



Town of Stonington
Cultural District Commission
152 Elm Street
Stonington, Connecticut 06378

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TOWN CLERK

COMMISSIONERS

Anthony Caporale
Regular Member

R. Douglass Rice
Regular Member

Laura Hopkins
Regular Member

Gabriella Radujko
Regular Member

Paul Geise
Regular Member

Elizabeth Wood
Regular Member

Matthew Beaudoin
Regular Member

Alan Vaskas
Alternate Member

Marya Ursin
Alternate Member

Sandra Alexander
Alternate Member

Daniel Brandl
Alternate Member

Jessica Cerullo
Alternate Member

AGENDA

Special Meeting

Cultural District Commission

Monday, September 11, 2023, 5 pm

**Woolworth Library and Research Center
40 Palmer Street, Stonington, CT 06378**

- 1) Call to order – Susan Cullen, Director of Economic and Community Development
- 2) Introductions
- 3) Overview by Wendy Vincent, Executive Director of the Cultural Coalition
- 4) What has been accomplished so far:

Cultural Asset Inventory, Maps of 2 Districts, Ordinance Approved
- 5) Next Steps: Items to Complete Application for Designation
- 6) Discussion: Roles of Commission Members
- 7) Election of Officers: Chair, Vice-Chair, and Scribe: Nominations and Vote
- 8) Schedule of Meetings for Remainder of Calendar Year: Vote
- 7) Public Comment
- 8) Comments from Commissioners
- 9) Adjournment

Susan Cullen
Director of Economic and Community Development, Town of Stonington

Connecticut[®]

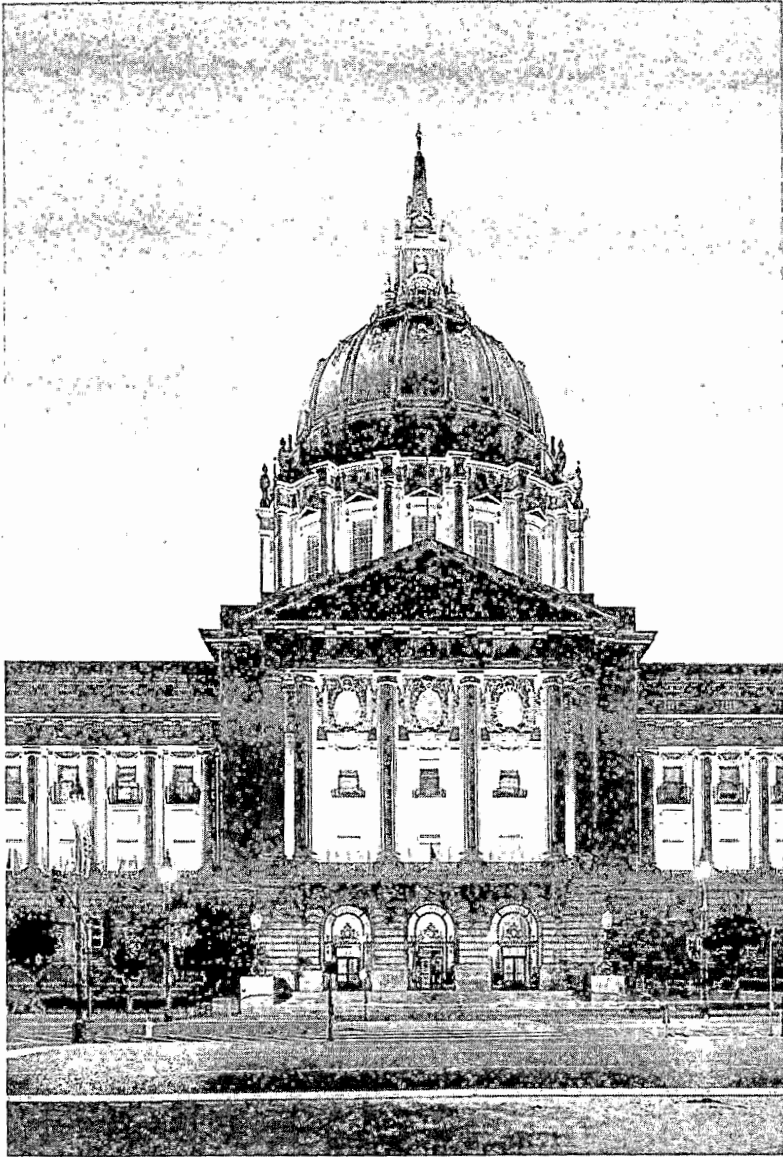
Department of Economic and
Community Development

