

Town of Windsor Plan of Conservation and Development Update

Response to Questions

General Questions (applies to both projects- E2024-06 & E2024-07)

1. Do you have a budget identified for the projects?
 - a. A set budget has not been established.
2. Are you budgeting these separately? If so is any consideration being given to economies of scale by utilizing the same consultant for both?
 - a. The Day Hill Corridor Area Study and POCD will have separate budgets. There will be inherent efficiencies in having one consultant for both projects but it is not the determining factor. Each proposal will be reviewed individually and while some consideration will be given for having one consultant for both projects, the determining factor will be selecting the best qualified consultant for each project.
3. Will community engagement between two be coordinated?
 - a. Yes, to the extent possible given each project's schedule. Community engagement will be coordinated between leadership staff, the advisory committee and consultants.
4. Will Windsor be providing base data?
 - a. The town of Windsor can make available the resources and data we have available, including but not limited to:
 - i. Affordable Housing Plan
 - ii. Existing and previous POCDs, Zoning Regulations, Subdivision regulations, wetland regulations.
 - iii. Transit Oriented Development Plan
 - iv. Town Data – Building Permits, Certificates of Occupancy, Assessor's CAMA data
 - v. ARCGIS datasets and layers
 - vi. Sustainable CT Certification Report - 2022
 - vii. Board of Education – Data and Strategic Plan

Demographic data that is not readily available to Town staff will need to be collected by the consultant.

5. Will you be sharing a list of interested vendors for teaming opportunities?
 - a. No since we are not requiring all potential respondents to notify the Town of their intent to submit a response.

Response to Questions - Windsor Plan of Conservation and Development Update (E2024-06)

1. The submission date is Friday, August 23rd.
2. Will Windsor technical staff be available to collaborate with the team on developing updated goals and objectives for items such as traffic/transportation, utilities, and community facilities?
 - a. Yes, town staff will be available to collaborate on the goals and objectives for specific topics and chapters. Staff meetings will be coordinated through Planning Department.

Staff will work with the consultant to identify critical milestones and outline a meeting schedule with departments. Meetings can be held remotely or in person.

3. Have any recent reports or studies been completed that are relevant? Specifically, transportation/mobility master plans, transit studies, housing or other types of market studies, parks and rec master planning, public and emergency service plans, zoning code/land use plan updates, school district master plans, and/or municipal strategic plans.
 - a. There have been several recent amendments to the Zoning Regulations, Great Pond Form based code, and the Plan of Conservation and Development (POCD). Staff can provide the consultant access to all recent amendments. There are several relevant reports including but not limited to: Affordable housing plan (2022), Broad St. Road Diet (2022) & Windsor Transit-Oriented Development (TOD) Masterplan (2014).
4. How widespread, active and immersive do you foresee the public engagement component? More Leadership/stakeholder/"grass top" or that plus grassroots, community wide engagement?
 - a. Public engagement will include engaging Town leadership, residents, and stakeholders as part of a community wide engagement campaign. Public engagement should be a multi-faceted and inclusive process. A steering committee comprising of members from land use boards and several at large members will serve as representatives for leadership and community stakeholders.
5. Does the scope include revisions to the zoning code, zoning map, future land use plan, and/or any other modification to ordinances?
 - a. There are no anticipated changes to the zoning code or zoning map at this time. If a regulation amendment is needed, staff will manage that process. The future land use plan may be updated and incorporated into the POCD.