

**TOWN OF WINDSOR
SPECIAL MEETING
POCD ADVISORY COMMITTEE
February 13, 2025
LUDLOW ROOM – TOWN HALL**

MINUTES

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

Present: Deborah Hallowell, Donald Jepsen, Jill Levine, Donald Jepsen, Bradford Robinson, Marlene Towers, Kathy Roby, and Rory Jacobson of FHI Studio/IMEG

Staff Present: Town Planner Todd Sealy and Economic Development Director Patrick McMahon

MEETING SUMMARY

1. INTRODUCTIONS

2. ENGAGEMENT UPDATE – FEB 27TH PUBLIC WORKSHOP

Ms. Jacobson presented information from a slideshow. The online survey is live, which highlights demographics, trends, and plan topics. It does not have a set end date. Mr. Sealy stated that information was posted on public boards at places like grocery stores and libraries. The survey obtains anonymous input from residents who might not otherwise partake in the planning process. The survey has received over 280 responses so far. The first public workshop will be two hours long and is going to be held on Thursday, February 27th at the Windsor Town Hall. It has been advertised on the Town's website, local media outlets, and Town mailing lists. Attendees will be able to choose stations they would like to attend based on their interests.

3. REVIEW OF CURRENT POCD

The Committee discussed how often they read through the current POCD. Ms. Jacobson went over the main themes and goals of the current POCD. Its conservation goals include conserving, protecting, and enhancing Windsor's natural resources to ensure a healthy environment and preserving open space that will enhance community character and quality of life. The Committee discussed if there were ways to track how many people use the open space in town.

The plan's development themes include improving Windsor's existing housing as well as the pattern and quality of new development to maintain housing diversity, bring housing values into balance with regional values, create more livable neighborhoods, and enhance the quality of life for Windsor residents. Another goal is maintaining and enhancing the Day Hill Corporate Area's role as the region's preeminent suburban business location by maximizing its economic development potential.

Themes on infrastructure were also discussed, including continuing to provide the excellent public facilities and services that contribute towards Windsor's role as an amenity rich community and high quality of life.

4. REVIEW OF RELEVANT PREVIOUS PLANS AND STUDIES

Ms. Jacobson presented the key ideas from previous plans and studies, such as the Affordable Housing Plan, the Day Hill Corporate Area Planning Study, the Clean Energy Final Report, and the Great Pond Form-Based Code. The Zoning Regulations were recently updated. Mr. Sealy stated that these regulations are a living document. He also stated that he believes the Great Pond Form-Based Code works well and help provide guidance on aesthetics, building material, signage, and lighting. Mr. McMahon stated that it is questionable, though, if the vision meets the reality of the market. Ms. Jacobson stated that they would be utilizing and incorporating these documents for the upcoming POCD. Mr. Sealy stated that they would also interview staff for input and recommendations. Ms. Jacobson stated the next steps, including stakeholder interviews with organization such as the Capitol Region Council of Governments.

The next meeting is set for March 13th.

5. APPROVAL OF MINUTES

a) DECEMBER 4, 2024

b) JANUARY 9, 2025

ADJOURNMENT

The meeting adjourned unanimously at 7:39 p.m.

Respectfully submitted,

Mitch Vye
Assistant Town Planner