

**TOWN OF HADDAM
PLANNING AND ZONING COMMISSION
PUBLIC MEETING
TOWN HALL
21 FIELD PARK DRIVE, HADDAM, CT
THURSDAY, 21 JANUARY 2016
UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

X	Steven Bull, Vice Chairman
X	Arthur Kohs
A	Michael Lagace
X	Jamin Laurenza, Chairman
X	Wayne LePard
X	Carmelo Rosa
X	Robert Braren, Alternate
X	Raul de Brigard, Alternate (7:03 p.m.)
X	Edward Wallor, Alternate - Seated
X	Liz West Glidden, Town Planner
X	Bunny Hall Batzner, Recording Clerk

1. Call to Order

Mr. Laurenza, chairman, called the meeting to order at 7:00 p.m.

2. Attendance/Seating of the Alternates

Attendance was taken and all regular members as well as Mr. Wallor, alternate, were seated.

3. Additions/Corrections to the Agenda

Add: Under New Business – Discussion of Vacant Position on P&Z.

4. Public Comments

None.

5. Discussion and Referral of Proposed Regulation Updates for Sections 6, 7A, 21.12, 17.5, 23, 30.6, The Housing Opportunity District, Section 4 Table 1, and the Definitions Section of the *Town of Haddam Zoning Regulations*

Mrs. Glidden reported that the public hearing has been scheduled for Thursday, 4 February 2016, and the proposed regulation updates have been on file at the Haddam Town Clerk's Office, referrals to all appropriate agencies made, and, as a courtesy, all adjacent municipalities were notified (not required in this instance). Mrs. Glidden also reported that she had spoken to Attorney Mark Branse in regard to his attendance at the hearing and that he doesn't believe his attendance is necessary. Mrs. Glidden stated that if there's a question that can't be answered at the hearing, the hearing can remain open, the question asked of Attorney Branse, and he can either respond by email or attend the continued hearing.

Using a Power Point presentation, Mrs. Glidden and the Commission reviewed the following sections:

Section 13 B - Housing Opportunity District (HOD) - Mrs. Glidden addressed a question that Bruce Mazzotta, resident and local contractor, had at the 7 January 2016 meeting pertaining to 13 B.2 – Definitions - 2.5 “Monthly Payment”. Mrs. Glidden read an email from Attorney Branse explaining the calculation (based on the State’s requirement of not more than 30 percent of a family’s income used on housing expenses). Discussion followed on the median housing income of Haddam v. the State. Mr. Mazzotta discussed the fair market value and quality of an HOD house v. standard housing. The Commission felt that the intent of the quality of an HOD house would mean the exterior appearance. Mr. de Brigard stated he assumed the difference in profit would come from the extra lots that a developer would be allowed when offering affordable housing units. Discussion followed at length in regard to building smaller, more affordable houses; the difficult housing market; and viewing Madison’s HOD housing units.

Mrs. Glidden reviewed 13 B.8 – 8.2 I which addresses income percentages (80 and 60) that are at or below the median income for Haddam or statewide, whichever is less. Discussion followed at length in regard to the percentages and would the percentage rate increase for a two income family. Mrs. Glidden will get clarification in regard to the percentages – 80 and 60 percent.

Mrs. Glidden next reviewed 13 B.8 – 8.4 which indicates that HOD homes shall be substantially similar to market value units and are to be dispersed throughout the development. Discussion followed in regard to the intent being that you can’t pick out the affordable units from the market value units (exterior appearance). Mr. Rosa asked if the wording is the State’s or the Town’s with Mrs. Glidden responding the Town’s. Mr. Wallor talked about common wells and septic systems as discussed at the presentations by Milone and MacBroom. Mr. Laurenza stated that he thought the intent of the HOD was to have cluster type housing. Discussion followed in regard to the lack of sewer/water; the regulation wording being a means of assistance (moratorium) to the Town to avert an 8-30g development; profit margin; cluster housing; micro-housing; and the potential for opposition. Mr. Mazzotta stated that although he’s not trying to sound negative, it’s getting constantly more expensive to build a house. Mr. Mazzotta also stated that he has spoken to people in town who are upset that their children can’t afford to stay in town due to the expense. Mrs. Glidden will speak to Attorney Branse to see if the State level can be removed from the regulation while retaining the Haddam level. Mr. Rosa stated that this will prevent Haddam from reaching the 10 percent, which Haddam will probably not reach, but at least something is being done. Mrs. Glidden will add the wording “exterior finish quality”.

Mr. Bull asked Mr. Mazzotta if he’d reviewed 13 B.8 – 8.5 and if this section answers any of his questions. Mr. Mazzotta quickly reviewed and asked for clarification. Mrs. Glidden stated that this section outlines how the units – market value v. affordable - should be constructed. Discussion followed with the Commission agreeing to delete the fourth sentence beginning with “However”.

Mrs. Glidden stated in 13 B.8 – 8.1 the intent isn’t necessarily to supply housing for families, but rather to get people started or to retire. Mr. Mazzotta asked if there will be a maximum number of occupants allowed in a two bedroom house. Discussion followed in regard to the inability to currently regulate the number of occupants within a dwelling.

Mr. Bull noted that 13 B.2 – 8.2 A pertains to the construction quality of an HOD home v. a market value home. Mrs. Glidden will ask Mr. Branse about this.

A brief discussion followed in regard to certain elements, such as sun porches, decks, etc., for two or multi-family dwellings that are not depicted on the approved Special permit plans are not permitted except upon approval by the Commission as an amendment to the Special permit (13 B.8 - 8.1 E 2).

