

**AGENDA FOR MEETING 1652  
A REGULAR MEETING AND PUBLIC HEARING OF THE  
NEW HAVEN CITY PLAN COMMISSION  
Wednesday, July 17, 2024 at 6:00 PM  
WEB-BASED MEETING HOSTED ON ZOOM**

**LINK:**

<https://newhavenct.zoom.us/j/98298328270?pwd=NHIYUE5mZTAwME9nbUpmd0lHNWNzUT09>

**Passcode:** Planning2

**^ Item expected to be passed over**

**To view meeting materials, visit:**

<https://cityplancommission.newhavenct.gov/pages/july-17-2024-cpc-meeting>

The Chair opened the meeting at 6:07pm.

**I. ROLL CALL**

**Commissioners Present:**

Chair Leslie Radcliffe, Commissioner Alder Adam Marchand, Commissioner Josh Van Hoesen, Commissioner Joy Gary, Vice Chair Ernest Pagan

**Staff Present:**

City Plan Director Laura Brown, Planner Alexander Castro, Attorney Roderick Williams, Planner Fatima Cecunjanin, Assistant City Engineer Dawn Henning

**II. SITE PLAN REVIEW**

**1651-03      155 ADELINE STREET.**

MBLU: 304 0090 00500

**Owner/Applicant:** Angela Garcia, A Garcia Real Estate LLC, Unique Auto Sales LLC; **Agent:** Ben Trachten, Trachten Law Firm LLC

**Site Plan Review and Coastal Site Plan Review**

Site Plan Review and Coastal Site Plan Review for the interior renovation of an existing building and expansion of a paved area to be used as an autobody sales and repair shop in the IL zone and Coastal Management Area.

Planner Castro read the item into the record at 6:10 and provided planning considerations.

Attorney Ben Trachten provided an overview of the project.

John Gabel provided additional site details at 6:15pm.

Commissioners discussed:

- Question as to whether there will be ramifications to the coastal area

- Concern over the possibility of this being a full auto repair, adding to the density of auto repairs in the area.
- Concern over potential runoff and damage to coastal area due to the auto repair use.
- Concern that there are no bike racks on site.

Attorney Trachten responded to concerns over damage to coastal resources, stating that the West River is nearly 1,000 feet away. Mr. Trachten also noted that there is space in the building for bike storage.

Commissioner Van Hoesen moved to approve the Coastal Site Plan Review for item 1651-03 at 6:30pm; 5-0 in favor.

Commissioner Van Hoesen moved to approve the Site Plan Review for item 1651-03 at 6:31pm; 5-0 in favor.

**1652-01 20 & 34 FAIR STREET.**

MBLUs: 225 0532 00700 & 225 0532 00300

**Owner/Applicant:** 20 Fair RE Owner LLC; **Agent:** Gregory P. Muccilli of Shipman & Goodwin LLP

**Detailed Plan Review**

Modifications to a previously approved Detailed Plan Review for construction of a new 6 story transit oriented, mixed use development within an approved Planned Development Unit (PDU) located in the underlying BA (General Business) Zone, with parking and commercial use at street level and a public plaza.

Planner Castro introduced the item and provided planning considerations at 6:32pm.

Tim Onderko of Langan with the applicant team provided an overview of the site plans and site requirements.

Seelan Pather of Beinfield Architects provided additional overview of the site plan, the new configuration of the proposed building, the new trash locations, and presented the new elevations of the proposed building.

Commissioners discussed:

- Support for the use of Fair Street as a public bicycle/pedestrian path.
- Appreciation for and approval of the massing and architectural changes to the proposed building.

Commissioner Alder Marchand moved to approve item 1652-01 at 6:46pm, 5-0 in favor.

**1652-02 121 WEYBOSSET STREET.**

MBLU: 145 1055 00400

**Owner/Applicant:** Robert Puccino

**Site Plan Review**

Construction of a single-story residential structure to create 4 new elderly housing units in the RM-1 zone.

Planner Castro introduced the item and provided planning considerations at 6:45pm. Planner Castro clarified that staff could not make a recommendation due to the missing photometric plan.

Applicant Robert Puccino presented the site plan.

Commissioners requested clarification as to where proposed lighting on the site will be located. The applicant clarified that new lighting will be located along the concrete walk overhang.

