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PLANNING COMMISSION*
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**2023 PLAN OF CONSERVATION & DEVELOPMENT ("POCD")
OVERSIGHT COMMITTEE MEETING MINUTES
AUGUST 23, 2022**

The web based meeting hosted on Zoom was called to order by Sharon Calitro, City of Danbury ("COD") Planning Director, at 4:03 PM.

Present were Oversight Committee Members, Arnold Finaldi (PC Chairman), Helen Hoffstaetter (PC), Sharon Calitro (COD Planning), Jennifer Emminger (COD Planning), Shay Nagarsheth (COD Business Advocacy), Fernanda Carvalho (COD Health), PJ Prunty (Chamber of Commerce), 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: Bob Chiocchio (PC), Perry Salvagne (PC), Kevin Haas (PC), Gary Renz (PC), Matthew Cassavechia (COD Emergency Services), Richard Janelli (Board of Education), Ed Siergiej (Former Env./Lake Commission), Juan Rivas (ZBA), and Vincent DiGilio (City Council).

Arnold Finaldi motioned to accept the June 21, 2022 minutes, Paul Rotello seconded the motion and it was passed unanimously. Helen Hoffstaetter motioned to accept the July 19, 2022 minutes, Shay Nagarsheth seconded the motion and it was passed unanimously.

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 draft plan format, review of renderings from building out analysis of downtown sites, and review of the future land use map.

The plan is now fully drafted and is currently under review by the Planning Department. The Plan is organized by topic area and Francisco reviewed the outline with the Committee. He

noted the plan is organized around a single vision and each topic area has a broad goal that is supported by specific strategies and actions. Francisco reviewed the multiple themes associated with the Plan's recommendations which then culminate in the Plan's call to action, (Innovate!). Each Plan chapter summarizes the community comments provided through the survey. Francisco summarized the implementation plan, which provides a summary of all strategies and actions and identifies the lead and partner entities responsible for those actions and the associated priority level of the action. The implementation plan also identifies the themes that each action is aligned with. Francisco briefly discussed the Plan appendix, noting it provides a summary of feedback from community engagement.

Francisco summarized the information provided at the last meeting concerning the Downtown Build-Out Analysis, which included redevelopment proposals for White Street, Main and Center Streets, and Pahquioque Avenue. The analysis scenarios are located in the housing section of the Plan because of the potential for residential development.

The draft Future Land Use Map was next discussed. Francisco noted that map was developed following a review of future land use categories at previous Oversight Committee meetings, two in-person working sessions with the Oversight Committee, and markups from the Planning Department.

The remaining project schedule was discussed and reviewed. Francisco briefly discussed the September meeting which includes finalizing the future land use map, finalize the implementation plan, continue development of the plan documents, and provide a draft copy of the Plan to the Committee prior to the September meeting for review and discussion. The next meeting is scheduled for September 20, 2022.

The meeting adjourned at 4:56 pm.

Respectfully submitted,



Jennifer L. Emminger
Deputy Planning Director