

**WATERBURY PLANNING COMMISSION**  
**Approved Minutes**  
**Tuesday, January 8, 2024**

Planning Commission: Martha Staskus, Mary Koen, Billy Vigdor, Dana Allen

Staff: Neal Leitner

In attendance: (DRB Members) Bud Wilson, David Frothingham III, Harry Sheppard

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

**AGENDA REVIEW AND MODIFICATIONS**

None

**ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC**

No comments from the general public.

**APPROVAL OF PRIOR MEETING MINUTES**

Mary Koen moved and Billy Vigdor seconded a motion to approve the minutes of January 2, 2024 as amended.

Motion approved 4-0.

**RECEIVE COMMENTS FROM THE DRB ON THE DRAFT UDB-P1 BYLAWS**

Development Review Board (DRB) members Harry Sheppard, Bud Wilson and David Frothingham III attended the meeting to discuss the draft bylaws. The members emphasized the need for clarity. Certain definitions were highlighted as crucial for assisting the DRB in making decisions. Certain definitions were discussed that either were recommended for revision or missing from the draft document. Lot coverage and setbacks were discussed with the PC. Applications that do not meet the town plan were also discussed. Housing and where housing would be suitable in Phase-1 was discussed as well. One member suggested that “character of the area” was a vague concept.

**REVIEW PERMITTED AND CONDITIONAL USES IN MIXED-USE ZONING**

The PC discussed the history of prior decisions and how the PC came to define what uses are permitted in the Mixed-Use zoning district. The PC discussed the purpose of the Mixed-Use zoning district. The “Enabling Better Places” document was discussed within the context of the intent of the Village Center, Town Center and Neighborhood zoning districts. Specific uses in the Mixed-Use District and the boundaries of the Mixed-Use and Neighborhood (particularly near Union and High Street) district were analyzed and reviewed. No decisions were made on uses or boundaries at this meeting.

**NEXT MEETING**

The next Planning Commission meeting is scheduled for Friday, January 12<sup>th</sup>, 2024 at 12:00 p.m. in the Steele Room in the Municipal Center.

**ADJOURNMENT**

The PC meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Neal Leitner