



Meeting Minutes

Regional Planning Commission (RPC)
of the Naugatuck Valley Council of Governments (NVCOG)
49 Leavenworth Street – 3rd floor, Waterbury, CT
6:30 p.m. Tuesday, October 2, 2018

Attendance: Jared Heon, Ansonia (by phone); Gary Giordano, Bethlehem; Gilbert Linder, Cheshire; Lori Rotella, Naugatuck; Margus Laan, Plymouth; Jim Baldwin, Seymour; Tom Mueller, Thomaston; Jim Sequin, Waterbury; Bob Clarke, Woodbury (by phone).

Staff: Richard Crowther, Planning Assistant; Glenda Prentiss, GIS Coordinator; Joanna Rogalski, Regional Planner

Members of the Public: 0

The meeting opened at 6:34 PM.

1. Pledge of Allegiance, Roll Call, Introductions, Public Participation

- The pledge of allegiance was recited. All those present introduced themselves. A quorum was obtained for this meeting. No public comment.
- Joanna Rogalski suggested a Chairperson Pro Tempore be elected for this evening's meeting. After a call for volunteers, Gary Giordano self-nominated. **A motion to elect Gary Giordano as Chairperson Pro Tempore** for this evening's meeting was made by Margus Laan, seconded by Bob Clarke. The motion passed unanimously.

2. Discussion and demonstration: Online tools for crowdsourced transportation needs input and regional maps

Glenda Prentiss and Richard Crowther discussed and demonstrated two new online tools developed by NVCOG: 1) Crowdsourced transportation needs, and 2) regional maps. The crowdsourced information is part of public outreach for the Long Range Transportation Plan, but could be used for other projects. The regional maps only include information about NVCOG member municipalities. A few suggestions were made by the RPC:

- Add State Plan data layer.
- Give CEO's a monthly report of suggested projects, distribute at NVCOG Board monthly meeting.
- Add information about access to parcel information of municipalities outside NVCOG but adjacent to it.

3. Discussion – NVCOG RPC role and mission statement

Joanna Rogalski reviewed the 2015 NVCOG RPC mission statement. There were no suggested edits. The email dated September 11, 2018, which described the RPC roles and duties, was also discussed. There were no questions.

4. RPC Officer Nominating Committee Report and Elections – Chairperson, Vice Chairperson, Secretary, and two (2) At-large representatives to the Executive Committee (Motion)

Gary Giordano, a member of the Nominating Committee, and Joanna Rogalski reported the persons who have self-nominated for RPC officer positions and At-large representatives, which included Michael Opuszynski for Secretary, Margus Laan for At-large representative, and if no one else self-nominated then Jeremy Leifert for At-large representative. Discussion ensued about the duties of the officers and at-large members, and the role of the NVCOG in working on behalf of the RPC. The following persons self-nominated: Lori Rotella – At-large representative, Gary Giordano – Vice Chairperson, Jim Baldwin – Chairperson.

Motion: To close nominations for RPC officers and At-large representatives.

Motion made by Bob Clarke, Seconded by Jim Sequin. Vote: unanimous, Motion: passed



Motion: To elect slate of RPC officers and At-large representatives as presented, namely James Baldwin as Chairperson, Gary Giordano as Vice Chairperson, Michael Opuszynski as Secretary, Margus Laan as At-large representative, Lori Rotella as At-large representative.

Motion made by Jim Sequin, seconded by Bob Clarke. Vote: unanimous. Motion passed.

5. Update: Regional Plan of Conservation and Development (POCD)

Joanna Rogalski informed the RPC that a draft of the Regional POCD is not expected before Spring 2019. After a call for more persons to participate in the RPC POCD Working group, Bob Clarke volunteered.

6. Administrative Items

- a. Review of August, 2018 Meeting minutes – Motion: to adopt
Amendments were suggested by Bob Clarke and Gilbert Linder.

Motion: To adopt August 7, 2018 meeting minutes, as amended.

Motion made by Jim Sequin, seconded by Lori Rotella. Abstentions: 2 – Jim Baldwin, Tom Mueller
Vote: unanimous. Motion passed.

