



# Land Use Academy

Part of CLEAR Center for Land Use Education and Research

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## Advanced Overview & Course Descriptions

April 20, 2013, Middlesex Cooperative Extension Center, Haddam, CT

Contact Information: Bruce Hyde, Land Use Academy Director

1066 Saybrook Rd, PO Box 70, Haddam, CT 06438 - Phone 860-345-3357

The Land use Academy Advanced Training is an all-day advanced course that will cover the following three topics in-depth. This training will include plenty of time for audience participation, questions, and observations. Visit the land Use Academy website: <http://clear.uconn.edu/lua> to register.

### 4.5 AICP CM credits pending including 1.5 law credits

#### Bias, Pre-disposition and Conflicts

- How bias and conflicts are defined
- Ex-Parte communications
- Appearance and representation by Commission members
- Financial or other interests
- Relatives
- Conduct during the meeting
- Recusal

#### Conditions and Modifications

- Limits on use of conditions
- Variances
- Special Permits/Exceptions
- Off-site improvements
- Construction of public improvements
- Bonds
- Parking (reductions, waivers, shared)
- Open space requirements
- Payments in lieu

#### Running a Meeting and Making a Decision

- Pre-application meetings
- Keeping control of the meeting (who speaks, when, hostile crowd control, etc.)
- Voting by commissioner who misses a meeting
- Seating alternates
- Running a public hearing
- Evaluation of evidence
- 22a-19 Environmental interventions
- Standards and criteria
- Proper motions
- Findings
- Keeping the record
- What to do with reports (IWWC, traffic, CTDEP, neighboring towns, RPAs, consultants, etc.)

# Detailed Advanced Training Agenda

**8:30 am**            **Sign-in and Coffee**

**9:00-9:15 am**      **Welcome & Instructions**

*Instructor: Bruce Hyde, UConn CLEAR, Land Use Academy Director - bruce.hyde@uconn.edu  
Phone: 860-345-5229*

Bruce Hyde is an AICP certified planner who has worked in the planning field for over 30 years. He has served in a wide variety of positions including city planner, regional planner, private sector consultant and local planning commissioner.

**9:15-10:45 am**    **Bias, Pre-disposition (predetermination) and Conflicts**

This section will cover the following: how bias and conflicts are defined, ex-parte communications, appearance and representation by Commission members, financial or other interests, relatives, conduct during the meeting, and recusal.

*Instructor: Richard Roberts, Halloran & Sage, LLP, Connecticut Bar Association*

**10:45-11:00 am**   **Break**

**11:00-12:30 pm**   **Conditions & Modification**

This section will cover the following: limits on use of conditions, variances, special permits/exceptions, off-site improvements, construction of public improvements, bonds, parking (reductions, waivers, shared), open space requirements, and payments in lieu.

*Instructors: Kenneth R. Slater, Jr., Halloran & Sage, LLP, Connecticut Bar Association*

**12:30-1:15 pm**    **Lunch**

**1:15-3:00 pm**      **Running a Meeting & Making a Decision**

This section will cover the following: pre-application meetings, keeping control of the meeting (who speaks, when, hostile crowd control, etc.), voting by commissioner who misses a meeting, seating alternates, running a public hearing, evaluation of evidence, 22a-19 environmental interventions, standards and criteria, proper motions, findings, keeping the record, and what to do with reports (IWWC, traffic, CTDEP, neighboring towns, RPAs, consultants, etc.).

*Instructor: Mark Branse, Branse, Halloran & Sage, LLP, CT Bar Association*

**3:00 pm**            **End**