EAST HADDAM PLANNING AND ZONING COMMISSION
MUNICIPAL OFFICE COMPLEX – 1 PLAINS ROAD – MEETING ROOM #1 & 2
REGULAR MEETING MINUTES

November 14, 2023

7:15 pm

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. Pettinelli (Secretary), Mr. Gillis (Regular Member), Ms. Langdon (Alternate Member), Ms. Dumaine (Alternate Member), Ms. Kinsman (Alternate Member).

Absent: Mr. Salicrup (Regular Member), Justin Anderson (Regular Member), Mr. Gubbins (Regular Member).

Mr. Brownell requested that Ms. Langdon fill in for Mr. Salicrup and Ms. Dumaine fill in for Mr. Gubbins, Ms. Kinsman for Mr. Anderson.

3. **MINUTES – October 24, 2023**

Motions for 8-24 Review - Arial Easement on property of the Town of East Haddam – Eversource – Main Street Map 026, Lot 090. And for a five-minute break were both made by Mr. Curtin.

The October 24, 2023, minutes were accepted as amended.

4. **BILLS - None**

5. **HOME OCCUPATIONS**

   A. **Photography Business - 318 E Haddam Moodus Road (property location), Ms. Kaelyn Macfarland, (applicant & property owner), Map 055, Lot 159.**

Mr. Ventres reviewed the application with the members. He explained that this is a photography business and that there will be no customers that come to the property and that the only equipment used for the business is a laptop, there is no other machinery used. Mr. Ventres added that the applicant leaves her property to do her work and it is basically the same as having a home office.

After a brief discussion the commission members approved, Photography Business - 318 E Haddam Moodus Road (property location), Ms. Kaelyn Macfarland, (applicant & property owner), Map 055, Lot 159.

6. DISCUSSION

A. Regulations Review

- **Update of adopted Gateway Standards**

Mr. Ventres informed the commission that he is contacted Ms. Beckman from Gateway, and he will be meeting with her. He added that at the last meeting that light pollution came up in the discussion he said after reviewing this, he found that the towns regulations regarding lighting are more stringent than what Gateway has. Mr. Ventres said to look at Section 26, he said that our regulations on lighting are more defined. Mr. Ventres stated that the height regulations seem to be an issue. After a brief discussion Mr. Ventres said that he will address this matter with Ms. Beckman when he meets with her.

- **Revised regulation for Childcare.**

The commission discussed childcare and found that there are a few glitches in the existing regulations. Mr. Ventres explained that the statue states that you cannot treat group daycare and childcare services for six or under any differently than you would for a single-family home. He said that he cleaned this up some. The members discussed the need for childcare services, costs as well as adult daycare and how these are handled.

- **Revised regulation for Forestry Practice.**

Mr. Ventres said that last month he gave the Inland Wetland & Watercourses Commission a draft to review. He also explained we are one of the few communities that are allowed to regulate forestry. Mr. Ventres said that he will be talking to Gateway about this, he said that their guidelines are why we have these regulations in place.

Mr. Ventres said that after the Inland Wetland & Watercourses looks at this and adopts it, he goes to the state and asks if the draft regulations meet their criteria, then we will move on if approved, it will not be a zoning standard anymore but a wetland standard under the statue; therefore, going forward we will go through wetlands commission. Mr. Ventres explained that when a forestry project comes in, it is an as of right, under the wetlands act.

- **Special Exception approval time limits**

Mr. Ventres said that he attached an opinion that Attorney Mark Branse received from a ruling in the court, and it basically stated that if you are allowing a site plan to go for five years, the court ruled that a special exception is five years also.

- **Certified Mail vs Certificate of Mailing**

Mr. Ventres said that this is now certificate of mailing versus certified mail, which is a huge cost savings for the public.

- **Farm Stands verses Farm Stores - Subcommittee Report**

Mr. Ventres handed out the draft regulations regarding the farm stands and stores. Mr. Ventres explained that this hits on about everything and it covers the possibility of breweries, distilleries, and wineries, all the umbrella items underneath agricultural uses. Mr. Ventres explained that he sent it to the Regional Planning and the Regional AG Commission for their review.

B. 2024 Yearly Calendar Meeting Schedule

Mr. Gillis made a motion to approve the 2024 yearly calendar meeting schedule, seconded by Mr. Curtin and the vote passed unanimously.

7. LANDUSE ADMINISTRATOR REPORTS

A. Lake Hayward Preserve Subdivision

Mr. Ventres informed the members that Lake Hayward requested a 90-day extension for filing the mylar, they need to have a deed written up for the open space parcels, so it is filed at the same time.

Mr. Curtin made a motion to grant a 90-day extension for the filing of the Lake Hayward Preserve Subdivision, seconded by Mr. Gillis, and the vote passed unanimously.

B. Moodus Mud Coffee

Mr. Ventres stated that he pulled out the original plans for the Gristmill Plaza. Mr. Ventres explained the lighting plan to the members, and he said that the new light pole can be placed in the location that it was planned. Mr. Ventres said that new fixtures have been ordered, a goose neck fixture will be installed at the entrance doorway, he will bring a light meter out and ensure that everything works accordingly. They have also been working on the inside, they are working hard on getting everything ready for the state inspection in a couple of weeks., they would like to open for the holidays.

C. Moodus Center Road Safety Audit

Ms. Haines explained that DOT came back with a variety of different answers regarding the road analysis that was completed for the Moodus Village.

Ms. Haines stated that an old study was done for the sidewalks and that she would like to go back to the engineering that worked on the plan to see what it will cost to obtain a full engineering study so that we have everything to decide how to move forward with the Moodus Village.

Ms. Haines said that she did not want to let things sit too long, and she would like to keep moving on this. Ms. Haines added that Mr. Ventres is working on obtaining that preliminary number to what the study is going to look like. Mr. Pettinelli stated that the town needs a traffic planner, this way the town has someone that would work on projects such as this as well as obtaining grants for the town. Ms. Haines discussed some of the grants that are out there, she feels that some of these grants could also work for us in Moodus as well.

Ms. Haines said that she had a lot of conversation about the grants that are out there; she added that one of the biggest things is that if plans are not in place and the study is in place then we are not shovel ready. She feels that everyone needs to keep looking out of the box for solutions.

Ms. Haines said they we need to build Moodus to be a walkable village with retail spots and sidewalks. She added that Moodus has much potential. She said that the next step forward is obtaining engineered study, she added that she would like to see the sidewalk go down to the senior center, elementary school and connect to the sidewalk in front of the town hall, everything connected.

The members discussed several options for the Moodus Village.

8. **ADJOURNMENT – Mr. Gillis made a motion to adjourn the meeting, seconded by Mr. Curtin and the vote passed unanimously.**