EAST HADDAM PLANNING AND ZONING COMMISSION

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

REGULAR MEETING MINUTES

February 11, 2025

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: Crary Brownell (Chairman), Jim Curtin (Vice Chairman), Richard Pettinelli (Regular Member), Bernard Gillis (Regular Member), Deborah Langdon (Regular Member), Toni Dumaine (Regular Member).

ABSENT: Ed Gubbins (Regular Member), Susan Kinsman (Alternate Member), Stephen Lohmeyer (Alternate Member).

MINUTES
January 28, 2025 -Minutes of January 28, 2025: Correct grammatical errors. Minutes approved with amendments.

BILLS
None

Mr. Curtin made a motion to change the order of business, seconded by Mr. Pettinelli, and the vote passed unanimously.

Mr. Brownell excused himself from the meeting.

DISCUSSION

Verizon Wireless Proposal
Discussion on the partnership with Tower LLC (DBA Verizon Wireless) to construct a wireless telecommunication facility on a 2.09-acre parcel.

The commission discussed the existing towers and carriers in the area. There are currently eight towers and the new ninth tower, the initial two towers were established without public meetings. A map was provided showing the locations of existing towers.

Discussion ensued regarding the different carriers and the coverage each carrier provides. It was noted that proposals to use alternative locations like Parker Road to fill coverage gaps.

Mr. Pettinelli motioned to take a three-minute recess, seconded by Ms. Dumaine and the vote passed unanimously.

PUBLIC HEARING
Mr. Pettinelli read the public hearing notice into the record for Application PZC#24-27 – 432 Town Street (property location), Scott Erlandson (applicant & property owner). Map 037, Lot 067. Proposed industrial addition to existing building located in the IG Zone.

Application PZC#24-27 – 432 Town Street (property location), Scott Erlandson (applicant & property owner). Map 037, Lot 067. Proposed industrial addition to existing building located in the IG Zone.

First Date: January 28, 2025
Last Date: March 04, 2025

The applicant submitted a revised site plan dated February 3, 2025, that shows property grading and elimination of the existing top-soil stockpile, includes a temporary stockpile area on the north side, plantings as recommended by the Inland Wetlands Commission, splash pad detail for stormwater management, designates four employee parking spots on the north side, and B100a review from Chatham Health District approved. The plan also includes lighting with full cut-off light fixtures submitted.

The commission discussed the front entrance lighting and overhang and the need for an ADA-compliant parking space with appropriate signage.

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

Mr. Pettinelli made a motion to approve Application PZC#24-27 – 432 Town Street (property location), Scott Erlandson (applicant & property owner). Map 037, Lot 067. Proposed industrial addition to existing building located in the IG Zone, with the condition to add one handicap or ADA parking space to the parking lot; seconded by Mr. Gillis and the vote passed unanimously.

LAND USE ADMINISTRATOR REPORTS

Mr. Ventres reported that there are no updates other than budgetary matters. A meeting is scheduled for February 24, 2025, at 5:30 PM.

Grant Writer Proposal: The proposal is to include a grant writer in the budget was discussed. Discussion on whether the grant writer should be town-wide or specific to Planning and Zoning. It was noted that the Public Works could benefit from a grant writer due to numerous road and sidewalk grants. Other departments, like emergency services, could also benefit from grant writing.

The Redevelopment Agency has two part-time grant writers. They are constantly seeking new funding opportunities. The commission discussed the effectiveness of hiring a full-time grant writer and the potential for a shared or consulting grant writing services.

ADJOURNMENT –Mr. Pettinelli made a motion to adjourn the meeting at 7:50 p.m. seconded by Ms. Langdon and the vote passed unanimously.

Respectfully submitted,
Susan Magri