Office Of The Arts

Connecticut Cultural Districts

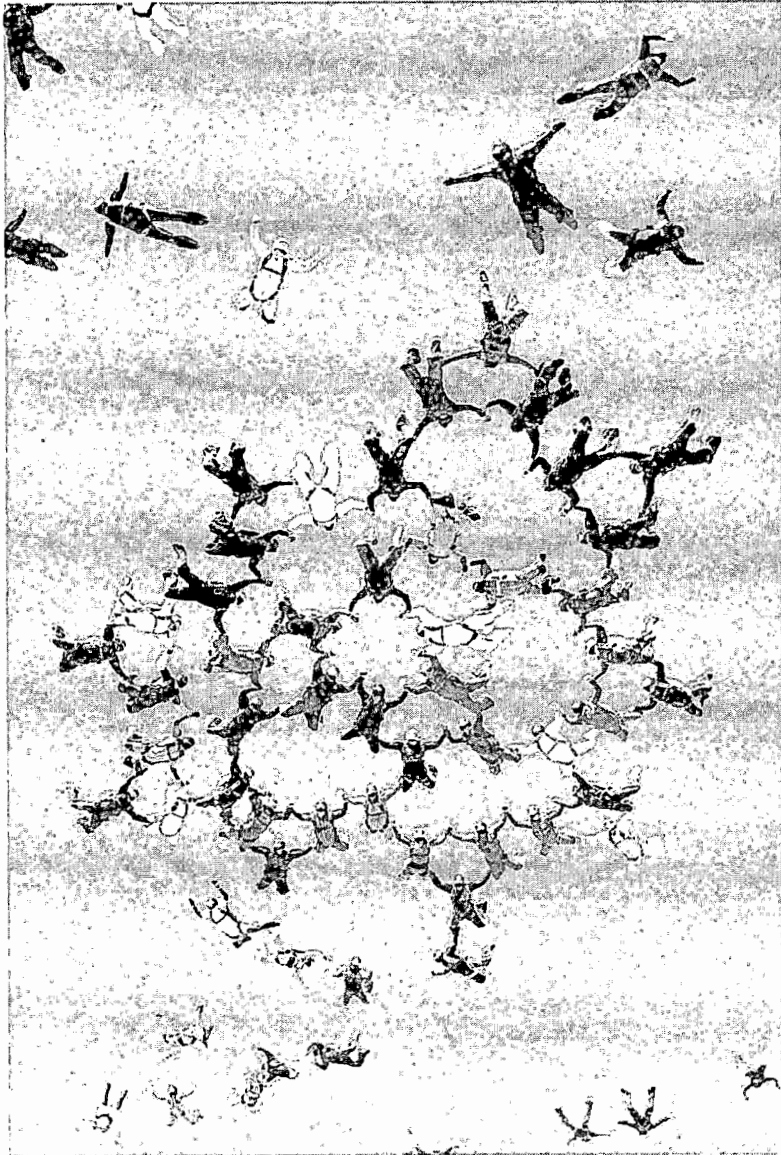
STANDARDS AND CRITERIA OVERVIEW





Cultural Districts Legislative Statute

Cultural Districts (Legislative Statute- An Act Concerning the Establishment of Municipal Cultural Districts effective October 2019)



