TOWN OF WASHINGTON

**Bryan Memorial Town Hall**

**Washington Depot, CT**

**PLANNING COMMISSION**

MINUTES

August 5, 2014

7:30 Upper Level Mtg Room

**Members Present:** Ms. Gager, Mr. Rimsky, Mr. Carey, Ms. Jahnke, Mr.Frank

**Members Absent:**

**Alternates Present:** Mr. Bedini

**Alternates Absent:**

**Staff Present:** Ms. White, Ms. Hill

**Also:**

Ms. Gager called the meeting to order at 7:30 pm.

**Seated:** Gager,Rimsky, Carey, Jahnke, Frank

Consideration of the Minutes:

## July 1, 2014 Minutes

The commissioners considered the minutes of the July 1, 2014 Planning Commission Meeting.

*Corrections:*

Page 1: Mr. Bedini was present

 **Delete** Miscellaneous and the paragraph that follows.

Page 3: last paragraph, 2nd sentence **should read:** Mr. Bedini, Mr. Rimsky and Mr. Hileman volunteered to work on the subcommittee, which would **report their findings** in November.

**Motion:** to accept the July 1, 2014 Meeting Minutes of the Planning Commission as amended, by Mr. Rimsky, seconded by Mr. Carey, passed by 5-0 vote.

New Applications:

There were no new applications to discuss.

Other Business:

## Plaza Improvements

Ms. Gager stated that she still plans to send a letter to the Selectmen endorsing an automobile charging station for Bryan Memorial Plaza.

 Mr. Rimsky reported that interviews have been scheduled for three dates in August for the contractors that have applied for the Plaza Improvements project.

Ms. Gager stated that she is on the Town Shade Tree Committee and that Mr. Talbot has presented plans to the Inland Wetlands Commission and the Zoning Commission regarding One Green Hill Circle which impacts the plantings that have already been put in on Town property in accordance with the America the Beautiful Grant and various donations from Town resident. The Shade Tree Committee, after reviewing the plans, reported back to the Selectmen and requested that Mr. Talbot work in conjunction with the Plaza Improvement Committee.

Ms. Hill confirmed that the I/W Commission and the Zoning Commission only acted on the One Green Hill Circle property and not the Town property.

*Plan of Conservation and Development*

Ms. Gager suggested that the commissioner discuss the maps that are to be included in the revised POCD. She stated that the consultants from Milone & MacBroom had provided feedback regarding the commission’s editing/removing of some of the maps and recommended that some of the maps stay in the revised POCD.

The commissioners discussed what maps were required to be in the POCD according to State Statute.

It was the consensus of the commissioners that the maps that were removed from the draft POCD at the last meeting should not be included in the revised POCD.

The commissioners and Ms. Hill discussed the Conceptual Future Land Use map.

Ms. Hill went through a list of topics that the consultants asked the Planning Commission to address.

1. The commissioners agreed that the maps that they have deleted are not to be included in the revised POCD.

Ms. Gager stated that a cover letter would be included with the revised POCD that will inform the reader that additional maps are available for inspection in the Land Use Office.

1. A majority of the commissioners recommended the commission’s submitted disclaimer for the maps remain.
2. The commissioners agreed that the zoning districts do not need to be included on the Conceptual Future Land Use map, but that the village center boundaries be modified as shown on the maps submitted with Ms. Hill’s letter of July 3, 2014.
3. Ms. Hill stated that the consultants would add the three Town facilities that they had failed to include on the Community Facilities map.
4. The planning consultants recommended that all of the “Existing Land Use” maps of individual areas be removed.

The commissioners agreed that such maps should be removed.

There was a brief discussion regarding including a statement in the introduction to the revised POCD noting that additional maps are available for inspection in the Land Use Office.

The Commission reviewed Mr. Hileman’s most recent comments.

Ms. Hill noted that Mr. Hileman had responded to the concerns Mr. Frank had submitted at the last meeting.

The Commission discussed and approved Mr. Hileman’s recommendation regarding the inclusion of text relating to our Arts, Entertainment and Recreation sector. The commissioners agreed that reference to the establishment of a Washington Historic Society should be “under the auspices of the Gunn Museum.”

The commissioners agreed that there should be a statement acknowledging that the Senior Center should be referred to as the Community Center.

The commissioners discussed their timeline for finishing the revised POCD and receiving the revised version from Mr. Hileman for review before submitting it to the Selectmen and the Northwest Hill Council of Governments. Ms. Gager feels that the earliest the Selectmen and the regional planning agency will see the draft of the revised POCD would be after the September 2, 2014 meeting of the Planning Commission.

Mr. Frank stated that Ms. Ayer of the Northwest Hills Council of Governments (NHCOG) could possibly be helpful in advising whether an electronic copy as opposed to a printed copy of the document would suffice for statutory purposes. He noted that the statute provided that “the plan” must be posted to the Town website at least 35 days prior to the public hearing.

There was a brief discussion regarding the implementation portions of the revise POCD. The Conservation Commission had submitted comments to the Commission relating to its proposed responsibilities. The commissioners concluded that they would address this subject after the Public Hearing, since additional comments are expected to be received.

#### New Business:

#### Ms. Hill distributed a copy of the outline from the NHCOG meeting she and Mr. Bedini attended concerning village centers. She noted that the Commission has already included a lot of their recommendations in the revised POCD.

Mr. Bedini gave a brief review of the two Economic Development Subcommittee meetings. He stated that they shared ideas at the first meeting. Ms. Ayer joined them at the second meeting and provided them with useful information. She informed them of other towns that have organizations working on the same subject.

Mr. Bedini stated that at the NHCOG meeting he discovered that most small towns do not hire a full time person for economic development and that there are usually a group of towns that use the same person. He feels that it would be beneficial to find one or two towns that are similar to Washington that have hired someone for economic development and find out what the results were.

Mr. Rimsky said that they are working on clearly defining a job description.

#### Administrative Business:

There was no Administrative Business to discuss.

Public Comment:

No one from the public was present at this time.

Adjournment:

**Motion:** to adjourn at 8:22 pm, by Ms. Gager, seconded by Mr. Rimsky.

Ms. Gager adjourned the meeting.

**SUBMITTED SUBJECT TO APPROVAL:**

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Shelley White, Land Use Clerk

8-8-14

**A recording of this meeting is available to the public in the Land Use Office.**