

**TOWN OF HADDAM
 PLANNING AND ZONING COMMISSION
 PUBLIC MEETING AND HEARINGS
 HADDAM TOWN HALL
 21 FIELD PARK DRIVE, HADDAM, CT
 THURSDAY, 18 SEPTEMBER 2014
 UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

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| X | Steven Bull, Vice Chairman |
| A | Stasia DeMichele |
| A | Arthur Kohs |
| X | Michael Lagace, Secretary |
| X | Jamin Laurenza, Chairman |
| X | Wayne LePard |
| X | Carmelo Rosa |
| X | Robert Braren, Alternate – Seated |
| X | Raul de Brigard, Alternate (7:02 p.m.) |
| X | Edward Wallor, Alternate – Seated |
| X | Liz West Glidden, Town Planner |
| X | Bunny Hall Batzner, Recording Clerk |
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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

Corrections: Item #6 Public Hearing and #9 Public Meeting - Resubdivision of Property Located on Quarry Hill Road and Ague Spring Road in Haddam Neck. Shown on Assessor’s Map 12 Lot 046 – Mrs. Glidden reported that the application has been withdrawn.

Item #7 Public Hearing and #10 Public Meeting - Special Permit to Allow a Conversion of Office Space to Residential Living Space (Apartment) Per Section 7.3 and 26 of the Zoning Regulations – Mrs. Glidden reported that the application has been withdrawn.

Item #11 Discussion/Review of Referral of Brookes Court to be a Town Road in Accordance with CGS 8-24 – Mrs. Glidden reported that there are still a number of outstanding issues which still need to be addressed. Item postponed.

4. Public Comments

None.

5. Public Hearing: A Special Permit to Allow a Detached Accessory Apartment at 366 Saybrook Road in Haddam, also shown on Tax Map 14 Lot 54.

Mary Hickish, owner/applicant, Margaret Adams, owner, and Dave Sierpinski, contractor, and Marge DeBold, abutting neighbor, were present.

Mr. Sierpinski reported that an existing barn will be demolished and a new two story accessory apartment constructed and that there is the possibility that the existing garage will be demolished and a two bay garage constructed. Mr. Sierpinski noted that some of the work will be based on the integrity of the old foundation; however, the apartment will fit on the footprint of the existing barn. Using the plans, Mr. Sierpinski pointed out where the proposed work will take place. Mr. Sierpinski stated that there will be an entryway from the garage to the apartment.

Mr. Sierpinski advised the Commission that the plans were drawn in England by Kate Manasian, sister of Ms. Hickish and Ms. Adams, and have been sent electronically to the United States. Ms. Adams stated that the proposal is to construct a 790 square foot two level finished structure where the existing barn is and the existing garage will be refashioned and an extra garage stall will be added. Ms. Adams stated that the idea is for the apartment to be self-contained with a kitchen, bath, and bedroom with access from the garage.

Ms. Hickish stated that Jim Puska, Wetlands Enforcement Officer, has reviewed the site due to some wetlands. Mrs. Glidden stated Mr. Puska did give administrative approval (letter in the Commissioner's packets).

Mr. Rosa stated that it appeared as if the garage roof ridge would be turned. Ms. Adams stated yes. Various conversations took place as Commissioners, Ms. Adams, and Mr. Sierpinski reviewed the plans.

Mrs. Glidden stated that Chatham Health has requested that the apartment be only one bedroom. Ms. Adams stated there is one enclosed bedroom on the second floor. Discussion followed in regard to the fact there are two bathrooms being proposed. Ms. Hickish stated the purpose of the full bath on the first floor is in the event she's unable to climb the stairs, but that there is no intent to create a bedroom on the first floor. Ms. Adams stated that one floor living gives less than 400 square feet so the idea is a bi-level.

Mr. Sierpinski stated that there will be a separate septic system for the accessory apartment and that Don Mitchell, Director of Environmental Health, Chatham Health Dept., is aware of this. Using the plans, Ms. Adams pointed out the existing septic system that was installed three years ago. Discussion followed in regard to the septic systems (existing and proposed) and an existing old well that Chatham Health is requiring be either crushed and/or filled in completely as it's extremely hazardous. Again, various conversations took place between the Commissioners, Ms. Adams, and Mr. Sierpinski.

MOTION: Steve Bull made a motion to close the public hearing at 7:25 p.m. Michael Lagace second. Motion carried unanimously.

6. Public Hearing: Resubdivision of Property Located on Quarry Hill Road and Ague Spring Road in Haddam Neck. Shown on Assessor's Map 12 Lot 046.

Item postponed from 4 September 2014 and application withdrawn for 18 September 2014.

7. Public Hearing: Special Permit to Allow a Conversion of Office Space to Residential Living Space (Apartment) Per Section 7.3 and 26 of the Zoning Regulations

Item postponed from 4 September 2014 and application withdrawn for 18 September 2014.

8. Public Meeting: A Special Permit to Allow a Detached Accessory Apartment at 366 Saybrook Road in Haddam, also shown on Tax Map 14 Lot 54.

Mary Hickish, owner/applicant, Margaret Adams, owner, Dave Sierpinski, contractor, and Marge DeBold, abutting neighbor, were present.

