

TO: MEMBERS OF THE PLANNING AND ZONING COMMISSION

RE: REGULAR MEETING – **WEDNESDAY, FEBRUARY 15, 2012**

The Planning and Zoning Commission will hold a regularly scheduled meeting on Wednesday, February 15, 2012 at 7:30 p.m. in the Long Hill Room of the Trumbull Town Hall.

AGENDA

PUBLIC HEARING

SPECIAL PERMIT

Application #12-01 – Consumer Products I, LLC
25 & 45 Commerce Drive

Pursuant to Art. II, Sec. 4.3 and Art. XV Special Permit to construct a 4 story 123 guest room extended stay hotel

Application #12-02 – Tucker Chase
6523 Main Street

Pursuant to Art. II, Sec. 3.2 and Art. XV, Special Permit to construct a 943 sq. ft. one story addition to an existing structure.

REGULAR MEETING

Approval of Minutes

Accept minutes of the January 18, 2012 Regular Meeting.

REQUEST FOR BOND RELEASE

Application #05-81 – Home Depot
Monroe Turnpike

Pending Applications

Consider and act on pending applications from tonight’s Public Hearing.

Discussion Items

Proposed Elimination of Art. II, Sec. 2.1.3.4 of the Zoning Regulations

Proposed Revisions to Master Plan

By: _____
Helen Granskog
Clerk of the Commission

COMMISSION MEMBERS: PLEASE NOTIFY THE CLERK AT 452-5044, IF YOU ARE UNABLE TO ATTEND.

Hearing Items

1. 6523 Main Street

This is a proposal to add a 943 square foot one story addition to an existing two story wooden structure that was most recently used as a barber shop. Both floors of the expanded structure are proposed to be used for a Prudential Real Estate Office which is an allowed use in the B-C Long Hill Green Zone.

The applicant should be asked to describe the proposed use, hours of operation, number of employees and number of customers anticipated to ensure that there will be no traffic, access and parking problems from this building expansion.

2. 25 and 45 Commerce Drive

This is a proposal to build a four story extended stay hotel with 123 guest rooms. The proposed hotel would include an indoor swimming pool, business center and exercise facilities. This project is unchanged from the project that was approved by the Commission in September 2008. Construction never commenced due to poor economic conditions during the recession of the past few years.

The original approval was extended at the applicant's request but the final extension has now expired. Planning and Zoning regulations limit extensions to three years beyond the original approval. The applicants have indicated that business conditions are beginning to improve and they are confident that development of this project will be possible in the next few years.

The conditions placed upon the original approval in 2008 should be included in any new approval.

Discussion Items

1. Proposed revisions to the Professional Office Overlay Zone (POOZ)

During the December 2011 and January 2012 P&Z meetings, the Commission heard and discussed a proposal by David Anand to amend the Town's zoning regulations to allow professional offices in structures that were built after 1995 within the POOZ. The original intent of the regulations for this overlay zone was that professional office use be allowed only in existing residential structures on busy main roads to offer an alternative use for these structures and to encourage upgrading and restoring these older structures.

A majority on the Commission expressed support of the general concept of modifying the POOZ to allow new residential structures to be used for professional use if the new structures are consistent with and supportive of the residential character and scale of the surrounding neighborhood. Staff was asked to suggest revised language for the POOZ regulations that would achieve these goals.

The suggested revised language is shown below in cross out/underline format. The language proposed would require that any new structure proposed for professional office use be no more than 20% larger than the average size of the two structures that surround the subject property. The Commission should provide input on this concept. Any suggested modifications to the suggested language can be incorporated into a revised version that will be sent to the Regional Planning agencies for their review prior to scheduling a hearing on this item.

SECTION 2: SPECIAL RESIDENTIAL ZONES

2.1 Professional Office Overlay Zone (formerly Design District)

2.1.1 Statement of Purpose

To provide homeowners in a designated area the opportunity to preserve the basic structure of, and single-family appearance of, homes in a residential neighborhood by providing additional uses of a professional nature which will preserve the residential character of the remaining homes in an area that has uses other than single family homes.

2.1.2 Location

For purposes of this regulation, the Professional Office Overlay Zone shall be located:

1. Along White Plains Road (Rte. 127) from the intersection of Unity Road and White Plains Road, extending northwesterly to the intersection of Reservoir Avenue and White Plains Road,
2. Along east side of Main Street from the Merritt Parkway, extending southerly to the Bridgeport City line and along west side of Main Street from the eastern entrance access driveway of the Trumbull Mall southerly to the Bridgeport City line, and
3. Properties at 17, 29 and 37 Church Hill Road.

