East Haddam Planning and Zoning Commission
Land Use Office

Regular Meeting Minutes
August 25, 2026

1) CALL TO ORDER: Chairman Brownell called the meeting to order at 7:15 pm.

   COMMISSIONERS PRESENT: Crary Brownell (Chairman), James Curtin (Vice Chairman), Richard Pettinelli (Secretary), Bernard Gillis, D. Duncan Orr, Maureen Pierson, and Eric Chamberland. Eric Chamberland to fill in for Susan Kinsman as a voting member.

2) COMMISSION MEMBERS ABSENT: Gary Turenne, Deborah Langdon, Susan Kinsman

   OTHERS PRESENT: James Ventres LUA, John Bielot and others

3) MINUTES –

   Mr. Brownell instructed the August 11, 2026 minutes to be filed as presented.

4) BILLS – None

5) HOME OCCUPATIONS

Application #26-11 102 Boardman Rd, Map 37, Lot 033, Daphne Robb, property owner. Pet sitting.

Mr. Ventres stated that State of Connecticut does not require a kennel license for three dogs, or cats, or less. The yard has been fenced in for years.

Mr. Curtin made a motion to approve the application with the condition that the applicant comply with the State of Connecticut kenneling license regulations. Ms. Pierson seconded the motion and passed unanimously.

Application #26-14 4 Evergreen Rd, Map 26, Lot 056, Laura Gonzalez, property owner. Dog and cat sitting in home environment.

Mr. Ventres noted that a new fence has been installed and as stated prior, the State of Connecticut does not require a kennel license for three dogs, or cats, or less.

Mr. Curtin made a motion to approve the application with the condition that the applicant comply with the State of Connecticut kenneling license regulations. Mr. Gillis seconded the motion and unanimously passed.

6) SITE PLAN REVIEW

Application #26-13 269 Lake Shore Dr, Map 87, Lot 106, Angela and William Grano, property owners. Addition and year-round conversion.

Mr. Ventres read a letter from Chatham Health District stating that the septic system meets the current public health code requirements and their conditions that must be met before signing off on the building permit. Commissioners also noted concern regarding a shed that is encroaching the setback requirements. The owner agreed that the shed could be moved.

Mr. Gillis made a motion to approve the application with the conditions that Chatham Health District requirements are met, and the shed is moved to a conforming location on the property. Maureen Pierson seconded the motion and passed unanimously.

Application #26-15 Sunny Heights Rd, Map 66, Lot 418, 419, 420, 421, Sheila Burr, property owner. Single family home.

Mr. Ventres stated that the site consists of four undersized lots owned for many years by the owner/applicant. The plan proposes a two-bedroom home. The lots must be merged as a condition of approval when final documents are filed. A letter from Chatham Health District states that the property is suitable for public health code requirements along with additional compliance.

Mr. Curtin motioned to approve the application with the conditions that the Chatham Health District requirements are met, and the lots are merged prior to the filing of the final map. Mr. Gillis seconded the motion and unanimously passed.

7) DISCUSSION

The Public Hearing was not formally set for the Moodus Village Regulation changes at the last meeting.

Mr. Pettinelli made a motion to set the Public Hearing for the Moodus Master Village Regulation changes for October 13, 2026. Mr. Curtin seconded and unanimously passed.

Mr. Ventres shared a letter that was used previously by the Conservation Commission to bring awareness to homeowners on specific roads that could be given a scenic road designation. Discussion included whether the commission should pursue these designations or simply respond to requests from residents, the possible restrictions, and high maintenance cost of some of the current designated roads. It was agreed that the matter will be revisited.

Mr. John Bielot, member of the New Library Exploratory Committee, spoke about the ongoing issues with the ADA Compliance, space limitations, costly maintenance issues of the two existing libraries, and the progression of the previous and current committees. He asked the commission to help in

locating a suitable property for a new library, one public and one privately owned, preferably 3 – 3 ¼ acres to accommodate an approximate 13,900 square foot building, well, septic, and parking. A subcommittee, comprising of Mr. Brownell, Ms. Pierson, and Mr. Pettinelli, will attend the New Library Exploratory Committee meetings.

Mr. Ventres attended the Regional Planning Agency meeting in which vacant homes, declining housing availability, seasonal housing conversions, affordable housing and housing burden were the main topics. It was presented at national averages rather than specific to Middlesex County. Once received, Mr. Ventres will share the recap with the commission. He also stated that the regional planning process is intended as a 10 year planning effort and remains under development.

9) LAND USE ADMINISTRATOR REPORT

Mr. Ventres noted that the Historic District Commission discussed the Plains Road area and would share the minutes from their meeting with the commission members.

Mr. Ventres stated there has been significant progress with violators and will be following up to begin the next step for those who have not yet complied.

The Golf Course Committee has submitted their final report, however Mr. Ventres did not have a copy yet for the commission. He will distribute the report once he receives it.

10) ADJOURNMENT

A motion was made by Mr. Pettinelli to adjourn at 8:30 pm. The motion was seconded by Mr. Gillis and was unanimously approved.

Respectfully submitted,
Lori Olson
Recording Secretary