- b. Referrals – fourteen (14) have been submitted since the last RPC meeting, none being regionally significant.
- c. Correspondence – an email from DeLoris Curtis naming Jay Carrow the new RPC representative for Southbury. Joann Rogalski informed her that a letter of appointment signed by the First Selectman was needed.

7. Roundtable - Points of Interest/Local Activities

Thomaston – Tom Mueller, Planning & Zoning Commission

Public hearing on drafted fine ordinance was filled to overflowing. Public hearing postponed. An information meeting will be held at Opera House to accommodate more members of the public. Vote on fines will be included as a referendum in the November 2018 elections.

Cheshire – Gilbert Linder, Planning & Zoning Commission

The last Cheshire section of the Farmington Canal Trail has been completed. The trail includes access to a butterfly garden and restrooms.

Seymour – Jim Baldwin, Building Inspector

The downtown area streets are undergoing major renovations. The greenway trail from the fish ladder to Route 67 has been completed, and there is a concern with cleaning the area around the abutments to Route 8.

Naugatuck – Lori Rotella, Town Planner

Fall Festival and Mission 22 hike recently took place. Bridge dedication occurred during Fall festival. Ansonia is considering zoning amendment regarding electronic message signs (EMS). Discussion ensued regarding other municipalities' EMS zoning, including input from Waterbury, Seymour and Ansonia. Information about the International Sign Committee municipal zoning resources requested of the staff.

Plymouth – Margus Laan, Town Planner

A proposed zone change from residential (R-40) to Industrial was withdrawn after a neighboring parcel owner hired a lawyer to argue against the Industrial zoning. A discussion ensued about the extent to which is legally required to inform the public about a Town-wide rezoning process. Advice given to over notify and in the case of a single parcel zone change, to ask the applicant's lawyer about the notification process.



Waterbury – Jim Sequin, City Planner

Industrial Commons along the Waterbury-Naugatuck border has been approved. There is a proposed affordable housing development at Scoville Street. Post University is in the process of finishing renovations to the former Howland Hughes department store building on Bank Street. Post University will occupy the bulk of the building and employ about 400 persons.

Bethlehem – Gary Giordano, Elector – Surveyor

One major project underway on Wood Creek Road. The Garlic Festival is this weekend and draws a crowd of about 30,000 persons.

Woodbury – Bob Clarke, Zoning Commission

The Fall Festival was a success. Due to inadequate budget for a full POCD update, selective updates are proposed. There will be a Zoning Commission meeting regarding a proposed Dollar General store on October 9, 2018. A zone text amendment which proposed reducing the minimum acreage required for a Garden Apartment zone designation from ten (10) acres to three point five (3.5) acres passed. The former Curtis House has signed a contract to resume operation as the Colonial Inn; Inn staff would wear 18th century uniforms.

Ansonia – Jared Heon, Planning and Zoning Commission

Their high school football team has beat everyone! Harvest Festival was a big success. Dedication ceremony of the Riverwalk pedestrian bridge over the railway took place recently. The Riverwalk is now connected to Derby greenway; the Ansonia section of Riverwalk allows canines, unlike the Derby section. Planning and Zoning Commission will hold public hearing on zone change allowing medical marijuana dispensaries; public opinion is generally favorable. A proposed age-restricted overlay has been denied. There has been some proposed open space at the Seymour municipal boundary. The Starbucks in Derby affects traffic flow on Pershing drive. Residents have complained about light bleed from the technical high school signs. Discussion ensued about state school property being exempted from municipal regulations. Suggestion made to contact Ansonia's State representative regarding the lighting nuisance.

8. Other

- How many municipalities have combined Planning and Zoning Commission and what are the advantages to a combined commission? Discussion ensued.
- Which online permitting software does your municipality use to streamline the permitting process? Discussion ensued.

9. Adjournment

On a motion by Jim Sequin, seconded by Gilbert Linder, the meeting was adjourned at 8:05 PM.

Respectfully submitted by
Joanna Rogalski, Regional Planner
NVCOG