

Planning and Zoning Commission, Town of East Haddam Land Use Office  
Regular Meeting Minutes  
July 24, 2018  
(Not yet approved by the Commission)

**CALL TO ORDER:** Mr. Brownell called the meeting to order at 7:15 p.m. at the Municipal Office Complex.

**ATTENDANCE**

**Commissioners Present:** Crary Brownell-Chairman, James Curtin-Vice Chairman, Harvey Thomas, Bernard Gillis, Louis Salicrup, Richard Pettinelli seated for Kevin Matthews, Joe Zaid seated for Ed Gubbins.

**Commissioners Absent:** Kevin Matthews-Secretary, Ed Gubbins.

**Others Present:** Jim Ventres-Land Use Administrator, Bob Casner- Economic Development Chairman

**Minutes:** The minutes from June 26, 2018 were accepted with 2 amendments.

1. Zeo report 2<sup>nd</sup> paragraph, delete the line; Mr. Curtin stated this is events moving forward, step 1.
2. Add: Motion was made by Mr. Salicrup to close the public hearing (not Mr. Curtin).

**BILLS:**

Halloran & Sage = \$37.00 for email response, Suburban = \$167.05 office supplies, Suburban \$349.00 for sit/stand desk, Milone & MacBroom = \$6,150.00, Jacobson & Associates, Inc. = \$60.26.

**Mr. Curtin made a motion to approve the bills listed above but to table Nathan L. Jacobson & Associates bill. Mr. Gillis seconded the motion and it passed by unanimous vote.**

**ACKNOWLEDGEMENT**

**A. NEW - #18-11 Town of East Haddam, 1 Plains Road, Special Exception Review for a public improvement of athletic fields. Assessor's Map 56, Lot 38.**

Mr. Ventres presented an update of the proposed multi-purpose, open, green space field located behind the Municipal Office Complex, 1 Plains Rd, East Haddam. He stated this plan has been on the Board of Finance's budget for several years and is now up for review by the Parks and Recreation Commission to implement engineered plans for development (Site Development Plan of Old Middle School Property East Haddam, CT., Anchor Engineering Services, Inc 9/12/2016, 4/10/2017). Mr. Ventres stated that the Inland Wetlands and Watercourses Commission reviewed the site in 2017 but the plan was on hold until the Municipal Office Complex was complete (Nathan L. Jacobson & Associates, Inc 4/17/2017, Highland Soils, LLC, 4/12/2017, Anchor Engineering Services, Inc., Comment

Response Summary 3/2/2017, Construction costs 1/17/2017). Mr. Ventres stated the Parks and Recreation Commission would like to have a multi-purpose, open, green space field at this location in addition to the other Park & Recreation activities located at this site; tennis courts, skateboard park, the gymnasium and the Park & Rec office/storage. Mr. Thomas asked Mr. Ventres if the Park & Recreation Commission will provide statistics to demonstrate the need for additional playing fields; attendance rate and what programs will use the field? Mr. Ventres replied that the Parks & Recreation Commission would like to schedule a public hearing for August 28<sup>th</sup> including Anchor Engineering to present a plan for development to the Planning & Zoning Commission.

**Mr. Brownell made a motion to set a Public Hearing on August 28, 2018 for the Parks & Recreation Commission and Anchor Engineering to present a plan for Multi-purpose, open, green field at the Municipal Office Complex, 1 Plains Road, East Haddam, CT. Mr. Curtin seconded the motion and it passed by unanimous vote.**

**B. Clark Gates, LLC., 382 Town Street, East Haddam requests a Public Hearing on August 14<sup>th</sup>, 2018** a “Special Exception Public Hearing” for Office/Liquor Retail establishment. Planning & Zoning approved the site under IG2 for general use but as the slots fill in, P&Z has to approve special use of site. Bob Casner, stated he would like to apply for Liquor license permittee but first step is to have P&Z approve special use of site.

**Mr. Brownell made a motion to set a date for Special Exception Public Hearing for Clark Gates, LLC on August 14, 2018. Mr. Salicrup seconded the motion, the motion was accepted, Mr. Curtin abstained.**

**Mr. Brownell made a motion to change the order of business, Mr. Pettinelli seconded the motion, and passed by unanimous vote.**

## **DISCUSSION**

**A. Plan of Conservation & Development-** Mr. Ventres spoke with Mike Zuba of Milone and MacBroom Consulting to confirm the date Mr. Zuba and associates will attend Music on the River concert. Mr. Zuba will be at the Monday, August 13, 2018 concert to meet with patrons to gather public opinion on development. He will set up a tent at 4:30 p.m. at the beginning of the walkway from the parking lot located behind the Gelston House.

