

**PLANNING & ZONING COMMISSION/
TOWN OF EAST HADDAM
LAND USE OFFICE
REGULAR MEETING MINUTES
January 11, 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 (regular member), James Curtin (regular member), Bernard Gillis (regular member), John Matthew (regular member), Kevin Matthews (regular member), Louis Salicrup (Alternate), Elizabeth Lunt (alternate member), Harvey Thomas (regular member)

COMMISSIONERS ABSENT: Anthony Saraco (regular member)

OTHERS PRESENT: James Ventres, Emmett Lyman, and approximately 5 townspeople were present.

Mr. Brownell appointed Ms. Lunt to vote in place of Mr. Saraco this evening.

3. MINUTES:

The minutes of the December 14, 2010 meeting were accepted with the following amendment:

- Page 5, last sentence: Strike “and it seemed like they were cut out.”

4. BILLS

<u>Vendor</u>	<u>Invoice</u>	<u>Amount</u>
Hartford Courant	2432	\$421.05
Suburban Stationers	3563555-0	16.98
Branse, Willis, and Knapp (Besek, general zoning)		203.00

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

Motion by Mr. Thomas, seconded by Mr. Curtin, to change the order of the agenda.

7. DISCUSSION

A) Signage:

u/z/P&Z/min/2011/01112011

Mr. Robert Casner addressed the Commission. He spoke with Mr. Hunt at Shagbark, and learned that the manufacturers request the signage, and sometimes require it. Although most use interior lit signs, they do have other signs that do not have the interior lighting. It is not a contract, but an agreement. Mr. Casner stated they took the interior lit signs out of their proposal for the regulation. He indicated there are some minor things in their draft, which are more of an irritation to some businesses.

Mr. Casner indicated the indirectly illuminated signs and neon and internally illuminated signs were now proposed in four zones, reduced from the ten that were originally proposed. The zones that were requested were IG-1 Matthews Drive; IG-4 Corner Restaurant; IG-7 Shagbark; IG-9 Sanibel and Susan's. Responsive to inquiry by Mr. Gillis, Mr. Casner confirmed that Miller's Pond was part of the IG-9 zone.

Mr. Thomas asked where in the R-2 zone these signs were prohibited. Mr. Ventres stated it was in this draft, but he would change it so that the residential zones were listed first.

Mr. Gillis noted that some neon signs in Tylerville have "swooshes" under or over the signs. He would like to stay away from these. He hoped they could come up with a model. Mr. Casner stated they would have to see what was available in the marketplace.

Mr. Casner believed for buildings that have more than one tenant, the signage should be divided. The Commission discussed the size of the signage. The size will be based on the façade. Mr. Casner stated their intent was to give tenants or potential tenants some guidelines for what they will be able to have.

Mr. Ventres stated there may be cases where there are directory signs. He noted that these have other, separate requirements.

Mr. Salicrup asked about three dimensional facades. Mr. Ventres and Mr. Casner responded that this would be based on a flat façade.

In section 12.5B, #2 and also in 12.5C, #2, the text will be amended to add "the allowable" before "signage".

The Commission briefly reviewed portable signs. Mr. Ventres reviewed sizes for portable signs. Mr. Casner stated they were really looking for signs that would promote a sale event, etc. Mr. Matthew checked in Lyme, Old Saybrook, and here in town, and none was larger than 4 feet. Mr. Salicrup asked if these signs were for pedestrian traffic or motorist traffic. Mr. Curtin and Mr. Casner both responded that they would be geared for motorist traffic.

Mr. Thomas asked about a portable sign that was leaning up against a building. It was suggested that 12.5B, #5 should be changed to "portable signs shall not exceed 6 (six) square feet in size.

Mr. Salicrup asked if any of the businesses were out of compliance with this new proposal. Mr. Brownell believed Shagbark was out of compliance. Mr. Ventres explained that Shagbark would be exempt. Mr. Casner stated Shagbark would not add any additional illuminated signs under this new regulation.

Mr. Walter arrived at this time.

The Commission discussed the Corner Restaurant. Mr. Ventres will review this site.

