

**TOWN OF HADDAM  
 PLANNING AND ZONING COMMISSION  
 PUBLIC MEETING AND HEARINGS  
 HADDAM TOWN HALL  
 21 FIELD PARK DRIVE, HADDAM, CT  
 THURSDAY, 4 SEPTEMBER 2014  
 APPROVED MINUTES  
*Approved as Submitted at the 18 September 2014 Meeting***

**ATTENDANCE**

X	Steven Bull, Vice Chairman
A	Stasia DeMichele
X	Arthur Kohs
X	Michael Lagace, Secretary
A	Jamin Laurenza, Chairman
X	Wayne LePard (7:05 p.m.)
X	Carmelo Rosa (7:07 p.m.)
X	Robert Braren, Alternate - Seated
X	Raul de Brigard, Alternate - Seated
X	Edward Wallor, Alternate - Seated
X	Liz West Glidden, Town Planner
X	Bunny Hall Batzner, Recording Clerk

**1. Call to Order**

Mr. Bull, vice 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**

Corrections: Item #5 Public Hearing and #7 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 it was brought to her attention that the property is owned by seven siblings and they did not sign the application, as is required; therefore, the application is incomplete. Items postponed.

Item #6 Public Hearing and #8 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 health information is not on file, therefore, Chatham Health is unable to comment on the application. Mrs. Glidden also reported that there is a provision within the regulations that require the health dept. to give approval prior to the Commission consenting to a special permit. Items postponed.

Item #9 Discussion/Review of Referral of Brookes Court to be a Town Road in Accordance with CGS 8-24 – Mrs. Glidden reported that there are a number of outstanding issues which still need to be addressed in terms of the road construction and a survey and a deed need to be provided to the town. Item postponed.

**4. Public Comments**

None.

**5. 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 as described in Item #3.

**6. 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 as described in Item #3.

**7. 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 as described in Item #3.

**8. 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 as described in Item #3.

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

Item postponed as described in Item #3.

**10. Discussion/Review of the RFP for the IHZ District**

Members of the IHZ RFQ subcommittee are: Jamin Laurenza, chairman, P&Z; Wayne LePard, P&Z; Carmelo Rosa, P&Z; Joe Bergin, chairman, ARC; Mike Fortuna, chairman, EDC; and Liz Glidden, town planner.

Mrs. Glidden reported that the subcommittee met and reviewed the two proposals that were received. The subcommittee decided to interview the two firms, Milone and MacBroom and CME, which will take place on Wednesday, 17 September, 9:00 a.m. and 10:30 a.m., Town Hall; and hopefully, a recommendation can be made to the Commission on Thursday, 18 September 2014.

Mr. Bull asked Mr. Rosa how he felt the subcommittee meeting went. Mr. Rosa replied that the meeting went well and that it was decided to interview both applicants to get a better understanding of which firm the town should select.

Mr. Bull asked if there was any discussion in regard to changing the scope of work. Mrs. Glidden stated that it was her understanding at the last meeting (7 August 2014) that the Commission had decided not to change the scope of the work.

**11. New Business**

None.

**12. Old Business**

**Sign Update** – Mrs. Glidden reported that she and Jim Puska, zoning enforcement officer, did a review of signs in Higganum. Mrs. Glidden noted that there are sandwich board signs at one business that exceed the size allowable in the Village District (business owner has not been contacted, but will be).

Mrs. Glidden stated that in regard to Brian DeWolf, DeWolf Enterprises, LLC, 95 Bridge Street, it was written into his approval (special permit approved 1 May 2014) a condition that he had to abide by the

sign regulations (free standing sign and a façade sign). Mrs. Glidden reported that Mr. DeWolf has a sign on wheels, a complaint was received, a Cease and Desist Order was issued by Jim Puska, ZEO, and Mr. DeWolf's attorney has called noting that the sign is allowed. Mrs. Glidden noted that the sign regulations allow for special event signs without registration; and as Mr. DeWolf's wheeled sign meets the criteria, the Cease and Desist Order has been rescinded. Mrs. Glidden reviewed the requirements for a special event sign, recommended that these types of signs be moved into signs that are allowed by registration, and encouraged the Commission to limit them from 90 days to 30 days.

Mrs. Glidden distributed copies of Section 17 – Outdoor Signs of the Zoning Regulations and reviewed potential changes to this section in particular 17.3.i.3 (moved to 17.5), 17.5, and 17.5.g (struck out) Discussion followed at length. Mrs. Glidden will contact Attorney Mark Branse pertaining to signage.

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

**MOTION:** Carmelo Rosa made a motion to approve the 7 August 2014 minutes as submitted. Art Kohs seconded.

After the motion was made, Mr. Bull asked if there was any discussion. Mrs. Glidden had one correction, which was noted, and a new motion was made reflecting the amendment.

Correction: Page 2, Item #7 – New Business – Signs – end of second sentence – change “emanated from the Higganum Vision Group (HVG)” to “came from Liz Bazazi.”

**MOTION:** Carmelo Rosa made a motion to approve the 7 August 2014 minutes as amended. Ed Wallor seconded. Motion carried with Mr. Lagace abstaining.

### **14. Chairman's Report**

None.

### **15. Scheduling of Hearings**

**Mary Hickish, Owner/Applicant. 366 Saybrook Road, Higganum. Demolish Existing Barn and Construct a Detached Accessory Apartment, Assessor's Map 14 Lot 054 – Public hearing, Thursday, 18 September 2014.** Mrs. Glidden gave a brief synopsis of the application and noted that the matter of the wetlands will be handled administratively as there will be no new disturbance.

Mr. Wallor asked if the Commission should ask the applicant if she would want to have the apartment be deed restricted affordable housing. Mrs. Glidden stated it would have to be within the regulations first. A brief discussion followed.

**Miniature/Micro Houses -** Mr. Lagace asked if there was anything within the regulations pertaining to miniature or micro houses. Mr. de Brigard stated given the price of land he didn't feel people would be interested in this type of housing. Mrs. Glidden stated that the town doesn't have a minimum house size and, in her opinion, it may be cost and engineering prohibitive; however, the Commission may want to add this to the regulations. Discussion followed in regard to people's misconception of the term affordable housing; trail park housing; and whether one septic system could be used for a miniature/micro house and a detached accessory apartment (hypothetical question).

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

**Bridge Project at Routes 81 and 154 -** Mrs. Glidden reported that DOT held an onsite meeting on Tuesday, 26 August, pertaining to the tree trimming and utility work. The utility pole work has been revised to allow for only minor trimming of the sycamore trees on Rte. 81 by Citizens Bank and removal of two pine trees located on town property on Maple Ave. between the cemetery and the AT&T building. There will be activity over the next couple of weeks for removal of vegetation within the brook. The

project will go out to bid in January 2015 and a contractor should be selected in February. At that time it will be determined whether the work will take one or two seasons to complete.

A brief discussion followed in regard to the businesses in the Center being affected by this work. Mrs. Glidden noted that DOT will help with small temporary signs for businesses. A brief discussion followed in regard to another public meeting showing the final design and time frame for construction.

**New Pharmacy – Update** – Mr. Bull asked when the Commission would see an application. Mrs. Glidden stated that she had thought an application would have already been filed.

**Higganum Cove Remediation** – Mr. LePard asked for an update. Mrs. Glidden stated EPA is working at the site and will provide an update at the 18 September meeting.

## **17. Adjournment**

**MOTION:** Ed Wallor made a motion to adjourn. Wayne LePard 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, 18 September 2014**