Commissioners discussed:

- Support for the proposed project, but concern that the photometric plan was not submitted and thus not knowing what the light levels will be.

Commissioner Alder Marchand moved to table item 1652-02 at 7:11pm; 5-0 in favor.

Chair Radcliffe transitioned the meeting to public hearing items at 7:11pm.

**1652-03      410 ORCHARD STREET.**

MBLU: 316 0265 02800

**Owner/Applicant:** 410 Orchard Street, LLC; **Agent:** Carolyn W. Kone, Brenner, Saltzman & Wallman LLP

**Site Plan Review**

Construction of a 3,648 sf mixed use building in the RM-2 zone.

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-04      165, 223, 243, 285, 301 PROSPECT STREET; 320, 340, 360 EDWARDS STREET; 180, 256, 260 WHITNEY AVENUE; 21 SACHEM STREET. YALE SCIENCE HILL PSEB.**

MBLU: 245 0363 00100; 245 0363 00200; 245 0363 00201; 245 0363 00300; 245 0363 00400; 245 0363 00500; 245 0363 00501; 245 0363 00600; 245 0363 00800; 245 0363 00900; 245 0363 01100; 245 0363 01200; 245 0363 01201; 245 0363 01300

**Owner/Applicant:** Yale University; **Agent:** Stephen Brown, Yale University

**Site Plan Review**

Construction of a new physical sciences and engineering building and service node, a thermal plant, and associated site improvements on a portion of Yale University's Science Hill block, in the RH-2 Zone (includes PDU 105). (Block

bounded by Prospect Street, Edwards Street, Whitney Avenue and Sachem Street).

The site plan review for this item was heard with the Class C SESC portion during the public hearing portion of the meeting.

**1652-05 432 WOODWARD AVENUE.**

MBLUs: 042 0950 00400

**Owner/Applicant:** Wilson Bautista; **Agent:** K. Mark Davis, P.E.,  
President/Principal, Westcott and Mapes, Inc.

**Site Plan Review and Inland Wetlands Review**

Construction of 5 units in the RS-2 Zone, with activity in the Inland Wetlands Regulated Area.

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-06 745 TOWNSEND AVENUE.**

MBLU: 024 0920 03000

**Owner/Applicant:** East Shore Partners, LLC; **Agent:** Marjorie F. Shansky

**Site Plan Review and Inland Wetland Review**

Construction of a private road, concrete sidewalk, and underground utilities to serve a future new single family residential development, with activity in the Inland Wetlands Regulated Area, and the RS-3 zone.

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**III. PUBLIC HEARINGS (Begin at 7pm)**

**1651-07 30 LENOX STREET.**

MBLU: 091 0996 02700

**Owner:** Trelleborg Coated Systems US Inc.; **Applicant:** Frank Talierno, **Agent:**  
Benjamin Trachten, Trachten Law Firm LLC

**Special Permit**

Permit to establish a Self-Storage Facility in the IH zone.

Planner Castro read the item into the record at 7:14pm.

Attorney Ben Trachten clarified that this application is only for approval of the use and that a site plan review and coastal site plan review will be needed once the special permit is received. Attorney Trachten went on to describe the proposed project. Mr. Trachten noted that the historic mill building will be preserved, and also noted that zoning relief was received for the flex workshop use. Attorney Trachten went through the Special Permit review criteria point by point.

Commissioner questions:

- What portions of the site are proposed to be used, and in what way will they be used?

Attorney Trachten clarified that the upper two floors of the existing mill building are reserved for the flex workshop use, while the rest of the structure will be used for self-storage.

Chair Radcliffe opened the floor for public testimony at 7:35pm

Topics raised in public testimony include:

- Concern that a site plan has not accompanied this application and that it cannot be properly reviewed without a site plan.

Attorney Trachten responded to the concern by addressing the language of section 64. He also mentioned that submitting both together is costly.

Attorney Williams (Corporation Counsel) weighed in on section 64 to say that it may be appropriate in certain circumstances to submit both a special permit and site plan review at the same time, and that it is up to the commission in certain circumstances to determine whether both are needed.

Commissioners discussed:

- Whether there is a need for a site plan review to be submitted with this application
- A site plan review is not necessary for this item at this time

Chair Radcliffe closed the public hearing at 7:54pm.