Mr. Brownell inquired about how the Commission felt about this. Mr. Curtin believed they had discussed this as they went through the discussions. Mr. Brownell cautioned that once neon lights are allowed, they will never go away, and people will ask for larger neon signs.

B) Budget

Mr. Ventres stated he emailed the budget, but he forgot to bring it to tonight's meeting. Mr. Ventres stated the overall budget was 2.8% increase.

**Motion by Mr. Brownell, seconded by Mr. Thomas, to take a brief recess at 7:58 p.m.
The meeting reconvened at 8:00 p.m.**

5. ACKNOWLEDGMENTS AND SET HEARING DATES

None

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

6. PUBLIC HEARING

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

**A) Application 10-16, Special Exception Review for the two-year renewal of existing gravel excavation permit, Mazer Gravel Pit, Hopyard Road. Assessor's Map 14, Lot 62.
First date: January 11, 2011 Last date: February 14, 2011**

No one representing the applicant was present at this meeting. Mr. Ventres noted that the notification cards were not sent out in a timely fashion. Attorney Bennet asked that the Commission continue this to the next meeting.

Mr. Brownell opened the hearing to the public. No comments were offered.

Mr. Gillis noted that he had received a copy of the Town of Washington's regulation. Mr. Ventres stated that was sent out a long time ago, but they were just looking for other towns to see if they gave longer permits, etc. Mr. Curtin believed this was a waste of time to have this applicant come in every two years, as any time there is a violation, the Land Use Officer can issue a cease & desist order immediately. It was noted that this is the one instance where the operation continually expands.

Mr. Gillis stated his only concern was oversight, and access. He commented that Salem was having an issue with one pit. Mr. Ventres stated the site existed before zoning.

TAPE CHANGE (1B)

Motion by Mr. Thomas, seconded by Mr. Curtin, and passed unanimously to continue Application 10-16, Special Exception Review for the two-year renewal of existing gravel excavation permit, Mazer Gravel Pit, Hopyard Road until the next meeting on January 25, 2011, 8:00 p.m. at the Town Grange.

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

B) Section 8-24, acceptance of Grove Street as a town road

Mr. Ventres presented the plan to the Commission. He stated this was a subdivision, then a Planned Residential Unit Development. The plan was always to turn Grove Street over to the town. Mr. Ventres noted that the monuments were not in place. If this went to the Board of Selectmen, they should recommend a \$1500.00 bond for the monuments.

Mr. Ventres stated this was one development that has overhead utilities due to the amount of ledge in this area.

Mr. Gillis asked if accepting this road gave the developer a better chance to move forward. Mr. Ventres commented that it might. Mr. Brownell stated the Commission needed to look at health, safety, and welfare. They would then make a recommendation to the Board of Selectmen, who would send it to a Town meeting.

Mr. Brownell opened the hearing to the public.

First Selectman Mark Walter asked who did the research for naming roads. Mr. Ventres stated this particular road was from a 1929 subdivision, and it was named Grove Street back then. However, for new roads, the Planning and Zoning Commission researches the proposed names.

Mr. Walter stated they needed better compliance with marking mailboxes, etc. He stated there have been issues with ambulances going to the wrong houses. Mr. Ventres noted that it might be beneficial for the Board of Selectmen to have the emergency services attend a town meeting to talk about problems they have had.

Mr. Curtin asked if anyone actually lives on the new section of this road. Mr. Skinner stated there were four people.

Ms. Ann Mondelson asked if the road was paved. Mr. Brownell replied that the road was paved.

Mr. Matthews asked who would maintain the cul-de-sac. Mr. Ventres stated if necessary, the Town would go in.

Motion by Mr. Thomas, seconded by Mr. Curtin, and passed unanimously to close the public hearing for Section 8-24, acceptance of Grove Street as a town road

Motion by Mr. Curtin, seconded by Mr. Gillis to recommend to the Board of Selectmen acceptance of Grove Street as a town road, per Section 8-24, with the condition that the monuments be set, or a bond be required in lieu of the monuments. Motion carried by unanimous vote.

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

C) Application 10-17, Special Exception Review to construct a pavilion at 15 Great Hillwood Road/East Haddam Senior Center. Assessor's Map 65, Lot 100.

