

**TOWN OF HADDAM
PLANNING AND ZONING COMMISSION
PUBLIC HEARING AND MEETING
TOWN HALL
21 FIELD PARK DRIVE, HADDAM, CT
THURSDAY, 1 NOVEMBER 2018
UNAPPROVED MINUTES
*Subject to Approval by the Commission***

ATTENDANCE

X	Gina Block
A	Steven Bull, Vice Chairman
X	Michael Farina
X	Frank (Chip) Frey
X	Jamin Laurenza, Chairman
X	Wayne LePard
X	Edward Wallor, Secretary
X	Robert Braren, Alternate
A	Diane Waddle Stock, Alternate
X	Sam Todzia, 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. Pledge of Allegiance

The Pledge was recited.

3. Attendance/Seating of the Alternates

All regular members as well as alternate member Sam Todzia were seated.

4. Additions/Corrections to the Agenda

None.

5. Public Comments

Town Planner's Position - Mark Lundgren asked the Commission to think about having a part-time planner in the future whether it be Mrs. Glidden, someone else, or the agency (RiverCOG). Mr. Lundgren stated the Commission has done a lot of work over the years and believes what needs to be done in the future a full time planner will not be required.

Hidden Lake Area – Mr. Lundgren stated he once lived in the Hidden Lake area, has noticed rapid property value increases, and that ZBA has a record of approving setback variance requests; and with this in mind, perhaps there's a need to look at the matter from a P&Z position. Mr. Laurenza informed Mr. Lundgren that the Commission plans to address this matter.

Public Works Facility - Mr. Lundgren distributed copies of an undated letter, entitled "A Second Opinion: Town Garage, Renew to New" (Exhibit A; copy on file in the Land Use Dept. and the Office of the Town Clerk) and read the letter to the Commission and those members of the public in attendance. Mr. Lundgren noted that he intends to read this letter to all land use boards that would oversee this matter.

6. Public Hearing/Public Meeting: A Special Permit to Allow the Conversion of an Attached Garage to a Dwelling Unit for Property Known as 424 Saybrook Road, and Shown on Tax Map 14, Lot 08-2

Annette Vinci, owner/applicant, and Joe Babari, representing Ms. Vinci, were present.

MOTION: Jamin Laurenza moved to open the public hearing at 7:05 p.m. Ed Wallor second. Motion carried.

Hearing: Mr. Babari reported the proposal is to take an existing garage area and convert it to an in-law apartment that will consist of kitchen, living room, and one (1) bedroom with an existing bathroom.

Mr. Laurenza asked the Commission if they had any questions and if they had driven by the property. Mr. Laurenza asked Mrs. Glidden if the application complies with all the septic system requirements. Mrs. Glidden reported Connecticut River Area Health District (CRAHD) approval is required as it's an addition of another bedroom and it's unclear what size the existing septic tank size is. Mr. Babari stated there is currently a 1,000 gallon tank, that the existing home has two (2) bedrooms, and with the proposal of one (1) additional bedroom there would be three (3) bedrooms in total. Mrs. Glidden stated the applicant cannot get their building permit without CRAHD approval. Mr. Babari stated it is his understanding that they are in line with the regulations based on some homework that was done; however, if they do have to speak to CRAHD, they're o.k. with that.

Jody Lynn, 888 Saybrook Road, asked if anyone had check the town records to see that the residence is a two (2) bedroom home. Mrs. Glidden stated she had not checked the records as it's irrelevant because the regulation doesn't limit how many bedrooms someone may have. Ms. Lynn stated she is not against the proposal; however, she is thought the residence had three (3) bedrooms and asked that it be checked as the septic is based on the number of bedrooms; and the conversion of a two (2) to three (3) or a three (3) to four (4) bedroom could be an issue. Mrs. Glidden agreed. Mr. Babari stated that the town's records have the home as a two (2) bedroom.

Mr. Lundgren stated he's spoken in favor of these types of conversions or accessory apartments and this application is exactly what the regulations are intended for and what the town needs. Mr. Lundgren spoke in favor of the proposal.

Ms. Lynn stated she too is in favor of the proposal especially since there is a lack of housing for young people as well as for seniors. Ms. Lynn stated perhaps this is a solution to familiar problem that people are having in town.

Mr. Frey asked if there was a second floor and what will happen with it. Mr. Babari stated there is a second floor that is currently living space. Mr. Frey asked how large the existing living space is. Mr. Babari stated he hadn't checked the square footage, but noted that it is an existing home with a two (2) car garage underneath a raised ranch. There was a bit of confusion as to which structure the proposal was intended for - the structure (existing home) to the right or the structure (garage) to the left as you pull into the driveway. Mrs. Glidden noted the application is for an attached accessory apartment.