Commissioners discussed:

- For previous similar application which proposed self-storage in an industrial structure, the commission denied it. Important to think about context. This building is built into a hill. This project proposes use of the entire structure except for two floors to self-storage, which is slightly less of the building which will be designated for storage.
- With Shelton Ave, there was residential right across the street and the use would have impacted the community greatly.
- There is a lack of opposition for this project compared to Shelton Ave
- Support for the special permit
- It would be preferable to have more space in the building allocated to other uses, however, recognition that the project will be complicated and costly

Commissioner Alder Marchand moved to approve item 1651-07 at 8:07pm, 5-0 in favor.

**1652-07**      **375 JAMES STREET.**  
MBLU: 171 0777 00100  
**Owner/Applicant:** Andrew Consiglio Jr. Trustee; **Agent:** Benjamin Trachten,  
Trachten Law Firm LLC

**Special Permit**

Permit to allow outdoor storage of more than 500 square feet of material in the IL zone.

Planner Castro read the item into the record at 8:10pm.

Spanish interpreter Alba Peguero provided Spanish interpretation for this item.

Attorney Ben Trachten provided background for the item.

Chair Radcliffe opened the floor for public testimony at 8:35pm.

Planner Castro noted that the item has received three pieces of written testimony. Two letters are in support with conditions, and one in opposition.

Public testimony:

- Former Ward 9 Alder Claudia Herrera has advocated for quality of life in this area of New Haven for the last 20 years accompanied by her neighbors. Believes in the importance of uplifting small businesses and the taxes they bring to the city, however, there has been a continuous battle with this property in terms of trash and noise levels. Additionally, it's almost impossible to reach the owner. Concern that no beautification efforts have been proposed.
- Need for continued maintenance of the rear part of the property and prevent vegetation into the sidewalk.
- Current Ward 9 Alder Caroline Smith testified in support for the Special Permit with the following conditions:
  - o The addition of plastic slat coverings on the fence on the Main Street side of 375 James Street and the abutting silver lots to address privacy and visibility
  - o Updating and repairing all fencing on the Main Street side of the abutting silver lots
  - o Regular maintenance of the Main Street side of 375 James Street and the abutting silver lots fence to address weeds or overgrowth to address cleanliness and contribute to a positive appearance for the neighborhood
- Goal as Alder is to support neighborhood quality of life, support local businesses in their efforts to grow, and identify paths forward for positive change.
- Nearby homeowner has lived in this area for the past 2 years and stated that the owners at 375 James St don't clean the area and it's affecting quality of life in the community. Agrees with current and former Ward 9 Alders about small businesses, but they also need to keep the area clean. Neighbors have been fighting this for almost 10 years, he wants to support them so the neighborhood can be maintained.
- Carlos Eyzaguirre of Economic Development - balance growth of existing building and generally supportive of the use
- Homeowner who has lived in the neighborhood for 30 years testified. Said that this is the first time he has ever seen the property cleaned, as a reaction to this public hearing. Concern over the site producing excessive noise. Concern that he sees at least 300 wooden pallets on the subject property even though the property owners said they are not going to store flammable products.

Attorney Trachten responded to concerns raised during public testimony, saying that the conversation has cleared up what the expectations are of the applicant. Lines of communication have been opened between the public, alders and the applicant. Alder Smith put a lot of work into working with the community and coming up with the conditions of approval. Stated that the property owner consents to the conditions proposed by Alder Smith.

Chair Radcliffe closed public hearing at 9:21pm

Commissioner Deliberations:

- Support for the special permit.
- Recommend changing conditions of approval in staff report to match Alder Smith's conditions.
- Concerns about putting in condition about general maintenance because enforcement is tricky, and it is the responsibility of other departments to enforce.

Commissioner Alder Marchand moved approval of item 1652-07 with conditions at 9:35pm; 4-0 in favor.

**1652-08            445 GEORGE STREET.**

MBLU: 279 0217 01900

**Owner/Applicant:** Chelani Holdings LLC; **Agent:** Benjamin Trachten, Trachten Law Firm LLC

**Special Permit**

Permit to establish a single one-bedroom dwelling unit on the ground floor of an existing mixed-use building in the BA zone.

Planner Castro read the item into the record and provided planning considerations at 9:38pm.

Attorney Trachten presented the item and special permit application.

Chair Radcliffe opened the public hearing at 9:41pm.

No written testimony was submitted for this item.

Chair Radcliffe closed the public hearing at 9:41pm.

