

**TOWN OF HADDAM
 PLANNING AND ZONING COMMISSION
 PUBLIC MEETING AND HEARINGS
 HADDAM TOWN HALL
 21 FIELD PARK DRIVE, HADDAM, CT
 THURSDAY, 17 JULY 2014
 UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

X	Steven Bull, Vice Chairman
A	Stasia DeMichele
X	Arthur Kohs (7:03 p.m.)
X	Michael Lagace, Secretary
X	Jamin Laurenza, Chairman
X	Wayne LePard
X	Carmelo Rosa (7:05 p.m.)
X	Robert Braren, Alternate - Seated
X	Raul de Brigard, Alternate (7:03 p.m.)
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 members as well as alternate members, Mr. Braren and Mr. Wallor, were seated.

3. Additions/Corrections to the Agenda

None.

4. Public Comments

None.

5. Old Business

None.

6. New Business

None.

7. Public Hearing

Mrs. Glidden read the Legal Notice for both hearings, as printed in the Middletown Press, into the record.

a. A Special Permit and Site Plan for 18 Killingworth Road, Shown on Tax Map 14-A-1, Lot 23, to Allow Three Apartments in Conjunction with an Existing Liquor Store and Associated Site Improvements

Pat Benjamin, engineer, Bascom and Benjamin, Tom Gribbin, architect, Noyes-Vogt, Kamesh Patel, business owner, and Gail Powell, property owner, were present.

Mr. Benjamin reported that the site, located in the Village District, is .93 acres on the east side of Route 81. Using a map, Mr. Benjamin pointed out various features on the property: parking lot (retain 24 foot wide entrance from Rte. 81, 13 spaces to the side and rear of building as well as 10 parallel spaces to the front of the building); loading dock; dumpster area (federal style vinyl fence with gate to conceal dumpster); underground propane tank; and sidewalks (additional sidewalk as recommended by the Architectural Review Committee [ARC] will be added to the plan).

Mr. Benjamin reviewed the Village District setback requirements noting that the applicant meets all the requirements and the maximum building coverage (70 percent allowed; applicant currently at 7.7 percent). Mr. Lagace questioned the closeness of the porch roof to the road (approximately one foot away). Mrs. Glidden stated the purpose of the Village District is to bring front facades towards the road to create a more walkable environment.

Mr. Benjamin reviewed the landscaping plan: propose two swamp white oak to the back of the parcel, three thornless honey locust to the east side of the building, seven or eight alternate leaf dogwood trees around one of the condenser pads, azaleas on the southern side of the building, to the front of the building there are two existing decorative locusts, propose to add Oakleaf azaleas, and a number of existing plantings in the front of the building.

Mr. Benjamin reported that there is an existing structure that will be removed and that it's unclear as to whether or not a charity drop off bin will be removed or relocated.

Mr. Benjamin reported that the site was re-soil tested and that the septic system, located under the parking lot, has been doubled in size (approval letter from Chatham Health District received).

Mr. LePard asked if there was any concern in regard to the base of the condensers being within a flood plain. Mr. Benjamin stated that the condensers will be above the flood plain elevation. A brief discussion followed.

Mr. Gribbin reviewed the building plans pointing out existing and proposed features and noting that the structure is just less than 2,000 square feet. On the first floor the proposal calls for the renovation of the retail portion of the building and the addition of a front entry porch. On the second floor the proposal calls for 2 – two bedroom apartments and 1 – one bedroom apartment within the existing footprint of the structure. The only add on for the building is a stairway for the two front apartments. Mr. Gribbin noted two ARC recommendations: lattice work for the stairway (to shield the framing) and muntin bars (simulated divided lights) to be added to the existing windows on the front elevation and the side elevation of the original building only. Mr. Gribbin reported that another ARC recommendation was to move the bilco door under the frame work of the stairs; however, due to the location of the electric distribution panels, this will not be possible (two photos submitted – Exhibit A). Bilco door will be shielded with landscaping.

Mr. Gribbin reviewed the proposed sign (rendering submitted – Exhibit B) with a second sign proposed on the south side of the building. Mr. Gribbin noted that the signs are within the recommendations of the zoning regulations.

In regard to site lighting, Mr. Gribbin reported that ARC recommended the use of LED lighting. Mr. Gribbin submitted copies of light posts and luminaires (four sheets – Exhibit C). Mr. Benjamin pointed out the proposed areas for lighting. Mr. Gribbin stated that proposed lights are very similar to the existing streetscape lights.

Mr. de Brigard asked why the porch was elevated and if it would be possible to create a link for future connection between the package store parking area to the Grist Mill Village Market parking area. Mr. Benjamin stated if the residential parcel becomes commercial, it would be a good discussion point. Mr. Benjamin also stated that the Hi-Way Package Store is already raised up and it will not raise the grade at all. Mr. Gribbin stated that it's about handicapped accessibility.

