

**TOWN OF HADDAM**  
**PLANNING AND ZONING COMMISSION**  
**PUBLIC HEARING/MEETING**  
**TOWN HALL**  
**21 FIELD PARK DRIVE, HADDAM, CT**  
**THURSDAY, 19 NOVEMBER 2015**  
**APPROVED MINUTES**  
*Approved as Submitted at the 3 December 2015 Meeting*

**ATTENDANCE**

X	Steven Bull, Vice Chairman
A	Stasia DeMichele
A	Arthur Kohs
A	Michael Lagace
X	Jamin Laurenza, Chairman
X	Wayne LePard
X	Carmelo Rosa
X	Robert Braren, Alternate - Seated
X	Raul de Brigard, Alternate – (7:05 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: Special permit to Allow a Bed and Breakfast with a Maximum of Five Bedrooms, Per Section 6.3 C of the Zoning Regulations, Located on 37 Maple Avenue, Higganum, and Shown on Tax Map 15, Lot 124.**

Clark Gardner, owner/applicant, was present.

**MOTION:** Jamin Laurenza moved to open the public hearing at 7:02 p.m. Carmelo Rosa second. Motion carried unanimously.

Mrs. Glidden reported that this application is allowed by special permit under residential regulations. Mr. Gardner stated that the house, built in 1941, has 11 rooms and that he contacted Airbnb, who indicated that there's a need for bed and breakfasts in the area. Mr. Gardner also stated that he's currently renting,

on a nightly basis, two of the rooms as allowed by the regulations; however, he has been receiving calls for additional rooms. Mr. Gardner stated that there's a need for this and he's missing out on additional income and the town's missing out on taxes. Mr. Gardner stated that he and his wife can go up to five bedrooms and he's hoping that he will get more business.

Mr. Laurenza stated that he's heard a lot about Airbnb and asked how it's working out. Mr. Gardner stated it depends on the individual. Mr. Gardner also stated that he's hoping with more people it will be more rewarding. Mr. Gardner informed the Commission that guests can enjoy the four acres that the house sits on as well as the use of the living room with TV, stereo, and piano, if they so choose. Mr. Gardner stated that guest will be offered a cold breakfast of coffee and bagels.

Letters of support from the following neighbors were submitted into the record: Helen Reeve, Ted Esselstyn, Gail Christie and Mark Stephens, and Ellen McKay (Exhibit A).

Mr. Braren asked about the two bedroom limit regulation. Mrs. Glidden stated that the town does allow a bed and breakfast two bedroom and under by right and then up to six bedrooms by special permit. Mr. Gardner is asking for five bedrooms.

Mr. de Brigard asked about the parking. Mrs. Glidden noted that available parking (in the driveway and on street) is highlighted on the Site Plan.

Mr. Bull asked if there would be additional taxes to the town. Mr. Gardner stated that he spoke to Marilyn Baumann, Tax Assessor, and due to the house being a potential revenue stream, the assessment was increased.

**MOTION:** Jamin Laurenza moved to close the public hearing at 7:10 p.m. Ed Wallor second. Motion carried unanimously.

Mr. Laurenza asked the Commission if they would mind skipping to Item #7 of the agenda to conclude this matter. The Commission was agreeable.

**6. Public Hearing: Special Permit to Allow a Detached Accessory Apartment per Section 6.3 B of the Zoning Regulations, to be Located on 154 Burr Road, Higganum, CT and Show on Tax Map 60, Lot 12.**

Jonathon Martin, applicant, was present.

**MOTION:** Jamin Laurenza moved to open the public hearing at 7:12 p.m. Ed Wallor second. Motion carried unanimously.

Mr. Martin stated that the garage is a two car detached structure, 24 feet by 24 feet, and the attached accessory apartment, 24 feet by 24 feet, making the entire structure 24 feet by 48 feet (576 square feet). Mr. Laurenza asked if the apartment will be two bedrooms as handwritten on the floor plan. Mr. Martin stated yes, that the plan was a skeleton drawing and that it was to differentiate from the garage and living space. Mr. de Brigard asked about the windows above the garage. Mr. Martin stated that the space above the garage will be unfinished attic space.

Mr. Bull reviewed the regulations noting that they talk about detached accessory apartments on lots of two acres or more. Mrs. Glidden stated that a variance was received from ZBA.

