



Town of Cromwell Planning and Zoning Commission

***REGULAR MEETING
7:00 P.M. TUESDAY APRIL 18, 2023
COUNCIL CHAMBERS CROMWELL TOWN HALL
41 WEST STREET***

Minutes and Record of Votes

Present: Chairman Alice Kelly, Vice Chairman Michael Cannata, Chris Cambareri, Ann Grasso, Nick Demetriades,

Absent: Brian Dufresne, Ken Rozich, John Keithan, Paul Cordone, Robert Donohue

Also present: Zoning Enforcement Officer Bruce Driska

1. Call to Order

The meeting was called to order at 7:02pm by Chairman Kelly.

2. Roll Call

The presence of the above members was noted.

3. Seating of Alternates - none

4. Approval of Agenda

A motion was made by Michael Cannata and seconded by Chris Cambareri to approve the agenda. All were in favor; the motion passed.

5. Development Compliance Officer Report: no report

6. Director of Planning and Development Report: no report

7. New Business

a. POCD update

b. Zoning Regulations update

Robert Collins, SLR Consulting, Cheshire, CT reviewed what was discussed at the last meeting

and said I left you with vision statements to review. He said I would like to review your thoughts tonight and consolidate your ideas into one statement. He said maybe we can prepare a draft tonight and pass it around electronically over the next week to allow everyone to make changes. Mr. Collins said the final survey summary report was emailed to you. Chairman Kelly said a paper version is preferable. Mr. Collins passed out copies of the final survey summary report to the Commissioners. He said we received about 30 more submissions since the draft summary so we ended up with 325 responses which equals 3.2% of the residents.

Mr. Collins asked for thoughts on the vision statement SLR drafted for Cromwell. Mr. Cambareri said we do not mention the river in the statement but we are a riverfront community. He said he would like to see that incorporated into the statement. Mr. Collins said we can just lead off with the statement that Cromwell is a riverfront community. Mr. Demetriades said he thought the same thing and read an example of an opening statement that he drafted. Mr. Collins said he suggested keeping the statement broad enough to capture the present and the future. He said this could be done in just a sentence or two. Ms. Grasso asked if the vision statement was a marketing tool and thought it would be better to limit the use of flowery statements. Mr. Collins said he never looked at it as a marketing tool but it is similar. He said the themes should be explained in the individual chapters and the statement should just be 2 to 4 paragraphs long.

Chairman Kelly said she reviewed Middletown's vision statement and really liked it. She said they used quick words to begin every paragraph. Mr. Collins said every community does it differently. He said the themes could be touched on in the vision statement but expanded on in different chapters each with their own vision statement. Mr. Collins said New Britain has a similar concept. Ms. Grasso said she likes the clarity of New Britain's vision statement.

There was a discussion about the slogan, Live well, Play well, Plan well, Cromwell. Mr. Cambareri said it was a great slogan. Chairman Kelly said you need to consider what attracts younger people.

Mr. Collins asked Mr. Demetriades to fine tune the opening statement he read earlier. Mr. Demetriades asked what the framework was and Mr. Collins said the opening paragraph should reflect what Cromwell is. He said it should be about the essence or quality of life. The Commissioners discussed using the words Live, Play and Plan as call out words and tying them into the themes. It was discussed that the word grow could be used as well. Mr. Collins asked if the Commissioners could communicate with one another via email or a shared document and Mr. Driska said everyone can send their changes or edits to Mr. Popper and then we can reshare the document. Ms. Grasso said the words but and however should be avoided.

Mr. Demetriades asked about sustainability. Mr. Collins said in the Plan of Conservation and Development (POCD) we are talking about the town being sustainable and passing on the resources to the next generation in good condition. Mr. Demetriades asked how the rest will fall into place. Mr. Collins said we will share proposed guidelines with you. Chairman Kelly asked Mr. Driska to get copies of that to the Commissioners.

Mr. Collins said next month I will share the final version of the vision statement. He asked Mr. Demetriades to share his statement ideas with the Commissioners so they can take the next week

or so to make edits to it. He said at the next meeting we will make small tweaks to that and it will be a vision statement that is unique to Cromwell. Mr. Collins said once we nail down the vision statement and themes we will align the subject matter. He said we will start to develop goals and objectives and policies for you to consider. Mr. Collins said they are going to have round table meetings with different town staff to understand what is going on in the town and then we will bring that back to you for consideration.

Mr. Collins said we can move on to zoning code updates. He said I have shared the summary of the proposed outline and it is condensed down into 7 chapters from 10. He said we will migrate into the new format and will have more detailed annotated chapters with some new subsections. Mr. Collins said they will maintain a master document to track the changes and to help answer any questions.

Mr. Collins said he wanted to talk about zoning concepts. He said these are ideas not fully covered by the zoning code. He said we have to think about how we can incorporate or enhance them and he has created one page summaries of different subjects. He asked the Commissioners to review them and make notes on how you think we can expand those subjects.

Ms. Grasso asked what middle housing was and Mr. Collins said it is a home between a single family and high density housing. He said they would be town homes or row homes not 4-5 story apartments. There was a discussion on the special permit needed for 3 family homes.

A break was called at 8:20pm to change the recording device. The meeting was called back to order by Chairman Kelly at 8:24pm.

Mr. Demetriades told the Commissioners that he wanted to share the concept of audio on the electronic version of the POCD. He used a slideshow of the website to demonstrate the audio. He said they can do a running narrative of the POCD themes and they can also do it for the town website. Mr. Collins said your IT department can add audio links to the website. The Commissioner agreed it was a good idea.

8. Commissioner's Comments:

9. Adjourn:

A motion was made by Michael Cannata and seconded by Nick Demetriades to adjourn at 8:34 pm. All were in favor; the motion passed.

Respectfully submitted,



Linda Imme
Recording Clerk