

PLAN UPDATE ADVISORY COMMITTEE

Minutes

Room 104, Shelton City Hall

Shelton, CT

Monday, January 9, 2006

I. Call to Order

Chairman Frank Osak called the meeting to order at approximately 4:30 P.M.

Members Present:

Frank Osak, Chairman
Peter DiCarlo, Co-Chairman
Anthony Pogoda
Tom Harbinson
Fred Musante
Jim Tate

Also in attendance:

Eric Barz, Planimetrics
Glen Chalder, Planimetrics
Rick Schultz, P&Z Administrator
Alan Cribbins, P&Z Chairman
Tony Panico, P&Z Consultant
Jim Ryan, SEDC
Mayor Mark Lauretti
John Anglace, BOA President
Marianne Chaya, Clerk

II. Pledge of Allegiance

All in attendance pledged allegiance to the flag.

III. Approval of Minutes

Tom Harbinson MOVED to approve the minutes from the December 19, 2005 meeting. SECONDED by Tony Pogoda. All were in favor, MOTION PASSED.

Frank Osak stated that this is a joint meeting with Alan Cribbins and Tony Panico from Planning & Zoning, Jim Ryan from the Shelton Economic Development Commission, John Anglace from the Board of Aldermen and Mayor Lauretti.

IV. Discussion: Process on review and adoption of Plan by Planimetrics

Eric Barz first reviewed the pages of the draft plan that have some revisions. The pages that were revised and discussed were the welcome letter to show that the recipient is the Planning & Zoning Commission from the Plan Update Advisory Committee. The first page that has revisions is 3-7, showing the map of the trail system, page 4-4, revising wording regarding the Brownfield program, page 4-30 and 4-31 adds a new section addressing “teardowns” and “bulk-ups”, page 4-34 is a revised Residential Development Strategies table adding the strategy concerning the “teardowns” and “bulk-ups”. Page 7-3 through 7-11 details the Capital Improvement Program. Page 7-18 adds the task of the “teardowns” and “bulk-ups” to the implementation table. Page 7-24 has some language amendments.

The committee members said they were all very comfortable with the plan and wanted to move on to adopt the draft plan and move it on to Planning & Zoning.

Tom Harbinson MOVED to approve the adoption of the addendum that was received electronically and the complete plan will be forwarded, as amended, to the Planning & Zoning Commission for their adoption. SECONDED by Fred Musante. A voice vote was taken, and all were in favor, MOTION PASSED.

V. Payment of Bill

Peter DiCarlo MOVED to approve the invoice dated December 19, 2005 submitted by Planimetrics. The amounts are consistent to what has been authorized. SECONDED by Tom Harbinson. All were in favor, MOTION PASSED.

VII. Discussion

Eric Barz stated that what the process is from here on out based on the motion made by the committee to forward the plan as amended to P&Z, the P&Z Commission would continue to meet with Planimetrics to review the plan until they are satisfied and ready to go to a public hearing. They will refer the plan to the Council of Governments and publish the electronic version on-line. A public hearing will be schedule and once closed, the P&Z Commission will consider the comments received at the hearing, make any additional changes necessary and then they will create a proposed Plan. The “proposed plan” is then referred to the Board of Aldermen, who would review the plan and forward any comments back to P&Z. The P&Z can then consider the comments and make any changes if necessary, and adopt the plan.

Eric also commented that the attendees present other than the committee were invited because they all will be responsible for the plan from here on out. The PUAC members want to continue as ambassadors of the plan, whether it's attending the P&Z reviews, BOA reviews and being available to answer any

questions. Once the P&Z adopts the plan there is a recommendation in the plan that there be some consideration in developing an implementation committee. Eric presented a preliminary schedule to show the timeline of activities until the adoption of the plan. He realizes that there will be changes in some of the dates based on availability of the P&Z Commission and Board of Aldermen.

Alan Cribbins noted that so far what he has read in the plan he likes but he also knows that they will run into obstacles along the way. He also felt it was important to have the Capital Improvement Program. Eric noted that the plan lacks a Capital Improvement Program; we have incorporated a synopsis of recommendations for a Capital Improvement Program.

John Anglace suggested that when they meet to review the plan that they have it together with the Planning & Zoning Commission. Tony Panico said that it would be very important to have the PUAC members present at the public hearing since they are so familiar with the plan and can justify it to the public. Glen Chalder suggested starting out with a summary of the plan, chapter by chapter to both P&Z and the Board of Aldermen, and then get into more detail later. Frank Osak said that when they meet the PUAC members would be available.

There was discussion of the critics of the plan and it was noted that the plan is available on the website and at the beginning of the process the public was invited to participate – at 4 different occasions, including presentation of the plan in December.

Fred Musante suggested having a special edition of the Shelton Life dedicated to this plan prior to the public hearing.

Planimetrics will re-print the draft plan with all the revisions and distribute copies to the appropriate Board and Commission plus copies to the libraries. This will also be available on the City website.

Frank Osak thanked all the members of the committee for their participation in this plan and offered to remain as a standing committee available as needed.

VIII. Adjournment

Tony Pogoda MOVED for adjournment. SECONDED by Tom Harbinson. All were in favor, MEETING ADJOURNED.

Respectfully submitted,

Marianne Chaya
Clerk, Plan Update Advisory Committee
1 tape is on file in the City/Town Clerk's office