



**Town of Westport**  
Planning and Zoning Commission  
Town Hall, 110 Myrtle Avenue  
Westport, CT 06880  
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[www.westportct.gov](http://www.westportct.gov)

September 26, 2023

**SPECIAL NOTICE ABOUT PROCEDURES FOR THIS ELECTRONIC MEETING:**

*Pursuant to State law there will be no physical location for this meeting. This meeting will be held electronically and live streamed on [www.westportct.gov](http://www.westportct.gov). This meeting will also be shown on Optimum Government Access Channel 79 and Frontier Channel 6020. The public may attend and offer testimony during the meeting by using the meeting link published on the agenda prior to the meeting. The meeting agenda is available at [www.westportct.gov](http://www.westportct.gov) on the "Meeting List and Calendar" web page. Written comments may also be received prior to the Public Meeting and should be sent to [PandZ@westportct.gov](mailto:PandZ@westportct.gov) by 12:00pm on the day of the meeting if intended to be distributed for consideration by members of the Planning and Zoning Commission. Written comments received after 12:00pm on the day of the meeting will be entered into the record but will not be distributed until the next business day. Meeting materials submitted are available at [www.westportct.gov](http://www.westportct.gov), on the Planning and Zoning Department web page under "[P&Z Pending Applications & Recent Approvals](#)".*

**Instructions to Attend ZOOM Meeting:**

Phone: + 1 646 876 9923 US (New York)

Meeting ID: 828 1500 2441

Passcode: 573883

ZOOM Link: <https://us02web.zoom.us/j/82815002441?pwd=MTIMdGZtOHRwb3FwVEw4U2xhOitlZz09>

**AGENDA**

**PLANNING & ZONING COMMISSION**

Monday, October 02, 2023, 7:00pm

Remote Meeting

**I WORK SESSION**

*(The following will be discussed and voted on as time permits. The public may observe the work session but may not participate.)*

1. **Approval of September Minutes: 09/18/23**
2. **Discussion and Potential Vote on New Democratic Alternate**

**II PUBLIC HEARING**

*(The following will be discussed and voted on as time permits. The public may observe and participate at the public hearing.)*

3. **Text Amendment #835:** #PZ-23-00480 submitted on behalf of the Planning and Zoning Commission to adopt new §32-29, Cottage Cluster Developments allowing Cottage Cluster Housing on Town-owned property, at least 0.375 acres in size, subject to Special Permit/Site Plan approval. A copy of the text amendment is available on-line at [www.westportct.gov](http://www.westportct.gov) on the Planning & Zoning Office web page under "P&Z Pending Applications & Recent Approvals." A copy may also be viewed at Town Hall, 110 Myrtle Ave., in both the Town Clerk's Office and Planning & Zoning Office and attached herein. *(No action deadlines)*

**Application Presentation Time: 10 Minutes**

4. **254 Hillspoint Road:** Coastal Site Plan Appl. #PZ-23-00458 submitted by Brian Steinhauer, for property owned by 254 Hillspoint Road LLC, to construct a FEMA-compliant, single-family dwelling, pervious driveway, pool, and spa in the Residence AA district, PID# E04015000. (*Must decide by 11/15/23*)  
**Application Presentation Time: 15 Minutes**
5. **1620 Post Road East:** Site Plan Appl. #PZ-23-00478 submitted by 1620 PRE Associates, LLC, property owner, for indoor commercial recreation and entertainment use with restaurant service, parking lot modifications with a waiver of the submission of a Traffic Impact Analysis requested and residential redevelopment in a future phase in the General Business/Residence A district - Inclusionary Overlay District (GBD/Res A – IHZ), PID # H09177000, #H09176000, #H09174000, #H09175000. (*Must open by 11/15/23*)  
**Application Presentation Time: 20 Minutes**
6. **174 Long Lots Road:** Special Permit/Site Plan Appl. #PZ-23-00393 submitted by Aris W. Stalis of Aris Land Studio, for property owned by Fairfield Hunt Club, to construct two pickleball courts, a tennis court expansion, and a parking lot modification in the Residence AAA district, PID #H11066000. (*Must open by 10/2/23, w/ partial extension*)  
**Application Presentation Time: 20 Minutes**

### III WORK SESSION

*(The following will be discussed and voted on as time permits. The public may observe the work session but may not participate.)*

**New Business:**

*No new business.*

**Old Business:**

*No old business.*

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Proposed Text Change, Submitted by the Planning and Zoning Commission

Existing Deleted language is [~~struck out and in brackets~~]; New language is underlined and highlighted. Revised language is underlined, in red and highlighted.

