



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

Staff: Savannah-Nicole Villalba, Regional Municipal Planner; Josh Lecar, Director of Planning; Aaron Budris, Senior Regional Planner; Christine O'Neill, Regional Environmental Planner.

Guests: None

Members of the Public: None

1. **Commencement of Meeting** – The meeting was called to order at 6:30 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)** –To adopt the April 5, 2022, Regular Meeting minutes with the revision that the minutes reflect that Chairman Baldwin, Representative Harger, and Representative Rotella were nominated to the NVCOG Regional Planning Commission’s Nominating Working Group.
Motioned by: Representative Clarke
Seconded by: Representative Nerney
Votes: 7-0-1; Representative Laan abstained due to his absence at the April 5, 2022, Regular Meeting.
Motion carried.
 - b. **Referrals Report** – In lieu of Mr. Rosenfeld, Ms. Villalba provided the referrals report to the Commission. (*Memorandum – Summary of Referrals Report – March 26, 2022, to May 31, 2022.*)
 - c. **Correspondence** – There was no correspondence at this meeting.
3. **Regional Planning Commission Executive Board Elections**
 - a. **Nominating Working Group Report-** Representative Harger presented the nominating working group report and discussed the appointment of the nominating group members. The identified working group members are Jim Baldwin, Seymour; Lori Rotella, Naugatuck; Ginny Harger, Shelton. The Nominating Group met on May 23, 2022, to instruct staff to poll the current officers to see if they were interested in continuing their tenure. The Nominating Group met again on May 31, 2022, for an update on the status of the current officers and to instruct staff to reach out to potential new officers to gauge interest. On June 3, 2022, a final meeting was conducted to confirm the persons to be nominated.
 - b. **Motion:** To accept the Regional Planning Commission Nominating Working Group’s recommended Executive Board slate, comprised of Representative White for Chairperson, Representative Rotella for Vice-Chair, Representative Sefcik for Secretary, and Representative Bosco and Representative Laan as

the two (2) At-Large Representatives.
Motioned by: Representative Graveline
Seconded by: Representative Nerney
Votes: 9-0-0
Motion carried.

4. **Annual Meeting Discussion**

- a. **Remarks From RPC Chair-** None
- b. **Remarks From NVCOG Director of Planning** – Mr. Lecar noted that he will be the lead staff person for the RPC. Mr. Lecar also discussed the future need for feedback on the Regional Plan of Conservation and Development and Metropolitan Transportation Plan.

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

Bristol- Representative David White

Representative White reported that there was no zoning commission meeting due to a lack of business, but instead had a special meeting. Representative White also reported an application for a 55+ community development. This application was withdrawn after neighbors in the area were greatly opposed to it. The application reappeared as apartments, 85 spread out into 12 buildings. City Hall has also been vacated due to renovations.

Prospect- Representative Gil Graveline

Representative Graveline reported that Prospect is finishing its affordable housing plan and fine tuning its zoning regulations. Sidewalks are also being built.

Plymouth – Margus Laan

Representative Laan reported that Plymouth is prepared for a public hearing to enact a moratorium on cannabis uses on June 23, 2022. Plymouth is also diligently working on their affordable housing plan.

Waterbury – Representative Robert Nerney

Representative Nerney reported that Waterbury is working on their affordable housing plan. The first draft will be brought to the city planning commission tomorrow. It may be a couple of weeks late, but the city hopes to put forth a very good plan. Post University is placing an application for athletic field lighting. City is extending its cannabis moratorium and place it on the November election. As far as development, there is a lot of downtown interest with former office space being converted to apartments. Representative Nerney made note that adding market-rate and affordable housing downtown will help make it a 24/7 community. Approximately 120 units have been approved downtown.

Shelton – Representative Ginny Harger

Representative Harger reported that Shelton applied for an extension for the affordable housing plan, an approval of a moratorium for high-density apartment dwellings. The city has opted out of accessory dwelling units and will present its proposal to the board of alderman for approval. An approval on July 21, 2021, for a 47-unit apartment building has recently come back to the city for a major modification on the project. The new proposal is for a 100-unit apartment building. An additional apartment building was brought for public hearing for a 30-unit apartment building. A text change for permitted uses in ia1 and industrial zones and rezoned the mass property. An additional apartment building was planned for construction in an industrial zone and asked for a zone change. The resolution was unfavorable, as the city opted to keep the parcel as light industrial.

Middlebury – Representative Curt Bosco

Representative Bosco reported that Middlebury is pursuing their affordable housing plan as well. Middlebury is also working on transitioning to an online permitting system with a company based in Massachusetts. The planning and zoning department will hopefully be up and running soon. Representatives Bosco and Laan discussed the online permitting system, and how they use the same system known as permit link.

Naugatuck – Representative Lori Rotella

Representative Rotella is working on a text amendment with Blue Water, who represents Amazon. The Applicant went to the Planning Commission on June 6, 2022 and received a positive referral from the Planning Commission. The Public Hearing for the text change will go before the Zoning Commission this July. An additional food truck festival is coming to the Naugatuck green in August 2022.

Representative Graveline asked representative Rotella what the text change was in reference to, to which representative Rotella explained it is an amendment to building height. As the current regulations only allow for 30 feet, Amazon/Blue Water is looking to build a building that is 130 feet in height.

6. **NVCOG Discussion – Public Act No. 21-29 Accessory Dwelling Units** – Mr. Lecar presented the various provisions of the legislation to commission members, discussing what the legislation is made up of as well as how a municipality can opt out. The NVCOG currently has no position on whether to opt out or not opt out. The legislation includes other provisions stipulating what municipalities cannot do as far as land use regulation. Mr. Lecar made apparent that the legislation was meant to make it easier to have accessory dwelling units.
7. **NVCOG Updates -**
 - a. **Environmental Planning Update** – Mr. Budris provided a report on the NVCOG composter sale, and how it is a policy intended to divert organics from the waste stream and help the region reduce municipal solid waste costs. Ms. O’Neill reported on NVCOG’s quarterly sustainability forums. This April, MS4 compliance and best practices for stormwater management were the topics at the inaugural forum.
 - b. **Solsmart Update** – Ms. O’Neill provided an overview of Solsmart and the NVCOG’s progress towards certification. Ms. O’Neill reported that the region is very close to earning a silver designation in Solsmart. Currently, the NVCOG region has enough actions to support a bronze designation. Ms. O’Neill also provided information for the Solar PV Training, pertinent to Permitting and Inspections.
 - c. **Sustainable CT** – Ms. O’Neill provided an overview of Sustainable CT and its various components. The Sustainable CT fellows then introduced themselves to the commission.
8. **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 7:37 PM.

Respectfully Submitted by
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