NEWINGTON TOWN PLAN AND ZONING COMMISSION

SPECIAL MEETING

Wednesday, December 9, 2015

Conference Room L-101, Lower Level
131 Cedar Street, Newington, CT 06111

6:45 p.m.

A G E N D A

RECEIVED & RECORDED IN
NEWINGTON LAND RECORDS
2015 DEC -3 AM 10: 03
TOWN CLERK

I. ROLL CALL

II. ELECTION OF OFFICERS FOR 2016:

A. Chairman

B. Vice Chairman

C. Secretary

III. SETTING OF 2016 MEETING DATES

IV. APPOINTMENT TO CRCOG REGIONAL PLANNING COMMISSION

V. ADJOURN

Submitted,

Craig Minor, AICP
Town Planner

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town Plan and Zoning Commission

John Salomone
Town Manager

Craig Minor, AICP
Town Planner

To: Town Plan and Zoning Commission
From: Town Planner Craig Minor, AICP CM
Date: November 18, 2015

Subject: **2015 Annual Meeting**

The bylaws of the Newington Town Plan and Zoning Commission states that there shall be an "annual organizational meeting" on the second Wednesday in December, where the election of officers shall occur. The TPZ does not meet twice in December, so the annual meeting is usually done at the first December meeting.

The portion of the bylaws that pertains to the annual meeting reads as follows:

> "The Officers of the Town Plan and Zoning Commission shall be: Chairman, Vice-Chairman and Secretary. The Chairman shall have the duties normally conferred by parliamentary usage. The Vice-Chairman shall act for the Chairman in his absence except where prohibited by statute. The Secretary shall keep the minutes and records of the Commission (assisted by the Town Planner and other Staff) and shall read communications, rules of procedure of meetings, and petitions into the record.
>
> Nomination of officers shall be made from the floor at the annual organizational meeting held on the second Wednesday of December each year. Election shall follow immediately thereafter. Vacancies in office shall be filled by a similar nomination and election procedure."

It has been TPZ's custom to also approve the calendar of meeting dates at this meeting. See attached proposed schedule. I suggest you consider deleting the second meeting in August – this meeting has been cancelled at the last minute in each of the past two years, so I suggest you do it now so that potential applicants can plan accordingly.

It has also been the custom to approve the TPZ-chosen representative to the CRCOG "Regional Planning Commission" at the annual meeting. The Regional Planning Commission prepares CRCOG's five year Regional Plan of Development, and reviews proposed land use changes (site plans, zone changes, and zoning amendments) in member towns for possible impact on adjacent towns. This appointment is in addition to the two Newington representatives on the CRCOG board who are appointed by the Newington Town Council.

cc:
file

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www.newingtonct.gov

Town Plan and Zoning Commission

2016 Meeting Dates

2nd & 4th Wednesdays at 7:00 p.m. – Conference Room L-101

January 13
January 27

February 10
February 24

March 9
March 23

April 11
April 25

May 11
May 25

June 8
June 22

July 13
July 27

August 10
August 24

September 14
September 28

*Thursday, October 13 (Yom Kippur Oct. 12)
October 26

November 9
*Monday, November 21 (Thanksgiving week)

December 14

January 11, 2017

CRCOG CAPITOL REGION COUNCIL OF GOVERNMENTS
Working together for a better region.

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STANDING COMMITTEES

Capitol Region municipal officials develop policy and set the CRCOG agenda through their participation on the following working committees, which provide guidance to the CRCOG Policy Board:

- **Transportation Committee**—reviews and makes recommendations for millions of dollars of funding each year for regional transportation and transit projects.
- **Regional Planning Commission**—prepares and updates the Regional Plan of Development. Based on the Regional Plan, the Commission reviews and comments upon municipal projects that affect regional land use.
- **Municipal Services Committee**—carries out projects and programs to improve governmental efficiency and save tax dollars through cooperative projects, shared services and other direct service initiatives for member towns.
- **Public Safety Committee**—develops and implements practical regional projects to promote regional public safety and inter-agency strategies for public safety service delivery, managerial cooperation and use of advanced technologies.
- **Meeting notice/agendas and minutes** for the Policy Board and these standing commitees are available on the **Meetings page**.

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CRCOG

MEETINGS & MINUTES

Regional Planning Commission Meeting
Thursday, November 19, 2015
7:00 p.m.
West Hartford Town Hall
Room 400
50 South Main Street
West Hartford, CT 06107

1. **Meeting Notice/Agenda & Background Memo**
2. **Adoption of Minutes: September 17, 2015**
3. Presentation on 2015 Housing Data Profiles
4. Presentation on Plan4Health Initiative
5. **Report on Zoning and Subdivision Referrals**
6. What's New in my Town? A Discussion and Report on Local Planning and Development Activities in the Municipalities of the Capitol Region; and
7. Other Business

STATUTORY LAND USE REQUIREMENTS

Referral Requirements and Forms

List of Recent Referrals received by the RPC

2014 - 2024 Regional Plan

Regular meetings of the Regional Planning Commission are held on the third Thursday of every other month at 7:00 PM at the West Hartford Town Hall, 50 South Main Street, West Hartford, unless noted to the contrary. Please note, meeting minutes are draft only, until approved by the committee.

2015 Meetings

January 15	**Meeting Notice/Agenda**	**Draft Minutes**	
March 19	**Meeting Notice/Agenda**	**Minutes**	
May 21	**Meeting Notice/Agenda**	**Minutes**	
September 17	**Meeting Notice/Agenda**	**Draft Minutes**	
November 19	**Meeting Notice/Agenda**		

2014 Meetings

January 16	Cancelled		
February 20	**Meeting Notice/Agenda**	**Minutes**	
March 20	**Meeting Notice/Agenda**	**Minutes**	
May 15	**Meeting Notice/Agenda**	**Minutes**	
September 18	**Meeting Notice/Agenda**	**Minutes**	**Presentation**
November 20	**Meeting Notice/Agenda**	**Minutes**	

2013 Meetings

January 17	**Meeting Notice/Agenda**	**Minutes**
March 21	**Meeting Notice/Agenda**	**Minutes**
April 25 - Special Meeting	**Meeting Notice/Agenda**	**Minutes**
May 16	**Meeting Notice/Agenda**	**Draft Minutes**
September 19	**Meeting Notice/Agenda**	**Minutes**
October 29 - Special Meeting	**Meeting Notice/Agenda**	**Draft Minutes**
November 21	Cancelled	

2012 Meetings

January 19	**Meeting Notice/Agenda**	**Minutes**