

**PLANNING & ZONING COMMISSION
TOWN OF EAST HADDAM
LAND USE OFFICE
REGULAR MEETING MINUTES
June 28, 2011
(Not yet approved by the Commission)**

1. CALL TO ORDER: Mr. Brownell called the meeting to order at 7:15 p.m. at the Town Grange.

2. ATTENDANCE:

COMMISSIONERS PRESENT: Crary Brownell – Chairman, James Curtin (regular member), Bernard Gillis (regular member), John Matthew (regular member), Harvey Thomas (regular member)

COMMISSIONERS ABSENT: Anthony Saraco (regular member), Kevin Matthews (regular member), Louis Salicrup (Alternate)

OTHERS PRESENT: James Ventres, Emmett Lyman, and approximately 15 townspeople were present.

Mr. Ventres stated Ms. Lunt has sent her official resignation letter to the Town Clerk.

3. MINUTES:

The minutes of the June 14, 2011 meeting were filed with the following amendments:

- Page 2, last sentence: Change to read “Site plan approvals will now be extended to nine years.”

4. BILLS

<u>Vendor</u>	<u>Invoice</u>	<u>Amount</u>
NL Jacobson (Bond Update)	74223	\$87.69
Suburban	3593994-1	4.74
Suburban	3593994-0	1.77
Hartford Courant	2539	200.49

Motion by Mr. Curtin, seconded by Mr. Gillis to pay the bills as presented. Motion carried by unanimous vote.

Mr. Brownell asked Mr. Ventres to prepare for the next meeting a running total of the Orchard Road expenditures.

5. ACKNOWLEDGEMENTS AND SET HEARING DATES

A) Application 11-08, 89 North Moodus Road, LLC, Special Exception Review for a proposed campground. Assessor's Map 73, Lot 10.

First date: June 28, 2011

Last date: August 31, 2011

Mr. Chris Bell, P.E., addressed the Commission and presented a brief overview of the campground proposal. The work would be done in phases. He was not sure exactly what would be done in the future. Phase 1 would include 13 cottage units, along with some RV sites and some tent sites. The access roads would be gravel roads. He showed a proposed gray water septic system, which would be part of Phase 2 next year. The proposed water line site for the RVs was shown on this plan. This would be seasonal. There was a proposed swimming pool. The existing bathrooms and showers would serve as the pool house/shower.

Mr. Bell stated the cottages have been totally rehabilitated. There is a new log home for the office and the live-in manager. This is a year-round building, with a year-round well. The old hotel would be part of future phase. As part of Phase 1, they would like to open up a theatre. Phase 2 would include more RV and tent sites, as well as some cottages. They would propose renovation of the old pool.

Mr. Brownell inquired how many RV sites there would be. Mr. Bell stated there would be an additional 49 RV sites and 67 additional tent sites. They also planned to have a couple of teepee sites. Mr. Bell stated this would depend on how the soil testing worked. He indicated there would be additional buffering for this phase.

Mr. Bell showed the areas of existing buffering and tree lines.

Mr. Curtin asked exactly what Phase 1 would be. Mr. Bell stated this would include 13 existing sites, the existing theatre, showers and toilets. They planned to use part of the old hotel. They planned to use the existing basketball and shuffleboard courts. They would need to change the lighting for the basketball and shuffleboard courts. There would be parking spaces, 19 tent sites, and one teepee site. Mr. Bell stated they tried to keep the first phase very far away from the borders at this point. He stated they could add some trees for buffering. There would be a proposed new pool as part of Phase 1. There would be a small gravel drive. They would like to put the gravel in next year, as it was getting to be late in the year.

Responsive to inquiry by Mr. Curtin, Mr. Bell stated they proposed to use the existing septic tanks for the first phase. This is currently under review by the DPH. The swimming pool permit application and water system is also being reviewed by the DPH. They tried to locate all of the septic systems. They found some, as well as a cess pool, etc. He stated the old hotel has a very large septic system, which would need to be converted.

Mr. Curtin asked if all of the proposed septic systems are currently being reviewed by the DPH. Mr. Bell spoke with Mr. Steve Knauf of Chatham Health District today. Mr. Bell stated the septic systems proposed are all in gravel.

Mr. Curtin asked when Mr. Bell would be ready for a public hearing. Mr. Bell stated they have to get approval from the DPH for the water and swimming pool. They need approval from Chatham for the holding tank and the use of the two septic systems. Mr. Knauf informed Mr. Bell that they should be able to begin looking at these next week. Mr. Knauf informed Mr. Bell that the DPH did not take too long to approve the water systems, since they are existing. They want additional information.

