is a high-density area and now we would be adding housing to it.

Mr. Ventres replied stating that with the property location being in the lake zone and most of the lots being half-acre lots, that once you review the plans and look at how the land is split up and the lack of Open Space versus what is here, that it will be make more sense and it will clarify things better. Mr. Ventres said that it shows that there is thirty-five (35) acres of Open Space on one side of the property and seven (7) acres on the other side of the property is under the Conservation Subdivision Plan. Mr. Ventres stated that all the lots will be conforming lots.

The members had a brief discussion regarding roads, zoning requirements, and the clearing of each lot. Mr. Ventres said that there will be a full presentation at the public hearing.

Mr. Gubbins made a motion to schedule a public hearing on July 11, 2023, for the Lake Hayward Preserve, Lake Shore Drive (property location), Anthony Silvestri (applicant & property owner), Eleven (11) Lot Conservation Subdivision Application, Map 087, Lot 143, seconded by Mr. Pettinelli and unanimously approved.

6. HOME OCCUPATIONS – Minor Applications

A. 24 Sipples Hill Road (property location), Jennifer Lowy (applicant & property owner), Map 075 Lot 045. Home crafting.

Mr. Ventres explained to the members that Ms. Lowy makes crafts in her spare bedroom and sells them online. Ms. Lowy mailed the Home Occupation Notification letter via certified mail, there were no responses. She has no customers that come to the home and has no signs on the property.

Mr. Pettinelli made a motion that the home application be processed as a minor application and be administratively approved, seconded by Mr. Gubbins, and unanimously approved.

B. 38 Knoll Road (property location), Michael Bordonaro (applicant & property owner), Map 076 Lot 013. Masonry contractor.

Mr. Ventres explained to the members that Mr. Bordonaro is a masonry contractor. He does not have customers come to the home and there are no signs on the property. Mr. Bordonaro mailed the Home Occupation Notification letter via certified mail, there were no responses. There are also no materials stored there and there are no vehicles on the property. He has a small office at home.

Mr. Pettinelli made a motion that the home application be processed as a minor application and be administratively approved, seconded by Mr. Gubbins, and unanimously approved.

7. DISSCUSSION

A. Update of adopted Gateway Standards

Mr. Ventres explained that after reviewing everything with Attorney Branse, and showing him the physical diagram, and discussing the height issue that has been taking place, Attorney Branse agreed fully with him and informed Mr. Ventres that the designs should be presented to the Gateway Commission.

Mr. Ventres added that he showed Attorney Branse the applications that the town has received. Attorney Branse said that Gateway is in transition right now, they are looking for a replacement for Mr. Torrance Downes who will be retiring. He said that we have a valid argument and advised Mr. Ventres to make the same presentation to them.

Mr. Ventres stated that it would not take much to write a regulation change that incorporates the definitions. He said that the Connecticut River Gateway Commission is holding a public hearing regarding adoption of proposed standards regarding lighting. He handed out the public hearing notice to all the members.

The members discussed height measurement, where the measurement starts, measuring on average, and height regulations.

B. Farm Stands verses Farm Stores

Mr. Ventres said that the newspaper placed an article in the paper regarding conflicts and regulations. He stated that the newspapers never interviewed him, but everyone assumed that they did. He feels that people did not read the article in full, and he stated that without reading the article in its entirety, it was being misunderstood.

Mr. Ventres stated that if we are going to be an agricultural community then we need to review our options. He said that he attended a meeting with the Agricultural Commission. They discussed the need for a category for a farm store. He has already started a draft regulation for a farm store. He added that the Agriculture Commission inquired about what to do regarding wineries and distilling companies.

Mr. Ventres supplied the members with handouts which showed what the regulations are on for farm stores and farm stands for other towns. He would like commission members to review this handout and plan to hold a meeting in the future to discuss everyone's thoughts on the topic.
A meeting would include the Planning & Zoning Commission, Agriculture Commission, Economic & Development Commission, and town farmers.

8. LANDUSE ADMINISTRATOR REPORTS

Mr. Ventres said that the town has received the Open Space Grant for the Kronberg property on North Moodus Road and he explained that this will need to move forward and put it to a town vote. Mr. Ventres also said that the town received a Connecticut DEEP Trails grant for $32,000.00. This grant will be to survey and plan for a future trail starting at the Four Corners and heading South to River Road.

Mr. Ventres said that he will be putting together a bid package and will be sending it out for engineering, design, and survey review. Mr. Ventres added that the Regional Housing Committee has started, and this will deal with affordable housing accessory dwellings.

Mr. Ventres said that a field walk for a road safety audit took place with Connecticut D.O.T. and an engineering consulting firm. He said the meeting went well and he feels confident that they know what we were looking for and spent time identifying all the traffic sources, public sources, and all the walking possibilities, he is expecting that this will be workable for us. He stated that he will start working on putting things together for a grant to help with this.

A town resident addressed the commission members regarding farm stands and asked how it will be managed. Mr. Curtin responded stating that there are several issues that need to be reviewed regarding farm stores. Mr. Curtin added that the commission members are going to try to produce a consensus from the town. Mr. Pettinelli explained that the regulations are discussed and reviewed at the meetings, and the meetings are all public meetings that anyone can attend.

9. ADJOURNMENT - Mr. Pettinelli made a motion to adjourn the meeting at 8:26 P.M., seconded by Ms. Kinsman and unanimously approved.

Respectfully Submitted,
Susan Magri