

**TOWN OF HADDAM
 PLANNING AND ZONING COMMISSION
 PUBLIC HEARING/MEETING
 TOWN HALL
 21 FIELD PARK DRIVE, HADDAM, CT
 THURSDAY, 3 DECEMBER 2015
 UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

X	Steven Bull, Vice Chairman (7:01 p.m.)
A	Stasia DeMichele
A	Arthur Kohs
X	Michael Lagace
X	Jamin Laurenza, Chairman
X	Wayne LePard
X	Carmelo Rosa (7:05 p.m.)
A	Robert Braren, Alternate
X	Raul de Brigard, Alternate – (7:02 p.m.) - Seated
X	Edward Wallor, Alternate - Seated
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 7:00 p.m.

2. Attendance/Seating of the Alternates

Attendance was taken and all regular and alternate members were seated.

3. Additions/Corrections to the Agenda

None.

4. Public Comments

None.

5. Public Hearing: Petition for Zoning District Change from Industrial to Commercial for Property Located at 79 and 81 Bridge Road, and Shown on Tax Map 64, Lots 25 and 27A.

Sharon Botelle, owner/applicant, was present.

MOTION: Jamin Laurenza moved to open the public hearing at 7:00 p.m. Ed Wallor second. Motion carried unanimously.

Mrs. Glidden reported that the Botelles own property with two residential houses that is zoned industrial and they would like it zoned commercial. Mrs. Glidden also reported that they are the last property before it turns to residential. Mrs. Glidden stated that the request is in conformance with the existing zoning of the area as there is commercial on one side and residential on the other.

Mr. LePard asked if anyone was interested in purchasing the property. Mrs. Botelle stated that the parcel is two acres with a grocery store on one side, the yarn shop in front, and Dunkin Donuts across the street (all commercial).

MOTION: Jamin Laurenza moved to close the public hearing at 7:03 p.m. Ed Wallor second. Motion carried unanimously.

6. Public Meeting: Petition for Zoning District Change from Industrial to Commercial for Property Located at 79 and 81 Bridge Road, and Shown on Tax Map 64, Lots 25 and 27A.

Sharon Botelle, owner/applicant, was present.

MOTION: Jamin Laurenza moved to open the public meeting at 7:03 p.m. Ed Wallor second. Motion carried unanimously.

Prior to vote on the motion, Mr. Bull asked the reasoning behind the request. Mrs. Glidden stated she believes the Botelles reasoning is that they would like to sell their property and they do not see a lot of opportunity for industrial. Mrs. Glidden also stated that the property adjacent to the Botelles is commercial and they would like to be commercial like the other properties in Tylerville. Mr. Lagace asked if a commercial business could be placed on an industrial lot. Mrs. Glidden responded no.

Mr. Bull asked if the neighbors had to be notified. Mrs. Glidden stated that the Botelles did post a public hearing sign on their property, but did not have to send written notice to the neighbors. Mrs. Glidden also stated that this was a zoning change petition not an application. Mr. Bull asked if there were any comments from the neighbors. Mrs. Glidden responded no.

MOTION: Jamin Laurenza moved to approve a petition to change the zoning designation of two lots located at 79 and 81 Bridge Road from IND to Commercial. **Conditions:** None. **Exhibits:** 1. Letter addressed to Chairman Laurenza dated November 12, 2015 from Sharon and Robert Botelle. Ed Wallor second. Motion carried unanimously.

7. 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 reported that she continues to put the document together. Mr. Bull asked that the document be emailed prior to the meeting to allow for review. Mrs. Glidden will do so.

8. New Business

Plan of Conservation and Development (POCD) Update – Mrs. Glidden reported that she had sent an email, dated 30 November 2015, pertaining to the POCD and that there were a number of typos within the press release. This press release has since been corrected and emailed to the existing commissions (EDC, Wetlands, and Conservation) and three individuals have expressed interest in being on the advisory committee. Mrs. Glidden asked who from P&Z (at least two) would like to be on this committee as well.

