



TOWN OF WARE

Planning & Community Development

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Planning Board Minutes December 3, 2014

- Planning Board members present:** Rick Starodoj, Chris DiMarzio, Joe Knight, Fred Urban, David. Kopacz
- Planning Board members absent:** John Chabot (Alternate)
- Staff present:** Karen Cullen, Director of Planning & Community Development
- Public:** (none)

Chairman Rick Starodoj called the meeting to order at 7:00 p.m.

Administrative:

- Approval of November 5, 2014 Minutes - **Tabled** to next meeting.
- Karen noted the Town Hall will be returning to the old schedule (M-F 8-4) on January 5, 2015.
- The 2015 meeting schedule was approved by consensus, including the additional meetings in July and August which we may need for discussions of the master plan.

Annual Review of Gravel Pits:

- Greenwich Road Realty (formerly Roach):
 - Discussion of the escrow account; staff will check the balance of the account and check with DPW to see if they need any of it for road repairs (to Greenwich Rd.).
 - Staff will ask the owner to meet with the Board in February to discuss the status of the operation, including:
 - The area that is open
 - The depth of excavation
 - Status of items discussed with previous owner
 - Provide a calculation of the amount removed, along with a reconciliation with the escrow payments
 - Clarification of who the owner is, who the operator is, and discussion about a formal transfer of the special permit to them (it runs with the land) via an agreement between the new owner and the Board which would be put into our files.
- Kulas:
 - Staff to ask owner or operator to meet with the Board in January for a status report.

Master Plan progress - Judi has finished editing and revising the appendix; Karen's efforts - when she has time - are turning toward producing maps and getting going on the writing, which will begin in January and will continue as her top priority until it's done, estimating in June or July. Meanwhile, the MPSC is taking a two month break due to not having gotten the vision statement from the visioning/wayfinding project yet and Karen's upcoming vacation. They will reconvene in February.

Visioning/Wayfinding Project - The consultants were in town recently and met with at least a hundred people in focus groups to talk about community identity; they also drafted a number of images and gave a presentation to those who have been involved. Their presentation is currently available on the internet and people are encouraged to provide their feedback on the message and designs. The consultant will then modify as needed before submitting a final design set and the community identity message. The primary purpose of these will be for marketing, and can be used by the town (local government) as well as any local organization or business who wants to establish a connection with the community at large (i.e. this is not just for the local government).

Adjourn - **Motion** by C. DiMarzio to adjourn at 7:45. Seconded by F. Urban.

Minutes Approved on: _____

Starodoj _____

DiMarzio _____

Urban _____

Kopacz _____

Knight _____

*Prepared by Karen Cullen
Planning & Community Development*