

MINUTES
MANSFIELD PLANNING AND ZONING COMMISSION
SPECIAL Meeting
MONDAY, January 13, 2014
Council Chamber, Audrey P. Beck Municipal Building

Members present: J. Goodwin (Chairman), B. Chandy, R. Hall, K. Holt, G. Lewis, P. Plante, B. Pociask,
K. Rawn B. Ryan
Alternates present: P. Aho, V. Ward, S. Westa
Staff Present: Linda Painter, Director of Planning and Development

Chairman Goodwin called the meeting to order at 5:30 p.m. No alternates were seated.

Approval of Minutes

a. December 16, 2013 Regular Meeting

Ryan MOVED, Chandy seconded, to approve the 12-16-13 minutes as written. Plante noted for the record that he listened to the recording. MOTION PASSED UNANIMOUSLY.

Zoning Agent's Report

No report submitted.

Old Business

a. Water Supply Project: Review of Proposed Definitive Agreement with Connecticut Water Company

Linda Painter, Director of Planning and Development, provided an overview of her memo distributed with the packet. Member discussion focused on the role and membership of the proposed Advisory Committee. Plante questioned why other communities were represented on the Committee given its role to provide feedback on service connections and main extensions in Mansfield. Goodwin noted that the PZC has statutory timeframes for review of applications; any review by the Advisory Committee must adhere to those time limitations. Ward noted the importance of the qualifications of the membership given the Committee roles identified in the draft Agreement.

Holt MOVED, Ryan seconded, to authorize the Chair to report to the Town Council that the terms contained in the draft Definitive Agreement between Connecticut Water Company and the Town of Mansfield sufficiently address the concerns raised by the Commission in its September 2013 memo provided the PZC is consulted with regard to the terms of the Advisory Committee Memorandum of Understanding, particularly membership. MOTION PASSED with all in favor except Plante who was opposed.

b. Pre-Application Discussion Requests

Painter presented an overview of the information contained in her memo distributed with the packet, highlighting the ways other communities approach pre-application meetings with prospective applicants. Members discussed potential pitfalls of pre-application meetings as well as how these concerns may be addressed. Painter will prepare a draft policy and procedure for the first meeting in February using the Westport and Granby procedures as a guide. The draft will include, among other provisions, time limits on applicant presentations, limits on the number of pre-application meetings that may be held on the same project, criteria for the types of projects that will be eligible for pre-application review, and language identifying this as a pilot program subject to discontinuance at any time.

New Business

a. UConn Main Accumulation Area EIE

Painter provided an overview of the memo provided as part of the packet. Plante questioned whether the current facility was alarmed and if the new facility would have a security system. Lewis expressed concern with the location adjacent to tennis courts.

Holt MOVED, Hall seconded, to authorize the Chair to sign a letter of support issued jointly by the Town Council and Planning and Zoning Commission supporting the relocation of the Main Accumulation Area facility to Parcel G and encouraging the University to fund and implement the relocation as quickly as possible. MOTION PASSED with all in favor except Lewis who was opposed.

b. Appointment of an Acting Zoning Agent

Holt MOVED, Plante seconded, that the Planning and Zoning Commission appoint Gregory J. Padick as a duly authorized Acting Zoning Agent until the Zoning Agent is authorized to return to work. MOTION PASSED UNANIMOUSLY.

Mansfield Tomorrow | Our Plan ▶ Our Future:

Painter advised the Commission that staff has received the first draft chapters of the new POCD from the consultant. Once a review of the draft plan has been completed by staff, it will be circulated to the Mansfield Tomorrow Advisory Group, the Commission and various advisory committees for review. Goodwin requested that the draft be provided to the Commission with adequate time to review (not as part of a Friday packet for a Monday meeting).

Reports from Officers and Committees:

Ward noted that the Regulatory Review Committee will meet at 1:15pm in Conference Room B on January 22, 2014 to continue preparation of draft regulations regarding dogs and kennels for the Commission's review.

Communications and Bills:

None.

Adjournment:

The Chairman declared the meeting adjourned at 6:32 p.m.

Respectfully submitted,

Katherine Holt, Secretary