

**TOWN OF HADDAM
 PLANNING AND ZONING COMMISSION
 PUBLIC MEETING
 TOWN HALL
 21 FIELD PARK DRIVE, HADDAM, CT
 THURSDAY, 15 OCTOBER 2015
 UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

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

3. Additions/Corrections to the Agenda

None.

4. Public Comments

None.

5. Discussion of Housing Regulations for Multi-family Overlay District

Mrs. Glidden distributed one page of the proposed regulations with revisions as requested by Torrance Downes, Senior Planner, Gateway Commission. The revisions would prevent a Housing Overlay District (HOD) from being developed on the shoreline of the Connecticut River. Mrs. Glidden stated that since Haddam Neck is within the Gateway Zone, she felt it wouldn't be appropriate for an HOD to be in Haddam Neck; and asked the Commission if they objected to wording outlining this restriction. The Commission was agreeable. Mrs. Glidden will email the entire document to the Commission.

6. 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*

This was nothing new to report at this time.

7. New Business

None.

8. Old Business

None.

9. Approval/Correction of the Minutes

Corrections to the 1 October 2015 minutes: page 4, third paragraph, second to last sentence – change “are in” to “can be”; and page 5, fifth paragraph, third line – change “isn’t a” to “isn’t this a”.

MOTION: Ed Wallor moved to approve the 1 October 2015 minutes as amended. Wayne LePard second. Motion carried unanimously.

10. Chairman’s Report

None.

11. Scheduling of Hearings

None.

12. Town Planner’s Report

5 November 2015 Meeting – Commission agreed to cancel the meeting. The next meeting is scheduled for Thursday, 19 November 2015.

Notice of Violation, Maules, Saybrook Road, LLC (Tylerville) - Mrs. Glidden reported that a Notice of Violation has been mailed in regard to uncompleted work (grading/seeding) on the pad site just north of the new gas station. Mrs. Glidden also reported that there is \$3,600 in bond money that can be used if there is no action by the Maules.

Self-Storage, Bridge Road, Tylerville – Mrs. Glidden reported that she had received complaints in regard to landscaping having not been completed from 2006-2007 and that the site hadn’t been inspected. A copy of the sight plan was obtained (wasn’t in the record), reviewed, and the owners of the facility are currently working to complete the landscaping.

Preservation of Place Grant, Pre-Applicant – Mrs. Glidden reported that the town has joined Connecticut Main Street, a non-profit organization, which offers a number of grants. Mrs. Glidden also reported that she has submitted a pre-application for an assessment of Tylerville to look at what currently exists, continue with the UConn study, and to begin to develop village district regulations that would be specific to Tylerville; and that the town has been advised that a full application, due in November, can be submitted. Mrs. Glidden further reported that the grant is \$10,000 and she will be requesting matching funds in the Capital Plan. Mrs. Glidden noted that she is aware of an additional grant and will begin the application process on that.

Mr. Wallor asked Mrs. Glidden if regulations for Tylerville need to be completely different from Higganum; and if so, why. Mrs. Glidden responded yes, stating that Higganum is designed to be a walkable village with a maximum setback of eight feet from the road and that she didn’t believe this would be feasible in Tylerville. Mrs. Glidden stated the Commission may want to encourage businesses to come slightly closer to the road, but not a zero setback. Mr. Wallor agreed.

Mrs. Glidden suggested the Commission contemplate looking at Tylerville in sections such as Saybrook at Haddam to the intersection of Chester Road (cottage industry; a lot of houses; quaint infill); the inter-

section of Route 154 to Dunkin Donuts on Bridge Road as another; and from Dunkin Donuts to the river as another (commercial/mix uses, but different grades). Mr. LePard discussed the area of the railroad and state properties and the potential of development there.

Haddam EDC and East Haddam EDC, Joint Meeting – Mrs. Glidden reported that both Commissions met Wednesday, 14 October 2015, and that the meeting was productive. Mrs. Glidden reported that the East Haddam Town Hall will be moving to the former middle school and this area will become vacant commercial space. At this meeting there was discussion of conducting a Route 82 corridor study from the Merchant House, Haddam, to Shagbark, East Haddam, - looking at marketing/infrastructure elements and bike/pedestrian compatibility on the Haddam side, especially if there's hope for a walkway across the bridge. Mr. Kohs asked if the walkway was realistic. Mrs. Glidden stated the state is giving reasons why it wouldn't work; however, she does believe it's feasible. There was discussion of developing their own website "The Haddams" where events could be posted similar to Stonington and Mystic. The two commissions will meet quarterly and Mrs. Glidden will do some research on how to fund the corridor study.

Feasibility Studies – Mrs. Glidden reported that she would like to see the town do two feasibility studies - WFS and the Merchant House – and that funds have been requested in the Capital Plan. Mrs. Glidden stated that although a study of WFS may have the potential to be controversial due to the property being privately owned, it may be beneficial to the town to see what may be appropriate for the site and allow the town to be in a better position to either work with the owner or react to any potential applications that may come before the Commission. Mrs. Glidden explained the difference between marketing and feasibility studies. Mrs. Glidden believes the property will be developed before 2019 when the sunset clause kicks in. Mr. LePard asked if WFS has any studies or visions for the property. Mrs. Glidden stated when she spoke to Doug Anderson, owner, that he was interested in doing a residential development. The study would be between \$10,000-\$15,000.