Deliberations:

- Support for the special permit.

Commissioner Alder Marchand moved approval of item 1652-08 at 9:43pm; 4-0 in favor.

**1652-09            163 CHAPEL STREET.**

MBLU: 166 0713 02000

**Owner/Applicant:** ART 163 CHAPEL LLC; **Agent:** Ben Trachten, Trachten Law Firm LLC

**Special Permit Review and Coastal Site Plan Review**

Special Permit and Coastal Site Plan Review for the creation of one Inclusionary Zoning (IZ) unit on the ground floor of an existing three family property in the BA zone.

Planner Castro read the item into the record and provided planning considerations at 9:44pm.

Attorney Trachten presented the item and special permit application.

Chair Radcliffe opened the public hearing at 9:48pm.

No written testimony was submitted for this item.

Commissioners discussed:

- Concern over which unit will be designated the IZ unit. Preference for the 3-bedroom unit to be the IZ designated unit.

Chair Radcliffe closed the public hearing at 9:56pm.

Deliberations:

- Support for the application and the residential use on first floor of this structure.
- Support for creating housing and opting into IZ.
- Recommendation to staff to add an additional Condition of Approval where the applicant shall work with city staff to determine which units will be designated affordable.

Commissioner Alder Marchand moved approval of item 1652-09 with the additional condition of approval at 10:02pm; 4-0 in favor.

**1652-04**      **165, 223, 243, 285, 301 PROSPECT STREET; 320, 340, 360 EDWARDS STREET; 180, 256, 260 WHITNEY AVENUE; 21 SACHEM STREET. YALE SCIENCE HILL PSEB.**  
MBLU: 245 0363 00100; 245 0363 00200; 245 0363 00201; 245 0363 00300; 245 0363 00400; 245 0363 00500; 245 0363 00501; 245 0363 00600; 245 0363 00800; 245 0363 00900; 245 0363 01100; 245 0363 01200; 245 0363 01201; 245 0363 01300

**Owner/Applicant:** Yale University; **Agent:** Stephen Brown, Yale University

**Class C Soil Erosion and Sediment Control Review**

Construction of a new physical sciences and engineering building and service node, a thermal plant, and associated site improvements on a portion of Yale University's Science Hill block, in the RH-2 Zone (includes PDU 105). (Block

bounded by Prospect Street, Edwards Street, Whitney Avenue and Sachem Street).

Planner Castro read the item into the record and provided planning considerations at 10:09pm.

Attorney Joe Hammer of the applicant team introduced the item.

Rob Voss, architect for the applicant team, provided an overview of the project.

Tim Onderko of Langan and of the applicant team, presented the site plans and soil erosion and sediment control plans. Specified that the work will be under DEEP permit for dewatering.

Chair Radcliffe opened the public hearing at 10:19pm.

No written testimony was submitted for this item. No one from the public testified during the meeting.

Commissioners discussed:

- Question about corner of Whitney and Edwards and how it will look.
- Will there be signage? This will be important for wayfinding.
- Support for the paths being added and pedestrian connections being made.

Applicant responded by showing the rendering of view from Whitney and Edwards. In response to the question about signage, the Yale team is working on a wayfinding study.

Chair Radcliffe closed the public hearing at 10:30pm.

Deliberations:

- Support for the opening up of Yale's campus and creation of public plazas and paths for public use.
- Wayfinding will be important as people will need to know where they are going.

Commissioner Alder Marchand moved approval of the Class C SESC for item 1652-04 at 10:37pm; 4-0 in favor.

Commissioner Alder Marchand moved approval of the Site Plan Review for item 1652-04 at 10:37pm; 4-0 in favor.

#### **IV. BOARD OF ALDERS REFERRALS**

**1651-13**      **ORDER OF THE BOARD OF ALDERS** Designating the corner of Dixwell Avenue and Argyle Street as "Dr Ann. E Garrett Robinson Way" in perpetuity, for her love, commitment, great contributions, and service to people in the Dixwell community and city wide.

**Submitted by:** Troy Streater, Ward 21

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1651-14**      **RESOLUTION OF THE NEW HAVEN BOARD OF ALDERS** authorizing the Mayor to sign an easement in favor of the Connecticut Department of Transportation for traffic purposes in Middletown Ave Park

**Submitted by:** Giovanni Zinn, PE, City Engineer

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1651-16**      **ORDER OF THE BOARD OF ALDERS** of The City of New Haven implementing overhead canopy lighting improvements on Orange Street between Center Street and Crown Street.

