

MINUTES  
**PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE**  
Wednesday, March 7, 2012 ▪ Special Meeting  
Conference Room B, Audrey P. Beck Municipal Building

Members present: M. Beal, V. Ward, K. Holt  
Others present: L. Painter, Director of Planning and Development

**Call to Order**

Chairman Beal called the meeting to order at 1:16 p.m.

**Approval of Minutes**

12-14-11: Holt MOVED, Ward SECONDED approval of the minutes as written. Motion was approved unanimously.

2-8-12: Ward MOVED, Beal SECONDED approval of the minutes as written. Motion was approved unanimously; Holt abstained.

**Consideration of Potential Zoning and Subdivision Regulations**

Painter distributed a handout titled Regulatory Review Committee FY12 Potential Zoning Regulation Changes dated March 7, 2012 and reviewed the first section of the document, which included text of proposed regulation changes pertaining to the following:

- Driveway Criteria
- Playground Equipment
- Special Event Signs
- Fences/Walls on Corner Lots
- Temporary Storage Containers (PODS, etc.)
- Charity Collection Boxes
- Event/Program Registration Signs
- Additions to non-conforming structures.

The proposed changes reflect discussions from previous meetings. Painter clarified that no regulations pertaining to tag sales were being proposed at this time as the Committee had previously decided to table that issue.

Holt MOVED, Beal SECONDED referral of the proposed changes to the Planning and Zoning Commission for scheduling of a public hearing.

**Bonding Regulations**

Painter distributed a memo dated July 8, 2011 from Mark Brantz regarding changes in state statutes pertaining to bonding of site plan and subdivision improvements. This memo was obtained by Dennis O'Brien, Town Attorney, as part of staff review of the changes. Painter reviewed the impact of the proposed statutory changes with the Committee, which include requirements that towns accept surety bonds, limitations on contingency amounts, and prohibition of maintenance bonds following acceptance of public improvements. The Brantz memo recommends that communities eliminate bonding as an option in zoning and subdivision regulations to protect community interests. As an alternative, if a community wishes to retain bonding as an option, it recommends a series of changes

to regulations to provide as much protection as possible. Painter also reviewed a summary of how the town of Weston changed their regulations based on an article provided by O'Brien.

After extensive discussion, the Committee agreed through consensus that the substantive impacts of these changes warrant discussion by the full Commission to determine which approach is preferred. Painter was asked to add the discussion to the March 19, 2012 PZC meeting agenda and provide a copy of the Brantz memo, as well as a cover memo explaining the issues and identifying how other communities have addressed these changes, including Tolland, Salem, Coventry and Weston.

### **Overview of PA 11-79 regarding Bonding Provisions**

Painter provided an overview of Public Act 11-79, which includes requirements that communities allow the use of surety bonds if they allow for bonding of public improvements. Painter will draft changes for discussion at the next meeting.

### **Low Impact Development**

Painter updated the Committee on efforts pertaining to LID regulations. As a first step, staff is evaluating whether the CLEAR checklist can be required as part of the application process under existing regulations.

### **Live Music**

Painter reviewed the options presented for live music on the last page of the handout on potential zoning regulation changes. The committee indicated a preference for the second option, which would eliminate the special permit requirement and allow as a permitted use, with ability to require a special permit if nuisance/noise violations occur. Painter will draft regulation changes for review at the next meeting and discuss ability to enforce with the Resident Trooper.

### **Tentative Schedule**

The Committee discussed scheduling of changes and indicated a preference that the public hearing on the miscellaneous changes described above be scheduled for May 7, 2012. If possible, the Committee would like to complete work on other changes such as Bonding, Low Impact Development and Live Music for a public hearing to be scheduled in June 2012. The Committee determined that no public hearings should be scheduled for July and August 2012.

### **Next Meeting**

The next regularly scheduled meeting (March 14, 2012) was cancelled to allow the Commission time to discuss bonding and staff time to prepare draft regulations for items such as bonding, low impact development and live music. The next meeting of the Committee will be on March 28, 2012.

### **Adjournment**

The meeting was adjourned at approximately 3:11 p.m.

Respectfully submitted,  
Linda M. Painter, AICP