



**Town of Trumbull
Economic Development Commission Meeting**

Long Hill Room – Trumbull Town Hall

Trumbull, CT 06611

Thursday, November 15, 2007

7:15 p.m.

AGENDA

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| 1. | Review and Approval of October Meeting Minutes | R. Matthews |
| 2. | Director's Report | D. Cox |
| 3. | Draft Economic Development Plan Review | R. Matthews |
| | | D. Cox |
| 4. | Status of Planning and Zoning Regulations | D. Cox |
| 5. | Highlights of Bridgeport Economic Development Meeting | R. Matthews |
| 6. | New Business | All |

CALL TO ORDER: The meeting of the Town of Trumbull Economic Development Commission was called to order at 7:19 p.m. by Chairperson Bob Matthews.

IN ATTENDANCE: In attendance were the following Commissioners:

Jim Abraham	Martin Arnold	Barry Diamond
Susan Kohn	Bob Matthews	Karl Mizak

Deborah Cox, Director of Economic Development

Absent: Beryl Kaufman, Jeff Dorfman, Steve Hodson

MEETING MINUTES:

1. Approval of October 18, 2007 Meeting Minutes.

A **motion** was made to approve the October 18, 2007 meeting minutes by Martin Arnold, and seconded by Karl Mizak.

VOTE: A vote to approve the October 18, 2007 meeting minutes was passed unanimously.

2. Director's Report

Deborah Cox submitted the Director's report for November, 2007. See Attachment.

3. Review of Economic Development Plan Draft

Deborah Cox and Bob Matthews submitted a new draft of the Economic Development Plan for review. The primary focus was on the Conclusions, Recommendations, and Implementation Plan Sections. Specific changes were made for correction and enhancement. The next steps are to:

1. Deborah Cox to make recommended modifications to reflect EDC input provided during this meeting, including providing graphics of the implementation plan, and modify threats and weaknesses.
 2. Bob Matthews to meet with the First Selectman to review the plan
 3. Develop an Executive Summary
 4. Share with identified stakeholders
 5. Continue to discuss budget elements during the December meeting
4. Planning and Zoning are close to completing a draft of their new regulations. The Economic Development Commission and Office has worked fairly collaboratively with P&Z to enhance and update the regulations to better reflect business and lifestyle trends, and the needs and interests of residents and business. An update reflecting the items EDC has posed to P&Z is attached.
5. Bob Matthews reported on the recent Bridgeport Economic Development Summit held in November. Three major Bridgeport development projects will call for an investment of approximately \$3 billion and will result in at least 15,000 job opportunities and \$30 million in annual tax revenue over the next twenty years:
1. 60 Main Street – This is a mixed use project to be located on the east side of Seaside Park. It will include 30 story buildings with condos, a marina, banquet halls, restaurant, and some retail. The project will begin in the summer of 2008.
 2. Steel Point – This is the former Remington site. It will be a planned development comprised of mixed use with major magnificent skylines, a marina, between 2,500 and 3,500 condominiums, retail, and parks.
 3. Urban Green – This development entails mixed use, including substantial housing, and will focus on geothermal energy technology.

The commission agreed that these developments will elevate Bridgeport's economic standing, image, and overall capacity to thrive. It is exciting for Bridgeport and for Trumbull as Trumbull has the potential to benefit from the interest and activity the city will generate. It is also recognized that these and other projects potentially compete with Trumbull, but there may be similarities with the combined synergistic and competitive relationship that Greenwich and Stamford experience. The EDC is most interested in building synergy and collaboration wherever possible.

6. Bob Matthews reminded the EDC to come forward with any interest or nominations for serving as Chairperson or Vice-Chairperson before the next meeting.

Next meeting will be rescheduled for December 12 or 13 due to the holidays.

The meeting was adjourned at 9:19 p.m.

Respectfully submitted by,

Deborah Evans Cox
Director



Town of Trumbull
Economic Development
November, 2007 Report to BRBC

Director's Report

Recruitment Efforts

- Advertised in Fairfield County Business Journal November
- Vacant Properties updated on Econ. Dev. Website
- Met with new property owner of parcel on Main Street who is looking to put in a small café or restaurant. Also attempted to coordinate a catering business with this development but other businesses are also talking with the developer.

Retention Efforts

- Met with Oce, Advanced Radiology, and ITT Flygt

Marketing/PR

- Press Release regarding Ethical Businesses sent to CT Post and Trumbull Times
- Press Release for United Way Day of Caring posted on Website
- In the process of revising front page of website to gain more attention and address highlights of Trumbull

Planning & Zoning Regs

- Attended two P&Z Regulations Review Meetings and presented IDC views on building heights, restaurants, medical space, permitted usage, design districts, signage, and home-based business. Discussions will continue on November 28th and will include detail on building heights, mixed use, village districts, and village district across from Town Hall.

Other

- Met with Ken Martin Senior regarding “beautification” of Trumbull. There are pockets of areas that littered and cluttered with a lot of signs and garbage, particularly in the gateways to town and on state roads and parking lots.. Subsequently, I met with John DeVecchio and called three state departments who are responsible for different areas around town to try to encourage more regular clean up. There may be an opportunity to get the community involved in a “clean your neighborhood” campaign sometime in the spring.
- Attended CT Main Street session on marketing the downtown district. Currently, Trumbull’s center is not ready for a full marketing campaign, but some concepts could be applied with specific merchants.

- Continued drafting Trumbull Economic Development Strategic Plan. Worked with Bob Matthews on the Conclusions, Recommendations, and Implementation components.

