



CITY OF DANBURY
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PLANNING COMMISSION*
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*POCD Oversight Committee

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**2023 PLAN OF CONSERVATION & DEVELOPMENT (“POCD”)
OVERSIGHT COMMITTEE MEETING MINUTES
JANUARY 19, 2021**

The web based meeting hosted on Zoom was called to order by Sharon Calitro, City of Danbury (“COD”) Planning Director, at 4:04 PM.

Present were Oversight Committee Members Arnold Finaldi (PC Chairman), Joel Urice (PC Vice-Chairman), Helen Hoffstaetter (PC), Bob Chiochio (PC), Sharon Calitro (COD Planning), Jennifer Emminger (COD Planning), Fernanda Carvahlo (COD Health), PJ Prunty (Chamber of Commerce), Richard Janelli (Board of Education), Timothy Nolan (COD Public Services), Brigid Guertin (Danbury Museum & Historical Soc.), Candace Fay (ZC), Fred Visconti (City Council), and Vincent DiGilio (City Council). Also present from Fitzgerald & Halliday were Francisco Gomes and Rory Fitzgerald and present from Lumi was Lucy McIntyre. Absent: Perry Salvagne (PC), Kevin Haas (PC), Gary Renz (PC), Roger Palanzo (COD Business Advocacy), Matthew Cassavechia (COD Emergency Services), Ed Siergiej (Former Env./Lake Commission), and Juan Rivas (ZBA).

Richard Janelli motioned to accept the December 15 minutes, Tim Nolan seconded the motion and it was passed unanimously.

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

Francisco briefly reviewed the agenda for the meeting. The meeting would include a discussion of the community strengths, issues, and priorities relative to the POCD, review of examples of vision statements, identification of key elements that should be included in the vision statement, review of updated branding concepts, and a review of the project schedule and dates.

Sharon summarized the Department’s perspective as to the strengths and issues facing the City as it relates to land use, transportation and environmental/sustainability planning. Strengths included the City’s diversity in population, housing supply, economic base, environmental/recreational and cultural resources, strong infrastructure, and the diversity of our

downtown. Sharon also noted that these strengths also present issues in terms of managing a growing and culturally diverse population, increasing school enrollment, providing more diverse housing while protecting neighborhoods, maintaining and growing the business community, managing and investing in infrastructure, and protecting our precious resources for future generations. She noted that as we look to the future, we need to balance growth while protecting the strengths that have allowed Danbury to be and remain a desirable place to live, conduct business, visit/enjoy, and prosper.

Francisco discussed the strengths of the City and what assets make Danbury unique. He asked the Committee members for input. As Committee members noted City's strengths, Francisco took live notes within the PowerPoint presentation.

Francisco next asked the Committee members to discuss the important issues facing the City now and in the future and how the POCD can address these issues. Francisco continued to take live notes as Committee members discussed the issues facing the City.

Finally, Committee members provided input on what priorities should be identified in the POCD. These priorities were again noted by Francisco within the PowerPoint presentation.

Francisco discussed the importance of the POCD Vision Statement and how it is an aspirational description of the City and what it wants to achieve through the POCD. Ideas and key elements were discussed by the Committee members and noted within the PowerPoint presentation.

Francisco presented the project branding and discussed how the project team formulated the new image logo. The logo was presented in a practical application, e.g. what it would look like within the City website on the POCD page, as well as how it would be used through print and social media.

The project schedule was reviewed. The next meeting will include discussion of the draft Vision Statement, further development of the public engagement strategy, and a review of the elements and policies in existing plans and information collected by the project team and its relevance to the present planning effort.

The 2021 meeting schedule was discussed and the next scheduled meeting is February 16, 2021.

The meeting was adjourned at 5:50 pm.