



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

October 30, 2024

The following meeting of the Planning & Zoning Commission was held remotely using Zoom Technology:

Draft Planning and Zoning Commission Minutes

November 4, 2024

Remote Meeting

Meeting Started: 6:00P.M.

P&Z Members in Attendance: Paul Lebowitz, Michael Cammeyer, Amy Wistreich, John Bolton, Michael Calise, Patrizia Zucaro, Bre Injeski

Town Staff: Michelle Perillie, P&Z Director, Amanda Trianovich, P&Z Deputy Director

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

Action: 10/07/24 & 10/28/24 Approved.

Vote: (7-0-0) Paul Lebowitz, Michael Cammeyer, Amy Wistreich, John Bolton, Michael Calise, Patrizia Zucaro, Bre Injeski

2. Discussion of draft Text Amendment to §32-19, Lighted Athletic Fields on Town Owned Public School Property.

Action: Discussion by Commission. Recreation Subcommittee to hold meeting on 11/14/24.

II. PUBLIC MEETING

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

3. 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, 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.

Action: Testimony received. Hearing closed.

Motion to issue POSTIVE REPORT: J. Bolton (2nd P. Lebowitz)

Vote: (7-0-0) In favor: Paul Lebowitz, Michael Cammeyer, Amy Wistreich, John Bolton, Michael Calise, Patrizia Zucaro, Bre Injeski

See Resolution attached.

III. PUBLIC HEARING

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

4. **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.

Action: Testimony received. Public Comment received. Hearing closed.

Motion to APPROVE: A. Wistreich (2nd M. Cammeyer)

The Commission did not vote. Will be continued at 11/18/24 P&Z Meeting.

IV. WORK SESSION

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

New Business:

3. **HDC referral for comments on designation of the following Local Historic Properties:**

- a. 216 Hillspoint Rd

Action: G. Braun presented report.

Motion to RECOMMEND DESIGNATION of property: A. Wistreich (2nd P. Zucaro)

Vote: (7-0-0) In favor: Paul Lebowitz, Michael Cammeyer, Amy Wistreich, John Bolton, Michael Calise, Patrizia Zucaro, Bre Injeski

- b. Six Historic Bridges: Greens Farms at Center Street, Cross Highway over Deadman Brook, Long Lots Road over Muddy Brook, Myrtle Avenue at Violet Lane, Evergreen Avenue over Deadman Brook and Jesup Road over Deadman Brook

Action: G. Braun presented report.

Motion to RECOMMEND DESIGNATION of bridges: A. Wistreich (2nd P. Zucaro)

Vote: (7-0-0) In favor: Paul Lebowitz, Michael Cammeyer, Amy Wistreich, John Bolton, Michael Calise, Patrizia Zucaro, Bre Injeski

Old Business:

4. **384 Greens Farms Rd:** Coastal Site Plan Appl. PZ-24-00481 submitted by property owner Sachin Anand, to construct a single-family dwelling, driveway, deck, walkways, and associated landscaping on property located in the Residence AA district, PID #I08049000.

Motion to APPROVE: B. Injeski (2nd P. Lebowitz)

Vote: (7-0-0) In favor: Paul Lebowitz, Michael Cammeyer, Amy Wistreich, John Bolton, Michael Calise, Patrizia Zucaro, Bre Injeski

See Resolution attached.

Ended 10:15 pm

Respectfully submitted by Karen Velky, November 13, 2024



Planning & Zoning Department

Town Hall, 110 Myrtle Avenue, Room 203
Westport, CT 06880
www.Westportct.gov | pandz@westportct.gov
Telephone (203) 341-1030

Public Meeting: November 4, 2024

Decision: November 4, 2024

Honorable Jennifer Tooker, First Selectwoman
110 Myrtle Avenue
Westport, CT 06880

RE: 260 Compo Road South, #PZ-24-00614 /§8-24 Municipal Improvement Request for a Report on a Lease with Longshore Sailing School for use of the property at Longshore

Dear First Selectwoman Tooker:

This is to certify that at a meeting of the Westport Planning and Zoning Commission held on November 4, 2024 it was moved by Mr. Bolton and seconded by Mr. Lebowitz to adopt the following resolution:

RESOLUTION #PZ-24-00614

WHEREAS THE PLANNING AND ZONING COMMISSION met on November 4, 2024, and offer the following findings and recommendations:

FINDINGS

Background

1. 260 Compo Road South (Longshore Park) is a 169-acre lot located in Res. AA and Res. AAA districts. The property was purchased by the Town in 1960. The existing site consists of a public park, golf course, town offices and an inn and restaurant facility, parking and other town facilities, recreational and residential uses.
2. The property is connected to the public sewer. The site is adjacent to the Long Island Sound and Gray's Creek and is in the Coastal Area Management boundary. It is partially within the 100-year floodplain (AE 14 and VE 15).
3. A sailing school has operated at Longshore Club Park and served the Westport community since 1960, when the Town purchased the privately held property known as Longshore Country Club. There is no record of prior §8-24 Reports associated with the sailing school operation. The Town entered into a Commercial Lease with Longshore Sailing School, Inc. on January 17, 2001. That Lease expired on October 31, 2013, was subsequently extended for a total of eleven years and will expire on October 31, 2024.

4. The current owner of Longshore Sailing School, Inc. is Jane Pimentel. Ms. Pimentel acquired ownership of Longshore Sailing School, Inc. from John Kantor in January, 2017. In July, 2024, the Town issued a Request for Proposal (RFP) for a sailing school and small boat rental operator. Two parties submitted proposals in response to the Town's RFP. One of the proposals was submitted by the current operator, Longshore Sailing School, Inc. A committee appointed by the First Selectwoman selected the current operator, Longshore Sailing School, Inc., as the most qualified respondent.

Proposal

5. The First Selectwoman forwarded a request from the Parks and Recreation Dept. for a report pursuant to CGS §8-24, Municipal Improvement, concerning a lease between the Town of Westport, the lessor, to the Longshore Sailing School, the lessee, of the existing Sailing School building located in Longshore Club Park, together with the Operations Area and Winter Storage Area, public walkways and public/common areas surrounding the building. The lease includes shared use of some parking spaces in Longshore Park. The lease is five-years (5-years) in duration starting on the effective date, ending October 31, 2029. There is one (1) five-year (5-year) option to extend.

Department Comments

6. Referrals were sent to Town Departments. No objections were received.
7. A report prepared by P&Z staff dated 10/30/24 describes in addition to review by the Planning and Zoning Commission pursuant to CGS §8-24, other Town boards are scheduled to review the proposed lease including the Board of Selectwomen.

Meeting Process

8. Neighboring property owners within 250-feet of the subject site, were notified of the application, procedures for accessing all available information including participation at the public meeting, with a notice letter sent in envelopes marked "**Urgent Notice Letter,**" with receipt evidenced by a Certificate of Mailing.
9. Consistent with State law, a remote public meeting of the Planning and Zoning Commission was held. The meeting was live streamed on the Town's website and/or shown live on television on Optimum Government Access Channel 79

NOW THEREFORE BE IT RESOLVED that a **POSITIVE REPORT** is issued for **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, 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.

Reasons

1. The proposed lease of Town-owned property to Longshore Sailing School so they may continue providing sailing programs to residents may be considered consistent with Community Facility goals contained in the *2017 Plan of Conservation and Development*.
2. Chapter 14, (*Address Community Facility Needs*) describes the demand for recreational facilities is challenging to meet with the available supply. The Town Plan emphasizes the need to maintain existing facilities and improve those that need it in a cost efficient way.
3. Leasing Town-owned buildings and facilities to organizations who serve Town residents is one cost effective way as facility improvements are made at the expense of the lessee, through grants or fundraising, and when the lease ends the facility may be returned to the Town in better shape than when it originally leased. The Town Plan states:

“Community facilities and services contribute significantly to Westport’s community character and its quality of life. The key purpose of the Plan of Conservation and Development is to evaluate strategic long-term options and state a broad outline for physical space to meet anticipated community needs both present and future.” Pg. 111