Mr. Ventres stated Mr. Zuba has to confirm the October Workshop date; either 10/1 or 10/18/2018.

The next Plan of Conservation meeting is not confirmed at this time.

The Commission should review the maps and subject material before the next meeting.

## **B. Build Grant for the Proposed Walkway on the East Haddam/Haddam Swing Bridge -**

The complete application of the Federal Build Transportation Discretionary Grant Application, Proposed Cantilevered Side Walk over the Connecticut River on the East Haddam/Haddam Swing Bridge, July 19, 2018, is on the Haddam website -

**<https://www.haddam.org/projects/pages/swing-bridge-project>.** Mr. Ventres stated the exhibits on

the grant application are listed on pages 1-29 and noted that some of the local business websites are attractive. There was discussion over the increase of the projected cost of the project also the improvements on the bridge that were just completed. Mr. Curtin stated the concept of the cantilevered side walk over the CT River is if we receive the funds from the grant, the work on the bridge will be done. Mr. Ventres stated a representative from the State of CT DOT said they did not have money for the walkway. Mr. Brownell asked as it is a federal grant, has anyone contacted our state representatives? Mr. Ventres stated there are letters of support from some of the state senators listed on the application website. Mr. Thomas suggested to put the link for the application on East Haddam's website so residents can view it.

### **C. Potential Regulation Changes in the IG3 District - Retail as an Accessory Use.**

Mr. Ventres stated the owner of CT Farm Fresh Express, LLC, 24 Mt Parnassus Rd. #15, East Haddam asked if she could sell excess product from her warehouse located in the IG3 zone. Mr. Ventres stated the IG1 zone allows retail as an accessory use and that this was an oversight of the Planning and Zoning Commission that it did not include accessory use in the IG3 zone (Proposed changes to the IG-3 District, 9.7.3.3 IG3). Mr. Gillis asked that although it is prudent to sell excess produce from this location would this change allow other businesses to do the same? Mr. Ventres gave an example of Johnson Marine Products distributes product to retail businesses but if someone wanted to buy a part to be picked up at the warehouse it is allowed. Mr. Thomas asked Mr. Ventres to clarify how Farm Fresh operates. Mr. Ventres stated Farm Fresh receives large quantities of produce into the warehouse, then customer orders are filled and distributed locally. Sometimes there is excess product that will spoil if it is not sold in time. Mr. Curtin stated there should be set days and hours for Farm Fresh to sell their excess produce. Mr. Casner supports the sale of excess produce, he stated that it is good for Economic growth.

**Mr. Brownell made a motion to set a date for Public Hearing to change the IG3 district to include Retail as an Accessory Use, on August 14, 2018. Mr. Zaid seconded the motion and it passed by unanimous vote.**

### **ZEO REPORT**

Mr. Ventres handed out a map of the former Shadybrook site located on North Ave. and Town St., East Haddam. The map depicts the buildings that will be demolished and buildings that will remain on site. The short term goals are to keep the single family house in the front of the property, bring the 9 room dormitory up to code, make the former kitchen and dining room a meeting room for 40 people, and activate the pool and use building 5 as a bathroom/pool house. The second phase of the project is to build a Mosque to accommodate 75 to 95 people and another dormitory. Mr. Ventres spoke with the project manager and explained that an engineer, surveyor, and architect have to be involved in the planning for Planning and Zoning Commission approval. Mr. Curtin questioned the address of the site. Mr. Ventres stated it is North Ave. which is a private road. Mr. Ventres stated there is activity in the Zoning office indicating this project is moving forward for application approval.

