

## MINUTES

**Members Present:** P. Aho, V. Ward, L. Cooley, K. Rawn

**Staff Present:** L. Painter, J. Kaufman, J. Woodmansee

### CALL TO ORDER AND ROLL CALL

Aho called the meeting to order at 9:01 a.m. Due to COVID-19 social distancing restrictions, the meeting was held as a web-based virtual meeting.

### MINUTES

Rawn MOVED, Cooley seconded approval of the February 26, 2020 minutes as presented. Motion PASSED unanimously.

### OPPORTUNITY FOR PUBLIC COMMENT

Aho noted that while the Committee does not normally accept verbal comments during the meeting, an exception was made for this meeting to test the systems being developed by the Town IT staff to accept public comment in a virtual meeting format.

David Fresk of The Shepard Company indicated that he was on the line; he did not have any specific comments to make.

### REVISIONS TO ZONING AND SUBDIVISION REGULATIONS

Painter provided an overview of the changes made to the 4/3/2020 draft of short-term amendments and the 4/3/2020 draft of amendments related to stormwater management. Members discussed the following:

- **Accessory Dwelling Units.**
  - Leaving the definition of Accessory Dwelling Unit as drafted and not expanding the term to include uses other than single-family dwellings at this time.
  - Reviewing proposed water/wastewater language with EHHD prior to finalizing.
  - Concern with overcrowding if there is no limit on the number of children under 18 that could live in the unit with a legal guardian. Members discussed the possibility of limiting total occupancy based on the square footage of the unit. Staff will check with Building Official on building code occupancy standards.
  - Changing frequency of owner occupancy certification from two years to five years
- **Parking for Schools.** Members suggested limiting the proposed exception for parking in required setback areas to the front yard setback.
- **Stormwater Management.**

- Whether Town could require compliance with the CTDEEP stormwater manual (Painter to verify document name). Painter and Kaufman noted that this issue had been reviewed with the Acting Town Engineer and that continuing to use the guidelines established in the document was important as each site is different.
- Support for language added related to a financial penalty for failure to maintain a stormwater system (150% of cost to Town to conduct maintenance/make repairs). Members expressed interest in making sure that all costs to the Town were accounted for (staff time/costs, etc.). Staff will review provision with Town Attorney to determine if this approach is feasible.

Painter asked members for specific comments on proposed multi-family housing regulations, noting that staff was still waiting for Town Attorney input as requested by the Committee. Aho noted that he thought S21 should be changed from a minimum of 2 bathrooms for a 3 bedroom unit to a maximum of 2 bathrooms. Painter also noted that she had received correspondence from a prospective developer expressing concern that the proposed regulations did not reflect current market trends. Members expressed an interest in hearing from the development community while they are working on the regulations to understand concerns. Rawn emphasized the need for developers to provide evidence in support of any assertions that the proposal is not realistic or needs to be significantly revised. Painter will advise the developer interested in providing comment of the Committee's next meeting.

## **FUTURE MEETINGS**

The next meeting is scheduled for April 17<sup>th</sup> and will be held using a virtual meeting format as CDC COVID-19 social distancing guidelines remain in place for the month of April.

## **ADJOURNMENT**

The meeting adjourned at approximately 9:49 a.m.

Respectfully Submitted:



Linda M. Painter, AICP  
Director of Planning and Development