

**PLAN UPDATE ADVISORY COMMITTEE**

*Minutes*

*Room 104, Shelton City Hall*

*Shelton, CT*

*Monday, January 31, 2005*

**I. Call to Order**

Chairman Frank Osak called the meeting to order at approximately 4:40 P.M.

**Members Present:**

**Frank Osak, Chairman  
Fred Musante  
Jim Tate**

**Peter DiCarlo, Vice Chairman  
Anthony Pogoda**

**Also Present:**

**Rick Schultz – Planning & Zoning Administrator  
Mayor Mark Lauretti (arrived at 5:20 P.M.)**

**II. Pledge of Allegiance**

All in attendance pledged allegiance to the flag.

**III. Approval of Minutes**

Fred Musante MOVED to accept the minutes from the January 24, 2005 meeting. Anthony Pogoda SECONDED the motion. All were in favor, MOTION PASSED.

**IV. Continuation of Comprehensive Zoning Overview: Staff**

Frank Osak stated that when we met last week we spent so much time on the map and gave no respect to the regulations. We need to tie the land use map and zoning map to the regulations.

Rick Schultz stated that he would highlight the table of contents of the regulations. There are 4 chapters. The first one deals with the applicability, administration and definitions. It also includes the Zoning Board of Appeals. Chapter two deals with the districts. When a community adopts zoning regulations, essentially what they are doing is establishing codes, or districts. Within each district are regulations and standards. Shelton has several districts: R-1A, which is the 3-acre, located at the Monroe/Shelton town line. Prior to this R-1A was the downtown industrial zone. The Commission's thinking was since

there are no utilities in that area and it is a very sensitive area with large lots and wetlands, flood plain and watershed areas. We were also starting to experience large home construction. This also was the recommendation in the '92 plan to establish a very low-density residential district. The R-1 areas were pointed out. There is only one area in Shelton with a R-2 (1/2 acre lots) zone, the Huntington Center area. R-3 (1/4 acre lots) is found downtown in the transitional areas from the multi-family to the R-1 areas. Our downtown zones, which also is the multi-family is an R-4 and R-5. Many years ago the multi-family was permitted as a right but then the Commission saw the need to regulate it at a higher standard. Multi-family now requires a special exception, which I will explain later. Also in chapter 2, we have the schedule A&B. Schedule A lists all the permitted uses – from single-family to warehouse uses. Some examples of how particular items were added to Schedule A and what the particular codes mean. Schedule B are the bulk standards; height, lot coverage, setbacks, etc. These are very important and need to be reviewed periodically. The last two districts created was the office park district, which we have discussed in detail – it was from the Route 8 plan update created this district. It also created the restricted business park dealership, which was a result of the car dealerships challenging the Commission's rezoning.

Chapter 3 deals with site plans and special exceptions. This is the meat and potatoes of our standards of how we process applications within the City. Site plans are subject to administrative action of the P&Z. The Commission is not required to have a public hearing, although they can choose to have one. Rick gave an example of a plan in the past. Special exceptions affords a higher level of review; it's a public hearing. There are also standards that would, for example, require a traffic study submitted. Traffic studies essentially say what traffic would bring to that neighborhood for that project. It identifies the level of service is A-F. Right now Ivy Brook Rd., where Scinto's Four Winds development and Constitution Blvd. at peak hours, you have a level D and F. You also have a level D and F at exit 12, Old Stratford Rd. and Bridgeport Ave. Also, there is more emphasis on architectural controls, which is something this committee will be talking about later. This relates to an Architectural Review Committee, which was something they tried years ago. This is not in the zoning regulations now but if it is something you really believe is worthy, it could be part of your recommendations.

Rick mentioned two areas to keep in mind for village center district for downtown and Huntington Center. These are enabling regulations in the state statutes that give the local P&Z a higher level of review.

Frank Osak asked Rick Schultz to spend some time and tie the site plans and special exceptions into Schedule A.

Going back to Chapter 3, we have the Planned Development District. That was the district of choice for the Route 8 corridor area. The Commission in the late 90's allowed it to be used for residential purposes. That opened up a can of worms, the Murphy's Lane area, as an example. The Commission, right now, is not allowing it to be used for residential. The last PDD was the Woods at Lake Rd. That was already an existing PDD. We have some affordable housing

developments coming in and they are going to use the PDD's. They will use their own new regulations. There is a petition to establish a zone district, R-6 for the Tall Farm. My Commission feels its inconsistent with the comprehensive zoning in the area, which is R-1 and the plan of development doesn't support it either. They discussed affordable housing, the percentages, and deed restrictions. Rick suggested the committee members read chapter 3, which also deals with the PRD (planned residential district). The first one used was for Aspetuck, in the late 1970's. There is a current application on Buddington Rd. What happens is you submit a conventional design, there is a multiplier of 1.2 (used for single-family detached), that would allow them to get more lots, provided the open space area is tripled what the normal underlying zone would allow. We have that technique that allows for cluster development and more open space for the City. Aspetuck has a different multiplier because it is attached homes. There was discussion regarding the use of the PRD versus the CRD. Chapter 4 deals with general requirements – off street parking. We need standards for landscaping for parking stalls, 10x18 or 9x20. We have soil and erosion controls for every project. We have signage controls and loading controls. Chapter 5, the last chapter, is amendments notification. Anyone could petition the Commission to amend these regulations. There a notification requirement and a fee schedule. There are also penalties when you fail to comply with these.

All sections in the regulations need to be reviewed periodically and when you do a plan update or create a new plan, obviously one of your recommendations is to re-examine your local zoning regulations and conversely your local subdivision regulations.

## **V. Public Facilities Overview: Staff**

Rick Schultz provided a comprehensive list with bullets in general categories such as schools, fire department, police department, public works, water pollution control, city government, recreation and other facilities.

Schools – 6 elementary schools plus Ripton (preschool, special needs and the alternative high school)

Fire Department – Echo Hose, Huntington, Pine Rock, White Hills and the central offices at the back of Ripton School

Police Department – main facility only

Public Works – main facility, Nike facility substation, East Village substation, Pink Elephant storage facility and the transfer station at the landfill

Water Pollution Control – main treatment facility and 3 pump stations

City Government – City Hall, Probate, Health Department (moving to Seymour)

Recreation – Community Center, Nike Site, Capewell Park, East Village Park, White Hills Community Center, Old Intermediate School and Huntington Green (gazebo)

Other Facilities – Farmers and public market (downtown), dog pound, Plumb library, war memorial facility and housing authority and its facilities.

Frank Osak asked about the pupil distribution report that was requested from Board of Ed and Rick said that they are still working on it. There was discussion about the current situation regarding the diversity problem at Lafayette, the desire by Board of Ed for a new school and redistricting. They also discussed some of the other buildings the City owned and the Mayor discussed some of the maintenance issues of the buildings.

## **VI. Future Meeting Times and Schedules**

Frank Osak stated that Allan Cribbins and this committee want to get together and have a joint meeting on 2/7/05. Frank said that he and Peter would be jotting down some of the discussion points for this meeting. Rick would develop the agenda and email it to the committee members.

## **VII. Adjournment**

Anthony Pogoda moved to adjourn. Seconded by Jim Tate. All were in favor, meeting adjourned at 6:00 P.M.

Respectfully submitted,

Marianne Chaya  
Clerk, PUAC  
1 tape is on file at the City/Town Clerk's office