

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

**April 09, 2024**

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

- **ATTENDANCE**

**PRESENT:** Cary Brownell (Chairman), Jim Curtin (Vice Chairman), Ed Gubbins (Regular Member), Toni Dumaine (Alternate Member), Bernard Gillis (Regular Member, Susan Kinsman (Alternate Member).

**OTHERS PRESENT:** Mr. Stuart Fairbanks, Mr. James Ventres.

**ABSENT:** Richard Pettinelli (Secretary), Justin Anderson (Regular Member), Deborah Langdon (Regular Member), Stephen Lohmeyer (Alternate Member).

**Mr. Brownell asked that Ms. Kinsman fill in for Ms. Langdon and Ms. Dumaine sit in for Mr. Pettinelli.**

- **MINUTES –March 26, 2024**

*Corrections: Page two, change Mr. Anderson to Mr. Gubbins. Page three, insert the word “he”.*

**The minutes for March 26, 2024, were accepted as amended.**

- **BILLS – Hallaron & Sage - \$240.00**

**Mr. Curtin made a motion to pay the bill for Hallaron & Sage, seconded by Mr. Gubbins and the vote passed unanimously.**

- **LOT LINE AMENDMENT – Application PZC#24-10 - Fox Hopyard Realty, (applicant & property owner), Fox Hopyard Road (property location), Map 014, Lot 51-58. Proposed lot line modification.**

Mr. Fairbanks introduced himself to the commission and informed the members what had been previously approved for this property, which was a golf course and 53 building lots. He showed the members an overlay recreational map. He pointed out what is currently on the property which is a clubhouse, pond, and golf area.

Mr. Fairbanks pointed out a clubhouse sits on the north side, and there’s a pond to the left. There are also tennis courts, paddle ball courts and 8 building lots on the property.

He added that eventually the golf course would like to add a swimming pool and a pavilion to hold events in. Mr. Fairbanks added that the applicant would also like to have a series of four-bedroom homes on the property for friends and family to stay in when visiting.

Mr. Fairbanks stated that the applicant is asking for approval for a lot line modification. Mr. Fairbanks discussed the water run-off, irrigated pond as well as soils, sand, and gravel with the commission members.

The members discussed with Mr. Fairbanks the run-off, pond, and catch basin locations. They discussed the water supply and permit for drawing water from the Eight Mile River.

Mr. Ventres explained that the applicant cannot start anything with the project until the lot line modification is approved.

Mr. Ventres read into the record the approval letter from the Chatham Health District.

**Mr. Curtin made a motion to approve application PZC#24-10 - Fox Hopyard Realty, (applicant & property owner), Fox Hopyard Road (property location), Map 014, Lot 51-58. Proposed lot line modification, seconded by Mr. Gillis and the vote passed unanimously.**

- **HOME OCCUPATION APPLICATIONS**

- A. PZC #24-06 – 127 Clark Hill Road (property location), Elizabeth Crouse (applicant), Daniel Cavenagh (property owner), Map 012, Lot 008. Proposed home occupation for a nonprofit business, small home office located in the shed that is currently on the property.**

Mr. Ventres informed the commission that Ms. Crouse would like to convert the shed that is on the property into an office, the applicant would use this area for office work for her business. There is no commercial vehicles or customer traffic or signage. Mr. Ventres added that he spoke to the Building Official regarding the shed being converted into an office, the Building Official is fine, and they would come in to submit a building permit.

**It was the consensus of the commission that the application was a minor application.**

- B. PZC #24-07 – 53 Great Hill Road (property location), Liz Palmier (applicant), Mark & Sandra Mathena (property owners), Map 065, Lot 108. Proposed home occupation for a photography business.**

Mr. Ventres stated that Ms. Palmier has a photography business and that she does everything online with a computer. There would be no customers going to the property and the applicant would use her living room to do her office work and computer work. There are no commercial vehicles or customer traffic or signage.

**It was the consensus of the commission that the application was a minor application.**

- **PUBLIC HEARINGS – None**
- **DISCUSSION**

Mr. Brownell informed Mr. Ventres that he recommended that Application PZC#24-10 - Fox Hopyard Realty apply for a Special Exemption Review with all the parking included.

## **Moodus Village RFP**

Mr. Ventres stated that it was brought up at the last meeting that the request for proposal be looked into. He explained that he ran it through Ms. Haines and the town attorney. Mr. Ventres read out loud the town attorney's response. The town's attorney does not see that proceeding with SLR regarding the master plan is an issue at all.

Mr. Ventres stated that there was no vote at the last meeting it was discussed. Mr. Ventres emailed the presentation to the members.

Mr. Ventres stated that 10 requests for proposals were sent out and the Selectman's offices forwarded the requests to BL Companies, FH Studio and TSKP Studios, and it was legally noticed at a meeting that was held, he stated that SLR was the only one that responded.

Mr. Ventres discussed what was allocated in the budget and the where the base information can be found, he added that at the meeting that was held that they decided to go into executive session just in case it was not accepted, He added that other companies were not there and SLR was bidding on what their proposals were.

The commission members briefly discussed infrastructure grants.

**Mr. Curtin made a motion to recommend SLR to the First Selectman, seconded by Mr. Gubbins, and the vote passed unanimously.**

- **LANDUSE ADMINISTRATOR REPORTS**

Mr. Ventres said that they had not gotten to Beebe Road yet. He will resend the response. He said that they keep trying to get out of cleaning up after the rainstorms.

Mr. Brownell informed the members that River Cog has scheduled a meeting regarding this topic for April 30, 2024. Mr. Brownell feels that this topic is one that the town should look at and be aware of.

The members discussed affordable housing and transit locations.

Mr. Ventres informed the members that the Zoning Board of Appeals granted the variance for the canopy for the gas station, formerly Cumberland Farms and the applicant will be submitting a Special Exemption Review application to the Planning and Zoning Commission.

- **ADJOURNMENT**

**Mr. Gubbins made a motion to adjourn the meeting at 8:35 p.m. seconded by Mr. Curtin and the vote passed unanimously.**