Mr. Bull also asked if the health department is involved. Mrs. Glidden stated that the health department is awaiting revised engineered drawings. Mr. Martin stated that the health department came out for a perc test and that Chris Bell, engineer, is designing the engineered septic system per the health department's requirements. Mr. Bull asked if that will be a condition on the motion. Mrs. Glidden stated yes, and that this situation is different from a previous matter in Tylerville where the applicant was looking for approval on a public well.

Mr. Bull again reviewed the regulations in terms of not allowing a detached accessory apartment and a home occupation. Mrs. Glidden stated that the idea is for a lot within a residential neighborhood to not have numerous activities taking place on it – apartment, business, and residence - and that the applicant may choose two.

Mr. Wallor asked about deed restricted housing as discussed in the past. Mrs. Glidden stated she didn't feel there was a lot of positive response in going forward with that type of housing and that presently there is nothing within the regulations requiring it.

Mr. Bull asked about the parking noting Section 21. Mrs. Glidden stated that the site plan shows sufficient parking which will not be visible from the street. Mr. Bull stated that from the table within the regulations, he doesn't see where this application would fit in. Mr. Martin stated that the driveway is over 100 feet in length. Mrs. Glidden reviewed the regulations noting that the parking for a detached accessory apartment is residential and most of Section 21 is commercial in nature. Mr. Martin stated that he will be adding two parking spaces beyond the driveway.

**MOTION:** Jamin Laurenza moved to close the public hearing at 7:23 p.m. Carmelo Rosa second. Motion carried unanimously.

**7. Public Meeting: Special permit to Allow a Bed and Breakfast with a Maximum of Five Bedrooms, Per Section 6.3 C of the Zoning Regulations, Located on 37 Maple Avenue, Higganum, and Shown on Tax Map 15, Lot 124.**

Clark Gardner, owner/applicant, was present.

Prior to the vote on the motion, Mr. Bull stated presumably the health department wouldn't need to be involved in this matter as the septic system has already been approved for the number of bedrooms. Mrs. Glidden stated correct as Mr. Gardner already has a septic system that can accommodate the number of bedrooms within the house; however, the health department did review the application as it is a special permit.

**MOTION:** Jamin Laurenza moved to approve a special permit to allow a Bed and Breakfast per Section 6.3 C of the *Zoning Regulations*. **Conditions:** No more than six guest bedrooms and no meals other than breakfast are to be served. **Exhibits:** 1. Application dated October 29, 2015. 2. Hours of operation description. 3. Site Plan of 37 Maple Avenue described as Survey Map of Euphemia and Francis Gardner, Jr. and identified as #3277. Carmelo Rosa second. Motion carried unanimously.

**8. Public Meeting: Special Permit to Allow a Detached Accessory Apartment per Section 6.3 B of the Zoning Regulations, to be Located on 154 Burr Road, Higganum, CT and Show on Tax Map 60, Lot 12.**

Jonathon Martin, applicant, was present.

Mr. Bull asked if the motion contained a condition requiring the applicant to obtain approval from the Chatham Health District prior to construction. Mr. Laurenza stated yes.

**MOTION:** Jamin Laurenza moved to approve a special permit to allow a detached garage with an accessory apartment per Section 6.3 B of the *Zoning Regulations*. **Conditions:** The applicant will obtain approval from the Chatham Health District prior to construction. The accessory apartment will not exceed 800 square feet. **Exhibits:** 1. Application dated November 2, 2015. 2. Floor Plan dated November 2, 2015. 3. Site Plan of 154 Burr Road described as Survey Map of Joseph and Betty Harris and identified as #528. Carmelo Rosa second. Motion carried unanimously.

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

Mrs. Glidden stated that she had sent the original revision to the Gateway Commission and that she needs to resend the document to them for further review. Mrs. Glidden also stated that she had sent a formal referral to all the appropriate agencies and towns when she thought this matter would be addressed in October.

## **10. 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***

Mr. Laurenza asked if Mr. Branse had completed his work on this document. Mrs. Glidden stated yes, and that she will provide a final draft for review.

Mrs. Glidden reported that she had a discussion with Francis Barkyoub who would like to purchase the former Squabble Hollow property, 660 Killingworth Road, and have a glass blowing studio with gallery and possibly offer classes. Mrs. Glidden stated that the best way to handle this matter would be through a text amendment. Mrs. Glidden also stated that the previous owner had a special permit for an antiques business; however, when they were trying to sell the property, they requested the special permit be extinguished.

