



Implementation Plan

A plan is just a plan until it is implemented. Just accepting this plan as a blueprint for the next 10 years isn't enough, Windham needs to implement it!

Many of the Plan's recommendations will require our boards and commissions to work cooperatively toward this common goal. The implementation process is a gradual and continual process. While some recommendations can be carried out in a relatively short period of time, others may take several years, and still others may be long-term in nature.

The charts on the following pages identify strategies to accomplish the plan and identifies the primary and secondary board, commission or department that should take the lead in addressing the recommendation.

In the near future, the Planning and Zoning Commissions should undertake a comprehensive review of the zoning regulations, zoning map, and subdivision regulations and make whatever revisions are necessary to:

- make the regulations more user-friendly
- implement the Plan recommendations
- promote consistency between the Plan and the regulations

Business & Economic Development Strategies

S Strategy: long-term policy

T Task: specific action

BOS Board of Selectmen

BOE Board of Education

BOF Board of Finance

CC Conservation Commission

EDC Economic Development
subcommittee of BOS

IWC Inland Wetland Commission

PC Planning Commission

PRC Parks & Rec Committee

PW Public Works Dept

ZC Zoning Commission

ZBA Zoning Board of Appeals

New Economic Development Town Wide

Responsibility:

S	Recognize the unique strengths of Windham; such as the Willimantic River, historic buildings, ECSU and UConn technology centers, high-speed fiber optic internet, and workforce	
T	Become business friendly by establishing a committee comprised of members of Zoning, Planning, Conservation and Inland/Wetlands to assist developers with process.	BOS
T	Begin marketing campaign that targets businesses that will be economically beneficial to Windham	EDC, BOS
T	Establish procedures and policies that result in attracting and retaining quality businesses	EDC, BOS
T	Work with neighboring towns on collaborative development projects	EDC, BOS
S	Reduce environmental impact of commercial development by requiring adherence to Best Management Practices (BMP) for storm water management; reduce the amount of impervious pavement whenever possible.	

Existing Businesses and Existing Commercial Buildings

T	Develop detailed inventory list of vacant commercial buildings; market their availability	EDC
S	Focus on retaining valuable businesses (retail, industrial and manufacturing) by proactively working to meet their needs.	

Strategic Planning, Smart Growth and New Commercial Areas

T	Review zoning to ensure regulations and map reflect current goals for industrial and commercial zones	PC, ZC
T	Develop, and adhere to, building standards for all commercial businesses	ZC, ZBA, BOS
T	Develop, and adhere to, sign standards for all commercial, municipal, and state signage	ZC, ZBA, BOS

2007 Windham POCD

Gateways and Main Thoroughfares Strategies

Create Welcoming, Attractive and Safe Thoroughfares

Responsibility:

S	Take pride in our community and demonstrate that pride visually town-wide	
T	Work with Connecticut Department of Transportation on streetscape improvement especially along Routes 6, 66 and Route 32	BOS, PC, PW
T	Identify, preserve and enhance the scenic views along our roadways	CC, ZC
T	Consider incorporating gateway and thoroughfare overlay zones to simplify zoning districts	PC, ZC
T	Develop and adhere to sign standards for all commercial property especially along our thoroughfares	ZC, ZBA
T	Develop design standards for all commercial buildings, incorporate into zoning regulations.	PC, ZC
T	Create a design review committee to assist Zoning Commission	BOS
T	Increase the landscaped front setback for commercial properties and require shade trees in that setback; require parking to be located at the side or rear of buildings	ZC, ZBA
T	Form a committee to inventory trees, recommend planting and maintenance program. Incorporate funding into budget for replacement of removed existing street trees and for additional street trees.	BOS, BOF

S Strategy: long-term policy

T Task: specific action

BOS Board of Selectmen

BOE Board of Education

BOF Board of Finance

CC Conservation Commission

EDC Economic Development
subcommittee of BOS

IWC Inland Wetland Commission

PC Planning Commission

PRC Parks & Rec Committee

PW Public Works Dept

ZC Zoning Commission

ZBA Zoning Board of Appeals

Business Centers: City Center Strategies

S Strategy: long-term policy
 T Task: specific action

BOS Board of Selectmen
 BOE Board of Education
 BOF Board of Finance
 CC Conservation Commission
 EDC Economic Development subcommittee of BOS
 IWC Inland Wetland Commission
 PC Planning Commission
 PRC Parks & Rec Committee
 PW Public Works Dept
 ZC Zoning Commission
 ZBA Zoning Board of Appeals