Mr. Curtin asked if Mr. Bell would be ready for the next meeting. Mr. Bell hoped to be ready, but he stated he might be held up with the reviews. Mr. Ventres stated he, Ms. Lunt, Mr. Curtis, and Mr. Bell were on site last week. Mr. Ventres received the drainage calculations at 5:00 p.m. today. Mr. Ventres distributed copies of the application, along with notations about what was incomplete.

Mr. Curtin asked if the ballfield was proposed as part of Phase 1. Mr. Bell stated it would be part of Phase 1. Responsive to inquiry by the Commission, Mr. Bell stated there was really no proposed lighting. Mr. Bell stated there would be small lights on each water spigot. Mr. Ventres stated lighting would come up at the public hearing. In addition, they would be looking at buffering, which is shown at 25-feet, and the new regulations require a minimum of 50-feet, but starts at 200-feet. The burden of proof is on the applicant. They would also look at hours of operation, and many other things. Mr. Brownell stated the applicant should consider the ball field and buffering during their planning. Mr. Matthew suggested the engineer read the regulation, because the buffer is for the neighborhood. Mr. Bell stated they had more buffering planned for future phases when there is more activity. Mr. Curtin and Mr. Brownell both cautioned the applicant to consider the ball field when planning for future activity, particularly regarding the buffers.

Mr. Gillis asked why the applicant would want to push the application, when he might not be ready by the time of the public hearing. Mr. Bell explained that the applicant really wanted to open up the campground.

Mr. Gillis asked if erosion control measures have been installed. Mr. Ventres stated he provided direction as to what should be installed, and erosion control has now been installed.

Motion by Mr. Curtin, seconded by Mr. Thomas to set a public hearing for Application 11-08, 89 North Moodus Road, LLC, Special Exception Review for a proposed campground on July 12, 2011, 8:00 p.m. at the Town Grange. Motion passed by unanimous vote.

B) Application 11-09, Daniel O'Mara, 26 Berry Road, Special Exception Review for a proposed bait and tackle shop and skiff rentals. Assessor's Map 67, Lots 66 and 127.

First date: June 28, 2011

Last date: August 31, 2011

No one representing the applicant was present at this meeting.

Mr. Ventres explained to the Commission that the association rules prohibit home occupations without a 2/3 vote of all members. The applicant will decide, probably by next week, whether to seek the vote from the association, or to come as a separate application on the lot next to the lake.

Motion by Mr. Curtin, seconded by Mr. Thomas, and passed unanimously to table Application 11-09 until the next regularly scheduled meeting.

Mr. Ventres reviewed new legislation which was recently approved.

Noting the time was now 8:00 p.m., the public hearing began.

6. PUBLIC HEARING:

Mr. Brownell read the call for the following public hearing:

A) Application 11-05, Town of East Haddam/East Haddam Parks and Recreation, 1 Plains Road, Special Exception Review to construct a skateboard park at the old Middle School. Assessor's Map 56, Lot 38.

First date: June 14, 2011

Last date: July 18, 2011

Mr. Brownell stated he did listen to the tapes of the last meeting. Mrs. Tiffany Quinn addressed the Commission. She asked if the Commission received a copy of the letter from the Middle School Conversion Committee. Mr. Ventres distributed copies of this, as well as the language for the signage. Mr. Dan D'Amelio distributed site plans to the Commission.

Mrs. Quinn stated they met with the Middle School Conversion Committee, and to provide a site plan, which Mr. D'Amelio did.

Mrs. Quinn stated the only change to the signage language would be the hours of operation to open at 8:00 a.m. Mr. Brownell asked if this sign would be posted on the site, to which Mrs. Quinn stated it would. Mrs. Quinn noted that the sign language was based from the Risk Management. Mr. Gillis stated that Deep River had language regarding loud music, which was not proposed here. Mr. D'Amelio believed that would be a hard thing to regulate. Mrs. Quinn suggested leaving this language off the sign. If it becomes an issue, the Parks and Recreation Commission could consider adding the language at a later date.

Mr. Dan D'Amelio stated the northerly border of the skateboard park was the limit to where the Middle School Building Committee planned to use for parking, so it would not affect it.

Mr. Brownell asked when the work would begin. Mrs. Quinn stated the work would begin in the early Fall, 2011. There was a brief discussion regarding the access to the tennis courts.

