PLANNING AND ZONING COMMISSION
TOWN OF EAST HADDAM
LAND USE OFFICE
REGULAR MEETING MINUTES
March 12, 2019
(Not yet approved by the Commission)

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

2. ATTENDANCE:

COMMISSIONERS PRESENT: Crary Brownell (Chairman), James Curtin (Vice Chairman), Kevin Matthews (regular member), Harvey Thomas (regular member), Louis Salicrup (regular member), Ed Gubbins (regular member), Joe Zaid (alternate member), and Richard Pettinelli (alternate member)

COMMISSIONERS ABSENT: Bernard Gillis, (regular member)

Mr. Brownell appointed Mr. Zaid to vote in Mr. Gillis's place.

OTHERS PRESENT: Jim Ventres - Land Use Administrator and Bob Casner - Economic Development Chairman

3. MINUTES: The January 22, 2019 minutes were accepted as presented.

4. BILLS: East Haddam News - $33.00 and $118.50, Milone & MacBroom Consulting - $2400.00, Connecticut Federation of Planning and Zoning Agency - $110.00

A motion was made by Mr. Curtin to pay the bills as presented. The motion was seconded by Mr. Zaid and passed by an unanimous vote.

5. SUBDIVISION REVIEW:

A. New - #19-01- 44 Laurel Cove Road, Robert Biega, 2 lot subdivision. Assessor's Map 48, Lot 48.

Mr. Ventres distributed copies of the proposed subdivision to the commission for review. He stated that the Chatham Health District and Inland Wetlands and Watercourse Commission will review the plan prior to the public hearing. Discussion ensued describing what will be done for the 2 lot subdivision. Mr. Ventres requested a public hearing to be scheduled for April 9th, 2019.

A motion was made by Mr. Salicrup to schedule a public hearing for April 9, 2019. The motion was seconded by Mr. Matthews and passed by unanimous vote.

B. New - #19-02 - Cold Spring Road, Michael Bennett - Bennett & Smilas Associates, Inc. (agent), James D. Hennessey (owner), 2 lot subdivision. Assessor's Map 10, Lot 45.

Mr. Ventres distributed copies of the proposed subdivision to the commission for review. Discussion ensued about the access road of the subdivision. Mr. Ventres requested a public hearing to be scheduled for April 9th, 2019.

A motion was made by Mr. Brownell to schedule a public hearing for April 9, 2019. The motion was seconded by Mr. Zaid and passed by unanimous vote.

6. DISCUSSION:

A. Plan of Conservation and Development

The 2018/2019 Plan of Conservation and Development discussion with Mr. Zuba from Milone & MacBroom Consulting is postponed until the March 26, 2019 Planning & Zoning meeting.

7. ZEO REPORT:

1. Mr. Ventres stated he recently did a survey on seasonal units in East Haddam. He stated that many of the units were approved for year round occupancy in the 1970's and 1980's but never updated to year round standards.

2. Mr. Ventres distributed and referenced "10.2.3 Accessory Dwelling Units" regulation stating he received an inquiry about the "minimum square footage of habitable space." Mr. Ventres was questioned by a resident who would like to finish part of his walk out basement. The resident asked how this regulation affects his home? Discussion ensued about regulation "10.2.3.2 accessory dwelling standards" and it was determined that Mr. Ventres will write an addendum to this regulation to clarify the maximum square footage allowed for existing structures. A public hearing for this regulation change will be scheduled. Date to be determined.

3. Mr. Ventres distributed to the Commission a copy of the "Municipal Affordable Housing Plan Requirements, Public Act No. 17-170." He explained that as of July 24, 2017 each Municipality is required to prepare and amend an affordable housing plan every five years and file it in the office of the town clerk. Discussion ensued and Mr. Ventres explained in detail how rural East Haddam is affected by this plan.

4. Mr. Ventres distributed a copy of "Connecticut Federation of Planning and Zoning Quarterly Newsletter" for Commission's review.

A motion by Mr. Gubbins to adjourn at 8:00 p.m. The motion was seconded by Mr. Matthews and it passed by unanimous vote.

Respectfully submitted,

Toni Marie Dumaine
Recording Secretary