



# NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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**DRAFT MEETING MINUTES**  
**Naugatuck Valley Council of Governments**  
**Regional Planning Commission Regular Meeting**  
Virtual Video Conference Meeting – [YouTube Link](#)  
6:30 p.m., Tuesday, June 7, 2022

**Attendance:** Representative Bob Clarke, Woodbury; Representative David White, Bristol; Representative Ginny Harger, Shelton; Representative Lori Rotella, Naugatuck; Representative Robert Nerney, Waterbury; Representative Margus Laan, Plymouth; Representative Curtis Bosco, Middlebury; Representative Ray Jurzynski, Jr., Beacon Falls; Representative Gil Graveline, Prospect.

**Staff:** Savannah-Nicole Villalba, Regional Municipal Planner; Josh Lecar, Director of Planning; Christine O’Neill, Regional Environmental Planner; Adrian Huq, SCT Fellow; Michio Agresta, SCT Fellow

**Guests:** None

**Members of the Public:** None

1. **Commencement of Meeting** – The meeting was called to order at 6:34 PM.
  - a. **Pledge of Allegiance** – The Pledge of Allegiance was recited.
  - b. **Roll Call** – Roll call was conducted, and a quorum was obtained.
  - c. **Public Comment** – No public comment was submitted for this meeting.
  
2. **Administrative Items**
  - a. **Adoption of April 5, 2022, Regular Meeting minutes (motion)** – A motion to adopt the April 5, 2022, meeting minutes as presented was made by Representative White and seconded by Representative Clarke. Votes: 8-0-1. Motion carried. Laan Abstained.
  - b. **Referrals Report** – In lieu of Mr. Rosenfeld, Ms. Villalba provided the referrals report to the Commission. (*Summary of Referrals Report – March 26, 2022, to May 31, 2022.*)
  - c. **Correspondence** – There was no correspondence at this meeting.
  - d. **NVCOG staff support** – Josh Lecar, NVCOG Director of Planning noted that he will be taking over from Savannah-Nicole Villalba as lead staff person for the RPC.
  
3. **Regional Planning Commission Executive Board Elections**
  - a. **Nominating Group Report:** Representatives Harger, Baldwin and Rotella were members of the nominating group.
  - b. **Motion to elect the following slate of officers for 2022-2023:**  
RPC Chairperson: David White, Bristol  
RPC Vice-Chairperson: Lori Rotella, Naugatuck  
RPC Secretary, Stacey Sefcik, Thomaston  
At-Large Representatives: Curtis Bosco, Middlebury; Margus Laan, Plymouth  
Votes: 9-0. Motion carried.

#### **4. Roundtable – Discussion of Local Activities and Municipal Land Use Processes**

##### Bristol- Representative David White

Representative White reported that City Hall is completely vacated for renovations. City departments are temporarily relocated to a Webster Bank office building on Main Street and the court rooms have been relocated to the Police Dept on N. Main Street.

##### Naugatuck- Representative Lori Rotella

Representative Rotella reported that Borough anticipates that Bluewater Horizon will submit a zoning text amendment to maximum building height as a component of the Amazon warehouse application. Naugatuck will host a food truck festival on the Green in August.

##### Shelton – Representative Ginny Harger

Representative Harger reported that the city has applied for an extension on filing their affordable housing plan. City passed a moratorium on accepting high-density apartment dwellings. Public hearings were held for multiple apartments buildings around the city, as well as a gas station. A discussion on a moratorium on accessory housing units is also in the works. A 66-acre property on Constitution Boulevard is also being rezoned from a Planned Development District (PDD) to industrial.

##### Middlebury – Representative Curt Bosco

Representative Bosco reported that Middlebury is working on an affordable housing plan with a consultant. The Town has started using online permitting system with Permit Link. The Zoning Enforcement Officer certification program is back in operation after the pandemic with 35-40 people in the May program, and another 30 signed up for June.

##### Waterbury – Representative Robert Nerney

Representative Nerney reported that Waterbury is working on their affordable housing plan. Post University is filing a June 8 application for athletic field lighting for their fields. The cannabis moratorium is also being extended through November. Representative Nerney reported a rise of the upper levels of downtown office buildings being converted into apartments.

##### Prospect – Representative Gil Graveline

Representative McNeil reported that Prospect is updating their affordable housing plan and working on additional sidewalks.

##### Plymouth – Margus Laan

Representative Laan reported that Plymouth will be having a public hearing on a moratorium on cannabis uses on June 23<sup>rd</sup>. The Town is also working on its affordable housing plan.

The Commission also discussed online permitting systems and which each are using, if any, and what they like and dislike with each.

6. **NVCOG Discussion – PA 21-29: Accessory Dwelling Units** – Mr. Lecar provided an overview of PA 21-29 along with a description of the provisions and regulations of Accessory Dwelling Units.

7. **NVCOG Updates -**

- a. **Environmental Planning Update** – Ms. O’Neill provided an overview of a municipal solid waste forum.
- b. **Solsmart Update** – Ms. O’Neill reported that the region is very close to earning a silver designation in Solsmart.
- c. **SustainableCT** – Ms. O’Neill introduced this year’s Sustainable CT fellows: Adrian Huq and Michio Agresta
- d. **Composter and Rain Barrel Sale** – Mr. Budris notified the Commission that the composter and rain barrel was successful in its second year.

6. **Adjournment** – A motion to adjourn the June 7, 2022, Regular Meeting of the NVCOG Regional Planning Commission was made by Representative Harger and seconded by Representative Graveline. Votes: 9-0-0. Motion carried.

The meeting was adjourned at 7:50 PM.

Respectfully Submitted by  
Jack DeOliveira  
Naugatuck Valley Council of Governments