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MEMORANDUM FOR THE CITY CLERK
DATE: 6/21/22

CITY OF DANBURY
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DANBURY, CONNECTICUT 06810

PLANNING COMMISSION*
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*POCD Oversight Committee

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**2023 PLAN OF CONSERVATION & DEVELOPMENT (“POCD”)
OVERSIGHT COMMITTEE MEETING MINUTES
MARCH 15, 2022**

Although there was not a quorum to conduct business, the committee wanted to keep on its scheduled track so it was determined that FHI Studio would make its presentation as per the agenda. Meeting notes and not official minutes would be prepared for this meeting. Since there was no quorum and no official conduct of business, the meeting minutes of February 15, 2022 were not considered for approval.

The web based meeting hosted on Zoom was called to order by Sharon Calitro, City of Danbury (“COD”) Planning Director, at 4:06 PM.

Present were Oversight Committee Members Helen Hoffstaetter (PC), Bob Chiocchio (PC), Sharon Calitro (COD Planning), Jennifer Emminger (COD Planning), Matthew Cassavechia (COD Emergency Services), Richard Janelli (Board of Education), Juan Rivas (ZBA), Timothy Nolan (COD Public Services), Brigid Guertin (Danbury Museum & Historical Soc.), Candace Fay (ZC), and Paul Rotello (City Council). Present from FHI Studio were Francisco Gomes.

Absent: Arnold Finaldi (PC Chairman), Joel Urice (PC Vice-Chairman), Perry Salvagne (PC), Kevin Haas (PC), Gary Renz (PC), Roger Palanzo (COD Business Advocacy), Fernanda Carvalho (COD Health), PJ Prunty (Chamber of Commerce), Ed Siergiej (Former Env./Lake Commission), Fred Visconti (City Council), and Vincent DiGilio (City Council).

Sharon Calitro welcomed the Oversight Committee and turned the meeting agenda over to Francisco Gomes from FHI Studio (“FHI”).

Francisco briefly reviewed the agenda for the meeting, which includes a review of the plan format and outline, revisit plan themes, discuss plan goals and potential strategies, and a review of the project schedule.

The outline of the plan was discussed, which will include the introduction, topic sections that includes mobility, housing, economic development, land use, services and facilities, and cultural resources, the implementation section, and appendix.

Francisco discussed the plan themes, which unites the ideas that are central to the Plan. He noted that the statements associated with each themes represents the expectations of residents and stakeholders as express during the planning process.

The outline of the plan was discussed, in which he noted the recommendations of the plan are organized within six topics areas that include Land Use and Environmental Resources, Housing, Economic Development, Mobility and Infrastructure, City Services, and Cultural and Historic Resources. The plan will also include the goals which are commitments towards achieving the vision and they are a specific expression of a Plan theme and they organize the Plans' strategies. The themes are used to highlight and understand how the plan's recommendations are related across the plan. The strategies are the methods by which the goals will achieved and the actions are the specific steps taken toward achieving the Plan's vision.

Francisco next discussed the format of the plan and identified what the section dividers could look like. He noted the importance of imagery and how images within the plan can reinforce the strategies and goals of each topic area.

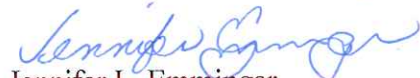
The topic areas were next discussed, starting with Mobility. Francisco noted the goal is to improve mobility in Danbury across all modes of travel and improve transportation connections to the region. Strategies include improving traffic operations across the City, improving bicycle and pedestrian connectivity across the City, support the expansion and improvement of transit service across the City and region, and accommodate emerging transportation modes and technologies. Additional strategies identified include continue to address safety issues across Danbury's transportation system, improve communications with residents and stakeholders regarding transportation conditions across the City.

The next topic area is Housing. Francisco noted the goal is to expand housing supply and housing choice in Danbury and address issues related to overcrowding in the City. Strategies include review the City's zoning regulations to ensure the regulations allow for the development of new housing while protecting the integrity of the City's neighborhoods, support the development of high-density housing in and near Downtown, improve the condition of Danbury's housing supply and address overcrowding issues in the City's neighborhoods, and expand the supply of affordable housing in Danbury,

The remaining project schedule was discussed and reviewed. April's meeting will include land use and environmental resources and economic development and May's meeting will cover City services and facilities and cultural resources. The next meeting is scheduled for April 19, 2022 and will include a focus on the introduction section of the plan document, develop the implementation plan for Mobility and Housing and develop strategies and action items for Economic Development and Land Use and Environmental Resources.

The meeting adjourned at 5:55 pm.

Respectfully submitted,



Jennifer L. Emminger
Deputy Planning Director