EAST HADDAM PLANNING AND ZONING COMMISSION

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

REGULAR MEETING MINUTES

August 22, 2023

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

2. **ATTENDANCE**

   PRESENT: Mr. Brownell (Chairman), Mr. Curtin (Vice Chairman), Mr. Gubbins (Regular Member), Mr. Anderson (Regular Member), Mr. Gillis (Regular Member), Ms. Langdon (Alternate Member), Ms. Dumaine (Alternate Member), Ms. Kinsman (Alternate Member).

   ABSENT: Mr. Pettinelli (Secretary), Mr. Salicrup (Regular Member).

   Mr. Brownell requested that Ms. Langdon fill in for Mr. Pettinelli and Ms. Dumaine fill in for Mr. Salicrup.

3. **MINUTES –** PZC July 25, 2023, Minutes.
   Correct spelling of Mr. Gubbins.
   Second Paragraph of second page to read "has its own parking without relying on offsite parking".

   The July 25, 2023, minutes accepted as amended per Mr. Brownell.

4. **BILLS – Halloran & Sage - $60.00**

   Mr. Gubbins made a motion to pay Halloran & Sage, seconded by Mr. Curtin, the vote passed unanimously.

5. **ACKNOWLEDGEMENT –**

   A) **Application #23-09 –** 60 Smith Road (property location), Smith Farm Gardens, Travis Winkley (applicant & property owner). Special Exception Application for additional events and garden cottage. Map 049, Lot011.

      Mr. Curtin made a motion to set a public hearing for September 12, 2023, for Application #23-09 – 60 Smith Road (property location), Smith Farm Gardens, Travis Winkley (applicant & property owner). Special Exception Application for additional events and garden cottage. Map 049, Lot 011, seconded by Mr. Gubbins, the vote passed unanimously.

A) **Subdivision Application #23-10 –** 161 Alger Road (property location), Richard Lagace (applicant & property owner). Subdivision Application for a proposed two lot subdivision. Map 057, Lot 141.

Ms. Dumaine made a motion to set a public hearing for October 24, 2023, for Application #23-10 – 161 Alger Road (property location), Richard Lagace (applicant & property owner). Subdivision Application for a proposed two lot subdivision. Map 057, Lot 141, seconded by Mr. Gillis, the vote passed unanimously.

6. **HOME OCCUPATIONS – Minor Applications**

A) **Home Occupation – Minor –** 5 Woodmont Circle (property location), Patrick Whalen (property owner & applicant). Online consumer products requiring office equipment and packing material. Office space with no customers. Random days throughout the week with hours varying. Map 031, Lot 005.

Mr. Ventres explained that deliveries would be about twice a week and that Mr. Whalen just needs a DBA to cash checks. He also stated that Mr. Whalen's business is not that busy and added that there are not many deliveries, he has a small office with a computer. The members discussed the deliveries, Mr. Curtin suggested that some limits on the deliveries should be in place.

The application was accepted for an administrative approval with the condition to limit truck deliveries and pickups to six times per day.

7. **DISCUSSION**

A. **Request from the Redevelopment Agency. East Haddam Village, Town Property Proposed Plan for Redevelopment review for compliance with the Plan of Conservation and Development.**

- **Mr. Gillis abstained from the discussion and then left the room.**

Mr. Brownell explained that the members just need to review what we have at this time and decide if it is a good concept or not. He added that the developer needs to know if this project is possible as he is not going to put a lot of time and effort into the project until he knows from the commission if it is a good conceptual plan, and the project is a possibility or not. Mr. Brownell stated that this project is going to cost a lot of money, and that once the Planning & Zoning Commission informs him that it looks good then he will submit plans that will include more specifics.

Mr. Ventres told the commission members that he sent the questions that the member asked from the last meeting to Melanie Kolck, the Chairman of the Redevelopment Agency. Mr. Ventres then read out loud all the questions that the members asked from the last meeting.

Mr. Ventres said that Ms. Kolck responded by stating that the developer is confident that there is adequate parking on the site and that they do not expect to need more parking than is provided on the site plan for their normal day-to-day operations. Mr. Ventres added that any large-scale events that occur would decide with all the owners of the parking lots.

Mr. Ventres said that he had reviewed the parking requirements and the ratios on the first plan that was submitted, and it had met all the parking regulations.

Mr. Curtin explained that this would require a letter to be written to the Redevelopment Agency, so he suggested that Mr. Ventres comprise a letter for all chairmen to review.

Mr. Ventres said that the first part would be addressing the moving and placement of the two buildings and that both the Historical Commission and Centerbrook will do research on this. They will hire an architect to review this matter to see if it matches the styles. A report will be given to the Historic District Commission to review.

Ms. Langdon stated that she would like to request that they disclose any controlling interest in any further properties adjacent to their property. Mr. Ventres said that will happen in their final submittal.

Mr. Anderson made a motion for Mr. Ventres to send a letter to the Redevelopment Agency stating that the "conceptual" plan follows the POCD, seconded by Mr. Gubbins, the vote passed unanimously.

Mr. Curtin abstained.

B. Update of adopted Gateway Standards

Mr. Ventres said that they have not replaced the planner in the office to coordinate things with yet but he does have the draft prepared.

C. Farm Stands verses Farm Stores

Mr. Gubbins explained that there really needs to be three different types of definitions. He said that there is a basic farm stand, larger farm stand, which would sell their items and possibly souvenirs and the farm store that is more commercial like.