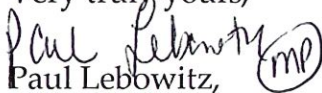

Recommendations

1. The lease should be reviewed by the Board of Selectwomen prior to endorsement.

VOTE:

AYES	-7-	{Lebowitz, Cammeyer, Zucaro, Bolton, Calise, Wistreich, Injeski}
NAYS	-0-	
ABSTENTIONS	-0-	

Very truly yours,


Paul Lebowitz, 

Chairman, Planning & Zoning Commission

cc: E. Flug, Assistant Town Attorney
Rick Giunta, Acting Parks and Recreation Dept. Director



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TO: Grayson Braun, Chairwoman, Historic District Commission
FROM: Michelle Perillie, AICP CFM, Planning and Zoning Director
CC: Donna Douglass, CLG Coordinator/HDC Staff Administrator
Paul Lebowitz, Chairman, Planning & Zoning Commission
Nick Bamonte, Town Attorney's Office
Jeff Wieser, RTM Moderator
Jeff Dunkerton, Town Clerk
Jen Tooker, First Selectwoman
DATE: November 5, 2024
SUBJECT: **Study Report on a Proposed Local Historic Property - 216 Hillspoint Road**
Response to referral seeking comments

The Planning and Zoning Commission at a Work Session held on November 4, 2024 reviewed the referral seeking comments on the "*Study Report for Proposed Historic Property Designation at 216 Hillspoint Road, Westport, CT, dated September 2024.*" The report was referred to the Planning and Zoning Commission for comments as required pursuant to Connecticut General Statutes S7-147q(c). The Commission's comments herein are being provided within the 65 days following receipt of the referral which expires on December 19, 2024.

The Planning and Zoning Commission recommended designation of the property as a Local Historic Property.

Let me know if you have any questions.

Thank you.

Michelle Perillie, AICP CFM
Planning and Zoning Director
mperillie@westportct.gov



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TO: Grayson Braun, Chairwoman, Historic District Commission

FROM: Michelle Perillie, AICP CFM, Planning and Zoning Director

CC: Donna Douglass, CLG Coordinator/HDC Staff Administrator
Paul Lebowitz, Chairman, Planning & Zoning Commission
Nick Bamonte, Town Attorney's Office
Jeff Wieser, RTM Moderator
Jeff Dunkerton, Town Clerk
Jen Tooker, First Selectwoman

DATE: November 5, 2024

SUBJECT: **Study Report on a Proposed Local Historic Property - Six Historic Bridges (Greens Farms at Center Street, Cross Highway over Deadman Brook, Long Lots Road over Muddy Brook, Myrtle Avenue at Violet Lane, Evergreen Avenue over Deadman Brook and Jesup Road over Deadman Brook) Response to referral seeking comments**

The Planning and Zoning Commission at a Work Session held on November 4, 2024 reviewed the referral seeking comments on the "*Study Report for Proposed Local Historic Property Designation of Six Historic Stone Bridges, dated 10/15/24*" The report was referred to the Planning and Zoning Commission for comments as required pursuant to Connecticut General Statutes S7-147q(c). The Commission's comments herein are being provided within the 65 days following receipt of the referral which expires on December 19, 2024.

The Planning and Zoning Commission recommended designation of the property as a Local Historic Property.

Let me know if you have any questions.

Thank you.

Michelle Perillie, AICP CFM
Planning and Zoning Director
mperillie@westportct.gov



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Planning & Zoning Commission**

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Meeting: October 28, 2024
Decision: November 4, 2024

November 5, 2024

Sachin Anand
PO Box 2463
Milford, CT 06460

RE: 384 Greens Farms Road, Coastal Site Plan Appl. #PZ-24-00481

Dear Sachin Anand:

This is to certify that at a meeting of the Westport Planning and Zoning Commission held on November 4, 2024, it was moved by B. Injeski and seconded by P. Lebowitz to adopt the following resolution:

RESOLUTION #PZ-24-00481

WHEREAS, THE PLANNING AND ZONING COMMISSION met on November 4, 2024, and made the following findings:

FINDINGS

Property Description/Background

1. Situated at the northern end, 384 Greens Farms Road is a conforming lot encompassing 1.3575 acres within the Residence AA district, where a minimum of 1 acre is required.
2. According to the elevations documented in the Existing Conditions Survey, the topography exhibits a downward gradient toward Sasco Brook from Greens Farms Road. The lot is served by public water and septic. There are 15,603 SF of wetlands and no steep slopes on site.
3. The lot is wholly within the Coastal Area Management boundary and the rear of the property contains both the 100-year (AE 10) and 500- year flood zones, PID #I08049000.
4. On July 13, 1976, a Variance was granted to construct a detached garage in the Setbacks. The lot now lies vacant as a demolition permit was issued and executed this summer.

Proposal

5. The application proposes to construct a new 3-story single family residence outside the flood zone. Additional improvements include a new driveway, septic system, grading, retaining walls, subsurface drainage system, and plantings.
6. The proposed anti-tracking pad construction entrances and silt fencing shall be installed prior to the commencement of construction and remain in place until the lot is stabilized which will help to limit possible sediment movement into the coastal resources. The staging area and stockpile area are to be surrounded by silt fencing in order to be consistent with CAM policies.
7. As described by the applicant in the Coastal Site Plan Application, *"Engineered storm [sic] water system is fully designed to ensure that the volume generate by first inch of rain water is retained on site."*
8. The applicant proposes a Tidal Wetland buffer, 80' in length, 15' wide to protect the coastal resource.

Department Comments

9. The Conservation Department issued an administrative permit #AA-WPLE-11960-24 on 7/10/24. Nathan Hartshorne, Conservation Compliance Officer, submitted comments dated 9/25/24 stating the revised plans do not require updated approvals.
10. Comments prepared by the Town Engineer dated 9/16/24 state, *"While the granting of this approval is at the discretion of the Commission, we find no issues in our review that would preclude its approval."* Prior to obtaining a Zoning Permit, the high-level outflow from the drainage system shall be revised. The Town Engineer stated that the Storm Water Drainage System, Grading, and S&E Controls all substantially comply with the Town of Westport standards.
11. The Aspetuck Health District issued permit #HLTH-2024-00059 for the new house on 8/12/24. Mark Cooper, Director of Health, submitted comments dated 10/2/24 stating the revised plans are consistent with the approved plans.

Public Hearing

1. A public hearing was not held as one is not required by the Connecticut State Statutes and is no longer required pursuant to Text Amendment #779 adopted in 2021 modifying the Westport Zoning Regulations to authorize, but not mandate, public hearing review of residential coastal site plans.
2. The work session was held remotely consistent with State Statutes. The meeting was broadcast live on public access television and was live streamed on the Town's website.
3. All application materials, and public comments received in writing prior to the meeting were posted on the Town's website to maintain transparency while conducting remote meetings.

4. Neighboring property owners within a 250' radius of 384 Greens Farms Road received a notice letter.

Conclusions

5. The Westport Planning and Zoning Commission finds this project is consistent with the policies identified in Section(s) 22a-92(b) (1) and 22-a-92 (b) (2) of the Coastal Area Management Act; that it will not adversely affect adjacent Coastal Resources (General Resources and Coastal Hazard Areas) identified in Sections 22-93 (a) (7) of said Act.
6. The Westport Planning and Zoning Commission finds this project is consistent with §12 Residential AA standards, Site Plan Standards and Objectives listed in §44-5, and the Special Permit standards listed in §44-6, Coastal Area Management standards listed in §31-10, and is in accordance with the *2017 Town Plan of Conservation and Development*.

