



**NAUGATUCK VALLEY  
COUNCIL of GOVERNMENTS**

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 · 203-757-0535 · 203-735-8688

**MEETING MINUTES  
REGULAR MEETING**

Regional Planning Commission (RPC)  
of the Naugatuck Valley Council of Governments (NVCOG)  
49 Leavenworth Street – 3<sup>rd</sup> floor, Waterbury, CT  
Virtual Meeting on ZOOM  
6:30 p.m. Tuesday, June 1, 2021

**Attendance:** Nicole Cignoli, Derby; Lori Rotella, Naugatuck; Margus Laan, Plymouth; Gil Graveline, Prospect; Jim Baldwin, Seymour; Robert Nerney, Waterbury; Robert Clarke, Woodbury.

**Staff:** Richard Crowther, GIS Analyst; Joanna Rogalski, Senior Regional Planner; Keith Rosenfeld, Shared Municipal Planner; Josh LeCar, Assistant Director; Christine O’Neill, Environmental Planner; Savannah-Nicole Villalba, Shared Municipal Planner.

**Guests:** None

**Members of the Public:** 1

The meeting opened at 6:35 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.

2. Administrative Items

- a. Adoption of April 6, 2021 Meeting minutes as presented (motion) - Motion made by Bob Clarke, seconded by Gil Graveline. Vote: Unanimous. Motion passed.
- b. Referrals – Keith Rosenfeld reported about the five (5) referrals received by the NVCOG from its members and the three (3) referrals received from non-NVCPG members since April 6, 2021. Of note, Thomaston is proposing a moratorium on the use of land and structures in the Town for cannabis establishments.
- c. Correspondence – Joanna Rogalski reported that the RPC has received three pieces of correspondence: April 6, 2021 an RPC Appointment letter from Waterbury for Bob Nerney, May 27, 2021 an RPC Appointment letter from Watertown for Daniel DiVito and June 1, 2021 an RPC Appointment letter from Woodbury for Andrew Chapman.

3. Discussion of the NVCOG referrals review and report process

Joanna Rogalski described the three types of referrals required by the Connecticut General Statutes (Zoning, Subdivision and Plan of Conservation and Development) and described how the referral process once it is submitted to the NVCOG. Discussion ensued. The RPC members stated they were satisfied with the existing referral process. The referral report adds another point of view. More opinions from professionals is helpful to the Commissioners. Timeliness of referral reports have improved over the past few years.

4. Update regarding Water Utility Coordinating Committees (WUCC) implementation efforts

Aaron Budris reviewed the State Water Plan completed in 2019 and the State Water Supply Plan completed in 2018. It is the Water Supply Plan and Process that being discussed this evening, specifically the development review checklist and local planning documents. There are three scenarios envisioned for the use of these documents: guidance for source protection, projects proposing a new water supply and general best practices for local planners and commissioners for including water quality and supply in local plans and regulations and daily work. Input about best practices is welcome. The NVCOG may help the Town with understanding if a notification is necessary (as per CGS 8-3i). The Department of Public Health has publicished maps locating watersheds and aquifer areas, but it is currently buried deep on the website. The WUCC is working with DPH to help make this information more readily accessible to



applicants and Towns. Improving accuracy of parcel mapping would be most helpful. Aaron Budris will email links to DPH sources and NVCOG regional mapper. One RPC member emphasized that training for local officials and commissioners is essential for the betterment of results of their actions. One approach may be to include a chapter on water sources during the UCONN CLEAR Land Use Academy classes.

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

Seymour – Jim Baldwin, Building Inspector

Town and Zoning Commission is about to begin update to Zoning regulations.

Naugatuck – Lori Rotella, Town Planner

Received application from Wetlands regarding the Port of Naugatuck. Application for gas station on New Haven Road; neighbors have filed intervener status. There will be a series of evenings during which Church Street will be closed to traffic so that restaurant space may spill out into the streets. There was a reduced size Memorial Day Parade.

Woodbury – Bob Clarke, Zoning Commission

Zoning Commission working on revision of regulations. Consultant has advised that regulations have too many pages. Revised regulations are more attuned to the 21<sup>st</sup> Century. On April 7<sup>th</sup> the Planning Commission met with consultant to review next steps about affordable housing. Both Zoning and Planning Commissions agreed Hartford was out of line concerning affordable housing legislation. Planning Commission discussed masterplan for walkway along Route 6 Corridor, decided the masterplan will now be called a vision plan. Funds for Corridor Study have been requested.

Prospect – Gil Graveline

Home occupations increasing. Two in-law apartments approved. A few applications for detached garages over 800 sf – these require special permits. The Town is beginning to review their marijuana use regulations, and may establish a moratorium depending on what the State may legislate.

Derby – Nicole Cignoli, Elector

The new Zoning and Wetlands Enforcement Officer began working today. The PDD Subcommittee has been meeting and has the basic structure of the PDD established. They are now focused on adaptive reuse of properties, residential use preservation and economic benefits to the city when a PDD is used. Many more PDD subcommittee meetings are anticipated.

Waterbury – Bob Nerney, City Planner

Development activity strong in the City, particularly residential sector, much seems to be out of state interest. Approved rehab of 28 Scoville Street to 100% residential. Other properties in downtown being rehabbed for entry level housing. Physical infrastructure improvements in downtown beginning with the hope they will yield dividends.

Plymouth – Margus Laan, Town Planner

On July 8 there will be an opening of an application to rezone Route 6 and Seymour Road – residential to C1 commercial.



6. Update regarding the Regional Plan of Conservation and Development

Joanna Rogalski reported that newly hired NVCOG staff person Savannah-Nicole Villalba will assist with the POCD development. There is an eighteen (18) month timeline (from May 2021) for completing a final draft for the Regional POCD. Asking for RPC members for a POCD working group. Please contact Joanna Rogalski if you are interested.

7. Update regarding Long-Term Recovery Committees

No Unmet Needs requests Joanna Rogalski reported since April 1, 2021. There is a shift in focus from immediate response to long term economic recovery. Awaiting information on how the State will allocate American Rescue Plan Act funding. The NVCOG region is assisting on work on the Comprehensive Economic Development Strategy

8. Other

Question regarding the NVCOG CEO meetings being remote or in person. Answer is that over the past few months CEO's have been given the option to attend in person or remotely, based on capacity limits. Full in person meetings are being considered.

Question regarding how many NVCOG towns are using the municipal shared planner NVCOG resource. Answer is Seymour, Beacon Falls, a trial period in Southbury and potentially Bethlehem.

9. Adjournment

Motion to adjourn the meeting made by Bob Clarke, seconded by Lori Rotella. Vote: Unanimous. Motion passed.

The meeting was adjourned at 7:45 PM.

Respectfully submitted by  
Joanna Rogalski, Senior Regional Planner  
NVCOG