

**Planning & Zoning Commission
Regulations Committee
Village District Sub-Committee
Minutes – September 14, 2009**

Present: Janet Edgerton, Nancy Fischbach, Peter Howard, Jane Samuels

Absent: Torrance Downes, Cathie Jefferson

The Village District Sub-Committee meeting convened at 3:30 pm in the small meeting room at Town Hall and promptly noted that the Board of Selectmen had agreed to form the Design Advisory Board, having had several potential members submit their names for consideration. A review of the statute indicated that the Planning & Zoning Commission, once a Village District were established, would be able to appoint the Design Advisory Board as its “consultant” for review of applications.

Nancy will combine the Village portion of the Schedule of Uses with the Special Standards for those uses to facilitate the coordination of all elements of the proposal. She will also prepare a list of the changes from current permitted uses so that property owners could more readily understand any impact on their parcel.

A draft schedule was introduced for continuing the process of creating a Village District. It was agreed that since there were no urgent zoning Regulations issues pending that the regular Regulations Committee meetings (fourth Wednesday at 3:30) could be given over to the Village District.

A suggestion was made and endorsed that the committee hold one or two smaller “focus group” type meetings in December/January prior to the general public meeting in February, perhaps using the Stone House as a venue. This would enable the committee to see and respond to any issues there are from the public’s perspective, both commercial and residential. The invitees for the first meeting would be mostly commercial and civic representatives, all with a stake on Main Street, including, but not necessarily limited to:

- to: Board of Selectmen
- Economic Development Committee (1 or 2 representatives)
- Historic Society (1 or 2 representatives)
- Merchants’ Association (1 or 2 representatives)
- Main Street Beautification Committee (1 or 2 representatives)
- Veterans Memorial Green Committee (1 or 2 representatives)
- Rotary Club (1 or 2 representatives)
- Congregational Church (1 or 2 representatives)

It was noted that it was important to keep the group small enough that a conversation would be possible.

The invitees for the second meeting would be mostly residential property owners, both within the proposed district and not. Nancy will compile the list of possible invitees for review at the next meeting.

The tentative schedule for the Village District proposal is

Thur., Oct. 8	Draft formatted text to committee (NF and CJ to prepare)
Mon., Oct. 19	Regular committee meeting: review text (rescheduled due to Columbus Day)
Tue., Oct. 27	Revised formatted text to committee
Mon., Nov. 9	Regular committee meeting: review & finalize text draft, specify materials for interest group meetings, review & schedule press release
Tue., Dec. 1	Draft materials for interest group meetings to committee; revise by email
Mon., Dec. 14	3:30 Regular committee meeting 7:00? Commercial/Civic interest group meeting
Mon. Jan. 12	Regular committee meeting: discuss output of interest group meeting
Mid-January	Residential Interest Group meeting
Mon., Feb. 9	Regular committee meeting
Mid-February	General Public information meeting

The meeting adjourned at 4:35.

Respectfully submitted,
Nancy Fischbach

09/23/09