Mr. LePard asked if the two (2) car garage will fall under the 800 square feet. Mr. Frey stated it should be 624 square feet based on the measurements 24 feet by 26 feet. Mr. Braren asked if this would fall under an accessory building. Mr. Frey stated it's not an accessory building. Mrs. Glidden stated when it's an attached accessory apartment, the size is not limited; the size is limited only when it's detached.

MOTION: Jamin Laurenza moved to close the public hearing and open the public meeting at 7:15 p.m. Ed Wallor second. Motion carried unanimously.

Meeting: MOTION: Chip Frey moved to approve a special permit to allow an attached accessory apartment (garage conversion) not to exceed 800 square feet on the subject property per the submitted site plan and floor plan.

Mr. Wallor stated the motion does not need to include the wording “not to exceed 800 square feet”. Mr. Frey agreed and amended his motion as follows:

MOTION: Chip Frey moved to approve a special permit to allow an attached accessory apartment (garage conversion) on the subject property per the submitted site plan and floor plan. **Conditions:** None. **Exhibits:** 1. Application for special permit received in the Land Use Office on October 08, 2018. 2. Site Development Plan, as modified by the applicant and labeled 424 Saybrook Road. Ed Wallor second. Motion carried unanimously.

Mrs. Glidden briefly explained the process before the applicant proceeds.

7. Public Hearing/Public Meeting: A Special Permit to Allow Over 300 Cubic Yards of Fill to be Deposited on Property Known as 614 Foot Hills Road and Shown on Tax Map 20, Lot 10-1B

Marc DelMauro, applicant/owner, and Jaime DelMauro, owner, were present.

MOTION: Jamin Laurenza moved to open the public hearing at 7:18 p.m. Ed Wallor second. Motion carried.

Hearing: Mr. DelMauro stated the proposal calls for installing dirt and wood chips for a small practice track (motocross) on their property and it's unclear how much material they'll need. Mrs. Glidden reported in Section 18 – Earth Material Operation there's a clause where if there is removal or depositing of over 300 cubic yards of material it requires a Special Permit. Mr. DelMauro stated it's unclear how much material will be needed. Mrs. Glidden stated it appears the applicant would rather proceed cautiously. Mr. DelMauro stated yes. Mrs. Glidden stated there are no wetlands on the site and that Mr. DelMauro has met with Jim Puska, Zoning and Wetlands Enforcement Officer.

Mr. Braren asked if there are any runoff issues. Mrs. DelMauro stated there was an issue after the recent heavy seven (7) inch rain event and they have installed silt fence to rectify what they can at this time. Mrs. DelMauro stated they had lost a number of trees to gypsy moth which further helped with the erosion. Mr. DelMauro stated they did fix things after the heavy rain event and there have been no further issues with the recent heavy rains.

Mr. Wallor stated the special permit stays with the property; and asked what the Commission is planning on doing. Mr. DelMauro asked for clarification. Mrs. Glidden explained that special permits run with the property and if the DelMauros sold the property, the special permit would go to the new owners. Mrs. Glidden stated the Commission could put a condition on the approval that all work is to be completed by a specific time frame. Mr. Wallor suggested that a time frame be included within the motion. Mrs. DelMauro asked if the material kept washing out would they be allowed to bring more material in. Mr. Wallor stated as long as there is less than 300 cubic yards a permit is not needed. A brief discussion followed as to whether or not two (2) or three (3) years would be sufficient to complete the project. Mr. DelMauro stated he's hoping to complete the project as soon as possible. Mr. DelMauro asked if he purchased an adjacent property could he reapply for additional material after the two (2) year time frame. Mr. Laurenza stated yes.

Mr. Frey stated the request is for wood chips too and they're bio-degradable which may require additional fill. Mr. DelMauro stated the wood chips would be used as a binder as well as a berm.

Mr. Laurenza asked if notice was sent to the neighbors. Mrs. Glidden stated one was not required as the applicant is requesting a special permit. Mr. DelMauro reported he did post the public hearing sign as required.

Ms. Block asked if the track falls within the setbacks. Mr. DelMauro stated Chris Corsa, Tree Warden and Assistant Director of Public Works, came out and stake everything out pertaining to a tree matter. Mr. Laurenza asked if they have a good relationship with their neighbors. Mr. DelMauro stated yes, they couldn't ask for better neighbors.

