

**PLANNING AND ZONING
WINDHAM, CT**

**WORK-SESSION MEETING MINUTES
April 12, 2012**

The Windham Planning and Zoning Commission held a work session meeting in the Town Hall, members present were Claire Lary, Dan Lein, Jean Chaine, and Paula Stahl. Town staff present was James Finger.

The meeting was called to order at 7:18 P.M.

I) Zoning Revisions - Discussion only

1. Sign Regulations

The Chair updated the members on the progress of these revisions. The methodology includes determining, by zone, the maximum amount of all signage permitted per lot based on the building frontage. Each business would then have the flexibility to determine which type of signs would best meet their needs. The Chair hopes the regulations will be easy to understand and interpret, not an easy task with such a complicated issue. As the draft continues to take shape, she will work with the ZEO as he is the person who must permit the signs based on the regulations. A final draft will be prepared for the member's consideration in another month or two.

2. Other business regulations

Last month the Chair gave James the drafts for Section 61, 62 and 84 for his comments. He indicated that he will try and get to them soon. Currently Section 62 also has regulations on special uses in addition to the special permit process, for clarity those items need to be separated out. Section 84 will hold those special use regulations that are currently under 62. These Sections need to be part of the same public hearing as the B2 and C1 regulations.

The Chair shared drafts for B2 and C1 revised regulations with the members for the review of the uses - which are based on previous discussions with the members. The balance of the draft, on lot size, bulk etc, still needs further revisions.

The Chair has a goal of a public hearing in July or August on these districts, including their boundaries, and Sections 61, 62 and 84.

3. Incentive Housing Zone (IHZ)

Jana Butts, WINCOG Planner, has prepared revised regulations and standards for the members. Members had questions for James on the possibility of adding another site in the future. He indicated that no site could be added without the State's approval; the Chair will get clarification from Jana.

The meeting was adjourned at 8:55 P.M.

Respectfully submitted,
Paula Stahl