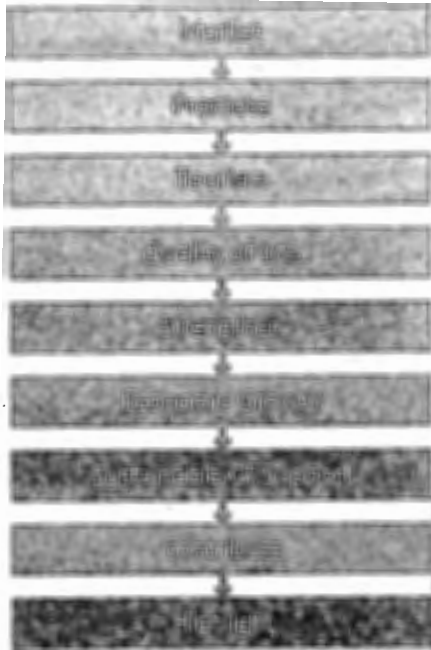
CULTURAL DISTRICT DEFINITION

A Cultural District is a specific area of a city or town identified by the municipality that has a number of cultural facilities, activities and/or assets – both for profit and nonprofit.

It is...

- A walkable, compact area that is easy for visitors to recognize.
- A center of cultural activities – artistic and economic.
- A place in your city/town where community members congregate, and visitors may enjoy those places that make a community special.

WHY ESTABLISH A CULTURAL DISTRICT?



Market arts and culture attractions to visitors

Promote and encourage artists, entrepreneurs and creative businesses

Promote tourism and increase visitation

Improve the quality of life for residents

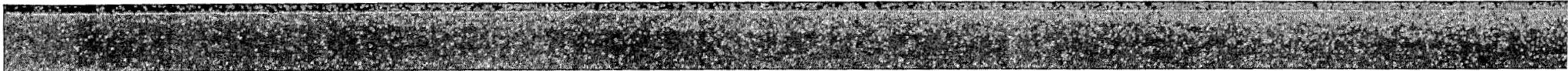
Strengthen distinctive character of communities

Create a plan to drive economic growth and expand tax base

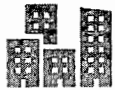
Support Sustainable CT certification <https://sustainablect.org/actions-certifications/>

Contribute to Connecticut's cultural assets

Highlight culture and history of your community



ASSESS READINESS



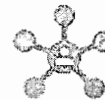
Cities and towns should assess their readiness to establish a Cultural District.



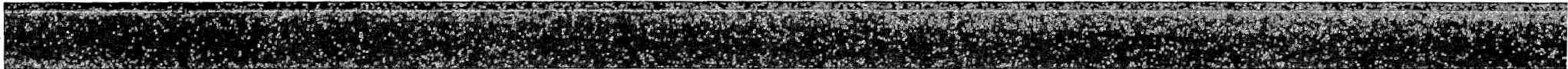
Assess the inventory and location of cultural assets in the municipality.



Confirm if your city or town is eligible by reviewing the Standards & Criteria.



Submit a letter of intent to establish a Cultural District to your Designated Regional Service Organization (DRSO).



STANDARDS AND CRITERIA

The student will use appropriate communication skills.

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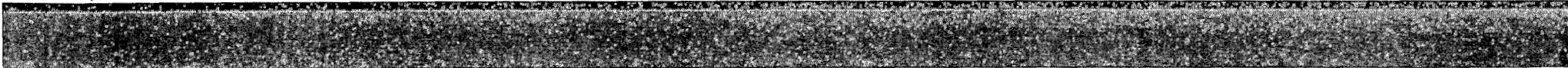
The student will use appropriate communication skills.

The student will use appropriate communication skills.

The student will use appropriate communication skills.

The student will use appropriate communication skills.

More standards & criteria on next slide.