Mr. Wallor stated that WFS has a right-of-way on Turkey Hill Road that the Wetlands Commission turned down; and without this right-of-way, WFS cannot access the property. Discussion followed in regard to a potential access from Filley Road. The Commission reviewed a map with the properties being pointed out to Filley Road. Mrs. Glidden agreed that WFS may be limited. Mr. Wallor questioned whether this particular study may be a waste of money.

In regard to the Merchant House, Mrs. Glidden stated that a marketing analysis would be conducted as she sees the property as an anchor piece for Tylerville and that the property will be up for sale soon. Mr. Laurenza stated he believes it's already for sale (online). Mrs. Glidden noted that the property is historical and believes what happens on it will be critical. Discussion followed in regard to a bed and breakfast/inn and that both EDCs noted at their meeting that there isn't enough overnight housing on East Haddam's end. Mrs. Glidden felt that having traffic counts would also help with the general area. The Commission felt this would be a good idea.

Mrs. Glidden stated she will be making a presentation before the Capital Planning Committee on Wednesday, 22 October 2015, and will try to switch the feasibility study from WFS to the Merchant House. Mr. Laurenza suggested Mrs. Glidden speak to Jeff Jacobson, town engineer, to get his opinion on putting a subdivision on the WFS property prior to making the switch. Mr. Bull asked what Mrs. Glidden felt the WFS parcel should be used for. Mrs. Glidden stated she felt it would make a great municipal resource – new public works, new senior center, walking track for seniors, play fields. Mr. Wallor stated there needs to be care taken in what may go there as there are properties that are large enough for hunting. Mrs. Glidden stated she will speak to Mr. Jacobson.

Mrs. Glidden asked if the Commission would be in favor of a feasibility study for the Merchant House. The Commission was agreeable.

Signs – Mrs. Glidden reported that ARC met on 8 October 2015 and came up with general concepts – number of signs, one freestanding sign, one wall sign, one 'Open for Business' flag, one special event sign per year, while Mr. Branse suggested color, material, etc. Mrs. Glidden also reported that Mr.

Branse suggested putting the mechanics (numbers) in the zoning regulations (either in Section 7A or Section 17) and beef up the Design Guidelines (colors, materials).

Mr. LePard asked when the first review for a sign would take place and would it have any bearing on the rest of the review process. Mrs. Glidden stated the sign would be reviewed at the beginning of the process and it could potentially hold up the process; however, the applicant could either submit a complete package or come forward with the structure and then come forward with the sign afterwards. Mr. LePard stated he didn't want to add another layer that would hold up the entire process and suggested that wording be included that outlines the options. Mr. Wallor stated he would prefer there be no outline of what a sign can be made of noting that a favorite sign in town is the antique car in Tylerville. Mrs. Glidden stated that an antique car could be included as an artistic sign with a photo dropped into the regulations/guidelines. Mr. Wallor stated that he didn't want to limit the types of materials and again cited the use of a sign made out of Legos for a Legos store. Mrs. Glidden stated that she can take photos of signs that could be included in the regulations. Mr. Rosa suggested the Commissioners take photos of signs they feel would be appropriate.

Land Use and Building Departments Merged/New Software – Mrs. Glidden stated that the two departments have merged and that she is looking to purchase the software "Viewpoint" and explained how the software would work among the varying departments and would also allow applicants to apply online.

Request for Proposals (RFPs) for Scanning of Documents – Mrs. Glidden stated that she has put out an RFP to scan documents within the Land Use Dept. A brief discussion followed in regard to the need for accuracy for septic system as-builts. Mrs. Glidden stated that a septic as-built is required.

Park Road Memo – Mrs. Glidden noted that she had emailed to the Commission the memo, dated 5 October 2015, she had sent to Phil Goff, Assistant Director of Public Works, regarding the gate key.

Equestrian Estates, Old County Spencer Road - Mrs. Glidden reported that in 2007/2008 the Commission approved the resubdivision of Equestrian Estates (where Indian Hill and Sima Road meet) and that the applicant wanted a second interior lot which is not allowed; however, the Commission did approve a fourth lot. Mrs. Glidden also reported that former First Selectman Tony Bondi had written a letter, dated 11 August 2008, indicating that Old County Spencer Road was a town road. Using a map, Mrs. Glidden showed the Commission the area in question. Mrs. Glidden stated that the town has had Jacobson and Associates do some research and a survey of the area and they have determined that it was not a town road and had never been a town road. Mrs. Glidden reported that the town cannot authorize the use of the area for access. Mrs. Glidden reviewed a portion of the minutes from 18 August 2008. Mrs. Glidden reported that the property owner feels wronged as she came before the Commission and received approval on what was cited to be a town road, but wasn't; and noted that the property owner does have a fee simple strip that would allow her access. Mr. Bull stated that he was on the Commission at that time and will research his records. Mr. LePard asked if Attorney Branse would be able to provide information regarding this matter. Mrs. Glidden stated yes, but noted that the town's attorney is reviewing the matter.

13. Adjournment

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

The meeting was adjourned at 8:15 p.m.

Respectfully Submitted,
Bunny Hall Batzner
Bunny Hall Batzner, Recording Clerk

The next meeting is scheduled for Thursday, 19 November 2015.