

**PLANNING AND ZONING
TOWN OF EAST HADDAM
LAND USE OFFICE
REGULAR MEETING MINUTES
October 8, 2019
(Not yet approved by the Commission)**

1. CALL TO ORDER: Mr. Brownell called the meeting to order at 7:20 p.m. at the Municipal Office Complex.

2. ATTENDANCE:

COMMISSIONERS PRESENT: Crary Brownell (Chairman), James Curtin (Vice Chairman), Bernard Gillis (regular member), Louis Salicrup (regular member), Ed Gubbins (regular member), and Joe Zaid (alternate member)

COMMISSIONERS ABSENT: Kevin Matthews (regular member), Harvey Thomas (regular member), and Richard Pettinelli (alternate member).

Mr. Brownell appointed Mr. Zaid to vote for Mr. Matthews.

OTHERS PRESENT: James Ventres, Land Use Administrator

3. MINUTES: The September 24, 2019 minutes were accepted amended as follows:

1. Section "Others Present" – Change Committee to Commission.
2. Page 2, 4th line from the bottom – Change "installoing" to "installing".

4. BILLS: None

5. ZEO REPORT:

1. Mr. Ventres informed the Commission that he is on schedule to post the final 2019 Plan of Conservation and Development and Executive Summary to the Town of East Haddam website. He stated he will send a final printed copy to the State for their file and to the River Council of Governments.
2. Mr. Ventres stated that a public Geographical Information System (GIS) will be available to access on the Town of East Haddam's website. The GIS will provide the public information such as roads, streams, property lines for real estate. It also includes a link to the Assessor's card.
3. Mr. Ventres referenced a Connecticut State Statute that allows towns to own and control cemeteries. Discussion ensued regarding the cost to buy and maintain a cemetery. Mr. Ventres will copy and distribute this statute to the Commission.

4. Mr. Ventres distributed to the Commission a copy of Section 102 of the East Haddam Zoning Regulations, Accessory Uses and Buildings for a Dwelling. Discussion ensued in regard to implementing an inclusion clause to utilize a basement for accessory use. Also, include a clause stating that there is a maximum of 1,000 square feet for any accessory dwelling. Mr. Ventres will confer with an attorney to correct the noted changes.
5. The Staehly Farm public hearing is postponed to October 22, 2019.
6. Mr. Gillis asked Mr. Ventres if anything could be done about the abandoned Cumberland Farm gas station in Moodus. Mr. Ventres stated that nothing can be done until the building is condemned. The building official can order the owner to board the windows. Mr. Ventres will inspect the site.

A motion was made by Mr. Curtin to take a recess at 7:55 p.m. The motion was seconded by Mr. Zaid and passed by unanimous vote.

7. PUBLIC HEARING:

- A. New #19-08, 85 Tater Hill Road, David & Jane Shaver, Special Exception Review to convert an existing Tai Chi studio to an accessory apartment. Assessor's Map 13, Lot 18.

Mr. Ventres distributed to the Commission a site plan map of the studio including existing water, septic and electricity. Mr. Shaver presented Mr. Ventres with the green certified mail receipts. Mr. Ventres stated he received a few phone calls from neighbors inquiring about Mr. Shaver's intentions. The building was built in 2004 and meets Chatham Health District regulations. The studio will be converted into a one-bedroom unit with an added kitchen. Mr. Gillis asked how many parking spaces are available. Mr. Shaver stated 12 parking spaces.

Mr. Brownell opened the hearing to the public. There were no comments.

A motion was made by Mr. Curtin to close the public hearing. The motion was seconded by Mr. Gillis and passed by unanimous vote.

A motion was made by Mr. Curtin to approve application #19-08, 85 Tater Hill Road, David and Jane Shaver to convert an existing Tai Chi studio to an apartment with no conditions. The motion was seconded by Mr. Gillis and passed by unanimous vote.

A motion was made by Mr. Gubbins to adjourn at 8:20 p.m. The motion was seconded by Mr. Zaid and passed by unanimous vote.

Respectfully submitted,
Toni Marie Dumaine
Recording Secretary