Focus Social and Economic Activity Downtown

Responsibility:

T	Become a Main Street Community by joining the National Trust Main Street Center	BOS, BOF
T	Create and fill the position of downtown coordinator and university liaison	BOS, BOF
S	Support grass root efforts such as Garden Club of Windham, 3rd Thursday, Willimantic Whitewater Partnership, Windham Area Arts Collaborative, Victorian Neighborhood Association and others that focus on social activity downtown	

Create and Enhance the Pedestrian Friendly Environment

T	Maintain and enhance City Center; keep streets clean, well lit and safe	BOS, PW
T	Work with Connecticut Department of Transportation to make Main Street more pedestrian friendly; or remove Rte 66 designation from Main Street to alternative route	BOS, PW

Preserve and Enhance Main Street Historic District

S	Encourage the preservation of historic assets, especially those that contribute to the Main Street Historic District designation	
T	Seek funding for major streetscape improvement to enhance the City Center	BOS, BOF

Increase Population Density

S	Encourage mixed-use with retail and restaurants on street level and offices and residential on upper floors.	
T	Conduct study to follow up on UConn Landscape Architecture student presentation on potential building in-fill in downtown	PC, BOS

Economic Development

T	Proactively search for appropriate retail, restaurants and service businesses to occupy downtown buildings	EDC, BOS
T	Become proactive with all businesses and building owners; be responsive to their needs	EDC, BOS
T	Form a Design Review Committee to assist business with the process of following regulations	BOS

2007 Windham POCD

Shopper/Visitor/ Resident Parking		Responsibility:
T	Work to secure funding (public or private) for a two-level parking garage on Riverside Dr. with access from Main St.	EDC, BOS
T	Maximize the number of on-street parking spots, reduce the time limit to 30 minutes and enforce. Consider metering on-street parking.	BOS
T	Locate all non-shopper/visitor parking in lots at edge of downtown	BOS
Zoning		
T	Consider expanding the B-1 district to include the Garden on The Bridge and Memorial Park	ZC, PC
T	Rezone area between Riverside Drive and the river to permit recreational and park use	ZC, PC
T	Review regulations to ensure they meet the goals and objectives as outlined in the 2007 POCD	PC, ZC

- S Strategy: long-term policy
- T Task: specific action

- BOS Board of Selectmen
- BOE Board of Education
- BOF Board of Finance
- CC Conservation Commission
- EDC Economic Development subcommittee of BOS

- IWC Inland Wetland Commission
- PC Planning Commission
- PRC Parks & Rec Committee
- PW Public Works Dept
- ZC Zoning Commission
- ZBA Zoning Board of Appeals

Business Center - North Windham Strategies

Future Development		Responsibility:
T	Create and implement master plan for future development to create opportunities for in-fill and safer vehicular patterns	PC, ZC
T	Plan for appropriate and fiscally beneficial use of town garage parcel before it is vacant	BOS, PW, PC
T	Pro-actively seek new businesses that could benefit from airport	EDC
Traffic Patterns and Pedestrian		
T	Work with Department of Transportation to create a safer and more attractive Rte 6 corridor	BOS, PW
T	Work with DEP to create trail connection between Mansfield Hollow Park and Airline Trail North	PRC, CC
T	Review zoning regulations and modify to enhance pedestrian experience and safety	ZC, PC

Neighborhood and New Housing Strategies

S Strategy: long-term policy

T Task: specific action

BOS Board of Selectmen

BOE Board of Education

BOF Board of Finance

CC Conservation Commission

EDC Economic Development
subcommittee of BOS

IWC Inland Wetland Commission

PC Planning Commission

PRC Parks & Rec Committee

PW Public Works Dept

ZC Zoning Commission

ZBA Zoning Board of Appeals

Preserve and Enhance Our Villages

Responsibility:

T	Create a village zone district for the villages of North Windham and South Windham to protect and enhance the villages. Consider other locations where this new district would be appropriate	PC, ZC
---	---	--------

Preserve and Enhance Neighborhoods

T	Review current regulations for higher density zones; revise to require new development be compatible in scale and density	PC, ZC
T	Develop and follow plan of sidewalk in-fill, paths and bikeways in all our neighborhoods	BOS
T	Commit sufficient funding to support staff of enforcement officials	BOS, BOF

