



MEETING MINUTES
REGULAR MEETING

Regional Planning Commission (RPC)
of the Naugatuck Valley Council of Governments (NVCOG)
49 Leavenworth Street – 3rd floor, Waterbury, CT
Virtual Meeting on ZOOM
6:30 p.m. Tuesday, February 2, 2021

Attendance: David White, Bristol; Nicole Cignoli, Derby; Lori Rotella, Naugatuck; Margus Laan, Plymouth; Jim Baldwin, Seymour; Ginny Harger, Shelton; Jay Carow, Southbury; Stacy Sefcik, Thomaston; Robert Clarke, Woodbury.

Staff: Aaron Budris; Senior Regional Planner; Joanna Rogalski, Senior Regional Planner; Keith Rosenfeld, Shared Municipal Planner.

Guests: Victoria Vetre, SLR Consulting.

Members of the Public: 1

The meeting opened at 6:30 PM.

1. Commencement of Meeting

- a. Pledge of Allegiance - The pledge of allegiance was recited.
- b. Roll Call – A quorum was obtained for this meeting.
- c. Public Comment – No public comment was submitted before the meeting, no public comment at this time.

2. Administrative Items

- a. Adoption of December 1, 2020 Meeting minutes (motion) - Motion made by Bob Clarke, seconded by Ginny Harger. Vote: Unanimous. Motion passed.
- b. Referrals – Keith Rosenfeld reported about the nine (9) referrals received by the NVCOG since December 1, 2020. Invited Naugatuck and Bristol reps to comment on the referrals submitted.
- c. Correspondence – Joanna Rogalski reported a letter from Woodbury CEO appointing Andrew Chapman as Woodbury’s Alternate to the NVCOG RPC.

3. Update regarding the NVCOG Natural Hazard Mitigation Plan (Victoria Vetre, SLR Consulting)

Victoria Vetre, who works for SLR Consulting (formerly known as Milone and MacBroome), the consultant hired to research and write the regional NVCOG Natural Hazard Mitigation Plan (NHMP), gave updates regards the current public outreach process. Tomorrow, February 3, 2021 between 9 AM and 10:15 AM there will be a workshop held for all the nineteen (19) NVCOG municipalities to review regional mitigation actions. On February 10, 2021 there will a public workshop to provide a general overview of the NHMP. There are a few more P & Z Commission meetings at which SLR will make presentations about the NHMP. Other public outreach tools include an ongoing survey and Storymap. Request was made to send the meeting invite for February 3, 2021 to the RPC members.

4. Update regarding Resilient CT (Victoria Vetre, SLR Consulting)

Victoria Vetre, who works for SLR Consulting, the consultant hired to research data for the Resilient CT project, provided an update about the Resilient CT project, a Connecticut Institute for Resilience and Climate Change (CIRCA) administered project funded through a HUD grant. The project is in the first half of Phase 2. Three of the four regional workshops have been completed. If you were not able to attend a workshop for your region, you may attend another region as the first part of the workshop is the same. Workshop follow-up materials and recordings are in the process of being created and will be available after all workshops are completed. A Storymap will soon launch. Currently there is an online tool to identify zones of shared risk.



5. Roundtable – Discussion of Local Activities and municipal land use processes

Seymour – Jim Baldwin, Building Inspector

This is a slow time of year, nothing new to report.

Bristol – Dave White, Planning Commission

The most recent referral from Bristol involved a proposal to amend the zoning regulations to allow for the ZEO and land office staff to assist in mediation. One reason for this proposal is so that ADA requests may be easily taken care of through the staff. The City has received eight applications in response to their RFP for rewriting the City's zoning regulations; presentations expect to be heard from 4 companies on February 19. The Sessions Building, which has a lot of tax in arrears, may soon be sold for one dollar to a party who will clear up the back taxes and clean up the brownfield site associated with the building, and repurpose it as 1- and 2-bedroom apartments at market rate. As part of the Sessions Building redevelopment, the party hopes to keep the water powered elevator – it is the only remaining water powered elevator in CT.

Shelton – Ginny Harger, Planning and Zoning Commission

Work has resumed at the Bridgeport Avenue shopping center development. Last Wednesday the Planning and Zoning Commission approved a site plan for 207,000 square feet of a 500,000 square foot site which formerly housed the Phillips Medical and Timex companies; a Bronx based company which manufactures injection blow moldings (EG commemorative coin set) will be running 24/7 at the site. Another tenant is Perk and Elmer. Parking lots on site had been proposed for apartment development but the P&Z Commission denied that application in the hopes of keeping that site manufacturing.

