

Town Planner's Report 8/12/2015 – 9/15/2015

Ongoing work:

- **Quinebaug Regional Technology Park (QRTP) & YMCA:**

- Met with the Town Administrator and representatives of the project's engineering team, on August 24, Re: progress on sewer, water, natural gas, electricity, and bridge and roadway construction to and within the Park, Phase 1, and associated construction relative to the YMCA.

- **Plan of Conservation and Development (POCD) 2015 Update:**

- Have completed all basic research for text preparation for plan update, including all sections, with the caveat that additional information is pending on the Design Review study presently under way, and on landfills, water and sewer, the Armory, and sidewalks, as referenced below.
- Following the July 20 meeting of the POCD Update Committee, at the request of members of the Committee, added a subsection on Complete Streets to the transportation section of the Plan, and, upon further consideration of issues, added draft goals and objectives statements, and action steps, to the physical characteristics and natural resources section of the Plan. Also added subsection on the US Green Building Council's Leadership in Energy and Environmental Design Neighborhood Development (LEED-ND) standards, and on Placemaking, to the land use section.
- Incorporated information from two reports supplied by the Economic and Community Development Director, the 2008 *Downtown Putnam Parking Study and Buildout Analysis*, and the 2011 *Downtown Putnam Walking Audit*, into the traffic section of the Plan.
- Have developed draft goals and objectives statements, and action steps statements to fulfill the goals and objectives, for demographics and housing, physical characteristics and natural resources, historical/cultural resources, land use, transportation, and economic and community development sections of the Plan, which were discussed at the September 14 POCD Update Committee meeting as referenced below.
- Met with the POCD Update Committee Vice-Chairman on September 1 relative to plan content to date, in preparation for the Committee's September 14 meeting.
- Met with the POCD Update Committee at its meeting on September 14. Discussion was on the expansion of public sewer (noting the draft of the map showing this GIS datalayer and potential expansion that has been received from the Town's GIS consultant), the drafted goals and objectives and action steps as noted above, the applicability of the State POCD, the Committee's recommendations for the Future Land Use map, and the preparation of the Implementation chapter of the Plan. (It was noted at the meeting that, at the time, the Plan's section on public facilities/services was temporarily on hold pending further information on the ability of the Town to use property on Sabin Street for active recreation, and on the Town Administrator's review of sewer and water sections

and further information on the use of the Armory, and that further information from the Town Administrator on the landfill and sidewalks subsections was pending as well.)

- Continuing to compile all of the updates, materials, information and items discussed at the fifteen POCD Update Committee meetings held to date, and mapping and additional information referenced above, in preparation of a completed draft of the Plan, tentatively over the next couple of months. This completed draft, which would be based on continuing discussion on the goals, objectives and policies, action items, and mapping, will be prepared for the hearing on the POCD that is mandated before its final approval is granted by the Planning Commission. The next meeting of the POCD Update Committee, which is expected to be scheduled over the next couple of months, is expected to include all maps and implementation steps and a final recommendation for the public hearing. The scheduling of future meetings is dependent on the receipt of additional GIS software and datalayers needed to create maps for the Plan.

Other Projects/Tasks:

- Attended the Zoning Commission meeting on August 19. A minor amendment to the Zoning Regulations, Use Table, was heard and voted approved.
- Met with Town Counsel on August 25 and 27 to review the completed draft of updates to the Subdivision Regulations that has been prepared by the Regional Engineer (NECCOG) and the Town Planner. Attended the Planning Commission's August 31 meeting, at which the Commission approved this completed draft subject to a few minor changes recommended by Town Counsel. The Planning Commission has scheduled the hearing on this draft of proposed updates to the Subdivision Regulations for October 26.
- Attended the Putnam Redevelopment Authority / Economic Development Commission meeting on September 8.
- Attended the DEEP's workshop on the state's proposed MS4 (stormwater) regulations as revised, on September 10.
- Attended a staff meeting on August 13, and the Town's workshop on September 10, relative to the Design Guidelines and Standards for the Greater Downtown Area project.
- Met with Town Counsel on September 11 relative to hearing requirements and administrative procedures for the amendments to the Subdivision Regulations, and to notice requirements of the expanded Aquifer Projection Area map associated with the Park Street wellfield, which was recently received, relative to the procedures associated with adopting this map which also include a zoning map amendment. Also, at this meeting, at the request of the Economic and Community Development Director, addressed sewerage issues relative to Lot 9 in the Industrial Park with Town Counsel.
- At the request of the Town Administrator, continuing to follow development of state water plans.