**Mr. Brownell made a motion for a 5 minute recess. Mr. Curtin seconded the motion and it passed by unanimous vote.**

**PUBLIC HEARING 8:00 pm**

**A. New - #18-10 - Roger Nemergut, (Agent), W. Cameron Beard (Owner), 81 Honey Hill Road, proposed two lot subdivision and Special Exception review for interior lots. Assessor's Map 005, Lot 001.**

Mr. Nemergut referenced Site Plan and Erosion & Sediment Control Plan, Map 4, Lot 39 and Map 5, Lot 1 requesting the approval of a two lot subdivision. One lot is 17.5 acres, the other is 12.9 acres. There is a 50' access from Honey Hill Rd to a common 12' wide driveway with (2) 25' strips off of the common single drive to existing houses. Mr. Nemergut stated there are two issues that have to be addressed.

1. A waiver from the required 18' wide driveway for a 12' wide by 150' long, paved, common driveway over Wetlands. The existing 12' common driveway will be paved and widen to 18' except for the 150' that goes over wetlands. A 10' x 60' by pass area will be designated to allow for a vehicle to pull over if another vehicle is crossing the 12' wide section of the driveway.
2. To ask the Commission's approval for (4) access strips off of the existing common driveway. The current zoning regulation 10.6, section 1 Interior lot regulation #6, has a stipulation to create more than 2 strips off an existing driveway if the Commission allows it. Copies of the regulation was given to Commission members to review.

Mr. Nemergut explained that instead of installing a private road to the 2 additional lots, the request to use the existing common driveway will be cost effective for Mr. Beard and minimize interruption to wetlands. Mr. Nemergut answered questions presented by Mr. Gillis and Mr. Pettinelli about the topography of the land and exactly where the new proposed driveways would be installed. Mr. Curtin questioned if the utilities are underground? Mr. Nemergut answered questions presented by Mr. Curtin, Mr. Gillis and Mr. Pettinelli about the amount of ledge that is evident on the proposed lots and that the installation of utilities will be addressed at the time the lots are sold.

**Mr. Brownell opened the Public Hearing for comments and questions-**

Mr. Beard stated he realizes the extensive process for the subdivision approval and would like to have it approved before he retires or in the case he predecease his wife. There are no prospects for development at this time.

Discussion about the regulations for the common driveway was clarified by Mr. Nemergut and Mr. Ventres.

Mr. Ventres read for the record the zoning regulation for interior lots as follows: "1. Allow for the creation of environmentally sensitive, low density, residential development with design requirements that will preserve and protect significant areas of natural resources and historical features." He also read a letter from the Chatham Health District dated July 19, 2018, stating that the subdivision meets their requirements. And also a letter from the Inland Wetlands and Watercourse Commission dated August 2, 2018, stating that the subdivision met the requirements of the commission. Mr. Ventres stated that the Fire Marshall requests that the by pass area on the driveway be 20' x 60' verses the 10' x

60' that is shown on the plan to accommodate a fire tanker truck in case of emergency. The Fire Marshal also requested that the house number of the structures be posted at the beginning of the road and at every cross section off the driveway.

**Mr. Brownell made a motion to close the Public Hearing, Mr. Gillis seconded the motion and it was passed by unanimous vote.**

**Mr. Thomas made a motion to approve #18-10 Roger Nemergut (Agent), W. Cameron Beard (Owner), 81 Honey Hill Road, proposed two lot subdivision and Special Exception review for interior lots. Assessor's Map 005, Lot 001, with the conditions listed below. Mr. Curtin seconded the motion to approve the application and it passed by unanimous vote.**

- 1. At the time of the Mylars filing, language for the common ownership of the driveways will be submitted into the Land Records.**
- 2. The Planning & Zoning Commission agrees on the waiver of 18' required driveway for 150' over wetlands as noted on plan.**
- 3. The Land Use Administrator will be notified 24 hours in advance of any work being done in the wetlands area.**
- 4. Conditions stated in the July 19, 2018 letter from Chatham Health District be met.**
- 5. As per the Fire Marshal signs designating house numbers will be placed at the beginning of the driveway and at each cross section.**
- 6. As per the Fire Marshal the bypass area on the driveway will be increased to 20' X 60'.**

Mr. Ventres handed out copies of "Standards of the Connecticut River Gateway Commission", Proposed 2018 Amendments. There will be a Public Hearing August 15<sup>th</sup>, 2018 at the Deep River Town Hall.

**Mr. Pettinelli made a motion to adjourn the meeting at 8:40 p.m. Mr. Curtin seconded the motion and it passed by unanimous vote.**

Respectfully submitted,

Toni Marie Dumaine  
Recording Secretary