### 32-29 Cottage Cluster Developments

The purpose of this section is to promote sustainable development practices through smaller, more efficient housing and effective use of residential land, increase the diversity of housing choices by allowing for a grouping of smaller, single-family dwellings on one lot, and to provide additional below market rate housing within Westport, located on lots owned by the Town of Westport. Further this section will provide centrally located and functional common open space that fosters a sense of community and openness within the cottage development.

Cottage Cluster developments are subject to a Special Permit & Site Plan approval in accordance with §43, herein and the following additional standards and safeguards.

#### 32-29.1 Site Criteria

Sites for a potential Cottage Cluster development of single-family dwellings shall meet the following locational and size criteria:

- a. The site shall be owned by the Town of Westport;
- b. The site shall be zoned Res. AA, Res. A, GBD, RPOD, RORD, BPD, RBD, BCD, BCD/H or ~~DDD #2 non-residential zoning districts~~.
- c. ~~The site shall have at least 50 feet of street frontage on an Arterial Street;~~
- d. The gross lot area shall be a minimum of three quarters (0.75) acres in size.

#### 32-29.2 Building Area

The Building Area of the dwelling units shall not exceed an average of 850 square feet.

#### 32-29.3 Setbacks

At the discretion of the Planning and Zoning Commission, no principal or accessory building, structure or use shall extend closer than fifteen (15) feet from any residential lot line and ten (10) feet from any non-residential lot line or road right-of-way.

#### 32-29.4 Height

Principal buildings shall not exceed 2 stories and 26 feet in height. All ~~portions of building roofs over eighteen (18) feet in height~~ must be pitched with a minimum slope of six to twelve (6:12).

#### 32-29.5 Coverage

Building coverage shall not exceed 50% of the lot area. Total coverage shall not exceed 70% of the lot area.

### **32-29.6 Building Spacing**

All principal buildings shall be at least 10 feet distance from one another.

### **39-24.7 Parking**

Off-street parking shall be in accordance with §34 of the Supplementary Regulations but may be reduced subject to determined at the discretion of the Planning & Zoning Commission based on the applicant's demonstration of site-specific factors that justify a lower standard, such as unit size, opportunities for transit service or anticipated number of residents.

Off-street parking is permitted in the setback along any non-residential lot line or road right-of-way.

### **32-24.8 Usable Open Space**

At least 200 square feet of usable open space shall be provided on the site for each dwelling unit and shall be of a passive recreation nature suited to the needs of the residents.

Common open space shall be located with cottages abutting on at least two (2) sides and abutting a minimum of fifty percent (50%) of the cottages in the cluster.

### **39-29.9 Landscaping, Screening and Buffer Areas**

Landscaping, screening and buffer areas shall be provided in accordance with §35 of the Supplementary Regulations provided that such buffers may include retaining walls; however, the minimum required front landscape area may be reduced to ten (10) feet in depth. Sidewalks shall be provided in accordance with §35-2.2.4 of the Supplementary Regulations.

### **39-29.10 CAP**

No more than five (5) Cottage Cluster developments shall be permitted in Westport.

### **32-29.11 Affordability Requirement**

All proposed units shall be affordable to households whose income does not exceed 80% of the State Median Income as provided by CT General Statutes §8-30g, and an affordability plan shall be required prior to the issuance of a Zoning Certificate of Compliance.

### **32-29.12 Design Standards**

32-29.13.1 Cottages located adjacent to a street shall provide a covered entry feature with minimum dimensions of six (6) feet by six (6) feet facing the street.

32-29.13.2 Cottage facades facing the common open space or common pathway shall feature a roofed porch at least eighty (80) square feet in size with a minimum dimension of eight (8) feet on any side.

32-29.13.3 Cottages and accessory buildings within a particular cluster shall be designed within the same "family" of architectural styles. Examples include:

- a. Similar building/roof form and pitch.
- b. Similar siding materials.

c. Similar porch detailing.

d. Similar window trim.

32-29.13.4 A diversity of cottages can be achieved within a “family” of styles by:

a. Alternating porch styles (such as roof forms).

b. Alternating siding details on facades and/or roof gables.

c. Different siding color.