

**TOWN OF HADDAM
PLANNING AND ZONING COMMISSION
PUBLIC HEARING AND MEETING
TOWN HALL
21 FIELD PARK DRIVE, HADDAM, CT
THURSDAY, 4 OCTOBER 2018
UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

A	Gina Block
X	Steven Bull, Vice Chairman
X	Michael Farina
X	Frank (Chip) Frey
A	Jamin Laurenza, Chairman
X	Wayne LePard
X	Edward Wallor, Secretary
X	Robert Braren, Alternate - Seated
A	Diane Waddle Stock, Alternate
A	Sam Todzia, Alternate
X	Lizz Milardo, First Selectman, Ex Officio (Arrived at 7:47 p.m.)
X	Liz West Glidden, Town Planner
X	Bunny Hall Batzner, Recording Clerk

1. Call to Order

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

2. Pledge of Allegiance

The Pledge was recited.

3. Attendance/Seating of the Alternates

All regular and alternate members were seated.

4. Additions/Corrections to the Agenda

None.

5. Public Comments

None.

6. Public Hearing/Public Meeting: A Modification to a Previously Approved Special Permit to Allow for Site Plan Modification to Parking, Lighting and Site Work Related to a Building Addition to the Brainerd Memorial Library Located at 920 Saybrook Road, Haddam.

Tom Piezzo, Director, Brainerd Memorial Library, Whitney Huber, Architect, J.W. Huber Architect, and Marijean Conrad, President, Brainerd Memorial Library Board of Trustees, were present.

Hearing: Mr. Piezzo gave a brief synopsis of the proposed project. Mr. Huber continued with a more detailed presentation.

Using the site plan, Mr. Huber reviewed those items that were previously approved, but would not be modified. Mr. Huber then reviewed proposed modifications (previously approved) as well as additions (not previously approved) to the site plan.

Modifications: 1) Light fixtures in the north parking lot. Two - 12 foot lights were originally approved and there currently exists a 25 foot Frontier utility pole with an Eversource sodium light. The proposal calls for the removal of these three lights and replace them with five - 10 foot LED fixtures. The proposal also calls for the relocation of the utility pole (to northern end of parking lot) as the guide cables would end up in one of the approved parking spaces.

2) Increasing the capacity of the north parking lot. Originally approved for 16 spaces; however, it would be 15 due to the guide cables for the utility pole. The proposal calls for the removal of the grass strip that the utility pole is located on as well as the elimination of the 12 foot light pole and pave the area to turn it into a parking space. Also originally approved was one handicapped accessible parking space and the proposal calls for two. This will not change the overall shape/size of the parking lot other than filling the one area. Increasing the paved area by approximately 180 square feet.

3) Control of the lighting to change. Currently the light on the utility pole is an Eversource light (street fixture) rented by the library and control of this light is out of the hands of the library. Light stays on all night (more than likely a photo sensor). The proposal calls for the removal of this light and all the lights would be on a timer controlled by the library (an improvement over what currently happens). Also believe it will be an improvement due to the quality of the lighting – shorter fixtures with more directed lighting, LED, all will look the same (no mixture of fixtures or color of light), Dark Sky compliant, and a traditional design in keeping with the library.

Additions: 1) New entrance plaza located on the north side of the library. Using a photo (Photo A on Sheet 3 of 4 of the plans), Mr. Huber showed a concrete block stucco retaining wall and utility entrance for exit from the lower level and an exit door out of the children's library which will become the new entrance way. Using the rendering of the north entrance plaza (shown on Sheet 3 of 4 of the plans), Mr. Huber stated the proposal calls for the removal of the retaining wall to open the area for a more appealing entrance to the library and a new two tier stepped back retaining wall installed (lower level to become a planter) as well as three – eight foot tall light fixtures added to light the plaza area. The coverage will be approximately 975 square feet; however, it's replacing an asphalt path, for an increase of approximately 600-700 square feet of coverage. The area will be paved with exposed aggregate concrete (pebble type finish). The light fixtures will be the same style as the parking areas.

2) Relocate electric meter. In Photo A, the electric meter is visible and is located in the area where the proposed new entrance is planned. Although this is a visual matter, it is also a safety hazard. The plan is to relocate the meter to a pedestal over where the utility pole will be relocated (north parking area, rear left hand side as you'd drive in, behind dumpsters location).

