

AGENDA
COMMITTEE OF CHAIRPERSONS
JULY 18, 2016 - 6:00 P.M.
TOWN HALL ANNEX - COMMUNITY ROOM 2

- I. ROLL CALL
- II. PUBLIC COMMUNICATIONS
- III. APPROVAL OF THE MINUTES OF April 18, 2016*
- IV. ITEMS OF BUSINESS
 - 1. Energy Efficiency Initiatives Report
 - 2. Plan of Conservation & Development Public Hearing Report
 - 3. Board of Education School Facilities Plan - Update
 - 4. Disposition of School Buildings - Update
 - 5. Mystic Education Center
 - 6. Central Hall
 - 7. Identification of Topics for Discussion
- V. OLD BUSINESS
- VI. REPORT OF CHAIRPERSONS
- VII. REPORT OF STAFF
- VIII. ADJOURNMENT

Next Meeting: October 17, 2016

* Enclosed

MINUTES
COMMITTEE OF CHAIRPERSONS
APRIL 18, 2016 – 6:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Present: Bates, Stebbins, Pritchard, Rafferty, Scott, Sutherland, Preka (6:13 PM)

Other:

Staff: Jones, Gilot

Acting Chairperson Pritchard called the meeting to order at 6:00 p.m.

II. PUBLIC COMMUNICATIONS - None

III. APPROVAL OF THE MINUTES OF January 25, 2016

MOTION: To approve the minutes of January 25, 2016 as written.

Motion made by Stebbins, seconded by Bates. Motion passed unanimously.

IV. ITEMS OF BUSINESS

1. Plan of Conservation & Development

Staff distributed the draft 2016 Plan of Conservation and Development. The Planning Commission scheduled a public hearing for June 29, 2016. Staff said that a link to the online document was provided to the Chairs. Paper copies are available for review in the Planning Department and the public library. Staff said they would be available to visit any of the commission to discuss and answer any questions on the themes. Also, commissions can submit any comments regarding the Plan through staff.

2. Board of Education School Facilities Plan - Update

Staff said the School Facilities Task Force held their final meeting on April 14th. The plan calls for three schools, with a cost to the town of \$55 million dollars, and the Town anticipates the balance paid by the state; the final decision on that will be made in June. The proposal is to use the Merritt property for the new middle school, and in exchange the Town will acquire another appropriate property to be used for ball fields. There are several properties being considered, and they are all located in the town.

3. Market Analysis and Zoning Audit Implementation

Staff said both of the reports are complete. Staff is doing a final editorial review. Implementation of the zoning audit recommendations has begun. The Zoning Commission has been meeting at least twice a month to work on the regulations. They have already approved several amendments to address the MacKenzie issues which Attorney Carey discussed at the January meeting. Those new regulations become effective May 16th, 2016. This should result in less applications for variances to the Zoning Board of Appeals.

Staff reviewed some of the items recommended in the market analysis, such as a stand-alone website for Economic Development; mixed use design guidelines for the Poquonnock Bridge Village focus area, and a town-wide signage and wayfinding

directory program. These items have been included in the OPDS budget request for fiscal year 2017.

Staff said the Town Manager cut \$100,000 from the proposed budget. The department will be before the RTM Community Development & Services Committee tonight, who will recommend a final budget number to the full RTM.

Staff thanked everyone who attended the Town Council public hearing on the budget. The Council noted that several people came out to support the OPDS budget, so it was effective.

Staff reviewed some of the regulation amendments that affect the Waterfront Design District, and that the Planning or Zoning Commissions can no longer waive requirements. Staff said they are also doing an inventory of all the buildings in downtown Mystic to assist with developing new standards for that zone.

4. Identification of Topics for Discussion

- Summary of the POCD public hearing/progress report for next meeting in July
- Status of schools (if any)
- Update on closed schools, such as Fitch Middle, Seely School
- Mystic Streetscape Phase III (if there is one)
- Central Hall – review of construction plan
- Mystic Education Center

V. OLD BUSINESS - None

Staff explained the work being done on the pilings and deck for the new Central Hall building on West Main Street. The work on the platform should take 100 days, and then they will stop for the summer due to street access.

VI. REPORT OF CHAIRPERSONS

Sutherland said the Zoning Commission had consultant looking at the Water Resource Protection District (WRPD). She said the work is very complex; the hydrology makes it difficult to find a setback. The WRPD concept will remain generally the same. The commission is reviewing allowed and non-permitted uses in the WRPD.

Staff was asked if the Tilcon property off Rogers Road has been sold. Staff believes it is still available.

David Preka said that the City of Groton created its own Economic Development Commission about a year ago. A joint meeting with the City and Town commissions was held and was very successful.

Pritchard said there recently may have been a potential FOI violation with the Planning Commission. He noted that it might be good for all commissions to have some training again on that topic.

VII. REPORT OF STAFF

1. OPDS Budget Update

Staff said the Director was at the RTM Community Development & Services Committee meeting tonight to discuss the OPDS budget. The budget will be reviewed with the full RTM on May 9th.

Stebbins asked about the owner occupancy requirement of the Spicer Mansion, and if the owner's son would be in residence. Staff said that owner occupation is a requirement and the Zoning Official would address any violation.

VIII. ADJOURNMENT

Motion to adjourn at 6:30 p.m. was made by Stebbins, seconded by Bates, so voted unanimously.

Prepared by: Debra L. Gilot
Office Assistant III

NOT APPROVED