Mr. Bull reviewed the acknowledgement page on the current POCD. Mrs. Glidden stated that she felt the following steps should be taken: 1) get the advisory committee in place; 2) send out a Request for Proposals (RFP); 3) get a consultant in place; and 4) working with consultant/committee to figure out which sections need to special attention and updated. Mrs. Glidden noted that the town is covered by River COG who is in the process of developing their own regional POCD and regional economic development plan (data can be drawn from); and that there is a new State POCD (2014) and the town's has to be in harmony with the State's.

Mr. de Brigard asked if there's a deadline for when the POCD needs to be updated. Mrs. Glidden stated the town needs to have a new plan adopted by 24 January 2018; however, 60 days prior to this date, the

Plan must go to the Board of Selectmen (BOS) for review. Mrs. Glidden believes the goal should be to have a new adopted POCD by December 2017. Mr. de Brigard stated that he has heard some towns have requested an extension for filing. Mrs. Glidden will call the Office of Policy and Management (OPM) to confirm if an extension is required. Mrs. Glidden explained to the Commission that if the POCD is not updated within 10 years and you don't have the extension, the town cannot receive discretionary funds such as STEAP grants or transportation funding.

Mrs. Glidden asked Mr. de Brigard and Mr. Bull how the advisory committee's meetings were handled. Mr. Bull stated he had just been voted onto P&Z and really didn't have any recollection of how the meetings were handled. Mr. de Brigard stated that the consultant that is hired will have some type of methodology. Mrs. Glidden stated that due to the POCD being a P&Z document, she would like to use one P&Z meeting night for the POCD advisory committee. Discussion followed in regard to how the advisory committee may meet – perhaps once a month in the beginning and more frequently later in the process.

Mr. de Brigard stated he felt bad that the Tylerville zoning project will have to be placed on hold while the POCD is being updated. Mrs. Glidden stated not necessarily. Mrs. Glidden stated that she has applied for a grant (Preservation in Place) and doesn't believe that the regulations should be done until the town hears about the grant to do the market study. Mrs. Glidden hopes to know whether the application has been approved by the end of December. Mr. de Brigard stated Tylerville needs attention. Mrs. Glidden and the Commission agreed.

Mr. Laurenza asked if the press release had been sent to the Haddam Bulletin and/or Haddam Now. Mrs. Glidden stated that she submitted the release to Haddam Events (January) and Haddam Now. Mr. de Brigard asked if the individuals who have expressed interest are from commissions. Mrs. Glidden stated two are from commissions and one from DOT who recently moved to town and would be helpful with the transportation ideas.

Mr. LePard asked if the Higganum Vision Group (HVG) has expressed interested in having someone on the committee. Mrs. Glidden reported that she will be meeting with HVG next week and will ask. A brief discussion followed in regard to contacting other organizations for potential committee members. Mrs. Glidden voiced concern over there being too many committee members. The Commission agreed. Discussion continued in regard to the setup of the subcommittee, whether additional meetings will be required, and the need for a merchants/business owners association.

Steve Bull, Raul de Brigard, and Carmelo Rosa will represent P&Z.

9. Old Business

None.

10. Approval/Correction of the Minutes

MOTION: Carmelo Rosa moved to approve the 19 November 2015 minutes as submitted. Ed Wallor second. Motion carried unanimously.

11. Chairman's Report

Dr. Malcolm Gorin – Mr. Laurenza announced the passing of Dr. Gorin, former P&Z chairman. Mrs. Glidden provided the date, time, and location of the memorial service. Thank you, Mal. You will be missed.

12. Scheduling of Hearings

None.

13. Town Planner's Report

17 December 2015 Meeting – The Commission agreed to cancel this meeting.

14. Adjournment

MOTION: Steve Bull moved to adjourn. Ed Wallor second. Motion carried unanimously.

The meeting was adjourned at 7:38 p.m.

Respectfully Submitted,

Bunny Hall Batzner

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Recording Clerk

The next meeting is scheduled for Thursday, 7 January 2016.