Mr. Curtin asked if there was a way to buffer this from the neighbor, along the edge. Mr. D'Amelio stated the neighbors had trees on their property. Mr. Curtin noted in the winter time, there would be nothing there to buffer it. Mr. D'Amelio believed the police and Parks and Rec would like this park to be visible, for enforcement. Mrs. Quinn noted that the usage would likely be down in the winter time, unless the kids shoveled the area. Mr. Brownell asked if there would be a fence, to which Mrs. Quinn stated there would not. Mr. Curtin stated he was concerned about that area. Varying species of trees

were discussed. Mr. Curtin noted there could be a chain link fence. Mrs. Quinn stated they did not have money for a fence, so requiring one would put off the work.

Mr. Thomas stated at the last meeting, someone was going to check into the naming issue. Ms. Toni McCabe stated she had tried to reach the Dombroski family, and she would like to make sure the family was still amenable to this, since it has been 10 years.

Mr. Gillis stated he would be in favor of arborvitae buffering. Mr. Matthew asked how much they would budget for it. Mrs. Quinn stated they had no money for buffering, so any buffering would take away from the skate park. Mrs. Quinn stated any plantings would have to be added to the parking lot side, not the skateboard park.

Mrs. Quinn stated the Town would go back in to the senior center facility, and spread the dirt back around. This had come up at the last meeting.

Mr. Gillis asked if BMX bikes would be allowed. Mrs. Quinn stated they were building a skateboard park. She stated if it became an issue of damage or a safety issue, they would address it.

Responsive to inquiry by Mrs. Quinn, Mr. Ventres stated he would go on site with Mrs. Quinn for the buffer. Mrs. Quinn stated the adult growth of the buffering trees could not go into the park. The trees would be on the driveway side. Mr. Curtin stated they would want a buffer if it was built near them.

Mr. Thomas suggested that in any approval motion, the commission should rescind the approval given in 2002.

Motion by Mr. Curtin, seconded by Mr. Gillis, and passed unanimously to close the public hearing for Application 11-05, Town of East Haddam/East Haddam Parks and Recreation, 1 Plains Road, Special Exception Review to construct a skateboard park at the old Middle School.

Motion by Mr. Curtin, seconded by Mr. Gillis, and passed unanimously to approve Application 11-05, Town of East Haddam/East Haddam Parks and Recreation, 1 Plains Road, Special Exception Review to construct a skateboard park at the old Middle School, conditional upon an arborvitae buffer plan satisfactory to the Land Use Administrator.

Mr. Brownell asked Mr. Ventres to draft a letter to the Board of Selectmen to request a cleanup of the original site at the senior center.

7. DISCUSSION:

A) Signage

Mr. Ventres had mailed in everyone's packet the draft signage regulations. After discussion by the commission, the following changes were made:

- Page 3, Illumination, 2nd paragraph, 3rd sentence: Change “and to be mounted....” to “and must be mounted....”
- Page 3, Illumination, 3rd paragraph, last sentence: Add “..., without special application for second floor occupants.” to the end of the last sentence.
- Page 3, Interference with Traffic/Maintenance, 1st sentence: Strike “and inoffensive condition,”
- Page 4, Other Permits Required: Strike the last sentence, which reads “All electrical signs shall bear the seal or certification of an approved testing laboratory.”
- Page 7, 12.5B.1. AND 12.5C.1.: Add “is permitted” to the end of both of these sentences.
- Page 7: Strike the section captioned “Portable Signs”, as it is listed elsewhere.
- Page 1, 12.2 Definitions, Building Façade Area: change “section” to “sections”. Add “The building height may vary, requiring calculating each section.” To the end.
- Page 2, first bold definition: Remove “signs” which is listed after “illuminated”

Motion by Mr. Thomas to set a public hearing for the proposed signage regulations on August 23, 2011, 8:00 p.m. at the Town Grange. Motion seconded by Mr. Curtin, and carried by unanimous vote.

8. ZEO REPORT

Mr. Ventres stated at the last meeting, the Commission discussed the houses on Leesville Road. Mr. Ventres stated the commission may get a request for a continuance of the filing of the mylar. The engineer signed and stamped the plans, indicating there was no well or septic within the 75-foot radius. There seems to be an issue with this, as there is conflicting data on file.

Mr. Ventres informed the Commission that another appeal has been filed in the Mellon case.

Mr. Ventres distributed copies of a pamphlet entitled Protecting the Character of the Lower Connecticut River. The Commission discussed the potential land swap in Haddam. This prompted a brief discussion regarding open space, and whether or not the State of Connecticut should be included in the possible entities over to which land might be deeded in the future. A lengthy discussion ensued.

9. ADJOURNMENT

Motion by Mr. Matthew seconded by Mr. Curtin to adjourn at 9:16 p.m. Motion carried by unanimous vote.

Respectfully submitted,

Holly Pattavina