



Town of Westport
 Planning and Zoning Commission
 Town Hall, 110 Myrtle Avenue
 Westport, CT 06880
 Tel: 203-341-1030 Email: pandz@westportct.gov
www.westportct.gov

October 28, 2024

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 and/or shown on Optimum Government Access Channel 79. 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 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 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, 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: 874 0481 8119

Passcode: 168255

ZOOM Link: <https://us02web.zoom.us/j/87404818119?pwd=bmtDcmhlTm9kV3R3RHhVc2tZnklGdz09>

AGENDA

PLANNING & ZONING COMMISSION MEETING

Monday, November 4, 2024, 6:00pm

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 October Meeting Minutes: 10/07/24 and 10/28/24**

II. PUBLIC MEETING

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

2. **260 Compo Rd S (Longshore Sailing School): Appl. #PZ-24-00314**, Request for a report from the Planning and Zoning Commission, submitted pursuant to CGS §8-24, Municipal Improvement, by Rick Giunta, Deputy Director of Parks Recreation,



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on behalf of the First Selectwoman, for lease of property for sailing school and boat rental operation on property owned by the Town of Westport, in the Residence AAA/AA zone, Parcel ID #C04001000.

Application Presentation Time: 10 Minutes

III. 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 #846: #PZ-24-00565 submitted by Eric Bernheim Esq., FLB Law, to modify Sec. 5-2 of the Zoning Regulations for Retail Food Establishment Outdoor Eating Areas; to modify Section 31-9, Liquor Establishments, and Sec. 32-20, Special Requirements for Outdoor Eating Areas, to expand the Outdoor Eating Area and Liquor Establishment regulations so they may apply to existing Retail Food Establishments operating in a Residence Zone.

Application Presentation Time: 30 Minutes

IV. WORK SESSION

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

New Business:

4. **HDC referral for comments on designation of the following Local Historic Properties:**
 - **216 Hillspoint Rd**
 - **Six Historic Bridges**

Old Business:

No Old Business

Text Amendment #846

Submitted: 9/25/24

Revised: 10/4/24

(10/23/24)

Received: 9/9/24

Public Hearing: 11/4/24

Adopted: _____

Effective date: _____

Proposed Text Change,

Note: Proposed new language is shown in **red, highlighted, and underlined.**
Proposed deletions are shown in **[bracketed, struck through and highlighted]**

§32 SUPPLEMENTARY USE REGULATIONS

Each of the following uses is permitted in each district to the extent indicated for that use and district, subject to all provisions of the applicable district, except as specifically provided for in this section. Every application for the use of property subject to conditions set forth herein shall be filed in accordance with the provisions of these regulations, and shall be subject to approval by any commission, board or agency stipulated in this section.

32-20 Special Requirements for Outdoor Eating Areas

Outdoor Eating Areas as defined in §5 shall be permitted: (i) notwithstanding anything to the contrary in Chapter 6, Section(s) 11-2, 12-2, 13-2, 14-2 and 18-2, of these Regulations, for any Retail Food Establishment existing or operating in a residential zone prior to September 1, 2024, and (ii) in all Non Residential Zones, except RPOD, GBD/R, DDD and CPD on privately-owned property subject to the following requirements:

For use of Town-owned property including sidewalks, parking spaces, roads, or road right-of-way, or for Mobile Food Trucks, contact the Selectwoman's Office for their approval process:

1. **Required Planning and Zoning Approvals.** A Site Plan Waiver application shall initially be submitted to the Planning and Zoning Office and is eligible for approval by the Planning and Zoning Director pursuant to §43 and will be subject to obtaining a Zoning Permit. After the initial Site Plan Waiver is granted, the use shall be subject to an annual Zoning Permit from the Planning and Zoning Office renewed by May 1st each year thereafter provided there are no changes, or a new Site Plan Waiver must be obtained.

2. **Required Other Department Approvals.** Prior to submission of a Site Plan Waiver application, an Outdoor Patio approval must be obtained directly from:

- a. The Aspetuck Health District.
- b. The Fire Marshal's Office.

- c. The Building Department if proposing to use sidewalk areas.
- d. The Police Department for any Outdoor Eating Areas that abut driveways, parking lots and streets or are located within parking areas.

3. **Location.** Outdoor Eating Areas may be located on privately-owned property as follows: On-site, or on an abutting property with the approval of the property owner, in either case subject to providing a pathway constructed in compliance with Federal ADA requirements that is at least four-feet wide.

- a. Outdoor Eating Areas may be located on a privately-owned sidewalk in front of the Principal use, provided a four-foot-wide clear path shall be maintained consistent with the federal ADA requirements.
- b. Outdoor Eating Areas may be located within parking areas to support the Principal use provided a Barrier Protection Plan is submitted that is subject to approval by the Westport Police Department.
- c. Fire Department Appurtenances. No Outdoor Eating Area or related Structure shall impede access to fire hydrants, fire lanes, or fire department connections

4. **Size.** The Outdoor Eating Area shall not exceed 75% of the total Floor Area of the Principal use.

5. **Parking Requirements.** There are no minimum parking requirements for Outdoor Eating Areas.

