

**TOWN OF HADDAM  
 PLANNING AND ZONING COMMISSION  
 PUBLIC MEETING  
 TOWN HALL  
 21 FIELD PARK DRIVE, HADDAM, CT  
 THURSDAY, 6 AUGUST 2015  
 UNAPPROVED MINUTES  
*Subject to Approval by the Commission***

**ATTENDANCE**

|   |                                     |
|---|-------------------------------------|
| X | Steven Bull, Vice Chairman          |
| A | Stasia DeMichele                    |
| X | Arthur Kohs                         |
| X | Michael Lagace, Secretary           |
| X | Jamin Laurenza, Chairman            |
| X | Wayne LePard                        |
| X | Carmelo Rosa                        |
| A | Robert Braren, Alternate            |
| X | Raul de Brigard, Alternate - Seated |
| X | Edward Wallor, Alternate            |
| X | Liz West Glidden, Town Planner      |
| X | Bunny Hall Batzner, Recording Clerk |
|   |                                     |
|   |                                     |

**1. Call to Order**

Mr. Laurenza, chairman, called the meeting to order at 7:02 p.m.

**2. Attendance/Seating of the Alternates**

Attendance was taken and all regular members as well as Mr. de Brigard, alternate member, were seated.

**3. Additions/Corrections to the Agenda**

None.

**4. Public Comments**

None.

**5. Public Hearing: Site Plan Review for Home Occupation: Alexandra Vinopal; 493 Little City Road, Higganum, CT also shown on Tax Map 56 Lot 17-7.**

Alexandra Vinopal, applicant, and John White, father/contractor, were present.

Ms. Vinopal reported that she is proposing a small grooming business in the accessory garage on the property. Mr. White stated that the proposal calls for occupying 360 square feet of a 480 square foot garage for a small office and grooming salon with grooming tub, area for drying, and a holding area for a couple of dogs. Mr. White also stated that the garage has electricity, water, and septic.

Mrs. Glidden stated that there will be no client dogs outside except for Ms. Vinopal's own dogs. Ms. Vinopal stated that if any of the client dogs needs to go outside she will take them on a leash one at a time.

Mr. de Brigard asked if there will be overnight boarding. Ms. Vinopal replied no. Mr. White clarified that Ms. Vinopal does have her own dogs. Mr. Kohs asked how many dogs can be handled at the business. Ms. Vinopal stated eight to ten dogs maximum as she will be the only employee.

Mr. Bull questioned the site plan in regard to the garage in relation to the house and the driveway not being accurate. Mr. White agreed. A brief discussion followed. Mrs. Glidden stated that the site plan doesn't need to be cleaned up as the application is about the use rather than the structure. Mr. Bull asked if there are any changes to the driveway/structures being proposed. Mr. White stated that there are no changes to the footprint of anything on the property.

Mrs. Glidden stated the most important documents are the Statement of Purpose and the interior drawing that shows how the room will be divided up. Mrs. Glidden stated the main reason for Ms. Vinopal being before the Commission is due to the use of a sign. Mr. de Brigard stated that he welcomes business to town; however, he wouldn't want to see it become surreptitiously bigger in the sense of boarding. A brief discussion followed in regard to the Commission having the ability to add a condition to the approval preventing overnight boarding; the current regulations under kennels covering overnight board; and the topography preventing the installation of kennels.

Mr. Waller asked if the home occupation would run with the property. Mrs. Glidden stated no, the permit would run with the person.

Mr. Lagace asked if the driveway is easy to get into and turn around. Ms. Vinopal stated that there are three additional spaces that currently aren't being used. Mr. White stated that there is plenty of room for clients to turn around so they will not have to back out into the road.

**MOTION:** Jamin Laurenza moved to close the public hearing and open the meeting at 7:10 p.m. Steve Bull second. Motion carried unanimously.

## **6. Public Meeting: Site Plan Review for Home Occupation: Alexandra Vinopal; 493 Little City Road, Higganum, CT also shown on Tax Map 56 Lot 17-7.**

Alexandra Vinopal, applicant, and John White, father/contractor, were present.

Mr. Laurenza read the motion with Mr. de Brigard asking that a condition preventing overnight boarding be added. Mr. Bull again asked whether the inaccuracy of the site plan matters. Mrs. Glidden stated not in this case as it's about the use.

**MOTION:** Jamin Laurenza moved to approve a permit for a home business to allow a dog grooming facility in an existing detached garage per Section 23.2 of the Town of Haddam Zoning Regulations.

**Conditions:** 1. The applicant must obtain approval from the Chatham Health District prior to opening their business. 2. There shall be no overnight boarding. **Exhibits:** 1. Site Plan drawn by Roger Nemergut dated 10-8-86 and date stamped July 15, 2015 by the Land Use Office. 2. Application received July 15, 2015 for a home business permit. 3. Statement of Purpose. 4. Floor Plan titled 493 Little City Road also received July 15, 2015. Carmelo Rosa second. Motion carried unanimously.