3) Replace cross walk paving. The existing three foot wide asphalt cross walk system that connects the south parking lot to the old four car north parking lot did not show up on the original plan. The proposal calls for the removal of the asphalt and to be replaced with exposed aggregate concrete (width to remain the same). Mr. Huber stated the cross walk would be straightened and extend to connect to the new north parking lot and would also be turned to a four foot wide walkway that would tie into the existing sidewalk that runs parallel to Saybrook Road (Route 154) and will also tie into the new entrance plaza.

4) Improve lighting in south parking area. Currently the parking area is illuminated by a 25 foot utility pole with a sodium light by entryway off of Saybrook Road (Route 154) also rented from Eversource (timing is also under control by Eversource). The proposal calls for the removal of this pole and to be

replaced with a 10 foot high pole mounted fixture. Three additional ten foot high pole mounted fixtures are also proposed: a) at the exit point of the southerly parking area, b) at the hairpin turn for the ramp where a bollard light (to be removed) currently exists, and c) almost directly across from the entryway light to illuminate the back parking spaces. The proposal calls for the installation of a 12 foot high pole mounted fixture (circular pattern of light) in the area of the handicapped parking spaces to help illuminate the parking lot as well as the base of the stairway and the ramp. The existing bollard light in this area is to be removed. Mr. Huber showed the Commission the photometric sheet regarding the lighting levels in the parking areas.

In regard to the rendition of the new entrance, Mr. LePard asked if a bench was being proposed. Mr. Huber stated no, it's a series of short piers with railings for a ramp; and that his reason for not having a solid wall was due to not wanting to obstruct the view to the library's butterfly garden. Mr. Huber also stated there will be lower lighting within the piers to light the ramp entrance.

Mr. Farina asked if the main entrance to the library will be closed off. Mr. Huber stated no, as there's a community room that will be used during the off hours and the new entrance will be a means of access to that room as well as improving the entrance to the children's library.

Mr. Farina asked if any additional lighting is proposed for the front door (original door facing Saybrook Road) of the library as it appears to be dark on the photometric sheet. Mr. Huber stated the two front door globe lights will remain. Mr. Piezzo stated the globe lights will be retained for their historic value.

Mr. Frey complimented Mr. Huber on the plan. Mr. Frey asked if any plantings are proposed for around the pedestal meter. Mr. Huber stated at this point it's unclear what the pedestal will look like. Mr. Bull stated it appears it will be located behind the light pole. Mrs. Conrad stated it will be seen from the lawn so they would do something to make it attractive.

Mr. Frey asked if the existing bollards are controlled by timers. Mr. Huber stated he believes they are. Mr. Frey asked if the bollards will be synced to operate (on/off) at the same time as the new pole fixtures.

Mr. Frey asked what color the lighting will be. Mr. Huber stated the warmest they can get. Mr. Frey stated the lighting is nice. Mr. Braren stated the lighting will be a much better scale with shorter poles compared to what currently exists.

Mr. Braren asked how the new sidewalk to the north entry will connect to the existing sidewalk. Using the site plan, Mr. Huber pointed out the existing and the proposed.

Mr. LePard asked if the new north parking area will have a permeable surface. Mr. Piezzo stated although they did investigate permeable pavement, the library's civil engineer decided against it for a number of reasons – the natural grade and the space for the drainage – and that impervious surface was preferable. Mr. Piezzo also stated surface durability was important. Mr. Bull asked if the regulations require one type of surface over another. Mrs. Glidden stated she would argue for a permeable surface and rain garden, there is no requirement.

As there were no further questions, Mr. Bull asked for a motion to close the public hearing.

MOTION: Chip Frey moved to close the public hearing at 7:28 p.m. Ed Wallor second. Motion carried unanimously.

Meeting: MOTION: Steve Bull moved to approve a Modification to a Special Permit for a previously approved special permit approved December 21, 2017 for parking, lighting and site work for the Brainerd Memorial Library per plans dated September 20, 2018, drawn by J.W. Huber, Architect pages 1-4.

Conditions: None. **Exhibits:** Application dated September 20, 2018. 2. Site Plan plans dated September 20, 2018, drawn by J.W. Huber, Architect pages 1-4. Mike Farina second. Motion carried unanimously.

Prior to the vote, Mr. Frey and Mr. Braren stated it's an improvement of previous improvements and that it's hard to poke holes in an improvement.

Mr. Huber submitted a copy of the photometric sheet. Mrs. Batzner noted that it was too late to accept as it should have come in during the public hearing. Mrs. Glidden and Mr. Wallor agreed.