Mr. LePard asked about the topography and if the property drops off to the back of the house. Mrs. DelMauro stated yes. Mr. LePard asked if the 300 cubic yards of material will be running onto someone else's property. Mr. DelMauro stated no, and that he will not be depositing the material into a hole to build the property up. Mr. DelMauro also stated the material will be laid out and the practice track continually groomed.

Mr. Frey asked if a silt fence was installed so there wouldn't be any runoff. Mr. DelMauro stated yes. Mr. LePard asked if a silt fence is indicated on the plan. Mr. DelMauro stated no. Mr. Laurenza stated it appears the wood chips are being used for erosion control on the downhill side of the property. Mr. DelMauro stated yes, and they will also be used as a binder with the dirt.

There were no comments from the public.

MOTION: Jamin Laurenza moved to close the public hearing and to open the public meeting at 7:26 p.m. Ed Wallor second. Motion carried unanimously.

Meeting: MOTION: Chip Frey moved to approve a special permit to allow clean fill in excess of 300 cubic yards to be deposited on the subject property in conformance with Section 18.2 of the *Town of Haddam Zoning Regulations*. **Conditions:** 1. All filling to be completed by November 1, 2020. 2. Filling not to exceed 1,000 cubic yards by November 1, 2020. **Exhibits:** 1. Application for special permit received in the Land Use Office on October 11, 2018. 2. Site Development Plan, as modified by the applicant which includes the areas of proposed fill. Ed Wallor second. Motion carried with Mr. LePard abstaining.

Mrs. Glidden explained the process before the applicant proceeds.

8. Approve/Correction of the Minutes

Correction to the 18 October 2018 minutes: page 3, second paragraph, at the end of the first sentence – after “didn’t” add “come back before the Commission”.

MOTION: Ed Wallor moved to approve the 18 October 2018 minutes as amended. Jamin Laurenza second. Motion carried unanimously.

9. Chairman's Report

None.

10. Scheduling of Hearings

Higganum Pharmacy, Modification to an Approved Site Plan – Thursday, 15 November 2018. Site Plan information previously emailed to all Commissioners.

11. Town Planner's Report

Demolition by Neglect – Mrs. Glidden reported she has asked Matt Willis, Esq., to attend the Thursday, 15 November 2018, meeting to speak in regard to demolition by neglect in general terms. Mrs. Glidden noted there are three (3) properties within the Village Districts that are in neglect. After a brief discussion, although the Commission expressed interest in hearing what Mr. Willis has to say, it was determined to cancel Mr. Willis's presentation and to reschedule it after a new town planner has been appointed. Mrs. Glidden explained that demolition by neglect is an historic preservation term and that the Commission would have the teeth they would need within the Village District Regulations. Mrs. Glidden suggested the mailing of a letter as a reminder of the regulation to the three (3) property owners within the Village District. Discussion followed with Mrs. Glidden reviewing Section 19 - Collection and Storage of Junk Material, Abandoned Vehicles and Debris of the Zoning Regulations and that the enforcement officer would need a written complaint in order to act on a matter. Further discussion followed in regard to enforcement.

POCD Implementation Committee (PIC) – Their first meeting is scheduled for Thursday, 8 November 2018, Haddam Fire Station #1, Community Room, 439 Saybrook Road, Higganum, 6:30 p.m.

Industrial Zone/Park – Mr. LePard asked if the designation of an industrial zone/park is something the Commission should pursue. Mrs. Glidden stated yes, noting her recommendation was to zone the parcel between GCI and the Three Oaks Plaza to industrial and the reasoning for this is that the property is close to on/off access to Route 9 and it's on a major arterial state highway. Mrs. Glidden also stated that the Commission had previously indicated that they would prefer the property owner come in and request the zone change rather than the Commission imposing the change. Mr. LePard asked what the process would be. Mrs. Glidden stated the Commission is a planning authority and it would say "we envision a need for a more industrial zoned property and we want to create an industrial park zone or an industrial zone" and zone the property that way. Mrs. Glidden also stated although not a criticism, the Commission has been more reactive than proactive. Mr. LePard stated he's heard a number of complaints regarding "spot zoning"; however, this area is listed within the POCD as a possible site for industrial. Mrs. Glidden explained that the GCI property was not spot zoning and explained what spot zoning is.

12. Adjournment

MOTION: Ed Wallor moved to adjourn. Chip Frey 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, 15 November 2018.