Mr. Laurenza reported that the application meets the Commission's requirements and that Chatham Health has given their consent with conditions on the application.

MOTION: Steve Bull made a motion to approve a special permit to allow a detached accessory apartment to be located in a barn. The apartment will not exceed 800 square feet per Section 6.3 B of the Town of Haddam Zoning Regulations. Conditions: The dug well by the driveway must be filled.

Exhibits: Comment Review Letter dated September 15, 2014 from Liz Glidden, Town Planner. 2. Comment Letter dated September 11, 2014 from Don Mitchell, Director of Environmental Health for Chatham Health District. 3. Application dated September 2, 2014. 4. Site Plan and Elevation drawings dated August 4, 2014 and revised August 6, 2014 prepared by Kate Manasian Et Al. Drawings submitted digitally, not signed. Ed Wallor seconded.

After the motion was made, Mr. Rosa suggested that it contain a condition pertaining to the requirements requested in the Chatham Health memo, dated 11 September 2014. The motion was amended to include this wording and a quick vote of approval (unanimous) concerning the amendment was made.

Mr. Lagace asked if there would be updated site plans submitted once the septic system is in place. Mrs. Glidden stated that as the applicant moves forward with their building permits there will be updated plans.

MOTION: Steve Bull made a motion to approve a special permit to allow a detached accessory apartment to be located in a barn. The apartment will not exceed 800 square feet per Section 6.3 B of the Town of Haddam Zoning Regulations. **Conditions:** A. The dug well by the driveway must be filled. B. Must meet conditions set forth in September 11, 2014 letter from Chatham Health District, Don Mitchell.

Exhibits: Comment Review Letter dated September 15, 2014 from Liz Glidden, Town Planner. 2. Comment Letter dated September 11, 2014 from Don Mitchell, Director of Environmental Health for Chatham Health District. 3. Application dated September 2, 2014. 4. Site Plan and Elevation drawings dated August 4, 2014 and revised August 6, 2014 prepared by Kate Manasian Et Al. Drawings submitted digitally, not signed. Ed Wallor seconded. Motion carried unanimously.

9. Public Meeting: Resubdivision of Property Located on Quarry Hill Road and Ague Spring Road in Haddam Neck. Shown on Assessor's Map 12 Lot 046.

Item postponed from 4 September 2014 and application withdrawn for 18 September 2014.

10. Public Meeting: Special Permit to Allow a Conversion of Office Space to Residential Living Space (Apartment) Per Section 7.3 and 26 of the Zoning Regulations

Item postponed from 4 September 2014 and application withdrawn for 18 September 2014.

11. Discussion/Review of Referral of Brookes Court to be a Town Road in Accordance with CGS 8-24.

Item postponed from 4 September 2014 and 18 September 2014.

12. Discussion/Review of the RFP for the IHZ District

Mr. Laurenza reported that the subcommittee met and interviewed the two candidates – Milone and MacBroom and CME - and felt that Milone and MacBroom would best meet the needs of the town.

MOTION: Jamin Laurenza made a motion to accept the proposal from Milone and MacBroom to work on the Planning and Zoning Commission's Incentive Housing Zone Feasibility Study. Carmelo Rosa seconded. Motion carried unanimously.

Mr. LePard stated that even though the Commission had written presentations from each applicant, he felt the verbal presentations were very important and suggested that this be made a standard requirement in the future.

Mrs. Glidden stated that she will hold off in notifying Milone and MacBroom as it's unclear whether or not the matter needs to be approved by the Board of Selectmen (BOS). Mrs. Glidden stated if the matter does not need to go before the BOS, then she would like to send Milone and MacBroom a Notice to Proceed.

13. New Business

None.

14. Old Business

Sign Update – Mrs. Glidden reported that due to lack of internet service at the Town Office Building, she has been unable to do additional research and, therefore, has nothing new to report at this time. An update will be provided at the 2 October 2014 meeting.

Lots, Brookes Court – Mr. Laurenza asked Mrs. Glidden if she was aware of any interest in the lots at Brookes Court. Mrs. Glidden stated that she had received a call from someone in June or July interested in possibly purchasing one of the lots, but has not heard anything further.

15. Approval/Correction of the Minutes

MOTION: Ed Wallor made a motion to approve the 4 September 2014 minutes as submitted. Wayne LePard seconded. Motion carried unanimously.

16. Chairman's Report

Incentive Housing Zone (IHZ) - Mr. Laurenza stated that he's excited about the IHZ and believes it will help move Haddam in a forward direction and open up some new opportunities for the town. Mr. Bull commented on an article pertaining to the suburbs Mrs. Glidden had emailed to the Commission. Discussion followed in regard the changing needs of housing and current residents of various ages who want to stay in time.

17. Scheduling of Hearings

None.

18. Town Planner's Report

Higganum Cove Remediation - Update – Mrs. Glidden reported that she had forwarded an email from Janis Tsang, EPA, outlining the progress of the project.

19. Adjournment

MOTION: Steve Bull made a motion to adjourn. Ed Wallor seconded. Motion carried unanimously.

The meeting was adjourned at 7:50 p.m.

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

The next meeting is scheduled for Thursday, 2 October 2014.