STANDARDS AND CRITERIA

continued

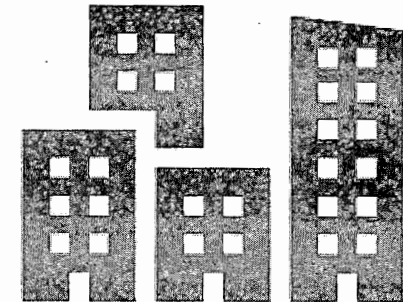
Cultural Districts that span more than one town/city, both municipalities must have a supporting resolution



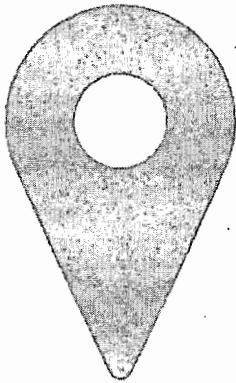
Municipalities that have more than one cultural district, one resolution is enough.



An inventory of cultural assets must be identified and included on a map.



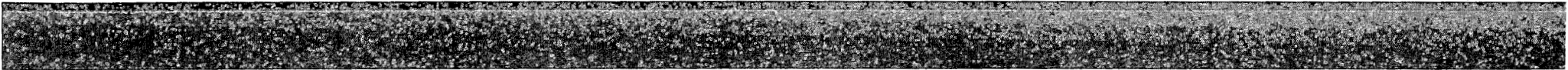
MAPPING

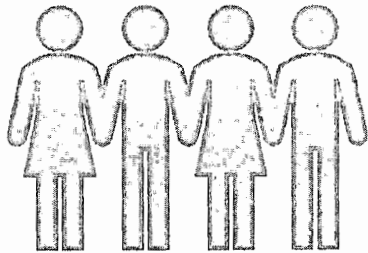


The map should show the boundaries of the proposed Cultural District and where the district is in the municipality (color maps are best).

The map should include the following:

- Cultural facilities
- Artistic spaces
- Creative businesses
- Historic sites
- Locations of cultural activities

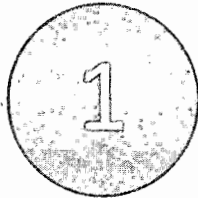




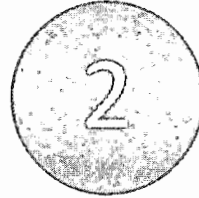
CULTURAL DISTRICT COMMISSION

A CITY OR TOWN MUST ESTABLISH A CULTURAL DISTRICT COMMISSION. A CULTURAL DISTRICT COMMISSION MAY BE ESTABLISHED THROUGH *ONE OF THE THREE* MODELS AND IN ACCORDANCE WITH THE MUNICIPALITY'S GOVERNANCE STRUCTURE

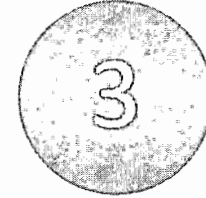
CULTURAL DISTRICT COMMISSION



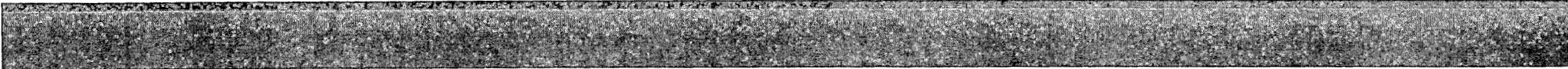
Create new Board/Commission in accordance with local charter requirements.



Assign to an existing Board/Commission and create an Advisory Council subcommittee reporting to the existing Board/Commission.

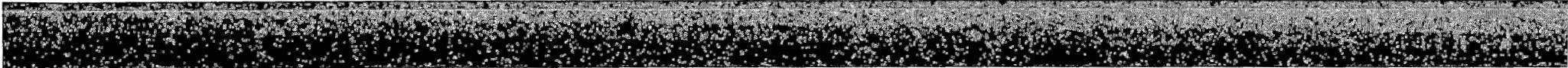


Assign Cultural District oversight to an existing Board/Commission, **if the Board or Commission can meet the community representation requirement.**

