

**Town of Marlborough
Community Development Advisory Commission
& Planning Commission
Special Joint Meeting
Marlborough Town Hall
August 30, 2005
7:00 p.m.**

1. CALL TO ORDER

Nancy Bader called the meeting to order at 7:00 p.m. in the meeting room of Town Hall. CDAC commission members in attendance included Carolyn Gatesy, Nancy Bader, Ned Hickey, Bill Mogensen and Joanne Goode. Planning commission members in attendance included John Larensen and Peter Abel. Also present was Peter Hughes, Planning and Development Director.

2. TOWN CENTER PLAN

2.a Design Team Presentation

The consultants from Harrall-Michalowski Associates introduced themselves. The group began with an economic and market analysis of the town, the purpose of which is to “ascertain the feasibility of developing additional retail, office and residential uses in the town center area and to identify particular market niches suitable for the area”. The town center area includes existing development and areas of potential expansion. It is centered around the intersection of Rte. 66 and Main Street. In addition, a “neighborhood market area” has been defined as the immediate geographic area around the proposed town center boundary. This area extends approx. one mile from the town center. The analysis covered demographics in the area of population, commuting patterns and household income trends. The local market area (Marlborough and the immediate surrounding towns) is growing at approx. twice the rate of the regional market area. The conclusions of the analysis were as follows:

Retail Space:

- An additional 10,000 square feet of non-auto related retail space is locally supportable at present
- An additional 17,000 square feet of retail space is locally supportable over the next ten years
- There is the possibility for regionally-oriented retail due to Rte. 2 access

Office Space:

- An additional 11,000-12,000 square feet of office space is locally supportable over the next ten years
- There is the possibility for additional institutional space such as a Town Hall expansion and a health clinic facility

Residential Units:

- There are approximately 125 market rate rental units supportable in the town center area
- There are approx. 90 age-restricted housing units also supportable
- Continued population growth will likely create additional demand for housing units in the town center area over the next ten years

The analysis included the following summary:

- Marlborough is located at the center of a growing market area in CT
- Good regional transportation access enables a variety of potential uses
- Demographics and market statistics indicate the potential for modest growth in Marlborough’s retail and office space sectors
- Strong demand for housing throughout the region supports the creation of additional residential units in the town center area

The next part of the presentation was a discussion about traffic issues. The study included data collected over the summer, which will be updated. The consultants performed a physical study of existing conditions, looking at peak hour analyses, safety, vision and other issues. The study concluded that there is a lot of capacity at the main intersection in town (Rte.66 and Main Street). There is a lot of opportunity for “traffic calming” (encouraging drivers to slow down) in the town center area.

The final step of the presentation was the landscape architect’s analysis of existing conditions as well as opportunities and constraints of the town center. He concluded that the environmental conditions in the town center area (tough soils, wetlands, etc.) are not a big restraint in the town center plan. The consultant showed different maps, including a building use map and a land use map.

2.b Public Workshop Date

The next step in the process is to conduct a workshop to obtain feedback from the public in order to get a collective vision of what the town center should be. This will likely take place in early-mid October.

2.c Future Joint Meetings with EDC & Zoning Commission

Nancy Bader noted that there will be an All Boards Meeting in November, which will include an update on the town center plan. Peter Hughes stated that there are currently 29 permitted commercial uses. He is asking the Zoning, Planning, EDC and CDAC commissions to look at the four commercial zones in town and come up with the appropriate uses for the zones, and perhaps add new uses. The goal is to come up with a consensus about different uses in different zones so that the Zoning Commission can begin developing preliminary regulations. The four commercial zones in town are: 1) coming down Rt. 66 from East Hampton, 2) the bottom of Twin Hills, 3) the town center and 4) the exit 12 area. The groups will do the same process with the industrial uses at a later date.

3. NEW POSITION – DIRECTOR OF ADMINISTRATION & COMMUNITY DEVELOPMENT

Peter Hughes and Nancy Bader explained the need to reorganize some of the responsibilities at Town Hall. Peter Hughes noted that the dynamics in his department have changed significantly, with a decrease in building permits but an increase in new projects, i.e. the sewers, the business park, the golf course, the town center plan. Nancy Bader explained that she needs to get away from the day-to-day administrative duties of Town Hall and spend more time with CEO or strategic-related activities. This includes active involvement in regional and state organizations so that the town obtains funding for various projects.

4. ADJOURNMENT

Motion by Joanne Goode to adjourn the meeting at 9:25 p.m.

Respectfully submitted,

Mary Sciano