The members discussed what type of items would be allowed to be sold and how the definitions would fall into place. Mr. Ventres said that the regulation needs to be written to cover all the products that would be allowed to be sold at farm stands and farm stores when we write the regulations for this.

D. Electronic Message Display Signs

Mr. Ventres investigated the prices for an electronic message display sign. He said that they are all solar and the price ranges from about $15, 000.00 to $20,000.00. Stationary one's average about $15,000.00. He added that they would also need to be landscaped. The members discussed the price and types of signs as well as good locations to place them.

Mr. Gubbins made a motion to take a three (3) minute break at 7:57 p.m., seconded by Ms. Langdon, the vote passed unanimously.

The Public Hearing was called to order at 8:00 p.m.
Mr. Brownell read the Public Hearing Notice into record.

8. PUBLIC HEARING – 8:00 p.m.

Application #23-08: **Lake Hayward Preserve, Lake Shore Drive (property location), Anthony Silvestri (applicant & property owner). Proposed eleven (11) lot Conservation Subdivision under Section 23 of the East Haddam Zoning Regulations. Map 087, Lot 143.**

Mr. Ventres stated that the commission members conducted a field walk on the property on August 14, 2023. He said that the Inland Wetland & Water Course Commission has approved the application as submitted based upon the conditions of the Nathan L. Jacobson & Associates letter dated August 14, 2023. Mr. Ventres read this letter into the record.

Mr. Reynolds, P.E. for the project, stated that there is not anything he has to add at this time and is happy to answer any question.

Ms. Langdon asked who the soil test that Nathan & Jacobson requested would be submitted to.

Mr. Ventres said that the soil test report would go to him, and he forwards it to Mr. Brian Curtis, P.E. for review.

Mr. Reynolds said that they have completed a significant amount of soil testing in the retention area as well as the rain garden areas and that he is very comfortable with having the soil testing completed in and around those areas.

Ms. Langdon asked if the homes are not built at road grade, and had to be above road grade, if this affects the rain garden?

Mr. Reynolds explained that all the lot layout that is shown on the plan will work and will be fine-tuned. He added that the site has the benefit of a lot of grade and well drained soils, and he is confident in the practice.

Mr. Gillis asked if the town would be responsible for maintaining the detention basin.

Mr. Ventres said that the town will maintain the ones associated with the roadway but not the rain garden.

Ms. Langdon asked if the homes are built on a slab, or do they have a full basement?

Mr. Reynolds explained that the sites are laid out so there is flexibility. He stated that it can be done either way.

Mr. Gillis asked if it has taken into consideration the placements of any future water treatment discharge systems and if the systems work after the water leaves the rain garden?

Mr. Ventres replied stating that if you have a water softener that it must go into a separate drywell, and you need to figure out placement of the rain garden and figure the type of home and then you would figure out where there is ample space to install a system.

Mr. Reynolds stated that a couple years ago the State of CT Public Health Department took ownership of regulating from discharges from residential water treatment systems. Before that this was a grey area but now, they do have a set of regulations that are parallel to the septic regulations so that when they design a plot plan, they must meet these regulations.

Mr. Ventres explained that while on the field walk, they looked across the road from the two existing roads and there seemed to be vegetation. They all agreed that cutting a little off that side, taking a little off the edge would greatly help Briarwood Road in Colchester and would give a better sight line for the lower road.

Mr. Brownell opened the meeting up to the public for questions or comments.

Mr. Casner said that this is a conservation subdivision and there is open space associated with it which is 36 acres and he asked if this would be going to the town or a private agency.

Mr. Ventres answered that it would go to the town.

Ms. Hinchcliffe stated that the open area is all wetlands.

Mr. Ventres noted on the map where both the wetlands and uplands are outlined.

Mr. Gillis stated that the driveway on lot number 4 seems like a steep slope.

Mr. Ventres responded, stating that 8% is the maximum grade allowed before paving. Mr. Reynolds, P.E., said that it exceeds 8%.

Mr. Reynolds, P.E., stated that the commission has done the town a great service and that if this proposal is approved that it would be the least dense residential development that he has ever worked on.

Mr. Desilva asked if this means that this will not be expanded in the future?

Mr. Brownell said no it will not be expanded.

Ms. Langdon stated that the concerns seem to be more related to the Inland Wetland & Water Courses Commission had more than one meeting on this application.

The commission members discussed the type of vegetation, bur, swales, and runoff.

Mr. Ventres read into the record a draft motion of approval with several conditions pertaining to the proposed subdivision. He noted the conditions were all part of the requirements when approving a subdivision with new roads.

Mr. Curtin made a motion to close the public hearing, seconded by Mr. Gillis, and the vote passed unanimously.

Mr. Gubbins made a motion to approve Application #23-08: Lake Hayward Preserve, Lake Shore Drive (property location), Anthony Silvestri (applicant & property owner). Proposed eleven (11) lot Conservation Subdivision under Section 23 of the East Haddam Zoning Regulations. Map 087, Lot 143, with conditions noted in the draft motion produced by Mr. Ventres dated August 22, 2023, seconded by Mr. Gillis, the vote passed unanimously.

9. LANDUSE ADMINISTRATOR REPORTS

10. ADJOURNMENT – Mr. Gibbons made a motion to adjourn the meeting at 9:15 p.m., seconded by Mr. Curtin the vote passed unanimously.

Respectfully Submitted,
Susan Magri