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Members

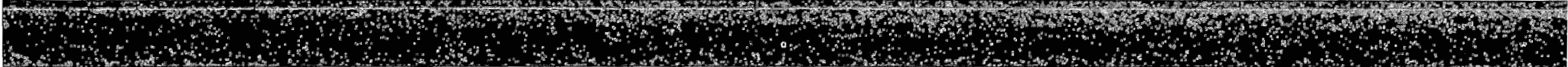
- Cultural District Commission members should include at least one representative from each of the following categories:
- City, town or borough
 - Local school board / school district
 - Local business, resident, professional, artist, or other stakeholder (e.g., 501(c)(3))
 - At least one artist that lives and works in the district
 - Organizational representative from related agencies (e.g., City of Philadelphia)
 - Organizational representative from local business / industry
 - Local business district director / manager

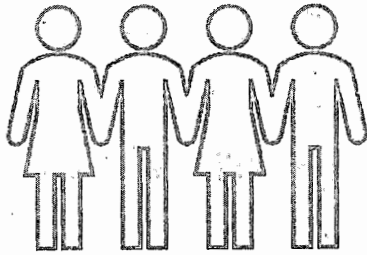


Members continued

Members are individuals who have a direct or indirect interest in the organization. They are the backbone of the organization and their participation is essential for the success of the organization. They can be found in various sectors and industries, including:

- Education
- Health Care/Industry
- Labor/Industry (including unions and similar businesses)
- Religious Institutions
- Economic/Community Development

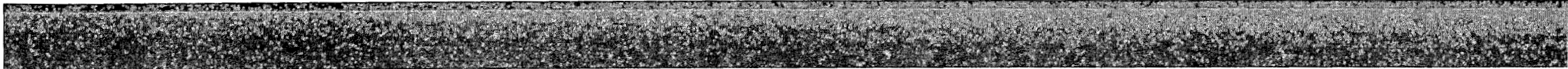




Duties and Procedures

THE CULTURAL DISTRICT COMMISSION SHOULD BE RESPONSIBLE FOR DEVELOPING A MANAGEMENT PLAN AND PROVIDE OVERSIGHT WITH IMPLEMENTATION.

THE CULTURAL DISTRICT COMMISSION SHOULD CONVENE ON A REGULAR BASIS AND OPERATE IN ACCORDANCE WITH MUNICIPALITY'S GOVERNANCE STRUCTURE.



Duties and Procedures continued

THE CULTURAL DISTRICT COMMISSION MUST DEVELOP:

GOALS AND OBJECTIVES

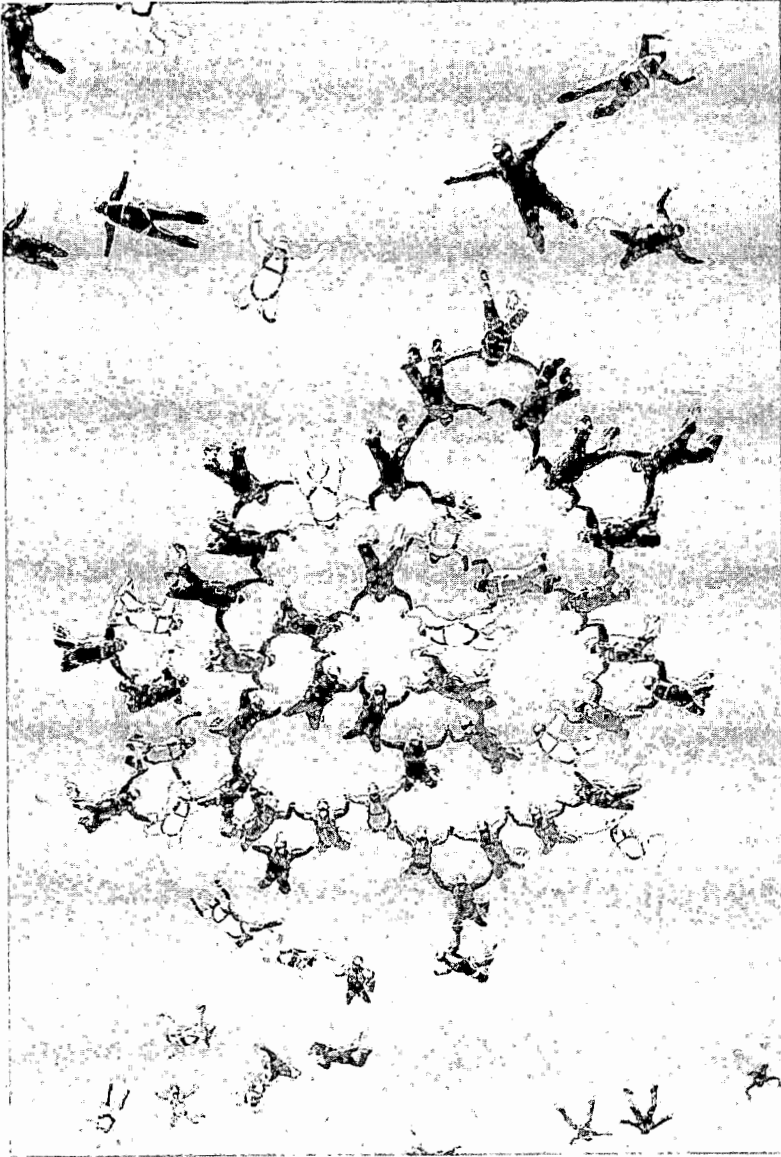
A MANAGEMENT PLAN

A CULTURAL ASSETS MAP AND INVENTORY

A MARKETING PLAN*

GOALS AND SUCCESS MEASURES FOR THE DISTRICT





QUALIFY FOR STATE'S INVESTMENT OF RESOURCES

The Department of Economic and Community Development, including the Office of the Arts and the Office of Tourism, and Designated Regional Service Organizations are committed to supporting the formation, development and establishment of Cultural Districts.

All of the above agencies/organizations can provide additional in-kind marketing, promotion and resources for established Cultural Districts.

TYPES OF INVESTMENT IN CULTURAL DISTRICTS:

PROMOTION OF CULTURAL DISTRICT BY CT OFFICE OF TOURISM AND RECOGNITION ON STATE'S TOURISM WEBSITE, CTVISIT.COM

PROMOTION OF CULTURAL DISTRICTS BY CT OFFICE OF THE ARTS

PROMOTION OF CULTURAL DISTRICTS BY LOCAL DESIGNATED REGIONAL SERVICE ORGANIZATION (DRSO)

SUPPORT FROM DRSO'S (I.E., TIME, EXPERTISE, CONSULTING, ETC. AS AVAILABLE

OTHER INVESTMENT OPPORTUNITIES AS THEY BECOME AVAILABLE

SUBMIT (ELECTRONICALLY) THE FOLLOWING DOCUMENTS TO CT OFFICE OF THE ARTS FOR REVIEW:

LETTER OF ENDORSEMENT FROM CHIEF ELECTED OFFICIAL

COPY OF RESOLUTION FROM THE CITY COUNCIL/BOARD OF SELECTMEN (SEE SAMPLE RESOLUTION)

MASTER MAP: PLEASE PROVIDE A MAP OF THE CULTURAL DISTRICT

LIST OF CULTURAL ASSETS, INCLUDING CULTURAL EVENTS HELD AT LOCATIONS WITHIN THE PROPOSED CULTURAL DISTRICT

LIST OF AVAILABLE MUNICIPAL RESOURCES THAT WOULD SUPPORT AND/OR BENEFIT CULTURAL DISTRICT (EX. TAX CREDIT, INCENTIVES, ETC.)