6. **Setbacks/Coverage.** Outdoor Eating Areas shall not be permitted within 50-feet of a residential zoning district boundary line unless i.) it is separated from the Residential Zone by a public street or a waterbody or ii.) notwithstanding anything to the contrary in Chapter 6, Section(s) 11-2, 12-2, 13-2, 14-2 and 18-2, of these Regulations, it is a Retail Food Establishment in a residential zone existing or operating in such a manner to be consistent with the current definition of such an establishment prior to September 1, 2024. No Front Landscape Area may be removed to accommodate an Outdoor Eating Area. Structures used for an Accessory Outdoor Eating Area are exempt from Coverage requirements.

7. **Lighting.** Any lighting shall be down directed and not shed light beyond the property line.

8. **Covers, Enclosures and Structures.** Use of umbrellas, tents, awnings, igloos, and covers with rigid supports and fabric or non-rigid sides is permitted, with the construction material subject to the flame spread regulations of the Connecticut State Fire Safety Code. Such areas may be heated subject to an inspection by the Fire Marshal's Office before use.

Following the granting of a Site Plan Waiver and issuance of a Zoning Permit, a Building Permit shall be obtained for any Structure:

- a. Installing temporary or permanent electrical service.
- b. Installing temporary or permanent heating or air conditioning.
- c. That is a Tent with side walls in excess of 400 SF.
- d. That is a Tent open on all four sides in excess of 700 SF.
- e. That are multiple Tents set side by side without a 12-foot fire break whose aggregate area is in excess of 700 SF.

9. **Hours of Operation.** The hours of operation in commercial zones shall be limited to 6:30 a.m. to 11:00 pm Sundays through Thursdays and 6:30am to 12:00 midnight on Fridays and Saturdays. Notwithstanding anything to the contrary in Chapter 6, Section(s) 11-2, 12-2, 13-2, 14-2 and 18-2 of these Regulations, the hours of operation for outdoor dining in residential zones shall be limited to 7:00 a.m. to 9:00 pm Sundays through Thursdays and 7:00 a.m. to 10:00 p.m. on Fridays and Saturdays. There shall be no music in any Outdoor Eating Area after 9:00 p.m.

10. **Signage.** No additional signage shall be permitted. (814, 04/01/2022)

§5 DEFINITIONS

5-2 Specific Terms

Except as otherwise stated, or as the context may otherwise require, the following words, for the purpose of these regulations, shall be defined as follows:

Food Establishment Retail:

A retail food establishment shall mean any business where food or non-alcoholic beverages are sold to the public for either on premises or off premises consumption and the sale of alcoholic beverages must be for off-premises consumption only, except **that** such establishments that exist in **a residential zone prior to September 1, 2024** [~~the Residence B district as of the adoption of this regulation, June 3, 2024,~~] may provide alcoholic beverages for on-premise consumption. A retail food establishment may have no more than 10 indoor patron seats. Such establishments shall not be considered Restaurants and no additional parking will be required provided that they have indoor seating for no more than 10 patrons For outdoor seating – See §5-2 & §32-20 Outdoor Eating Areas. **Notwithstanding the foregoing or anything to the contrary in Chapter 6, Section(s) 11-2, 12-2, 13-2, 14-2 and 18-2, of these Regulations, any Lot located in a Residential zone with a business capable of meeting the definition herein and operating under a zoning permit issued by the Town of Westport Planning & Zoning Department as a Retail Food Establishment in a residential zone on or before September 1, 2024, shall be deemed to be a retail food establishment regardless of whether such business began operating prior to the adoption of the definition of a Retail Food Establishment, and a Permitted Use on the Lot.** (843, 06/17/2024)

Outdoor Eating Area:

An outdoor area serving as an Accessory Use to a Restaurant, Cafe, Tavern or Retail Food Establishment that allows for **portable food carts, service stations,** tables and chairs for outdoor

table service or self-service dining, **provided, however, such uses shall not materially impede or obstruct safe pedestrian flow within and adjacent to the Outdoor Eating Areas** See §32-20.(814, 04/01/2022)

§31 REGULATIONS APPLYING TO ALL DISTRICTS

Revised 01-25-17

31-9 Liquor Establishments

31-9.1

The sale of alcoholic liquor for on premises consumption shall be limited to Non-Residential Zoning Districts except for

1. **Liquor** establishments in Residential Districts that have a valid liquor permit issued by the Connecticut Liquor Control Commission as of the effective date of this regulation August 9, 2010.
2. **Notwithstanding anything to the contrary in Chapter 6, Section(s) 11-2, 12-2, 13-2, 14-2 and 18-2 of these Regulations,** Retail Food Establishments existing in ~~the Residence B district as of the adoption of this regulation, June 3, 2024~~ **a residential zone prior to September 1, 2024,** provided the operator of such Retail Food Establishment may not allow for liquor sales after 9 p.m. and such liquor sales shall not exceed fifty (50%) percent of the total gross sales of such Retail Food Establishment (percentage of gross sales derived from the sale of liquor) to be verified by the operator annually by filing an affidavit with the Planning & Zoning Department; or
3. Special Events that obtain a temporary liquor permit approved by the P&Z Director, the Police Chief and issued by the Connecticut Liquor Control Commission. (843, 06/17/2024)