Encourage Home Ownership

T	Seek ways to encourage home ownership	BOS, PC
---	---------------------------------------	---------

Provide for Residents with Inadequate Resources

T	Provide affordable and supportive housing for residents with inadequate resources; work to resolve homelessness	BOS, PC
---	---	---------

Density

T	In light of build-out analysis, review current density requirements for residential zones	PC, ZC
T	Modify residential zoning regulations where applicable to protect water quality and water supply	PC, ZC

Pattern of Future Development

T	Revise subdivision regulations to require conservation subdivisions in appropriate residential zones	PC
T	Consider increasing lot area and frontage requirements in rural areas to maintain community character	PC, ZC
T	Discourage rear lots (also know as flag or interior lots); revise regulations to limit the number of such lots	PC, ZC
T	Consider incorporatin transit-oriented development in appropriate locations	PC, ZC

2007 Windham POCD

Natural Resources and Open Space Strategies

Protect Natural Resources

Responsibility:

T	Establish education programs to promote knowledge and understanding of the value of cultural and natural resources	CC, PC
T	Develop regulations that will protect natural resources while Windham develops. Support development that protects our natural resources	PC, ZC
T	Protect major aquifers and public water supply areas (i.e. Mansfield Hollow) from impacts from inappropriate development; consider overlay zone	PC, ZC
T	Consider increasing the upland review area to 200'; continue to require appropriate buffer zones for important water resources	IWC, PC
T	Continue to protect important water resources to maintain water quality, water supply, habitats, and ecological balance; consider a river overlay zone for the three major rivers.	IWC, ZC, PC

S Strategy: long-term policy
 T Task: specific action

BOS Board of Selectmen
 BOE Board of Education
 BOF Board of Finance
 CC Conservation Commission
 EDC Economic Development subcommittee of BOS
 IWC Inland Wetland Commission
 PC Planning Commission
 PRC Parks & Rec Committee
 PW Public Works Dept
 ZC Zoning Commission
 ZBA Zoning Board of Appeals

Protect Other Resources

T	Identify scenic views and include their protection as a limited valuable resource. Consider the impact on valuable rural viewsheds in site plan review for development	CC, ZC, PC
T	Adopt a scenic road ordinance, designate scenic roadways	BOS
T	Where appropriate retain stone walls, significant trees and other cultural and natural resources in new development	ZC, PC
T	Establish a strong recycling effort to minimize amount of refuse	BOS, PW

Zoning and Subdivision Regulations

T	Review parking regulations in light of UConn study and reduce requirements if possible; include Best Management Practice requirements where appropriate	PC, BOS
S	Continue to increase open space by: increasing the amount of open space required in subdivisions, seeking grants to acquire valuable open space; budget funds annually	

Balance Development with Conservation

T	Review zoning regulations and zoning map and modify to promote development in areas that would have the least impact on our natural and cultural resources	PC, ZC, CC
---	--	------------

History and Cultural Strategies

S Strategy: long-term policy
 T Task: specific action

BOS Board of Selectmen
 BOE Board of Education
 BOF Board of Finance
 CC Conservation Commission
 EDC Economic Development subcommittee of BOS
 IWC Inland Wetland Commission
 PC Planning Commission
 PRC Parks & Rec Committee
 PW Public Works Dept
 ZC Zoning Commission
 ZBA Zoning Board of Appeals

Protect and Enhance Our Historic Resources		Responsibility:
T	Encourage preservation, renovation and reuse of historically significant structures through zoning and subdivision regulations	PC, ZC
T	Establish an Ad Hoc Committee to conduct/update inventory of historic structures of Windham	BOS, CC
T	Establish education programs to promote awareness of historical and cultural resources; begin program of appropriate signs and displays at historic sites and districts	CC, BOS
S	Embrace our historic structures and seek ways to preserve and enhance them	
T	Establish a demolition delay ordinance to allow time for the identification and preservation of historic structures	BOS, PC, ZC
T	Consider requiring an archaeological review in areas with conditions that indicate a high probability of artifacts	PC, ZC
T	Install period lighting and signage in historic districts and on footbridge	BOS, PW