**Submitted by:** Win Davis, Executive Director, Town Green Special Services District

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1651-17**      **ORDER OF THE NEW HAVEN BOARD OF ALDERS** approving the disposal of a portion of land located on the northerly side of present Pond Lily Avenue and authorizing the Mayor of the City of New Haven to execute and deliver any and all necessary documents to complete such conveyance in accordance with the provisions of this Order.

**Submitted by:** CAO's Office

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-10**      **ORDER OF THE NEW HAVEN BOARD OF ALDERS** authorizing the City Plan Department to enter into a two-year multi-year contract with Fitzgerald & Halliday, Inc. (FHI) for the purpose of completing Vision 2034, the City Of New Haven's Plan of Conservation and Development also known as the Comprehensive Plan.

**Submitted by:** Laura Brown, Executive Director, City Plan

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-11**      **ORDER OF THE NEW HAVEN BOARD OF ALDERS** to authorizing the City of New Haven to apply for and accept a grant from the Connecticut Department of Economic and Community Development in the amount of \$8,769,517 for alterations and improvements to the Floyd Little Athletic Center at Hillhouse High School

**Submitted by:** Michael Piscitelli, Economic Development Administrator

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-12**      **RESOLUTION OF THE NEW HAVEN BOARD OF ALDERS** authorizing the City of New Haven to apply for and accept a grant from the Connecticut Department of Economic and Community Development pursuant to the Urban Action Grant Program in the amount of \$5,000,000 for planning and redevelopment and public infrastructure purposes with respect to the Mill River District.

**Submitted by:** Michael Piscitelli, Economic Development Administrator

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-13**      **ORDER OF THE NEW HAVEN BOARD OF ALDERS** authorizing the Mayor to apply for and accept the US Environmental Protection Agency Community Change Grant to reduce pollution and build community strength, and to enter into associated agreements in order to accept grant funding and carry out the associated grant program activities

**Submitted by:** Steven Winter, Director, Office of Climate & Sustainability

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

#### **V. BOARD OF ZONING APPEALS REFERRALS**

**1652-14**      **1946 Chapel Street.** Special Exceptions to permit the extension of a non-conforming use (General Law Offices) previously permitted by Special Exception, to permit 0 off-street parking spaces where 4 are required, and for the modification of a condition of approval permitting 2 attorneys and 4 staff set forth in a prior decision to allow 4 attorneys and 4 staff. Zone: RS-1. **Owner:** 1948 Chapel Street LLC. **Applicant:** Benjamin Trachten. BZA File: 24-63-S

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1652-15**      **945 Elm Street.** Special Exception to allow 3 off-street parking spaces where 4 are required to legally establish an existing 4-family structure. Zone: RM-2. **Owner:** City Restorations LLC. **Applicant:** Benjamin Trachten. BZA File: 24-65-S

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

#### **VI. ADMINISTRATIVE APPROVALS**

**1652-16A DIXWELL PLAZA REDEVELOPMENT PROJECT.** 87 Webster Street (MBLU: 294/0345/00400); 156-158 Dixwell Avenue (MBLU: 294/0345100500) 172 Dixwell Avenue (MBLU: 294/0345/00600) 176 Dixwell Avenue (MBLU: 294/0345/00700); 180-184 Dixwell Avenue (MBLU: 294/0345/00800); 190 Dixwell Avenue (MBLU: 294/0345/00900); 192 Dixwell Avenue (MBLU: 294/0345/01000); 206-208 Dixwell Avenue (MBLU: 294/0345/01200); 210-212 Dixwell Avenue (MBLU: 294/0345/01300); 220 Dixwell Avenue (MBLU: 294/0345/01400); 224-226 a/k/a 230 Dixwell Avenue (MBLU: 294/0345/01500 & 294/0345/01501); 200 Dixwell Avenue (MBLU: 294/0345/01100); 26 Charles Street (MBLU: 294/0345/01600); and Dixwell Avenue (MBLU: 294/0345/01800).