Respectfully Submitted By,

Deborah Evans Cox
Director, Economic Development

SOME OBSERVATIONS ON P&Z REGULATIONS
November 5, 2007
STATUS UPDATE BASED ON P&Z WORKSESSION ON NOVEMBER 8, 2007

After reviewing the first draft of the P&Z regulations, below are some observations, questions, and suggestions for consideration and fine-tuning.

Building Heights

- The 35' restriction continues in BC zones as well I-L zones (4.1.5, 4.2.5, and 4.3.5), and there seems to be no opening for modification depending upon topography, proximity to highways, site plan and architectural review, etc. Pictures were submitted to P&Z as requested, and tax considerations are based on building size and size of addition. As it relates to a question regarding impact on taxes, according to the tax assessor, a building assessed at \$7 million dollars means approximately \$110,000 in tax revenue and a potential drop of one mil in the tax rate. Hence, an investment that significantly elevates the value of a building (e.g., adding one or more floors) would help to increase our tax revenue).
 - See Article II, Section 7.2: Office Park Overlay
 - Commission agreed that buildings could go up to 45 feet in IL zones if topography and site plan was appropriate, except for IL-3 zone.
 - Further discussion on heights in IL-3 zone to take place on 11/28/07

Restaurants

- Restaurants are now permitted in I-L2 zone, but not in the other IL zones. This seems to be an oversight. In prior discussions at P&Z meetings, the suggestion to allow stand-alone buildings for restaurants was made for all IL zones. The specific examples used as rationale included: 1) a restaurant is compatible with the movie theater in the IL-2 zones, and 2) it might be considered an amenity for companies considering moving into the corporate parks. A small restaurant, café, or coffee shop, or even a high-end restaurant might be considered an attractive amenity.
 - P&Z Commission agreed to remove restrictions of restaurants in all IL zones.
- Section 3.1.8: In prior discussions, it was suggested to raise the outdoor dining permits to three years so that business owners can plan. The new draft of the zoning regulations remained at one year permits. Was this an oversight?
 - Yes, P&Z agreed to change Section 3.1.8 for outdoor dining permits for 3 years
- As stated in prior discussions, the 1000' proximity restriction for alcoholic beverages continues which would exclude restaurant clusters. It seemed that there was general agreement. Was this an oversight?
 - Yes, this was an oversight. Mark will make the change in new draft

Medical

- Medical use is still only permissible in B-C zone (4.2.6), although Mark highlighted this as a question in his notes as possibly unintentional. In prior meetings, it was recommended that it be included on the permissible list.
 - Commission agreed that medical is permissible.
- Medical is still prohibited in certain areas, such as (7.2.5), despite the fact that healthcare services is an important industry cluster for Trumbull and nationwide. Prior discussions seemed to indicate agreement with permitting medical offices in the IL zones (with adequate parking).
 - Commission agreed that medical is permissible.
 -

Permitted Usage

- The permitted usage in the I-L and BC zones potentially exclude valued businesses. Review of the Village District is also limiting. For example, training and development, consultants, business coaches are not explicitly listed. Several other appropriate business uses may have been arbitrarily omitted. It seems more appropriate to provide a more exhaustive list, as well as to provide flexibility in the wording so that those businesses that were not thought of at this time would be considered, or might be permitted on a conditional use or special permit basis.
 - A more comprehensive Permitted Uses chart will be submitted to Commission by EDC for consideration
- 7.2.4.2 and 7.2.5.2: lunch rooms are both permitted and prohibited in Industrial Zones. This is a bit confusing.
 - Lunchrooms and cafeterias will be permitted. Hence, they will be removed from the prohibited list.

Mixed Usage

- Although the discussion has been deferred on this as a section, the wording in 7.1.2 which prohibits residences, recreational, and food places seems to severely restrict the possibilities. Since mixed usage is a growing trend, it might be appropriate to provide at least some general language that would provide potential for mixed usage in appropriate B-C and I-L, I-L2, and I-L3 zones, contingent upon approval of site plan and architectural review.
 - A sample mixed use regulation will be discussed at the Nov. 28 meeting.

Design Districts

- Question: Has the regulation changed, as verbally indicated during meetings, to allow multiple uses within one building, and multiple “like” businesses in a district?
 - Yes, multiple uses and multiple “like” businesses will be permitted
- During meetings with the P&Z Commission, it was proposed that signage be 3 square feet (2.1.C.6). At the time, there seemed to be agreement, but no changes have been made to reflect that discussion. Was this an oversight?
 - Yes, this was an oversight, and Mark will change it.

Signage

- Some of the sections are missing specific signage size specifications. There is a () as a place holder.
- During discussions regarding signage, it was suggested, and there seemed to be general agreement, that P&Z would try to use guidelines from authoritative research to determine appropriate signage size requirements (particularly as associated with the number of lanes and speed limit requirements).

Home-Based Business

- This was not discussed during preliminary discussions at P&Z meetings, although the EDC had made some recommendations to add greater flexibility. Please refer to EDC Recommendations document for reasons behind recommendations. The EDC recommends wording that allows limited client visitations and only one employee, provided parking is available. Wording would not permit business signage, special lighting, commercial vehicles, or tools or equipment to be visible from the outside of the home. However, it would provide more flexibility for limited client and employee visitations (such as 3 business-related visits in a 24-hour period). Such visits would be limited to Monday thru Friday between the hours of 9 AM and 5 PM.
 - This was denied.

Next Steps:

Nov. 28 at 7:00 meeting to discuss:

- Height
- Mixed Use Regulations
- Village District
- Village Business District across from Town Hall