

February 21, 2017

**Call to Order:** The monthly meeting of the Sterling Planning and Zoning Commission was called to order at 7:30 p.m.

Roll was called: Dana Morrow-present, Frank Bood-present, Ross Farrugia-present, Chris Turner-absent, Cindy Donall-absent, Alternate Walter Moriarty-present, Alternate Caren Bailey-absent.

Alternate - W. Moriarty was seated for C. Donall.

Staff present - Jamie Rabbitt, Russell Gray, and Joyce Gustavson.

**Audience of Citizens:** None.

**Approval of Minutes:** R. Farrugia made a motion, seconded by D. Morrow to approve the meeting minutes of 11/10/2016 and the special meeting minutes of 1/26/2017 as written and presented. All voted in favor of the motion.

**Correspondence:** J. Gustavson reminded the Commission that the Connecticut Land Use Law for Municipal Land Use Agencies, Boards, and Commissions is 3/25/2017 at Wesleyan University in Middletown, CT from 8:30 a.m. to 4:30 p.m.

**Unfinished Business:**

a. **Discussion Regarding the Plan of Conservation and Development:** J. Rabbitt stated that the Plan of Conservation and Development (POCD) was adopted in 2009. According to State Statute you have ten (10) years where you are required to do an update. In 2011, the Town received some funds to do an additional study on the Village District, which was done under the Town's nomenclature of a POCD update that was never submitted to the Office of Policy and Management (OPC) for a credit so there a few new sections that can be submitted. By 2019 an update needs to be submitted to (OPM). The Selectmen have budgeted \$4,000 for Fiscal Year 2017-2018 to update the POCD. By keeping with the ten (10) year cycle, there is a nine (9) year lag with the census data. By adopting the POCD in 2019 the Commission would be using 2010 data. The Commission could submit a quick and simplistic update in 2019 and re-kick the cycle from the next update in 2029 and submit in 2021 after the census to avoid using old data. Discussion was held on including a section for future energy savings for the Town. J. Rabbitt stated that we can include a "Sustainability" section to look at different factors. It was also noted that amendments to the POCD can be added at anytime and must go through the Planning & Zoning Commission and be referred to the Board of Selectmen and the Regional Planning Agency. A Public Hearing must be held and the POCD needs to be posted on the Town's website for sixty-five (65) days. D. Morrow made a motion, seconded by R. Farrugia to table this item to the next meeting. All voted in favor of the motion.

b. **Election of Officers:** D. Morrow stated that due to an increased workload, he would like to step down as Chairman of the Commission. Nominations were opened for the position of Chairman. Frank Bood was nominated for Chairman. There were no other nominations. R. Farrugia made a motion, seconded by D. Morrow to elect F. Bood as Chairman. All voted in favor of the motion. Nominations were opened for the position of Vice Chairman. Ross Farrugia was nominated for Vice Chairman. There were no other nominations. D. Morrow made a motion, seconded by F. Bood to elect R. Farrugia as Vice Chairman. All voted in favor of the motion. Nominations were opened for the position of Secretary. Dana Morrow was nominated for Secretary. There were no other nominations. F. Bood made a motion, seconded by R. Farrugia to elect D. Morrow as Secretary. All voted in favor of the motion.

**New Business:** None.

**Audience of Comments:** None.

**Any Other Business:**

a. **Commission Workshop:** The tape was turned off at 7:55 p.m. and the Commission entered a workshop to discuss zoning regulations for age restricted housing. No motions or actions will be made during the workshop training.

**Adjournment:** F. Bood made a motion, seconded by R. Farrugia to adjourn at 9:30 p.m. All voted in favor of the motion.

Attest: \_\_\_\_\_  
Joyce A. Gustavson, Recording Secretary

Attest: \_\_\_\_\_  
Dana Morrow, Secretary