**Owners:** 87 Webster Street LLC, 156-158 Dixwell Avenue, LLC, 172 Dixwell Avenue LLC, 176 Dixwell Avenue LLC, 180-184 Dixwell Avenue LLC, 190 Dixwell Avenue LLC, 192 Dixwell Avenue LLC, 206-208 Dixwell Avenue LLC, 210 Dixwell Avenue LLC, 220 Dixwell Avenue LLC, 230 Dixwell Avenue LLC and the City of New Haven. **Applicant:** Paul McCraven of ConnCorp, LLC; **Agent:** Carolyn Kone of Brenner, Saltzman & Wallman, LLP

**Administrative Site Plan Review**

Modifications to the phasing for the Dixwell Plaza phased redevelopment project to divide Phase 1 of the project into Phases 1A and 1B, and minor site changes, in the BA zone.

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**VII. COMMUNICATIONS**

**1651-27 REFERRAL FROM THE CITY OF WEST HAVEN.** An application to add a regulation to the City of West Havens Zoning Regulation. Electric Vehicle Charing Stations in Pursuant to Section 86 of the Cit of West Haven Zonin Regulations file # ZR 24-30.

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**1651-28 REFERRAL FROM THE TOWN OF NORTH HAVEN.** Proposed Amendment to the North Haven Zoning Regulations to modify Section 2.1.1.5 (a) regarding schools and colleges operated by a governmental unit or nonprofit corporation in Residential Zoning Districts.

CPC meeting ended before getting to this item. It will be carried over to the next CPC meeting.

**VIII. MINUTES OF MEETINGS**

Meeting:

- Meeting #1650, May 15, 2024
- Meeting #1651, June 26, 2024

CPC meeting ended before approval of meeting minutes. Minutes will be carried over to the next CPC meeting.

Chair Radcliffe moved to adjourn at 10:40pm; 4-0 in favor.

**NOTE:**

Next Regular Meeting of the City Plan Commission:

Wednesday, September 18, 2024 at 6:00 PM (Submission deadline: August 18, 2024 by 12:00 PM)

**NOTE:**

The City Plan Commission agenda is available on the City website one week before the meeting date. Written testimony should be submitted to City Plan staff 24 hours in advance of each public meeting. Draft agendas will continue to be shared with the CPC distribution list via email and posted on this webpage and the City Plan Department website one week before each public meeting. Final agendas will be posted on the commission webpage and on the City Plan Department website 24 hours in advance of each public meeting. Updates will occur to the web agenda as necessary. Official agenda is filed with the City Clerk at least 48 hours before the meeting time.

**NOTE:**

Since the meeting is remote, participation by a quorum of members is expressly prohibited at the physical location will not be present however any member of the public may request, in writing, a physical location and “any electronic equipment necessary” to attend the meeting in real time no later than twenty-four (24) hours prior to the meeting. Said individual shall have the “same opportunities to provide comment or otherwise participate” in the meeting as would be afforded if the meeting was held in person with the following exception: Under law, if such person loses the ability to participate because of an interruption, failure or degradation of such person’s connection to the meeting by electronic equipment the committee is not required to adjourn or postpone the meeting.

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## **WEB-BASED PUBLIC HEARINGS & NEW DEPARTMENT PROTOCOL**

### **What the public needs to know:**

- Regular and Special meetings of the City Plan Commission will take place via Zoom
- Written testimony should be submitted to City Plan staff 24 hours in advance of each public meeting:

### **How to testify? Two ways**

1. Write a letter: Address it to the 'City Plan Commission'. Include your name and address for the record. Email it to city staff 24 hours prior to the meeting: [CPC@newhavenct.gov](mailto:CPC@newhavenct.gov).
2. Speak live on Zoom: When the Chair opens the public hearing, click the 'raise your hand' button or write staff a message using the Zoom chat feature. When it is your turn, we will promote you to a 'panelist' status. We look forward to hearing from you!
  - Draft agendas will continue to be shared with the CPC distribution list via email and posted on this webpage and the City Plan Department website one week before each public meeting
  - Final agendas will be posted on the commission webpage and on the City Plan Department website 24 hours in advance of each public meeting

**HOW TO JOIN THIS WEB-BASED PUBLIC MEETING:**

**1. Click this link:**

<https://newhavenct.zoom.us/j/98298328270?pwd=NHIYUE5mZTAwME9nbUpmd0lHNWNzUT09>

**Passcode:** Planning2

**2. Or dial in by phone:**

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Webinar ID: 982 9832 8270

Passcode: 778417606

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