All properties having frontage on White Plains Road or lower Main Street or an existing easement for access onto White Plains Road or lower Main Street within the limited areas described above shall be included, except for the following:
(Note: Boundary description on file in Town Clerk's Office and Planning and Zoning Office.)

4. Properties zoned for multi-family and/or affordable housing shall not be included.

2.1.3 Conditions

1. Parking shall be permitted in the rear yard and the side yard with landscaped buffers; parking is prohibited in a front yard, and side yard parking shall be no closer to the street line than the dwelling.
2. A minimum of four (4) off-street parking spaces shall be provided for each permitted use, except for funeral homes as specified in Section 2.1.4. (a)(3) below. All professional office uses shall have parking at the rate of one (1) space per 200 square feet of Gross Floor Area of the area proposed for office use. No On-Street Parking shall be permitted. The Planning and Zoning Commission shall have the discretion to vary the parking requirements based on findings from the traffic/access/parking study required for properties located on lower Main Street or based on findings from an analysis provided by applicants and accepted by the Commission for properties located on the portions of White Plains Road and Church Hill Road that are included in this overlay zone.
3. All parking lots shall be designed such that they can be connected to existing or future parking lots on adjacent parcels, and no obstruction shall be placed to prevent the movement of vehicles between such adjoining parking lots. Wherever possible, the Commission shall consolidate driveways to serve multiple properties and to minimize curb cuts.
4. This use shall ~~not~~ be permitted in a home constructed after the effective date (July 13, 1995) of these regulations only if the applicant can show, to the satisfaction of the Commission during a Special Permit hearing, that the new structure and the property it sits on will have the appearance of a residential property, and will be similar in character, height, size, scale, and have similar setbacks as the existing structures in the vicinity of the subject property.
5. Any structure built after July 13, 1995 and proposed for professional office use shall be no more than 20% larger (in terms of square footage) than the average size of the two residential structures adjacent to (on either side of) the subject property.
- ~~5-6.~~ The owner of a property approved for professional office use in this overlay zone may, but is not required to, live in and/or operate a professional office on the subject property. The owner may rent all or a portion of the premises for either residential or office use. The Planning and Zoning Commission shall have the discretion to allow more than one professional office use on the property.
- ~~6-7.~~ Building coverage shall not exceed 25%.
- ~~7-8.~~ Signage for funeral homes shall be limited to one per lot, no larger than twelve (12) square feet, ground lighting only, and set back a minimum of 10 feet from the property line; all other signage and shall not exceed six (6) square feet.

- ~~8.9.~~ Approval of an application for professional office use on lower Main Street shall require a traffic/access/parking analysis. Applicants shall be required to pay the cost of a study to be prepared by an expert selected by the Planning and Zoning Commission for the purpose of assessing traffic impact, ingress and egress, parking and vehicular safety for the proposed use. The cost for this analysis shall not exceed an amount estimated by the Town Planner and Town Engineer to cover the cost of an independent traffic/access/parking analysis. The Commission, may, at its discretion, permit an alternative method or arrangement for funding a traffic/access/parking analysis.
- ~~9.10.~~ Approval of applications for professional office use on lower Main Street shall be contingent upon the Planning and Zoning Commission accepting the results of the traffic/parking study described above and approving plans for the subject property showing proposed landscaping, signage, lighting, parking, driveway access and handicapped access.
- ~~10.11.~~ Structures on lower Main Street to be considered for professional office use should be visible from the street. The front of the structure should be no more than 75 feet back from the street.
- ~~11.12.~~ The Planning and Zoning Commission shall have the discretion to deny a request for a professional office use in any of the areas where this zone applies if they determine based on all the information provided by an applicant, applicant's consultants, Town staff or consultants to the Town that a particular proposed application could have detrimental impacts on health or safety or on the character of the surrounding residentially zoned area.

2.1.4 Permitted Uses

Professional persons in the following list shall be licensed by the State of Connecticut.