NOW THEREFORE, BE IT RESOLVED that 384 Greens Farms Rd: Coastal Site Plan Appl. #PZ-24-00481 submitted by property owner Sachin Anand, to construct a single-family dwelling, driveway, deck, walkways, and associated landscaping on property located in the Residence AA district, PID #I08049000 is **APPROVED** subject to the following modifications:

Modifications

1. Conformance to the Coastal Site Plan Review Application prepared by Sachin Anand dated 8/12/24.
2. Conformance to the Wetland and Watercourse Delineation prepared by William Kenny Associates dated 7/18/23.
3. Conformance to the Narrative prepared by Sachin Anand dated 8/12/24.
4. Conformance to the CAM Narrative prepared by David Nafis P.E, L.S dated 8/19/24.
5. Conformance to the Cellar Calculations prepared by Nafis & Young Engineering dated 9/30/24.
6. Conformance to the Excavation & Fill Calculations prepared by Nafis & Young Engineering dated 9/16/24.
7. Conformance to the Existing Survey prepared by Nafis & Young Engineering dated 7/8/24.
8. Conformance to the Septic Design Map prepared by Nafis & Young Engineering rev 8/2/24.
9. Conformance to the Soil Erosion and Sedimentation Control Plan prepared by Nafis & Young Engineering dated 8/2/24.
10. Conformance to the Site Plan prepared by Nafis & Young Engineering rev 9/26/24 and to be further revised to modify the high-level outflow from the drainage system as noted in the Town Engineering's Comments dated 9/16/24.

11. Conformance to the Planting Plan by Nafis & Young dated 8/16/24.
12. Conformance to the Building Plans by D. Fairbanks Architects dated 8/16/24 (8 Sheets).
13. Conformance to the Health District Comments prepared by M.Cooper dated 10/2/24.
14. Conformance to the Health District Permit #HLTH-2024-00059 issued on 8/12/24.
15. Conformance to the Conservation Department Comments prepared by N.Hartshorne dated 9/25/24.
16. Conformance to the Conservation Permit #AA-WPLE-11960-24 dated 7/10/24.
17. Conformance to the Town Engineering Comments prepared by E.Gill dated 9/16/24.
18. Trees and shrubs on Town property or in the Town right of way shall not be removed, pruned, injured, or defaced without the consent of the Town's Tree Warden.
19. Prior to the commencement of any construction, site work, tree removal or demolition, the soil and erosion controls shall be installed and inspected by Staff.
20. Prior to the issuance of a Zoning Permit for this work, the applicant shall submit and obtain the following:
 - A. Submit a revised Site Plan pursuant to Modification #10; and
 - B. Obtain final approval from the Engineering Department.
21. The replacement and/or repair of a stone wall greater than four (4) feet in height shall require the issuance of a building permit.
22. All new utilities shall be placed underground.
23. Prior to the issuance of the Zoning Certificate of Compliance, the applicant shall submit a Certified "As-Built" survey stamped by a registered Engineer or Surveyor.
24. This application is granted upon the condition that all construction and site improvements shall be in strict accordance with the plans and other documents submitted and any statements or representations made by the applicant or agent on the record. Any deviation from such documents or representations shall require further review and approval from the Commission.
25. All work approved pursuant to this Site Plan shall be completed within 5 years of date of approval, by November 4, 2029.
26. This is a conditional approval. Each and every condition is an integral part of the Commission decision. Should any of the conditions, on appeal from this decision, be found to be void or of no legal effect, then this conditional approval is likewise void. The applicant may refile another application for review.

ENFORCEMENT Failure to comply with any standard or condition contained in this Resolution, shall be considered a zoning violation pursuant to §45-2 of the Westport Zoning Regulations. The failure to undertake corrective action within 10 days of being notified of such violation may result in the following remedies: 1) issuance of a notice of violation; 2) issuance of a cease-and-desist order; 3) issuance of a municipal citation with daily fines of up the maximum allowed by statute; and/or 4) enforcement action through a judicial proceeding.

REASONS:

The application as modified is found to be in conformance with all applicable zoning regulations, and no adverse impacts to coastal resources should result with the mitigation implemented as required.

VOTE:

AYES	-7-	Lebowitz; Cammeyer; Zucaro; Calise; Wistreich; Bolton; Injeski
NAYS	-0-	
ABSTENTIONS	-0-	

Very truly yours,

Paul Lebowitz A.T.

Paul Lebowitz
Chairman, Planning & Zoning Commission

- cc: Edward Gill, Town Engineer
- Colin Kelly, Conservation Director
- Mark Cooper, Aspetuck Health District Director