OFFICIAL LEGAL DOCUMENTS ON ZONING OVERLAPS OR ORDINANCES RELEVANT TO THE CULTURAL DISTRICT, SUCH AS EXISTING ARTS OR HISTORIC DISTRICT (IF APPLICABLE)

MARKETING MATERIALS, IF RELEVANT TO THE CULTURAL DISTRICT

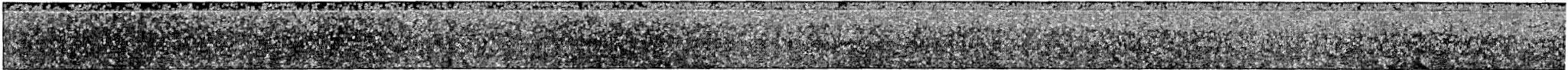
To qualify for State's investment of resources

SITE VISIT

A MEETING WITH THE CHIEF ELECTED OFFICIAL AND/OR DESIGNEE AND/OR OTHER RELEVANT MUNICIPAL EMPLOYEES

A WALKING TOUR OF THE PROPOSED CULTURAL DISTRICT

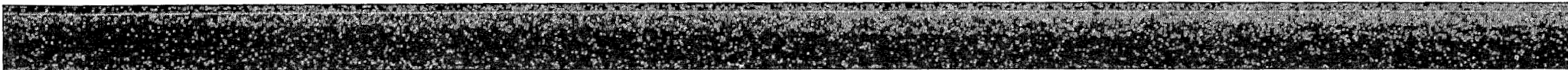
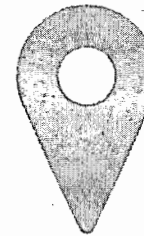
A MEETING WITH THE CULTURAL DISTRICT COMMISSION/COMMITTEE MEMBERS AND APPROPRIATE STAKEHOLDERS TO HEAR ABOUT THE GOALS, OBJECTIVES AND PLANS FOR THE CULTURAL DISTRICT



ADDITIONAL RESOURCES

Sustainable CT Alignment

(In progress) Municipalities participating in Sustainable CT may be able to meet the criteria and received points for Action Item 3, Vibrant and Creative Cultural Ecosystems, through the Cultural District designation. Sustainable CT municipal participants are eligible to apply for Community Matching Funds. Community Matching Funds provide one-to-one matching funds for projects that align with Sustainable CT actions and Community Match Fund projects helps towns earn points towards certification.



ADDITIONAL RESOURCES

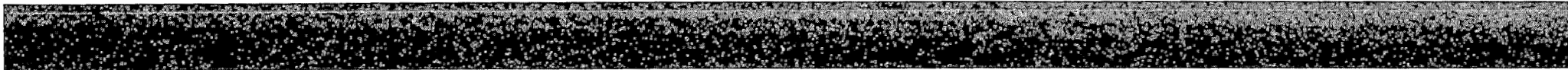
At present, the statute that established the legislation does not include grant funds. A variety of funding opportunities are available through the Connecticut Office of the Arts, the State Historic Preservation Office, Sustainable CT, and Connecticut Humanities.

[CT Office of the Arts](#)

[State Historic Preservation Office](#)

[Connecticut Humanities](#)

[CT Tourism Districts](#)



STATE OF CONNECTICUT CULTURAL DISTRICT PROGRAM

ASSESS READINESS	
DETERMINE MUNICIPAL READINESS	
Assess the inventory and location of cultural assets in the municipality	<input type="checkbox"/>
Confirm if your city or town is eligible by reviewing the <u>Standards & Criteria</u>	<input type="checkbox"/>
Submit a letter of intent to establish a Cultural District to your <u>Designated Regional Service Organization</u>	<input type="checkbox"/>