Discussion followed at length in regard to density – 13B.8 – 2.6 A - (similar to development by the Middletown Elks Club), common wells/septic systems, maintenance fees (homeowners association), and sidewalks and lighting (wording to included “that will fit the neighborhood”). Also discussed was the fact that Mr. Mazzotta is coming before the Commission with a rough concept (not on paper) and the need for the Commission to listen. Mr. Mazzotta asked if a concept plan (costly, especially if opposition from neighbors) is required or if a rendering sketch (less costly) would be adequate. The Commission believes they have discretion in that regard. Mr. Mazzotta asked about open space. There is no open space require-

ment due to there being more common space areas in an HOD. Mrs. Glidden will change “open space” to “common space” were appropriate within the document.

The Commission thanked Mr. Mazzotta for coming to the meeting to ask questions and provide comments.

Mr. Mazzotta asked if the approach to Park Road Extension will be widened. Mr. Wallor stated that during the presentation, the plan showed the widening of the area as it's difficult to turn onto Park Road Extension when traveling southbound on Route 154.

Mr. de Brigard stated that he's spoken to Torrance Downes, Gateway Commission, pertaining to the proposed regulation updates and comments are forthcoming.

Section 17 – Outdoors Signs – Mrs. Glidden reviewed 17.5 M noting that temporary signs must be registered. The Commission asked that “regardless of the change in occupancy of any lot or building; provided,” be deleted and it be picked up again at “however,”. Mrs. Glidden explained Mr. Branse's reasoning behind the wording.

In regard to Pylon Signs (17.5 F), Mrs. Glidden clarified that if a property has one vehicular access, they are allowed one sign; and if there are two vehicular access points, the Commission may allow two signs.

Mr. de Brigard voice concern over how these regulations will be followed and asked if they can be put in booklet/pamphlet form. Mrs. Glidden stated the sign needs to be completely overhauled and community buy in would be helpful. A brief discussion followed in regard to who will enforce the regulations (Zoning Enforcement Officer - ZEO) and having the ZEO take the permit to those in violation and have them sign it right then and there.

Section 3 - Definitions – Mrs. Glidden reported that Mr. Branse made some changes, such as Accessory Building, Accessory Structure, and Building, within this section to reflect Section 23. Mrs. Glidden noted that hoop structures have been include under Buildings and will need a building permit. A brief discussion followed in regard to permit costs (\$12.56 for building permit; otherwise percentage of construction costs).

Section 6 – Residential Zones – Mrs. Glidden noted the addition of 6.2 G, 6.4 F, and 6.5 T pertaining to Buildings, uses and structures accessory to permitted principal uses, buildings and structures; and 6.5 U pertaining to Artisan Galleries (the wording “provided the lot has frontage on a State Road or Highway” has been deleted as requested by the Commission). Mrs. Glidden reported that she received an email from the gentleman who was interested in establishing a gallery and he will no longer be doing so due to the condition of the structure.

Section 14 – Site Plan Review – Mrs. Glidden discussed 14.5.11 which talks about minor and major modifications and when they should be handled by the Commission and when they should be handled by the ZEO under Section 30.7.

Section 30 - Administration and Enforcement – 30.4 – Certificate of Zoning Compliance – Mrs. Glidden reported that new language requiring the submission of an as-built for all new homes, and new commercial and industrial construction has been added. Mrs. Glidden also reported that an as-built may be requested by the ZEO to ascertain compliance for any building addition, structure or use. A brief discussion followed as to whether or not include institutional and municipal. 30.7.1 – Filing – Mrs. Glidden reported that a Special Permit shall not become effective until a copy has been recorded on the land records of the Haddam Town Clerk. 30.7.3 – Amendments or Changes – Mrs. Glidden reported wording has been added to allow the Commission to permit the ZEO to authorize minor, non-substantial changes from approved Special Permits and Site Plans.

Section 23 – Accessory Uses, Buildings and Structures – Mrs. Glidden reported that this section is all new and requested that the Commission re-read the section prior to the public hearing.

Mrs. Glidden reviewed 23.6.2 – Ground-mounted Solar Panels noting that these structures would be deemed an accessory structure. Mr. Rosa questioned the setbacks. A brief discussion followed in regard to panels being in front yards.

6. New Business:

Discussion of Vacant Position on P&Z

Mr. Laurenza read a letter to Lizz Milardo, First Selectman, dated 21 January 2016, in regard to Ed Wallor filling the vacancy created by Stasia DeMichele's resignation. There was no objection by the Commission. Mrs. Batzner will hand deliver the letter to Mrs. Milardo.

7. Old Business

Plan of Conservation and Development (POCD) Kick Off January 20

Mrs. Glidden reported that the meeting was well attended and that Mr. Bull, Mr. Rosa and Mr. de Brigard were in attendance.

8. Approval/Correction of the Minutes

MOTION: Ed Wallor moved to approve the 7 January 2016 minutes as submitted. Jamin Laurenza second. Motion carried unanimously.

9. Chairman's Report

None.

10. Scheduling of Hearings

Regulation Revision Updates – Public Hearing - Thursday, 4 February 2016.

11. Town Planner's Report

None.

12. Adjournment

MOTION: Steve Bull moved to adjourn. Ed Wallor second. Motion carried unanimously.

The meeting was adjourned at 9:12 p.m.

Respectfully Submitted,

Bunny Hall Batzner

Bunny Hall Batzner
Recording Clerk

The next meeting is scheduled for Thursday, 4 February 2016.