



**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  
AUGUST 17, 2021**

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The web based meeting hosted on Zoom was called to order by Sharon Calitro, City of Danbury (“COD”) Planning Director, at 4:02PM.

Present were Oversight Committee Members Arnold Finaldi (PC Chairman), Joel Urice (PC Vice-Chairman), Helen Hoffstaetter (PC), Bob Chiochio (PC), Perry Salvagne (PC), Sharon Calitro (COD Planning), Jennifer Emminger (COD Planning), Roger Palanzo (COD Business Advocacy), Fernanda Carvalho (COD Health), PJ Prunty (Chamber of Commerce), Matthew Cassavechia (COD Emergency Services), Ed Siergiej (Former Env./Lake Commission), Juan Rivas (ZBA), Brigid Guertin (Danbury Museum & Historical Soc.), Candace Fay (ZC), Fred Visconti (City Council), and Vincent DiGilio (City Council). Present from Fitzgerald & Halliday were Francisco Gomes, Rory Jacobson, Marcy Miller, Stephanie Carroll, and Douglas McVarish.

Absent: Kevin Haas (PC), Gary Renz (PC), Richard Janelli (Board of Education), and Timothy Nolan (COD Public Services).

Perry Salvagne motioned to accept the July 20, 2021 minutes, Arnie Finaldi seconded the motion and it was passed unanimously.

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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, which includes a review and discussion of Danbury’s historic and cultural resources and needs, and an update on the status of the public engagement schedule and the online survey. He introduced Stephanie Carroll and Douglas McVarish from FHI who were also present in the meeting.

Stephanie discussed the history of historic preservation in Danbury, noting that the Danbury Preservation Trust became active between 1978 and 1997. Historic resources include the Main Street Historic District which is a National Register district, 11 individually listed properties on the National Register, and other properties that are listed on the State Register. Stephanie noted that the

zoning regulations include restrictions for properties within the Main Street Historic District Overlay Zone to ensure development is compatible with the historic character of the District. She went on to describe the role of the Danbury Museum and Historical Society Authority and noted the Board, Staff and Friends of the Danbury Museum work tirelessly to preserve the City's rich history and resources.

The Main Street Historic District comprises 132 properties, of which, 97 historically and/or architecturally significant properties are identified. The District forms the historic core of the City and comprises commercial, residential, and institutional properties. It was listed on the National Register in 1983. Stephanie provided further details of buildings within the District and identified the Old Library located at 254 Main Street which now houses the Danbury Music Centre. She noted Danbury was designated as a Certified Local Government which allows application to the State historic preservation program for funding.

Additional properties identified as being listed on the National Register include the Ball and Roller Bearing Company at 20-22 Maple Avenue, the Hearthstone Castle, the Charles Ives House, the Locust Avenue School, Meeker's Hardware located at 86-90 White Street, the New Have Railroad Danbury Turntable, the Octagon House, the John Rider House, the P. Robinson Fur Cutting Company, Tarrywile Mansion, and Union Station. Stephanie acknowledged that Danbury has numerous properties that have historic significance but are not located within the Main Street Historic District or listed on the National Register, including historic cemeteries. One of the goals of the POCD is to support the development of a strategy for the coordinated management, long term use, and preservation of City-owned historic resources.

The City supports historic preservation through regulatory restrictions, economic incentives, activities of the Historic Properties Commission, capital improvement funding for maintenance of City-owned properties, and coordination of activities and funding with the Danbury Museum and Historical Society Authority.

Francisco next discussed the cultural institutions, organizations, and places that include visual and performing arts venues, museums, cultural/social organizations, memorials, and libraries. He identified those primary institutions and organizations that contribute to the culture of Danbury. Francisco noted that part of the POCD process is identifying how the City and the Plan can advocate and support the continued existence of these organizations and institutions.

Francisco next asked the Committee members to discuss the City's historic and cultural resource issues and needs in Danbury. Committee members discussed various issues/needs throughout the City.

Marcy next discussed the community engagement launch starting in the fall. This includes an online survey, attendance at pop-events, and focus group meetings through the fall. The online survey is expected to launch in September and the purpose is to collect basic information that covers specific topic areas. Following the launch of the survey is the start of the focus group meetings that will cover specific subject areas of the plan.

The project schedule was reviewed. The next meeting will include discussion of Danbury's open space, environmental resources, and sustainability issues and the launch of the online survey.

The 2021 meeting schedule was discussed and the next scheduled meeting is September 21, 2021.

Joel Urice made a motion to adjourn and it was seconded by Helen Hoffstaetter. The meeting adjourned at 5:14 pm.