

The Planning and Zoning Commission of the Town of Avon held a virtual ***Special GoToMeeting*** on Tuesday, September 26, 2023. Present were Peter Mahoney, Chair, Lisa Levin, Vice Chair, Dean Hamilton, Mary Harrop, Robin Baran, Joseph Gentile, and Chet Bukowski. Absent were Alternates Elaine Primeau, Julie Rousey, and Jamie DiPace. Also present was Hiram Peck, Director of Planning and Community Development.

Mr. Mahoney called the special meeting to order at 7pm.

## **OTHER BUSINESS**

### Discussion of revisions/update to Zoning Regulations – SLR Consultant

Robert Collins was present from SLR Consulting to discuss the outline addressing the update/rewrite for the Zoning Regulations.

Mr. Collins displayed his annotated outline (Table of Contents) which shows in detail updates and additions that will be made to the document. The first discussions with Town Staff will be about the Introduction, Definitions, and Procedures. The next topics of discussion will be Districts, Uses, and Site Development Standards. He explained that there will be seven (7) sections to the new document (the current Code has ten (10) sections). The new sections are as follows: 1) Introduction; 2) Definitions; 3) Districts; 4) Uses; 5) Site Development Standards; 6) Additional Standards; and 7) Administration and Enforcement. He noted that he continues to work closely with Town Staff to ensure that the introduction is done correctly as well as all the other sections. He explained that information will be shared with the Commission at future meetings as the document progresses. A table will be created for procedures and notifications; this table will likely be located in the Administration section.

Mr. Peck indicated that the flow and proposed organization of the Regulations is very good and better than what exists currently. He noted that there is some new legislation that will likely need to be added/addressed in the new Regulations.

Mr. Collins pointed out that ADUs are not shown in the annotated outline but will be added when a discussion takes place regarding districts and/or site development standards.

Mr. Mahoney noted that he likes the new outline.

In response to Ms. Levin, Mr. Collins confirmed that he worked with the Town of Mansfield regarding the layout of their Code and added that he could bring some regulations from other towns that SLR has worked on. He explained that the proposed layout is very common for simplification purposes. Mr. Collins explained that the proposed “use table” will show whether something is a permitted use by right but will also show if it is a special exception use and/or if site development regulations need to be considered. Symbolology/notations will be used in the table. He confirmed that the information in each section will be reviewed very closely for any needed clarifications, additions, rewrites, or cross outs/deletions. He explained that the goal is to try to completely consolidate all the definitions into one section but noted that there are some definitions that may need to be in two places (i.e., floodplain).

Mr. Peck explained that the use table is very straight forward and should take care of a lot of questions relative to process and procedure. Many towns in CT use this type of use table.

Ms. Baran noted her preference to have the definitions in the beginning of the document because it’s one of the most important sections to become familiar with. She noted her agreement for the importance of cross referencing.

In response to Mr. Mahoney, Mr. Collins noted that the Town currently uses Municode but noted that he could probably create a searchable pdf version of the document.

Mr. Peck noted that he would check on Municode.

In response to Ms. Levin, Mr. Collins indicated that he is happy to work with Town Staff and Commission relative to acronyms to ensure that they are defined early on and repeated in major sections.

There being no further business, the meeting adjourned at 7:45pm.

Linda Sadlon  
Avon Planning and Community Development