Mr. LePard asked if there was a chimney for the boiler. Mr. Gribbin and Mrs. Powell said yes there is and that it's in the middle of the existing building. The Commission asked that the chimney be a part of the final drawing.

Mr. Braren asked several questions pertaining to the columns within the building (existing); if muntins could be added to the two front windows flanking the entry door (not proposed); if the porch would be the only portion of the building with new roofing (the roof will be blended in); and if the balusters could be black (proposed white).

There were no comments from the public either for or against the proposal.

MOTION: Ed Wallor made a motion to close the public hearing at 7:33 p.m. Michael Lagace seconded. Motion carried unanimously.

(Recording Clerk's Note: Mr. Benjamin kept referring to azaleas; however during the ARC meeting the Committee recommended hydrangeas.)

After the public hearing was closed, Mr. Laurenza moved to Item #8a.

b. A Resubdivision of Tuttlebrook Farms to Include Two Additional Lots to be Accessed from Williamsburg Road. The Lots are Located at the End of Williamsburg Road and Are Also Shown on Tax Map 54, Lot 23

Paul Lambert, engineer, Lambert Engineering, was present.

Using various maps, Mr. Lambert reviewed with the Commission the original subdivision, abutting property owners, and the proposed two lots. The proposal calls for two lots to be created from a landlocked 5.9 acre parcel that will be accessed off the cul-de-sac. Mr. Lambert reported that each lot has a 25 foot frontage on the end of Williamsburg Road; Lot 27 is 2.67 acres and Lot 28 is 3.27 acres.

In regard to the landlocked parcel, Mr. Bull questioned whether or not lot line changes had been done recently. Mr. Lambert stated yes, a lot line revision off of Lot 18 was done in April 2014. Keith Ferguson, Tuttlebrook Farms resident – Lot 17, stated that there is construction taking place on that lot now. Mr. Lambert stated that there was an attempt to make the landlocked parcel a part of the original subdivision; however, it wasn't possible at that time.

Mr. Lambert continued his presentation reporting that there is a common driveway apron on the frontage of Lot 27 to provide for snow storage per the *Public Improvement Regulations* and then the driveways split 30 feet in from the common entrance.

Mr. Lambert reported the lots are in excess of the minimum size for a conservation subdivision, soil testing has taken place (letter from Chatham Health received), and there's a narrow wetland crossing (Wetland approval received 06.09.2014). Using the map, Mr. Lambert pointed out the open space area along the two proposed lots.

In regard to the snow storage area, Mr. Laurenza asked if Phil Goff, Assistant Director of Public Works, has been consulted. Mrs. Glidden stated yes, and that he has approved the snow shelf proposal. Mr. de Brigard asked if the town had deeded rights to this storage area. Mrs. Glidden stated no, not to her

knowledge. Mr. Lambert stated that the area is between the curb and the street line (approximately 12 feet in width). Mrs. Glidden noted that the original subdivision was approved prior to the implementation of the road regulations; however, the new proposal must meet those requirements.

Mr. LePard questioned the math pertaining to the lot sizes. Mr. Lambert explained that a mutual agreement was made between the developer and the abutting property owner allowing for slightly more land.

Mr. de Brigard questioned if the owner of Lot 28 will have an easement to use the apron. Mr. Lambert stated that it will be a part of the deed. Discussion followed.

Mr. Ferguson asked if, in the future, it will be possible to the left and behind the lot that is being constructed now to extend the road. Mr. Lambert stated that is not the intent. Mr. Bull stated he had the same concern. Using the map, Mr. Lambert pointed out abutting property owners. Discussion followed in regard to the potential of further development by extending the road. Mrs. Glidden stated that if the Commission should approve the application, it will not help or hinder future development.

William Caffery, Tuttlebrook Farms resident, addressed the lack of street lights within the original subdivision noting the number of children living in the neighborhood and suggested the Commission contemplate the inclusion of sidewalks and streetlights for future development. Mr. Caffery distributed copies of a portion of the Haddam Mail-a-Map (Exhibit A) showing the location of Tuttlebrook Farms and the local road system. Again, discussion followed in regard to further development by extending the road.

MOTION: Steve Bull made a motion to close the public hearing at 8:27 p.m. Ed Wallor seconded. Motion carried unanimously.

MOTION: Steve Bull made a motion to open the public meeting at 8:27 p.m. Ed Wallor seconded. Motion carried unanimously.

8. Public Meeting

a. A Special Permit and Site Plan for 18 Killingworth Road, Shown on Tax Map 14-A-1, Lot 23, to Allow Three Apartments in Conjunction with an Existing Liquor Store and Associated Site Improvements

Pat Benjamin, engineer, Bascom and Benjamin, Tom Gribbin, architect, Noyes-Vogt Architects, Kamesh Patel, business owner, and Gail Powell, property owner, were present.

