

**RTM Meeting Minutes
February 6, 2024, Westport Town Hall**

The Call

1. To take such action as the meeting may determine, upon the recommendation of the Board of Selectwomen and in accordance with Section 3 (C) of the Policy for Gifts to the Town, to approve the acceptance of a donation in the amount of \$30,500.00 from Westport Pride, Inc. for the installation of the rainbow crosswalk at the intersection of the Town roadways known as Jesup Road and Taylor Place.

2. To take such action as the meeting may determine, upon the request of 2 RTM members and a recommendation of the Planning and Zoning Commission, to adopt an ordinance to add an inclusionary zoning fee to Appendix C – Fees in the Town Code, at the rate of \$5 per \$1000 in construction cost. (Second reading. Full text available in the Town Clerk’s Office).

The meeting called to order at 7:30 p.m.

Attendance: 31 RTM members present. Absent: Purcell, Tait, Hogan, Gold and Whamond.

Voting on the following resolutions:

(1)

RESOLVED: That upon the recommendation of the Board of Selectwomen and in accordance with Section 2 (C) of the Policy for Gifts to the Town, the acceptance of a donation in the amount of \$30,500.00 from Westport Pride, Inc. for the installation of the rainbow crosswalk at the intersection of the Town roadways known as Jesup Road and Taylor Place is hereby approved.

By show of hands, the motion passes unanimously 31-0.

(2)

RESOLVED: That upon the request of 2 RTM members and a recommendation of the Planning and Zoning Commission, an ordinance to add an inclusionary zoning fee to Appendix C – Fees in the Town Code, at the rate of \$5 per \$1000 in construction cost is hereby adopted. (Second reading. Full text is as follows).

Sec. 1. - Schedule of fees.

§	Description	Fee Amount
<i>Chapter 2. Administration</i>		
2-55	Land use fees.	
B. Zoning permits.		
The fee for a zoning permit for new construction and/or alterations shall be based upon the estimated cost of the project at a rate of:		
(1) For residential:		
		Minimum residential permit fee: \$40.00
		\$2.00 per \$1,000.00, or part thereof, of construction cost up to \$100,000.00.
		\$3.00 per \$1,000.00, or part thereof, construction cost from \$100,001.00 up to \$499,999.00.
		\$4.00 per \$1,000.00, or part thereof, construction cost over \$500,000.00.
(2) Special permit uses in residential zones:		
		Minimum special permit fee: \$50.00
		\$3.00 per \$1,000.00, or part thereof, of construction cost up to \$100,000.

			\$4.00 per \$1,000.00, or part thereof, of construction cost from \$100,001.00 up to \$499,999.00.	
			\$5.00 per \$1,000.00, or part thereof, of construction cost from \$500,000.00 up to \$999,999.00.	
			\$6.00 per \$1,000.00 or part thereof construction cost over \$1,000,000.00.	
		(3) Commercial and multifamily in all zones:		
			Minimum commercial permit fee:	\$75.00
			\$5.00 per \$1,000.00, or part thereof, of construction cost up to \$100,000.00.	
			\$7.00 per \$1,000.00, or part thereof, of construction cost from \$100,001.00 up to \$499,999.00.	
			\$8.00 per \$1,000.00, or part thereof, of construction cost from \$500,000.00 up to \$999,999.00.	
			\$9.00 per \$1,000.00, or part thereof, of construction cost over \$1,000,000.00.	
		(4) (a) Freestanding sign permit and zoning certificate of compliance.		\$80.00
		(b) Freestanding portable sign.		\$40.00

			(5) Wall sign permit and zoning certificate of compliance.	\$80.00
			(6) Conditional zoning certificate of compliance:	
			(a) Residential.	\$40.00
			(b) Commercial and special permit uses.	\$75.00
			(7) Final zoning certificate of compliance:	
			(a) Residential.	\$40.00
			(b) New residential house.	\$75.00
			(c) Commercial/multifamily/special permit uses.	\$150.00
			(d) Each additional inspection will require the inspection zoning certificate of compliance fee to be charged again as listed above.	
			(8) Zoning permit renewals.	All applications for the renewal of a zoning permit shall be accompanied by a fee of ten percent of the original application fee.
			(9) Inclusionary zoning fee.	All applications for a zoning permit shall be accompanied by a fee to be used for constructing, rehabilitating, or repairing housing affordable to

		<p>persons and families of low and moderate income pursuant to C.G.S. § 8-2i:</p> <p>\$5.00 per \$1,000 of construction cost</p>
<p>[Authority: "Westport Affordable Housing Trust Fund" (WAHTF) Town Ordinance approved by RTM 10/3/23; Section 45-3.6.3. of the Town Zoning Regulations approved by P&Z Commission 12/18/23]</p>		
		<p>(10) Zoning permits for approvals sought "after the fact" or for the correction of a violation shall pay double the fee listed above.</p>
		<p>(11) When a permit is revoked due to a violation, the zoning permit fee shall be paid again before the permit can be reissued.</p>

(Resolution of _____, effective 14 days after publication on _____)

By Roll Call Vote, the motion passes 30-1.

Clarence Hayes made a motion to add a new item of business from the floor. The motion was seconded by Jennifer Johnson.

That the RTM adopt the following Resolution:

Resolved: That the RTM Moderator use his authority under the rules to appoint an ad hoc committee for the one-time purpose of investigating possible modifications to the membership powers and obligations of the Long Lots School Building Committee, which was established by the RTM on September 6, 2022.

After discussion, Clarence Hayes withdrew the motion.

The meeting adjourned at 11:01p.m.

Respectfully submitted,
 Jeffrey M. Dunkerton
 Town Clerk