## **7. Discussion of Housing Regulations for Multi-family Overlay District**

To be discussed in September.

## **8. Discussion of Proposed Regulation Updates for Sections 7A, 21.12, 17.5 and 30.6, Section 4 Table 1, and the Definitions Section of the *Town of Haddam Zoning Regulations***

Mrs. Glidden distributed copies of the draft regulation amendments and reviewed with the Commission.

**Section 3 – Definitions - Accessory Structure** – Deleting the following wording: HVAC units, trellises, above-ground oil or propane tanks, flag poles, ornamental statuary – as the town doesn't generally regulate these items. Adding the following wording: ground mounted solar panels, swimming pools and wind generators. Mr. de Brigard asked if there was some way to require that there be some type of screening. Mrs. Glidden stated this can be further discussed when reviewing Section 23; however, the problem with ground mounted solar panels is that they require the sun and can't be screened too heavily with plantings. Discussion followed in regard to the difference between roof mounted and ground mounted solar panels. **Building** – Including hoop structures. **Impervious Surface** - Has been defined. **Area of a Façade Sign** - Has been defined.

**Section 6 – Residential Zone** – Accessory Structures have been added as a use by right, under site plan and then under special permit. 6.5A – need to delete “provided” after “Section 23.7.5”.

**Section 7 – Commercial Zones – C1** – Accessory Structures have been added as a use by right, site plan, and special permit.

**Section 7A – Village District** – 7A.7 – Demolition by Affirmative Act or by Neglect – Additional language to clarify how an applicant may apply. Section 7A.7.A – Deleted as it was not in the right place. Discussion followed in regard to notifying neighbors and the demolition delay ordinance (affects approximately 300 properties in town).

**Section 8 – Industrial Zone – I-1** – Accessory structures language added.

**Section 17 – Signs** – 17.5 Signs Allowed with Registration in Non-residential Zones – Sets the standard for what will be the façade sign for buildings where there are multiple businesses (scaled to the size of the individual business). A brief discussion followed as to whether or not painting a mural on a structure is deemed a sign. Discussion followed in regard to “special event” signs and window signs (neon, package stores, and grocery stores). Mrs. Glidden and the Commission agreed that the maximum sign area should not include interior signs. Banner signs need to be registered. Mr. de Brigard suggested that pictures of what's appropriate or not appropriate be added.

**Section 23 – Accessory Uses, Buildings and Structures** – This is a new section and home businesses will be considered an accessory use. 23.1.b.3 – change “fifty (50)” to “one hundred (100)” pursuant to the town's regulations. Discussion followed in regard to structures that are 200 square feet or less and not more than 15 feet in height are now exempt from zoning except for structures that house chickens (need to meet the setback requirement). 23.1.b.6 - Mrs. Glidden recommended deleting. 23.6.2 - Ground mounted solar panels cannot be installed in the front yard. Discussion followed. 23.6.5.E – Accessory Radio Towers – Mr. de Brigard recommended that lights not be a requirement if under 200 feet. Discussion followed in regard to public safety especially with two small airports in the area. Mrs. Glidden will research further.

**Chapter 30 – Administration and Enforcement** - Language has been added requiring an as-built survey be submitted for all new homes and new commercial and industrial construction; and that the Zoning Enforcement Officer can request an as-built for other building additions, structures, or uses. 30.7.3 – add “removal of landscaping features or vegetation to be highlighted on the site plan”.

**Section 4, Table 1** – Discussion followed in regard to the 200 square foot structure language and whether or not the numbered notes are still tied to the chart.

## 9. New Business

Mrs. Glidden reported that the Botelles have submitted an application for a zone change from industrial to commercial. Their parcel is next to 85 Bridge Road. Public hearing scheduled for Thursday, 3 September 2015. Mrs. Glidden suggested the Commissioners drive by the property.

Mrs. Glidden also reported that there will be discussion pertaining to the Housing Opportunity District (HOD); and once the regulation amendments are complete, a public hearing can be scheduled for both items.

## 10. Old Business

None.

## 11. Approval/Correction of the Minutes

Correction to the 16 July 2015 minutes: page 3, third paragraph, first sentence – add “along the road” after “buffer”.

**MOTION:** Jamin Laurenza moved to approve the 16 July 2015 minutes as amended. Carmelo Rosa second. Motion carried with Mr. Lagace abstaining.

## 12. Chairman’s Report

None.

## 13. Scheduling of Hearings

**Zone Change from Industrial to Commercial** – Thursday, 3 September 2015.

## 14. Town Planner’s Report

None.

## 15. Adjournment

**MOTION:** Steve Bull moved to adjourn. Jamin Laurenza second. Motion carried unanimously.

The meeting was adjourned at 8:32 p.m.

Respectfully Submitted,

*Bunny Hall Batzner*

Bunny Hall Batzner, Recording Clerk

**The next meeting is scheduled for Thursday, 3 September 2015.**