

SUBJECT TO APPROVAL

**MADISON PLANNING AND ZONING COMMISSION
PLANNING MEETING MINUTES
Jan. 5, 2017**

The regular planning meeting of the Madison Planning and Zoning Commission was conducted Thursday, Jan. 5, 2017, at 7 p.m., in Meeting Room A at Madison Town Campus.

MEMBERS PRESENT

Ronald Clark, Francine Larson, Thomas Burland, James Matteson, Amanda Mitchell, Brian Richardson, Joel Miller, and Joseph Bunovsky, Jr.

MEMBERS ABSENT

John K. Mathers

ALTERNATES PRESENT

Elliott Hitchcock and Madhavan Parthasarthy

OTHERS PRESENT

Director of Planning and Economic Development David Anderson

The planning meeting of the Madison Planning and Zoning Commission was called to order at approximately 7:02 p.m. by Chairman Ronald Clark.

Election of Officers. Director of Planning and Economic Development David Anderson explained that a slate of officers should be nominated, as follows, chairman, vice chairman and secretary.

Commissioner James Matteson made the motion to nominate Ronald Clark as chairman, Francine Larson as vice chairman, and Thomas Burland as secretary; it was seconded by Commissioner Joseph Bunovsky, Jr. and unanimously approved.

Vote to elect the chairman, vice chairman and secretary, as nominated, passed, 7-0-0.

IN FAVOR: Commissioners Clark, Larson, Burland, Joel Miller, Bunovsky, Matteson, and Amanda Mitchell.

OPPOSED: None.

ABSTAINED: None.

Commissioner Brian Richardson arrived after the vote.

Discuss planning priorities and select commission members to work with the Director of Planning & Economic Development on selected projects. Director of Planning and Economic Development David Anderson handed the commission a list of 42 items to consider as Planning and Zoning Commission Planning Priorities. The Plan of Conservation and Development gave the Planning and Zoning Commission the role of leader on 33 of the tasks, with the remaining nine being other tasks the commission could consider revising, developing or updating in the planning and zoning regulations. Mr. Anderson suggested the commission, as a whole, decide

on two tasks on which to focus, and then at least two commissioners could work with him on one of the tasks, while a second two commissioners work with him on the second task. He estimated the work would not take more than four months per topic.

Once the two topics are chosen, the small group work would take place, and then each topic, with recommended changes, would be presented to the entire Planning and Zoning Commission for input, according to Mr. Anderson. There would be a first draft of crafted regulations, a second draft, a final draft, and then the item could be presented in a public hearing, he stated. He suggested, in reviewing the entire list, that the commissioners focus on tasks that would have the biggest impact—for instance, changing the sign regulations may not be seen as a priority, since no one in the public has really expressed problems with them. However, reviewing the provisions of Section 26 (Housing Opportunity District) of the Zoning Regulations and evaluating whether an Incentive Housing Zone (IHZ), as authorized in Connecticut General statutes Section 8-13m, might be appropriate for Madison, are both items that are part of a Housing Grant and have a high priority, since the time period is only a year and a half to complete the process, according to Mr. Anderson. He explained that one area to be examined is smaller housing units.

As Mr. Anderson read each item on the list, he explained which tasks are already being handled by other town officials and local or state agencies and so are no longer a Planning and Zoning Commission responsibility. Commissioners briefly discussed the 42 tasks, with some extra attention being given toward encouraging economic development, particularly in the downtown center; whether Planning and Zoning Regulations are too stringent and hampering interest in the town; what direction to take in the area of local residents renting out their homes to travelers; whether the town should adopt regulations regarding the “clear cutting” of trees; and changing certain zones, such as some residential zones that might be better served as commercial zones.

Mr. Anderson suggested four topics and asked the commission to choose two. His topic suggestions were: revising sign regulations; housing as it relates to the grant and examining smaller housing options; taking a look at residential zones that could possibly be changed to commercial or transition zones; and redeveloping the floating design district, which would be of some assistance to the Academy School project. After further discussion, commissioners agreed to combine the zoning change task with the floating design district task, and Commissioners Richardson, Parthasarthy, and Secretary Burland agreed to serve on that topic. Housing was also chosen as a priority task, and Commissioners Matteson, Bunovsky, and Miller agreed to serve on it.

Review 2013 Plan of Conservation & Development implementation schedule and discuss ongoing implementation strategy. Mr. Anderson gave the commissioners a six page document entitled *2013 Plan of Conservation and Development Implementation Schedule Tasks Organized by Lead Agency* and asked the panel to take some time to review it, since it contained over 100 tasks. He stated that he would like this topic to be a standard agenda item for the Planning and Zoning Commission, so commissioners could be aware of advances being made. He also stated that he will go through the tasks, mark them up, and decide priorities.

ACCA liaison assignments for 2017. ACCA meets the second Tuesday of each month, and commissioners volunteered to be liaisons through August.

Remarks: **Commission Chair** ~ None.

Director of Planning & Economic Development ~ Mr. Anderson stated that the application for 4 Boston Post Road has been withdrawn, because the septic system that was being planned for the development would not work.

Other Comments ~ None.

Adjournment

Commissioner Matteson made the motion to adjourn at 8:30 p.m.; it was seconded by Commissioner Miller and unanimously approved.

Vote to adjourn passed, 8-0-0.

IN FAVOR: Chairman Clark, Vice Chairman Larson, Secretary Burland, and Commissioners Miller, Bunovsky, Matteson, Richardson, and Mitchell.

OPPOSED: None.

ABSTAINED: None.

Respectfully submitted,
Marlene H. Kennedy, clerk