Protect and Enhance Our Rural Character		
T	Identify scenic views and include their protection as a limited valuable resource. Consider the impact on valuable rural viewsheds in site plan review for development	ZC, PC
T	Adopt a scenic road ordinance, designate scenic roadways	BOS
T	Where appropriate retain stone walls, significant trees and other cultural and natural resources in new development	ZC, PC
T	Maintain and enhance tree-lined roadways	BOS, PW

2007 Windham POCD

Community Spaces Strategies

School and Other Civic Buildings

Responsibility:

T	Continue to refurbish the Town Hall ballroom in historically sensitive manner; establish committee to work toward reuse of 3rd floor office space, seek funding for renovation	BOS
T	Work toward becoming a 'Green' city; partner with ECSU's Center for Sustainability to determine best way to retrofit existing town buildings to LEEDs standards	BOS
T	Work toward unifying the town with a centrally located multi-use building that is a combined cultural center, senior center and meeting and event space	BOS
T	Work toward expanding the Willimantic Library	BOS

S Strategy: long-term policy
T Task: specific action

BOS Board of Selectmen
BOE Board of Education
BOF Board of Finance
CC Conservation Commission
EDC Economic Development subcommittee of BOS
IWC Inland Wetland Commission
PC Planning Commission
PRC Parks & Rec Committee
PW Public Works Dept
ZC Zoning Commission
ZBA Zoning Board of Appeals

Recreational Facilities, Parks and Trails

T	Develop a master plan for parklands revitalization as a tool to meet Windham's future needs	PRC, BOS
T	Provide additional fields and outdoor recreation areas as needs change; evaluate the distribution of facilities	BOS
T	Seek locations for small pocket parks in densely populated areas	BOS
T	Tie existing and new open space and recreation areas together into a green infrastructure to buffer natural areas and to provide a community trail system	PRC, CC
T	Promote parks within community: create signage system with unique Windham park logo, develop brochure adapted from UConn Landscape Architecture student template and distribute.	PRC

Cultural Facilities and Cemeteries

T	Maintain and enhance our cemeteries as needed, when appropriate seek additional adjacent land	PW, BOS
S	Continue to support grassroots efforts such as 3rd Thursday Street Fest, Windham Garden Club, Willimantic Whitewater Partnership, Victorian Homeowners Association, and other groups working to better our community	

Public Housing

S	Support Willimantic Housing Authority efforts to maintain and upgrade their properties	
---	--	--

Municipal Infrastructure Strategies

S Strategy: long-term policy

T Task: specific action

- BOS Board of Selectmen
- BOE Board of Education
- BOF Board of Finance
- CC Conservation Commission
- EDC Economic Development subcommittee of BOS
- IWC Inland Wetland Commission
- PC Planning Commission
- PRC Parks & Rec Committee
- PW Public Works Dept
- ZC Zoning Commission
- ZBA Zoning Board of Appeals

Transportation

Responsibility:

T	Accelerate time frame for road and sidewalk repair/ replacement to be more consistent with true life expectancy	BOS, BOF
T	Fund Public Works Department so they can efficiently maintain our streets, sidewalks, trees, and parks.	BOS, BOF
T	Refocus circulation pattern in favor of pedestrian with clearly visible crosswalks and raised cobblestone walks where appropriate	BOS, PW
T	Establish bikeways and trails for people to use as alternatives to cars and roadways	BOS, PW
S	Encourage WRTD to acquire buses that use alternative fuel source; seek 'trolley' style bus; encourage routes throughout community	
T	Develop a plan of future roadways to facilitate future development	PC

Green Infrastructure

T	Plan for and build a green infrastructure of hiking trails and wildlife corridors	CC, PRC, PC
---	---	-------------

Public Safety

S	Ensure that adequate public safety services are provided to all areas of town and for all residents of town.	
---	--	--

Utility Needs and Other Concerns

S	Support both the Sewer Commission and Willimantic Water Control's needs for maintaining and upgrading as necessary	
S	Support needs of Fire and Police Chiefs and Fire Marshals in their efforts to ensure the safety of our townspeople	
T	Review current zoning regulations and zone district map and revise to encourage future development is in locations with infrastructure in place	PC, ZC
T	Fund in-house Graphic Information System (GIS) to facilitate future land use planning decisions	BOS, BOF
T	Use website as informational tool, update daily with meeting notices, agendas and minutes	BOS