

**WATERBURY PLANNING COMMISSION**  
**Approved Minutes**  
**Monday, August 14, 2023**

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

The Chair opened the meeting at 7:00 p.m. at the Municipal Offices, 28 N. Main St.

**AGENDA REVIEW AND MODIFICATIONS**

Added Update on By Law Modernization work with SE Group to the agenda.

**ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC**

None.

**REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

The August 7th, 2023 draft minutes to be reviewed and approved at a future meeting.

**UPDATE ON BY-LAW MODERNIZATION WORK WITH SE GROUP.**

Early drafts of materials from SE Group were shared and reviewed. Dana to communicate items back to them. Looking to streamline the messaging ('keep it simple' and succinct) in a positive tone. Define what is being updated in this process – Phase I and define that. Focus on the goals and objectives. The Purpose to be a balance - 'Modernizing' the bylaws; current state regulations, housing, and the goals and objectives of the Update. Dana working on the parcel/zone data revisions that has been found not to have been updated from previous PC work. The "Slider Map" will illustrate the old zones as compared to the new zones, overlaid on orthophotography including parcels. The timeline should be clear on where the community gets involved, and link to specific events. Remember that SE Group is looking for PC photos to populate the storyboards.

Next week's agenda item should include an update from Neal on availability of external resources to reformat the entire document. They should be brought on as soon as possible.

**CONTINUED REVIEW OF DRAFT UNIFIED DEVELOPMENT BYLAW – PHASE #1 (UDB-P1)**

The PC began review of the Commercial-Industrial Zoning District. Reviewed the locations of the few areas in Phase I; what activities are currently utilizing those zones; and what the landscape of each includes, noting much is floodplain, river corridor or contain wetlands, thereby limiting significant future development. Discussed the Purpose Statement. Should it include 'incubator' and/or 'manufacturing'? Discussion included whether any housing or multi-family housing should be included where sewer and water exists. Request Neal to check whether that would comply with S.100.

Much discussion on the Uses, Definitions, Use Standards and the lack of consistency. Billy is compiling a spreadsheet to confirm all Uses are in the Definitions and where else they may currently appear - beginning from the "Appendix" Use Table for the PC previously agreed up list of Uses. Ultimately combining the Use Standards into the Definitions.

**OTHER PLANNING COMMISSION BUSINESS**

Brief update on Zoning Administrator position and upcoming interview process being scheduled by Town Manager.

**NEXT MEETING**

The next regular PC meeting is scheduled for Monday, August 21, 2023 at 7:00 p.m. in the SAL Room in the Municipal Center.

**ADJOURNMENT**

**MOTION**

The PC meeting was adjourned at 9:15 p.m.

Respectfully submitted,