

**PLANNING AND ZONING
TOWN OF EAST HADDAM
LAND USE OFFICE
REGULAR MEETING MINUTES
November 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. **COMMISSIONERS PRESENT:** Crary Brownell (Chairman), James Curtin (Vice Chairman), Justin Anderson (regular member), Bernard Gillis (regular member), Louis Salicrup (regular member), Ed Gubbins (regular member), Richard Pettinelli (regular member, and Susan Kinsman (alternate member).

COMMISSIONERS ABSENT: Joe Zaid (alternate member).

Mr. Brownell welcomed the new Planning and Zoning Commission members.

OTHERS PRESENT: James Ventres, Land Use Administrator, Robert Casner, Economic Development Chairman and Michael Callahan.

3. **MINUTES:** The October 22, 2019 minutes were accepted with the following amendments:
#5 Lot Line Revision, 2nd paragraph, change compliant for to compliance with.
#6 Discussion, 2nd paragraph, change to read greater than 700 square feet.

4. **BILLS:** None.

5. **ACKNOWLEDGEMENT**

- A. **New - #19-13 – The Little Village Preschool, 20 Plains Road, Special Exception Review for a change of use from church to preschool facility. Assessor’s Map 65, Lot 176.**

Mr. Ventres stated that the Little Village Preschool is moving to the old Methodist Church on Plains Road. He stated that Chatham Health District and the East Haddam building official will submit a report prior to the public hearing. Mr. Ventres requests a public hearing to be scheduled for December 10, 2019. Mr. Gillis asked if the state of CT has oversight for the preschool. Mr. Ventres stated yes and that the state will inspect the site before it is allowed to open.

A motion was made by Mr. Curtin to set a public hearing for application #19-13 The Little Village Preschool special exception review for December 10, 2019. The motion was seconded by Mr. Pettinelli and passed by unanimous vote.

B. New – Nutmeg Pharmacy, 38 William F. Palmer Road, Change of use determination. Assessor’s Map 65, Lot 139.

Mr. Ventres distributed to the commission a site plan from Metcalf & Sanborn Consulting Engineers & Land Surveyors, 123 Elm Street, Old Saybrook, CT, February 8, 1989 and a letter from Mr. Greg McKenna, Managing Member of Nutmeg Pharmacy, October 29, 2019. The letter describes details of operation for the Nutmeg Pharmacy in Moodus, CT. Mr. Ventres stated that this will be a traditional retail pharmacy with pharmacy related stock. The site plan was from the original application for an auto parts store.

Mr. Gillis inquired about adequate signage and lighting. Mr. Ventres will review the signage and lighting for approval.

Mr. Salicrup inquired about the limited parking spaces in front of the building but noted there is additional parking behind the pharmacy.

Mr. Brownell questioned if the building is being used for similar use. The commission agreed that it is retail to retail use.

**A motion was made by Mr. Curtin to approve the change of use of 38 William F. Palmer Road to Nutmeg Pharmacy in accordance to Section 14B.1 retail to retail use with the following condition:
Mr. Ventres will approve the site for adequate signage and lighting.
The motion was seconded by Mr. Gillis and passed by unanimous vote.**

C. New – Proposed amendment change to the floating zone regulations for the Planned Recreational Development/Resort Zones.

Mr. Ventres explained why this application is presented to the commission for a public hearing. He received a request from the owners of Banner Village to change the floating zone regulation for an existing building. The amendment would allow the use of pre-existing buildings to house more than the four (4) units per building that presently is in the regulations. Discussion ensued in regard to the change of the floating zone regulation in a resort zone and the potential development of additional condominium units in a planned recreational zone.

A motion was made by Mr. Pettinelli to schedule a public hearing for amendment to the floating zone regulation for a planned recreation development in resort zones for January 14, 2020. The motion was seconded by Mr. Salicrup and passed by unanimous vote.

6. DISCUSSION

A. Regulation Review – Mr. Ventres distributed to the commission four site plan examples for 700 square ft to 1000 square ft accessory use additions. He proceeded to explain the four different scenarios for special exception accessory use that meet zoning regulations for one-acre zoning. Mr. Ventres stated that he consulted with Attorney Willis and indicated that in accordance to the Plan of Conservation and Development and existing regulations, it is Planning & Zonings’s prerogative to stipulate what is allowed. Mr. Ventres referred to Mr. Casner, Economic Development Chairman, asking his opinion on deed restrictions. Mr. Casner stated that East Haddam’s special exception application does not ask if the deed restrictions were reviewed by the property owner. Discussion ensued in regard to the initial implementation of deed restrictions verses the role planning and zoning has for special exception use applications.

Mr. Ventres will make the necessary corrections to the 10.2-10.2.3 Accessory Uses and Buildings for a Dwelling, October 24, 2019 regulations and confer with Attorney Willis before final distribution and for consideration as to whether a regulation change is warranted.

B. Agricultural Regulations

Mr. Ventres distributed to the commission a copy of agriculture regulations from other towns to compare to East Haddam’s agriculture regulations. Mr. Ventres stated he frequently has agricultural regulation discussions with local people in regard to the number of small animals allowed on their property. Discussion ensued in regard to property line set back regulations. Mr. Curtin questioned if this pertains to subdivisions. Mr. Gillis questioned the number of animals that are allowed for a hobby farm. Mr. Brownell asked the commission to read the agriculture regulations and to continue this discussion at the next meeting.

7. ZEO REPORT

Mr. Ventres stated that he received a quote for (100) spiral, gloss cover copies of the plan of conservation reports from Northeast Printing for \$1,872.00 and from Minute Man Press for \$2,510.00. Mr. Brownell requests two more quotes for printing (100) copies of the POCD report.

Mr. Brownell asked Mr. Casner, EDC if he had information to add to the meeting. Mr. Casner indicated that he met with the Lower Town Street Planning Committee to discuss potential development plans. He stated when the committee develops a plan, they will submit it to the Planning & Zoning Commission.

Mr. Pettinelli suggests to amend the current Moodus center regulations to encourage proper re-development. Discussion ensued. Mr. Ventres will distribute the current Moodus regulations at the next meeting.

A motion was made by Mr. Gubbins to adjourn at 8:45 p.m. The motion was seconded by Mr. Curtin and passed by unanimous vote.

Respectfully submitted,

Toni Marie Dumaine
Recording Secretary