- a. Funeral Homes
 - (1) The minimum lot area shall be 4.5 acres.
 - (2) The minimum road frontage shall be 400 feet.
 - (3) A minimum of thirty (30) off-street parking spaces shall be provided.
 - (4) Funeral homes not existing as of August 19, 2009 shall not be permitted on lower Main Street.
- b. Attorneys at Law
- c. Accountants
- d. Architects

- e. Engineers and Surveyors
- f. Medical professional persons, which shall include doctors of medicine, dentistry, optometry, chiropractic, podiatry, osteopathy, naturopathy, etc., Doctors of Veterinary Medicine shall be included only as Veterinary Outpatient Clinics, as defined in [Article I](#), Section 3, 183.
- g. Registered dietitians
- h. Psychologists
- i. Family therapists
- j. Social workers
- k. Nurse clinicians
- l. Insurance agents
- m. Other professional offices, including those not requiring a license from the State of Connecticut.
- n. Real estate offices

2.1.5 Application Procedure

An application for a Special Permit for a permitted use in a Professional Office Overlay Zone shall be made to the Planning and Zoning Commission in accordance with [Article XV](#) of these Regulations, and shall include, in addition to the information required by that Article, the following:

- a. A floor plan of ¼ inch to the foot showing proposed changes to the building; an accurate description of the proposed use, four sets of all drawings, including any proposed addition, elevations, and certified plot plan for the facility. These plans shall show the location of all buildings, building materials (if used), uses, parking areas, traffic access and circulation drives, open spaces, landscaping, exterior lighting, signage, and special features relating to the property.
- b. Applications for professional use on Lower Main Street shall be accompanied by a request for the Town to conduct a traffic/access/parking analysis as described in Section 2.1.3 of these regulations and a deposit in an amount to be determined by the Planning and Zoning Commission to undertake the analysis. If the analysis is completed for less than the deposit amount, the unspent portion will be returned to the applicant within 30 days from completion of the analysis.

2. Revisions or update to the Plan of Conservation and Development (POCD)

Both the First Selectman and Commissioner Tony Silber have recently suggested that the Plan of Conservation and Development (POCD) be revised, primarily to better address a number of issues relating to promoting economic development in the Town. Commissioner Silber has suggested addressing the following:

- Improving conditions for economic development in existing areas of town.
- Creating new areas for development elsewhere, such as the strip across from the mall.
- Creating a 20-year plan for upper routes 111 and 25.
- Increasing allowable heights in the IL zones.
- Taking a comprehensive new look at the Lindemann Drive area.
- Seeking ways to create connections between the Corporate Park and Hawley Lane and maybe Bridgeport Avenue.
- Advocating for (or against) a Nature Center.
- Advocating for (or against) a Riverwalk in Trumbull Center.
- Advocating for (or against) sidewalks along main thoroughfares.

In 2011 the First Selectman had suggested that the commercial and industrial recommendations of the POCD be strengthened to better promote and encourage business expansion. More recently he has also suggested a more comprehensive update to the plan.

It is recommended that the Commission discuss the following issues regarding updating the POCD

1.) Scope of update: Are additions and modifications to the text of the POCD sufficient or is entirely new document needed including new formatting, graphs, charts, maps and illustrations?

2.) Scope of community input desired.

3.) Anticipated time frame for the update.

4.) Are services of a consultant needed? Consultant services may be necessary if large scale community outreach is desired including facilitating large community meetings—visioning sessions/charettes. Consultant services may also be required to create an entirely new document with new formatting, graphs, maps, illustrations etc. since Trumbull has very limited equipment and staff trained to produce professional quality documents.

5.) What specific issues need to be addressed in the update?

6.) Should a P&Z subcommittee or committee of the whole be formed to work on the update?

7.) What non P&Z representatives should be on the committee? Some representatives from the Economic Development Commission should probably be included.

The State of Ct. recently issued a draft State POCD. One objective of that document that Trumbull's regulations may not be entirely consistent with relates to providing a wide mix of housing opportunities because Trumbull has no multi-family or affordable housing zones.

Objective 2 of the Draft State POCD is to "expand housing opportunities and design choices to accommodate a variety of household types and needs". The 2006 Trumbull POCD mentions that Trumbull has a Planned Affordable Housing Overlay Zone to help meet affordable housing needs. However, in 2008 that zone was rescinded and not replaced. Also the 2006 POCD has some outdated information saying that Trumbull currently has an affordable housing moratorium in place and expected to be extended. That moratorium has expired so this language should be revised.

Conformance with the objectives of the State POCD may be required in the future for the Town to be eligible for a number of State funded grants related to parks, recreation, open space, transportation, sewer and water systems.