Mrs. Glidden distributed a draft of proposed wording for artisan galleries, studios, and classrooms by special permit. Discussion followed with the Commission suggesting the elimination of the wording "provided the lot has frontage on a state road or highway".

## **11. Discussion of the Sign Regulations for Higganum Village**

Mrs. Glidden distributed a memo from the Architectural Review Committee (ARC), dated 23 October 2015, and reviewed with the Commission what ARC identified as some of the problems and some potential solutions. Items discussed: 1) The number of signs within the Center that aren't pedestrian oriented and as those signs are replaced, although still visible from a vehicle, they would become lower in height making them pedestrian friendly. 2) ARC didn't object to sandwich board or T-shaped signs as long as they were close to the business they represent and made of weather proof or durable material. 3) Signs colors – limit to a maximum of four colors and discourage the use of bright whites.

Mr. LePard stated that he thought the suggestions were good, but felt they were premature as he hasn't witnessed a number of people walking in the Center. Mr. Laurenza agreed. Mr. de Brigard stated that if the purpose is to make the Center feel pedestrian friendly, then there has to be a starting point (be proactive not reactive). Discussion followed in regard to building/facade signs and pylon signs; and sandwich board signs for businesses that sit further back from the road, the potential for these signs looking cluttered along the road, and requiring these types of signs to be taken down after business hours.

Mr. Bull mentioned the Barrington regulations which were distributed to the Commission some time ago as an example of a potential set up for the regulations. Mrs. Glidden stated that the attempt has been to identify what the issues are – a multitude of signs that are highway oriented – and make changes to progress toward pedestrian signs while not appearing to be unfriendly to businesses.

After hearing the Commission's comments and concerns, Mrs. Glidden recommended that the Commission wait to address ARC's comments and finish their existing project (regulation revisions). Mr. de Brigard asked if the Commission could take some of the suggests and implement them. Mrs. Glidden stated it would be nice. The Commission agreed that if there was some easy wording that could be included with the present revisions than include it; otherwise, revisions to the signs regulations should be a separate project.

Mr. de Brigard suggested that the wording pertaining to special event signs – that they be registered and limited to 30 days in a calendar year (Item #4 in the ARC memo) - be included in the present revisions. Mr. Laurenza recommended that the Commission finish their first project and then move on to the signs.

## **12. New Business**

None.

## **13. Old Business**

None.

## **14. Approval/Correction of the Minutes**

**MOTION:** Jamin Laurenza moved to approve the 15 October 2015 minutes as submitted. Carmelo Rosa second. Motion carried unanimously.

## **15. Chairman's Report**

Mr. Laurenza congratulated all those Commissioners who were re-elected.

## **16. Scheduling of Hearings**

**Robert and Sharon Botelle, 79 and 81 Bridge Road, Request for Zone Change** – The Botelles are requesting a zone change from industrial to commercial. Public Hearing, Thursday, 3 December 2015.

## **17. Town Planner's Report**

**Preservation of Place Grant Applicant** – Mrs. Glidden reported that she has submitted the grant for a market study on the Route 82 corridor in Tylerville and to create zoning regulations based on that study.

**Transition** – Mrs. Glidden reported that she is working on the transition with newly elected First Selectman Lizz Milardo.

**Fern Tremblay, Building Official** – Mrs. Glidden reported that Mr. Tremblay will be retiring at the end of December 2015.

**Plan of Conservation of Development (POCD) Update** – Mrs. Glidden reported that the Commission can determine how the subcommittee will be comprised (only various commission/board members or commission/board members and residents) for the update. Discussion followed in regard to who the Commission would like to see serve on the subcommittee and how to include the business owners in this process.

## **18. Election of Officers**

Mr. Laurenza reported that Mr. Lagace sent an email resigning as P&Z secretary.

**MOTION:** Steve Bull nominated Jamin Laurenza for chairman. Ed Wallor second. Motion carried unanimously.

**MOTION:** Wayne LePard nominated Steve Bull for vice chairman. Jamin Laurenza second. Motion carried unanimously.

A nomination for secretary was tabled.

**MOTION:** Jamin Laurenza moved to approve the slate of officers as nominated. Ed Wallor second. Motion carried unanimously.

**19. Adjournment**

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

The meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

*Bunny Hall Batzner*

Bunny Hall Batzner  
Recording Clerk

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