7. Formation of the POCD Implementation Committee (PIC): Subcommittee to PZC

Mrs. Glidden explained the initial intent of the creation of the PIC; however, after discussion with the town's attorney, it was determined that P&Z would need to form the subcommittee. Mrs. Glidden reviewed page 81 of the POCD in regard to the PIC. Mrs. Glidden stated the subcommittee should plan to meet a minimum of twice a year to see where progress has been made and if revisions are needed within the POCD for 2028, because something doesn't hold true. Mrs. Glidden recommended the creation of the subcommittee and noted that members can be added/deleted as time goes on.

MOTION: Steve Bull moved that in accordance with the 2018 Plan of Conservation and Development, the Haddam Planning and Zoning Commission creates a subcommittee to be named the Plan of Conservation and Development Implementation Committee (PIC) to implement and fulfill the goals of the 2018 POCD. The exact charge of this subcommittee is described in the final chapter of the Haddam POCD beginning on page 81 of the Plan.

The Haddam Planning and Zoning Commission hereby appoints the following people to the PIC for a period of three years, ending in October 2020.

Steve Bull (PZC), Lynne Cooper (POCD), Kate Anderson (EDC), Patrick Pinnell (Buildings and POCD), Raul De Brigard (POCD), Ed Wallor (PZC), Gail Reynolds (CC and Wetlands), Joe Centafonti (BOF) and Lizz Milardo (First Selectman).

Chip Frey second. Motion carried unanimously.

Prior to the vote, Mr. Bull asked if there was a chairman for the PIC. Mrs. Glidden stated the subcommittee would meet and assign a chairman; however, Mr. Bull would be the de facto chairman as he was the POCD chairman. Mr. Bull stated he felt there should be some new blood. Mrs. Glidden stated she felt it should be someone from P&Z and perhaps Mr. Wallor should be the chairman. Mrs. Glidden will send the names/emails to all subcommittee members so everyone has the same information.

8. Approve/Correction of the Minutes

MOTION: Ed Wallor moved to approve the 20 September 2018 minutes as submitted. Wayne LePard second. Motion carried unanimously.

9. Chairman's Report

None.

10. Scheduling of Hearings

Mrs. Glidden reported there are no hearings scheduled at this time; however, the Commission still needs to continue their discussion regarding marinas, conservation zones, etc. Mrs. Glidden stated she did do the referral, but has not yet heard back from the Gateway Commission; that the documents have been submitted to the Town Clerk's Office; and that she has not yet done a mailing to the residents. Mrs. Glidden also stated this is probably a matter the Commission will need to pick up and run with at a later date.

11. Town Planner's Report

Resignation - Mrs. Glidden announced that she has accepted a position with Verizon as their Government Liaison and will be leaving at the end of October. The Commission congratulated Mrs. Glidden as well as thanked her for everything she has done for them over the years. Mrs. Glidden thanked the Commission stating it's been an honor to work with them and that she was leaving on very good terms. A brief discussion followed in regard to the hiring process; filling the position on an interim basis; and determining what the goals are for a planner and the town. Mr. Bull stated the Commission has been very lucky to have Mrs. Glidden. Mr. Wallor agreed and stated Mrs. Glidden will be missed. Mrs. Glidden noted the Commission has accomplished a lot during her tenure and the plate is set for the next planner.

Lizz Milardo, First Selectman, stated she is very happy and proud of Mrs. Glidden and that this is a great opportunity for her and her family. Mrs. Milardo also stated she is very sad for the town that Mrs. Glidden is leaving, but she understands. Mr. Bull stated in order to do Mrs. Glidden justice, the Commission needs to keep moving with the same momentum that she has lead the Commission. Mrs. Milardo agreed and that things are coming together.

Mrs. Milardo stated Mrs. Glidden will only be able to do so much this month and that she has spoken to Jim Ventres, Town Planner, East Haddam, and RiverCOG. Mrs. Milardo stated the Commission needs to communicate what they need.

To Do List and Draft Regulations – Mrs. Glidden distributed a draft dated 8-1-18 entitled Loose Ends and Work Plan for PZC to the Commission (4 pages). The packet included a list of topics still to be addressed as well as draft language regarding Marinas (definition), Conservation Zone, and Connecticut River Commercial District.

18 October 2018 Meeting - A brief discussion followed in regard to the 18 October 2018 meeting and that it will be Mrs. Glidden's last meeting. Mr. Bull noted that he will not be in attendance. The 18 October 2018 meeting to be held.

12. Adjournment

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

The meeting was adjourned at 7:54 p.m.

Respectfully Submitted,

Bunny Hall Batzner

Bunny Hall Batzner
Recording Clerk

The next meeting is scheduled for Thursday, 18 October 2018.