

**PLANNING & ZONING COMMISSION SPECIAL MEETING MINUTES
JULY 2, 2018, 6:00 P.M.
TOWN HALL ANNEX CONFERENCE ROOM**

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Present: Ken Edgar, Chairman; Don Saltzman, Vice Chairman; Sally Korsh, Harry Falber, Britta Lerner, Richard Wolf; Jane Connolly [arrived at 6:08 p.m.]

Also Present: Tracy Kulikowski, Land Use Director; members of the public

6:05 p.m. Chairman Edgar called the meeting to order.

APPROVAL OF MINUTES: JUNE 11, 2018

Hearing no comments, the Commission approved the Minutes of June 11, 2018.

**DISCUSSION: TOWN PLAN OF CONSERVATION AND DEVELOPMENT –
PREPARATION FOR MEETINGS WITH POTENTIAL CONSULTANTS**

The Commission reviewed proposed questions for potential consultants during interviews. Interviews were scheduled with Planimetrics, BFJ Planning and Milone & MacBroom. The members agreed that Fitzgerald & Halliday, Inc. should also be invited to interview. Ms. Kulikowski stated that she will explore arranging an interview with this firm next week. The Commission discussed the overall update process. The members and Ms. Kulikowski continued to discuss proposed interview questions and the Commission agreed on a final list of questions to ask during interviews [attached].

The members and Ms. Kulikowski continued to discuss the update process. The scheduling of meetings with potential consultants was discussed.

**TOWN PLAN OF CONSERVATION AND DEVELOPMENT –
PRESENTATION: PLANIMETRICS**

Glen Chalder, president of Planimetrics gave his PowerPoint presentation. The Commission then proceeded with the interview.

Following the interview, the members discussed the Commission's meeting schedule.

Jane Connolly made a motion that the Commission adjourn the meeting. Seconded by Richard Wolf. All in favor, the motion carried (7-0).

9:00 p.m. Meeting adjourned

Submitted by: AnnMarie Fontana, Administrative Assistant

JL in 3:58PM

Questions for potential consultants

7/2/18

1. Knowing what you do about Weston, what particular challenges do you foresee in developing our POCD? What general trends do you see in our area that will affect Weston?
2. Will you be seeking “outside” help in executing your work, or will it all be done in house? (We’d like to make sure we have info on any likely subcontractors.)
3. Assuming that we would want you to perform a detailed study of town, civic and commercial centers, is that included in your proposal? Do you have the in-house resources to create a detailed plan for downtown Weston, including the school and town campuses?
4. Do you normally recommend engagement with other town Boards and Commissions, and if so how much, or is your preference to deal directly with the public for the most part? What is the optimal number of meetings with P&Z in this process?
5. Can the POCD be completed by the end of October, 2019?
6. How do you intend to conduct surveys? Are telephonic surveys an effective tool?
7. Can you coordinate effectively with a Town committee that has expertise in conducting surveys? If so what are the cost implications of such cooperation?
8. Is promoting home-based businesses a desirable approach for Weston, and if so, how can it be done most effectively?
9. What is your view on accessory housing and open-space cluster housing, and their general advisability?
10. How important is a GIS survey in preparing the POCD?
11. How do we best manage public hearings and surveys in a way that evokes a sense of what the entire community wants?
12. What is your experience with towns comparable to Weston, and what approaches and ideas that they have considered would make sense for us? In particular, how do we balance the needs of our seniors with maintaining the excellence of our schools, all the while enhancing Weston as an attractive community for prospective homebuyers?
13. How do we best achieve some kind of shared vision for the Town and how do we best hold ourselves accountable for achieving that vision?
14. How would you propose to study undeveloped land owned by the Town (and potentially other large parcels) and present recommendations for the Town’s use or disposal of the properties?

JLW 3:58PM