First date: January 11, 2011

Last date: February 14, 2011

Ms. Joanne Rocznik addressed the Commission. Mr. Ventres presented the plans to the Commission. She stated the Lyons Club will build the pavilion. She presented three different versions. Mr. Ventres stated for clarity, for this public hearing, the plan presented would be for tonight's purposes. The other plans showed possible future additions.

Ms. Rocznik stated the pavilion would be on a concrete slab. It would possibly have trails, and plantings. She hoped to obtain a millstone to add to the area, since this town was a mill town at one point.

Ms. Rocznik noted that the sign for the senior center has a new stone wall around it.

Mr. Brownell opened the hearing to the public.

Mr. Mark Walter stated he reviewed the plans with the original architect, Mr. George Fellner. Mr. Fellner believed it matched the original building, and would serve as a picnic area.

Mr. Curtin asked if power would be run to the pavilion. Ms. Rocznik stated they would like to add electricity.

TAPE CHANGE (2A)

Mr. Gillis asked if trees needed to be removed for this project. Mr. Walter stated that was done last year, as part of an Eagle Scout project. Mr. Ventres noted that also as part of an Eagle Scout project, all of the trees were identified and marked.

Mr. Matthew asked if the elevation would allow someone in a wheelchair access. Mr. Curtin noted that they could make this work as the formula and distance would work. Mr. Curtin noted that as part of the municipal space committee, it was always planned to add a pavilion on that knoll, and it was what people wanted.

Motion by Mr. Gillis, seconded by Mr. Matthews to close the public hearing for Application 10-17, Special Exception Review to construct a pavilion at 15 Great Hillwood Road/East Haddam Senior Center. Motion carried by unanimous vote.

Mr. Thomas inquired about lighting. The Commission briefly discussed lighting for this project.

Motion by Mr. Curtin to approve Application 10-17, Special Exception Review to construct a pavilion at 15 Great Hillwood Road/East Haddam Senior Center, with the condition that any additional lighting installed shall be downsplash lighting, in compliance with the regulations. Motion Seconded by Mr. Matthew, and carried by unanimous vote.

7. DISCUSSION (Continued)

B) Budget:

Mr. Ventres distributed a letter from Attorneys Branse, Willis, and Knapp. Their hourly rates will increase from \$145/hour to \$165/hour, effective 7/1/11. This is the first increase since 2004.

8. ZEO REPORT

Mr. Ventres distributed a letter dated January 11, 2011 to Mr. George Corbeil. The letter gave Mr. Corbeil until February 1, 2011 to respond to this letter. Mr. Ventres will report at the February meeting whether a response has been received or not. Mr. Brownell asked Mr. Ventres to send a copy of this letter to Mr. Walter's office. Mr. Ventres stated a copy has already been sent.

Mr. Ventres reported that the Moodus Reservoir dam project was still on schedule. He stated there was one issue on the reservoir from the drop down in the water level.

Mr. Curtin asked if they had begun widening the spillway. Mr. Ventres stated they would widen it, but the State planned to use new granite stones used on the dam. The State plans to use the existing stone, and they plan to use it in other parks throughout the state.

Mr. Ventres indicated the State intends to have the project begin wrapping up by April. They plan to fill the reservoir by the summer.

Mr. Ventres stated there is an upcoming Land Use law seminar coming up in March. If anyone is interested in going, please contact Mrs. Lombardo. Mr. Ventres added that Attorney Branse offers a discussion every couple years. The last time this happened, East Haddam invited Old Saybrook. Attorney Branse suggested that this time, the Commission might consider going to Old Saybrook.

Mr. Brownell inquired as to the status of the Harris case. Mr. Ventres stated that both sides presented their case to the court, and the judge has to make a decision.

The Commission briefly discussed the cottages on Sillmanville Road.

Mr. Curtin asked how to determine if a property is seasonal or year round. Mr. Ventres stated people could come to his office and review the files.

Mr. Matthew distributed copies of his thoughts regarding the buffering regulation and read them to the Commission.

9. ADJOURNMENT

Motion by Mr. Thomas, seconded by Mr. Matthews to adjourn at 9:09 p.m. Motion carried by unanimous vote.

Respectfully submitted,

Holly Pattavina