After the motion was made, Mr. Bull asked if the special permit goes with the land or the owner. Mrs. Glidden stated that the special permit should be filed on the Land Records and will go with the land. A brief discussion followed.

MOTION: Jamin Laurenza made a motion to approve a special permit to allow a mixed use development with the addition of three apartments (one, 1 bedroom and two, 2 bedroom) on the second floor of an existing package store. **Conditions:** 1. All of the site improvements shown on the submitted site plan must be completed within two years per Section 15.6 of the Town of Haddam Zoning Regulations. 2. The proposed pole lights shall be LED. 3. The charity bins located on the western side of the site shall be relocated to the rear of the site or removed. 4. The applicant shall add a sidewalk from the bottom of the stairs that access the second story apartment that leads to Killingworth Road to foster pedestrian access and a walkable Village District. **Exhibits:** 1. Comment Review Letter dated July 14, 2014 from Liz Glidden, Town Planner. 2. Recommendation Letter from Joseph Bergin, Chairman of the Architectural Review Committee dated June 24, 2014. 3. Minutes of the June 23, 2014 Architectural Review Committee meeting. 4. Comment Letter dated July 7, 2014 from Don Mitchell, Director of Environmental Health for Chatham Health District. 5. Application dated June 24, 2014. 6. Site Plan, Survey drawings Titled "Property of Hobar, LLC, Scale 1=20' "Dated May 17, 2014 and Revised June 24, 2014 by Bascom &

Benjamin, LLC. 7. Drawings titled "Additions and Renovations Hi-Way Package Store by Noyes Vogt Architects and dated June 24, 2014. Steve Bull seconded. Motion carried unanimously.

After the vote, discussion followed in regard to the ARC process for this application and whether P&Z members should attend ARC meetings in the future.

b. A Resubdivision of Tuttlebrook Farms to Include Two Additional Lots to be Accessed from Williamsburg Road. The Lots are Located at the End of Williamsburg Road and Are Also Shown on Tax Map 54, Lot 23

Paul Lambert, engineer, Lambert Engineering, was present.

MOTION: Ed Wallor made a motion to approve a resubdivision of Tuttlebrook Farms to include two additional lots shown as Lot 27 and Lot 28 that will be accessed from Williamsburg Road. **Exhibits:** 1. Comment Review Letter dated July 9, 2014 from Liz Glidden, Town Planner. 2. Comment Letter dated July 1, 2014 from Don Mitchell, Director of Environmental Health for Chatham Health District. 3. Application dated June 26, 2014. 4. Site Plan, Survey drawings Titled "Site Development Plan Proposed Lots 27 and 28, Tuttlebrook Farms Subdivision, Williamsburg Road Haddam" Scale 1"=40' Dated April 10, 2014. Wayne LePard seconded. Motion carried unanimously.

9. Approval/Correction of the Minutes

Corrections to the 19 June 2014 minutes: page 2, 8-24 Referral, Oktavec Estate, first paragraph, first sentence – change "Mrs. Glidden also reported that the town needs to give an easement to the Oktavec estate to allow access to the parcel." To "Mrs. Glidden also reported an easement is needed in order to gain access to the parcel."; page 2, 8-24 Referral, Oktavec Estate, second paragraph, second line – between "a" and "utility" insert "review of the"; page 2, 8-24 Referral, Oktavec Estate, second paragraph, last line – at end of sentence insert "per CGS 8-24"; and page 2, Old Business, Incentive Housing Zone, first paragraph, first sentence – end sentence at "IHZs", and begin new sentence by deleting "and" and inserting "It can," and continuing with "according to the . . .".

MOTION: Jamin Laurenza made a motion to approve the 19 June 2014 minutes as amended. Ed Wallor seconded. Motion carried with Mr. Bull abstaining.

10. Chairman's Report

None.

11. Scheduling of Hearings

106 Bridge Street, Site Plan Review, Tattoo Establishment, Personal Services Use in a Commercial District – Hearing to be held on Thursday, 7 August 2014.

12. Town Planner's Report

Incentive Housing Zone RFQs – Deadline is 31 July 2014. Will be discussed further at the 7 August 2014 meeting.

Architectural Review Committee – Mr. Laurenza asked if it would be beneficial to speak to Mr. Benjamin and Mr. Gribbin in regard to how they felt the ARC process was. Mrs. Glidden stated she felt the process was fair; and that if there were concerns, the Commission would have heard about it.

22 August Meeting – The Commission decided at their 7 August 2014 meeting whether or not to cancel this meeting. It was noted that Mr. de Brigard, Mr. Rosa and Mr. Braren will be unable to attend this meeting.

13. Adjournment

MOTION: Ed Wallor made a motion to adjourn. Jamin Laurenza seconded. Motion carried unanimously.

The meeting was adjourned at 8:49 p.m.

Respectfully Submitted,

Bunny Hall Batzner

Bunny Hall Batzner
Recording Clerk

The next meeting is scheduled for Thursday, 7 August 2014