

**WATERBURY PLANNING COMMISSION
MINUTES**

**Monday, April 13, 2026
6:00 P.M.**

Planning Commission: Dana Allen, Billy Vigdor, Kati Gallagher, Robbie Adler, Monica Callan
Staff: Neal Leitner, Cheryl Casey

Attendance In Person and Zoom: Julia Randall from the SE Group, Hong D. Xiaocasm, Zeng Wang

Agenda review and possible modifications

none

Announcements and General public comments

none

Approval of minutes

The approval of the minutes were tabled to the 4/27/2026 PC meeting.

Zoning Administrator's Report

Cheryl Casey, ZA, attended the meeting to brief the PC on Quarter 1 zoning permits. The PC had some questions about certain permits, which Cheryl addressed.

Re-organization

As the former Chair, Martha Staskus resigned to join the Selectboard, a new Chair was nominated by Kati Gallagher as she made a motion to nominate Dana Allen as Chair. It was seconded by Robbie Adler.

Motion approved 5-0.

Since Dana Allen was the former Vice Chair, a new Vice Chair was nominated by Dana Allen as he made a motion to nominate Robbie Adler as Vice Chair. It was seconded by Kati Gallagher.

Motion approved 5-0.

Municipal Plan Update Tasks:

Review of draft Town Plan Chapters: Energy & Local Economy

The Planning Commission reviewed the draft chapters and discussed recommendations made by the SE Group. SE Group was asked to explain what should be included in the tracking and metrics sections. A lengthy discussion ensued. Ultimately, the group decided to track the progress of each chapter based on chapter goals, rather than strategies.

The SE Group will work with Robbie and Billy before the next meeting to review the revised tracking sections of the Local Economy and Energy chapters. They will be presented at the April 27th meeting.

Scheduling Future Projects:

Dana Allen introduced a general timeline of PC tasks through the end of 2027. Various items were discussed. Nothing was decided upon as it was a brief framing of when the Town Plan Update can be completed and next steps.

Staff stated that both of the zoning bylaws have some technical amendments that are needed as noted by town counsel, such as referencing old state statutes, etc. This task was discussed as something that might be worthwhile once the Town Plan Update tasks are mostly complete.

The Future Land Use map (FLU) was discussed. Billy Vigdor recused himself from the discussion. The CVRPC sent draft Tier 1b maps to the PC in February. The PC reviewed and made comments to CVRPC. The PC is currently waiting for the revised FLU Tier 1b maps for Waterbury. No exact dates were known at this point. The PC will wait for CVRPC to send the Town the FLU maps. They will be discussed further when they are made available.

The PC made a note of the remaining chapters left for drafting and review. They are Natural Resources, Housing, Land Use, Historic & Cultural Resources, Community Services.

The next meeting will review the draft Housing chapter. Also, review of revised tracking and metrics sections as discussed during the meeting.

9:45 p.m. Adjournment