Naugatuck – Lori Rotella, Town Planner

The Zone change referral (Bridge Street Spring Street area) was to unify zoning for 57 different properties to B-2, more of a business zone. Twenty properties are currently zoned residential and 11 properties currently zoned industrial. The Planning Commission denied the proposal without prejudice to allow the residential and industrial uses to continue to be allowed. On February 17, 2021 a public hearing before the Zoning Commission is scheduled for the proposal. One possible remedy would be to do a design district bordered by Spring St, Bridge St, N Main St and Prospect St.

Woodbury – Bob Clarke, Zoning Commission

Master walkway plan is being worked on by the Planning Commission. The Zoning Commission is adapting new zoning plan.

Derby – Nicole Cignoli, Elector

Last month the Planning Commission approved a 70-unit market rate residential only apartment complex to be located to the South of Main Street, near the rail line. The Commission is considering zoning that is more flexible for the area along Route 34 to allow for smaller scale industry. Comment that trend for Shelton and Derby is toward larger scale apartments, demonstrates a shift in demographics for the long term. Decade ago, age 55+ was the main demographic to develop for. Now a lot of New York people moving in making property less affordable for the existing CT residents. Concern that there will be less local small businesses.

Plymouth – Margus Laan, Town Planner

Work at the former Prospect Street School has begun; developer is taking possession and is now able to begin cleaning up. Considering rezoning for properties that are currently not within 500 feet of a municipal boundary, currently not yet ready for referral.

Southbury – Jay Carow, Elector

Nothing new to report. Attempting to get communication back in place – new planning director overloaded.



Thomaston – Stacey Sefcik, Land Use Administrator

First had question about Sessions Building in Bristol – timetable for redevelopment? Answer is that there is no definitive plan or timetable. Thomaston is receiving many accessory apartment applications. Two applications for pre-approved space (one a repair place, the other a high-end car dealership) and thus was able to waive need for public hearing as per recent CT Supreme Court case. The Commission will revisit its accessory apartment regulations to consider allowing for a detached structure. Also considering updates zoning regarding stormwater management: work and presentation by Aaron Budris is being used as a guidepost for this update.

6. Update regarding the Regional Plan of Conservation and Development

Joanna Rogalski reported there has been no new work on the Regional Plan of Conservation and Development (POCD). The current goal is to complete a draft by the end of 2021. Also, staff is considering doing a regional affordable housing plan; affordable housing is already discussed in the Regional POCD and the regional plan would be based on the municipal plans required by CGS beginning in July 2022. A more detailed discussion among staff is expected. There have been more inquiries from NVCOG Towns regarding assistance with the municipal affordable housing plans; NVCOG may assist by providing data and maps for these plans.

7. Update regarding Long-Term Recovery Committees

Joanna Rogalski reported that as part of the work addressing Long Term economic recovery from the effects of the COVID-19 pandemic, the Shelton Economic Development Agency (SEDC) was awarded an EDA (Economic Development Agency) grant to update the CEDS (Comprehensive Economic Development Strategy) Plan which impacts economic policy in all nineteen NVCOG towns. The Burns Consultant is working on the Update. The CEDS update project is expected to be completed by June of 2022. The NVCOG is working with DEMHS Regions' Long Term Recovery Committees to address immediate needs (such as Health and Human Services) and more long-term needs such as jobs and business. The long-term recovery committee identified a need for broadband updates. A few weeks ago, the Gov office announced a proposal to work on broadband updates.

8. Other

Aaron Budris shared that one recommendation of the recently published Western WUCC (Water Utility Coordinating Committee) plan was to develop a checklist for local planning agencies to help get water suppliers involved earlier in the development process to make sure there is enough water to serve new development and to help identify when proposed developments are in a water supply watershed. Aaron has been asked to head a Statewide Committee to put together a checklist for local use. He is asking that the RPC send him ideas and local issues that have arisen locally regarding water supply and new development. Comment from Jim Baldwin is that this is a great idea; Seymour's experience is that water utilities do not pay attention until a development has been approved. Aaron commented that some water utilities have complained that they were not notified until late in the planning process, after site plan approval.

Joanna Rogalski reiterated that the municipal affordable housing plans are due in July 2022 and that the NVCOG may assist with data and maps.

9. Adjournment

Motion to adjourn the meeting made by Ginny Harger, seconded by David White. Vote: Unanimous. Motion passed.

The meeting was adjourned at 7:25 PM.

Respectfully submitted by
Joanna Rogalski, Senior Regional Planner
NVCOG