

**WATERBURY PLANNING COMMISSION**  
**Approved Minutes**  
**Monday, December 4, 2023**

Planning Commission: Martha Staskus, Dana Allen, Mary Koen, Billy Vigdor  
Staff: None  
Public in attendance: None

The meeting was called to order at 7:00p.m. in the municipal offices at 28 N. Main Street.

**AGENDA REVIEW AND MODIFICATIONS**

A discussion about the uses in Mixed-Use zoning district was added to the agenda.

**ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC**

No announcements. No General Public in attendance.

**APPROVAL OF PRIOR MEETING MINUTES**

Dana Allen moved and Billy Vigdor seconded a motion to approve the minutes of November 20, 2023 as written. Billy Vigdor motioned and Dana Allen seconded to approve the minutes of November 30, 2023 as amended.

**DISCUSS PERMITTED AND CONDITIONAL USES IN THE MIXED-USE ZONING DISTRICT**

The PC discussed auto or equipment repair service (up to 4,000 sq. ft.), which is a conditionally permitted use in the mixed-use zoning district. The discussion revolved around the original intent of the mixed-use district and whether a use such as auto or equipment repair services are compatible in the mixed-use zoning district. The PC decided to discuss this along with other similar concerns they may have in other zoning districts later after the December 7<sup>th</sup> Open House meeting.

**REVIEW ANY OUTSTANDING EDITS TO THE UDBP-1 DRAFT BYLAWS**

Home Industry was discussed in the draft bylaws. Home Industry is a conditionally permitted use in the Commercial Industrial District and a permitted use in other districts. Permits that require site plan review and/or conditional use review must notify the abutters. The PC asked staff if there is a way to require a proposed Home Occupation use in a multi-family building in any zoning district to notify the tenants along with the abutters. Staff will consult with the town attorney to get an answer about notification requirements.

Staff presented the proposed dimensional definition of average height after discussing the issue with the DRB Chair. Average height should be well defined, which would help the DRB and the Zoning Administrator when measuring height. The average height definition was proposed as Maximum Structure Height: 'Height will be measured from the average finish grade. The measurement is the average of the elevations at each corner measured at the finish grade.'

The last sentence in the definition of Restaurant or Bar was updated to read ‘This definition includes a brewing and distilling operation that must procure a local water and sewer allocation permit.’

**SE GROUP OPEN HOUSE PREPARATION**

The PC discussed operational plans for the open house on December 7<sup>th</sup>.

**NEXT MEETING**

The next regular Commission meeting is scheduled for Monday, December 11, 2023 at 7:00 p.m. in the SAL Room in the Municipal Center.

**ADJOURNMENT**

Motion to adjourn by Dana, Second by Billy. Unanimous. The PC meeting was adjourned at 9:22 p.m.

Respectfully submitted,

Neal Leitner