



# TOWN OF THOMPSON

## Planning & Zoning Commission

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### Minutes – PZC Subcommittee Meeting: Subdivision Regulations Draft Review Wednesday, February 1, 2023, at 7:00 PM via Zoom

Zoom Recording: [https://us02web.zoom.us/rec/share/7JfW6j9l8pTc9PQJrkLTK0\\_7R\\_Qz\\_3tULFuVhx-9EDEmf9CmZzvArs8xviWAdlx8.fHaolP3-d-GJTD0S?startTime=1675296191000](https://us02web.zoom.us/rec/share/7JfW6j9l8pTc9PQJrkLTK0_7R_Qz_3tULFuVhx-9EDEmf9CmZzvArs8xviWAdlx8.fHaolP3-d-GJTD0S?startTime=1675296191000)

Passcode: 3.92h#qp

YouTube Recording: <https://www.youtube.com/watch?v=hg1W3BdpYAo>

1. Call to Order – 7:03 p.m.
2. Roll Call  
**Members attending:** J. Parodi-Brown – Chair, R. Blackmer, A. Hill, J. Lenky (enters after roll call), J. Salce, R. Williams  
**Staff attending:** C. Dunne – ZEO, T. Penn-Gesek – Director of Planning & Development
3. **Review and Discussion of Proposed Draft – Subdivision Regulations**  
The discussion is to review and address extensive comments submitted by Wetlands Agent M. Butts. Comments received in time to prepare the current discussion were through page 27 of the current working draft, related to Article II – Definitions and Article III – Application Procedures & Commission Consideration. The members agree to focus the evening's discussion on suggested edits that have potential implications for the meaning of the document, rather than simple language/formatting edits.  
**Article II – Definitions:** the members agree to modify the definitions of the terms Applicant, Developer, Floodplain, Floodway, Sediment and Special Flood Hazard Area. They agree to add new definitions for FEMA, Mixed Use, Residential Use and Unit. They agree to strike the definition of Subdivider, in favor of using "applicant" or "developer" throughout the document. T. Penn-Gesek will follow up with counsel to determine whether it is necessary to include a definition of "person," as requested by M. Butts  
**Article III – Application Procedures & Commission Consideration:** The suggestions made by M. Butts that are the most significant within the text are suggested additions to **Article III, Section 2, B**, detailing the specific persons who may be permitted to sign the application, in the case that the applicant is not an individual person. Opinions of the members are mixed, but the general consensus is that the existing text of 2, B, 1 is sufficient, without the suggested additions. The item is flagged in the text for review by counsel, with the consensus that if it is not thought by the attorney to be necessary, then it will be omitted from the final draft. The members agree to add new suggested content (numbered 17 & 18 in the working draft) describing the requirement for the legal documents concerning any owners' associations or maintenance and liability agreements to be included with the initial application. Certain items are moved in the order of Article III, for more logical flow, notably content related to the Commission's ability to waive fees under certain circumstances; and the timelines related to IWC consideration and decisions by the PZC. **Article III, Section 3, E – Decision, 6** is amended to break the current paragraph regarding the conditions for Commission approval into a list, for better clarity. There are questions regarding the timelines describes under Section 3, F. It is unclear whether the extended period of time describes is required by Statute, and neither the ZEO nor the Director is able to answer the question during the meeting. More research is needed. Section 3 G and H appear to be misplaced in this location in the draft, as the actions described are not related to the application process, which is the subject of Article III. T. Penn will arrange to sit down with J. Blanchette and C. Dunne in the coming weeks, to review the order of action within the entire document and move things around to create the proper flow.  
  
More comments from M. Butts will be forthcoming. A follow-up subcommittee meeting date has not yet been set, in absence of her complete comments.
4. Adjournment – 8:49 p.m.

Respectfully Submitted,  
Tyra Penn-Gesek, Director of Planning & Development