

**Minutes of the meeting Tuesday, February 11, 2020  
Of the Planning, Zoning and Housing Committee  
Of the RTM**

With 9 of 13 members present, constituting a quorum, the regular meeting of the Planning, Zoning and Housing Committee was called to order by Chair Amy Barsanti on Tuesday, February 11, 2020 at 7:00PM in the Mather Center Cafe Extension Room. This meeting was recorded and should be available on Darien TV79.

**Present:**

Chair Amy Barsanti, Vice Chair Carolyn Bayne, Clerk Amy Chickles, Susan Lauritzen, Caroline Luz, Michael Casolo, Michael Wheeler, Marcy Minnick, Linda Terhune

**Absent:**

Sarah Baldwin, Catherine Kazim-Bailey, Kenneth Fiveson, Jan Raymond

**Guests:**

Director of the Planning and Zoning Department, Jeremy Ginsberg

1. Approval of Minutes from PZ&H meeting 1/22/20.

After a brief review of the minutes, 8 were in favor with 1 abstaining to approve them.

2. General P&Z Proposed Budget Overview

Person giving report: Jeremy Ginsberg

Proposed budget was sent to the Committee in advance by Barsanti. A brief overview handout was also provided at the meeting for review.

Mr. Ginsberg took the Committee through the current proposed budget for the Planning and Zoning Department. There are no major changes from last year. The department has three capital project requests. The major request is to purchase new software in order to convert the current technology used for permitting to a new service that will allow residents to go online and access their permits from home. This will also save time at Town Hall, and multiple departments will be able to use the technology. Ginsberg also informed the Committee that the State is requiring all municipalities to have an Affordable Housing Plan but has not yet informed them what needs to be included in this plan - therefore the P&Z department is requesting some capital funds in anticipation of needing to do this plan before the end of the year. The final capital request is to purchase a new plotter, which can print large maps and schematics.

Committee members asked Ginsberg for updates on various projects around town, which he provided.

3. Other Business

There being no other business, Chair Barsanti moved to adjourn the meeting at 7:45PM. All were in favor.

The next meeting of the Planning, Zoning and Housing Committee is scheduled for Monday, March 9, 2020 at 7pm in Darien Town Hall Room 119.

Respectfully Submitted,

Amy Chickles, Clerk

Draft: 2/18/20

Approved by Committee on: March 4, 2020