FORM A MUNICIPAL CULTURAL DISTRICT	
REQUIRED STEPS TO FORM A MUNICIPAL CULTURAL DISTRICT	
Municipality (town, city, borough, consolidated town and city, consolidated town and borough)	<input type="checkbox"/>
1 or more Cultural District	<input type="checkbox"/>
Cultural District must: <ul style="list-style-type: none"> • Be in Connecticut • Have defined boundaries • Be walkable and accessible • Have cultural facilities and assets • Or should have public infrastructure and amenities 	<input type="checkbox"/>
Municipality must hold at least one community input meeting in order for people to learn about the proposed Cultural District and goals	<input type="checkbox"/>
Municipality must vote to approve Cultural District by passing a resolution following the community input meeting(s)	<input type="checkbox"/>
Resolution includes: "to promote the educational, cultural, economic and general welfare of the public through the marketing of arts and culture attractions, the encouragement of artists and artistic and cultural enterprises and the promotion of tourism."	<input type="checkbox"/>
Once approved, municipality must establish a Cultural District commission in one of three ways: <ul style="list-style-type: none"> • Create new Board/Commission in accordance with local charter requirements • Assign to an existing Board/Commission and create an Advisory Council subcommittee reporting to the existing Board/Commission • Assign Cultural District oversight to an existing Board/Commission, if the Board or Commission can meet the community representation requirement. 	<input type="checkbox"/>
Once appointed, commissions may exercise any power and perform any duty necessary or desirable for the purpose of carrying out the provisions of this section, including (but not limited to): <ul style="list-style-type: none"> • Consulting / collaborating with commissioner and DRSO for assistance with marketing, advocacy and other efforts • Applying for or soliciting and accepting any grant, contribution, gift, bequest, devise or other donation from any source 	<input type="checkbox"/>

To apply to become a state-recognized Cultural District, established Cultural Districts must electronically submit the following documents to your DRSO that will submit your application for review by DECD.

TO APPLY TO BECOME A STATE-RECOGNIZED CULTURAL DISTRICT	
REQUIRED DOCUMENTS TO BECOME A STATE-RECOGNIZED CULTURAL DISTRICT	
Letter of endorsement from Chief Elected Official	<input type="checkbox"/>

Copy of Resolution from the City Council/Board of Selectmen (see sample resolution)	<input type="checkbox"/>
List of Cultural District Commissioners and their relevant role/category as per representation guidelines	<input type="checkbox"/>
Master Map of Cultural District	<input type="checkbox"/>
List of cultural assets, including cultural events held at locations within the proposed Cultural District	<input type="checkbox"/>
List of municipal resources that would support and/or benefit the Cultural District (ex. tax credit, incentives, etc.)	<input type="checkbox"/>
Official legal documents on zoning overlaps or ordinances relevant to the Cultural District, such as existing Arts or Historic District (if applicable)	<input type="checkbox"/>
Marketing materials, if relevant to the Cultural District	<input type="checkbox"/>
Supporting section/reference in municipal Plan of Conservation and Development (POCD) and explain how the Cultural District relates to the goals articulated in the POCD, and how Cultural District state designation affects how those goals will be accomplished	<input type="checkbox"/>
SUPPORTING DOCUMENTS (IF AVAILABLE)	<input type="checkbox"/>
Existing complete cultural resources inventory/map, if available	<input type="checkbox"/>
Maps of any relevant existing districts, such as an Arts District and/or Historic District	<input type="checkbox"/>
K-12 Arts Curriculum Education information –Number of art/s teachers in the middle and high schools? Does the district have an Arts Curriculum coordinator, or a teacher that has time dedicated to fill that role?	<input type="checkbox"/>
List of all relevant town committees and commissions that will interface with the Cultural District Commission due to the nature of their responsibilities, ex. Arts Commission, Historic District Commission, and/or Architectural Advisory Committee. Include list of members, commission budget, their qualifications, and if commissioners receive any training.	<input type="checkbox"/>
Contact your DRSO for questions and assistance with your application.	<input type="checkbox"/>

To apply to become a state-recognized Cultural District, established Cultural Districts must electronically submit the following documents to your DRSO that will submit your application for Review by DECD.

SITE VISIT	
Following submission of application by the DRSO to DECD, a site visit will be scheduled. The site visit has three parts:	
1. A meeting with the chief elected official and/or designee and/or other relevant municipal employees	
2. A walking tour of the proposed Cultural District	
3. A meeting with the Cultural District Commission/Committee members and appropriate stakeholders to hear about the goals, objectives and plans for the Cultural District	

Notice of the outcome of the review to the city or town will be sent via email. Final decisions are made by DECD's CT Office of the Arts.