



borders of Bolton. He reassures me that the RPC process is still very useful for the town of Bolton as it provides the previously mentioned benefits.

Caitlin Palmer: Calls to attention that even if developments are on town borders, there is no requirement for towns to submit a referral to CRCOG if the development is as of right.

Bonnie Potocki: Would like to see a more dynamic database that is sorted by topic, which other county institutions she has worked with in prior years have offered. The option of filtering referrals would be seen as more user friendly than the list that is offered currently by CRCOG. The member points out that some institutions even offer a map that produces layers based on the type of referral i.e zoning text change, map change, subdivision, etc.

Caitlin Palmer: Mentions that CRCOG held a Planning and Development Forum for member town planners, where there was discussion on CRCOG taking more of a stance on referral comments. Director Palmer goes on to ask RPC if taking more of a stance and prioritizing policy goals is something that would be advantageous?

Bonnie Potocki: Answers Director Palmer's question with the question of "what happened to transit oriented development" and alludes to wanting to see more of a push and stance on TOD in referral comments. Ms. Potocki then goes on to say that it would be beneficial if CRCOG recommended, to town staff, specific areas of focus when reviewing controversial referrals. This then leads to a conversation about needing training for Commissioners, specifically when reviewing items like traffic studies. She asks if CRCOG could fill the role as a convener of these trainings as commissioners now are required to have 4 hours of training per year.

Dr. Jennifer Bartiss-Earley: The Chairperson mentions that it has been difficult when new bills are past, and topics arise in zoning such as outdoor dining that arose over quarantine. It is stated that pooling information on these hot topics across the region could be helpful so that each town doesn't have the burden of "reinventing the wheel" but instead can look to other areas who have already passed regulation on the topic. She offers the idea that meetings be used to discuss these hot topics and have pooled information presented.

Caitlin Palmer and Jacob Knowlton: At the 34-minute mark CRCOG staff gives a debrief on some details of the existing referral process as well as give a glimpse of RCOG's referral processes.

Deb Goetz: Vocalizes support for the filtered searchable option for referrals. She also requests having a direct link to the submitted material for the specified referral in the reporting log. Lastly, she mentions the idea of reducing the volume of the referrals delivered to RPC could be advantageous as not all referrals are perceived as warranting review, and the current referral batches can be overwhelming.

Caitlin Palmer: CRCOG staff will investigate RCOG's process for reducing volume of reviews for RPC and will look into adding the function of attaching submitted materials to the referral log posts.

Bonnie Potocki: Brings up recent zoning changes for signage and walks through the process of looking up a referral from the log. She vocalizes her support for the attached materials function on the referral log posts.

Caitlin Palmer: Mentions posting CRCOG comments to the posting log as well to see if RPC would like to see that as well, which is responded to generally as a yes.

Henry Pawlowski: Vocalizes his support for keeping the existing RPC memo structure but extends his support for highlighting ones that maybe of interest to towns.

Bonnie Potocki: Reassures her support for CRCOG's comments and stresses the importance of a second opinion from their town staff's.

Mike Stebe: Express that limiting volume may not be where value is added but believes the value added would be for a more dynamic database with a searchable function using a pivot table as a widget to populate the list on the CRCOG website. He goes on to express interest in having attached materials as a function of the log as well as links to the agenda page on the Town's website, where the referral in the referral log is from.

CRCOG Staff: Appreciates the input and will look into what feedback can be implemented by the next RPC meeting in September. They then go on to present briefly on other COG's existing practices.

#### **4. Report on Zoning and Subdivision Referrals**

Jacob Knowlton reviewed recent zoning and subdivision referrals with the RPC.

#### **5. What's New in My Town – A Discussion and Report on Local Planning and Development Activities in the Municipalities of the Capitol Region**

During the "What's New in My Town" segment, members discuss recent activities within their respective municipalities. This can include anything from town business, zoning regulations, new structures, and other updates.

This month's discussion can be found at the 52.47 minute mark in the recording found here.

#### **6. Other Business**

Chairperson Jennifer Bartiss-Earley congratulates Caitlin Palmer for her promotion to Director of regional Planning and Zoning within CRCOG.

**With no further business, a motion to adjourn was made by Tom Manning, Bolton. The motion was seconded by Gary Bazzano, Hartford and it carried unanimously.**