

# Memorandum

**To:** Members, Planning and Zoning Commission

**From:** Amanda Trianovich, CZEO, Deputy Planning and Zoning Director

**Date:** February 2, 2026

**Re:** **Text Amendment #857 Appl. PZ-25-00635, Modifications to §22, Restricted Office-Retail District #1; and  
Special Permit/Coastal Site Plan Appl. PZ-25-00639 for 50 Post Road West**

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## Statutory Timelines

Application Submission Date: 10/17/25

Application Receipt Date: 10/20/25

65 Days from Date of Receipt (*when public hearing must open*): 12/24/25 +65 Day Extension = 2/27/26

Public Hearing Opened (*scheduled to open*): 2/23/26

35 Days from Public Hearing Commencing (*when hearing must close*): 3/30/26

## Summary

Have all the documents been submitted by the applicant as required in accordance with §42 (Amendment of Zoning Regulations) and §44 (Special Permit and/or Site Plan)?	The applicant is requesting that the Planning and Zoning Commission waive the requirement for a Traffic Analysis, as the proposed residential use will generate less traffic than commercial office/retail use per §32-12.16.
Were any waivers to submit documents requested by the applicant and granted by the Planning and Zoning Director in accordance with 44-4?	No.
Were variances requested from the Zoning Board of Appeals in accordance with §46?	Yes. Variance Appl. ZBA-25-00185 or a variance of Zoning Regulation §34-11.5 (Maximum Driveway Slope) for driveway modifications to reduce steepness was Granted on 7/8/25 [ <a href="#">here</a> ].
Does the application appear to meet all applicable zoning requirements?	Yes, If: <ol style="list-style-type: none"><li><a href="#">Text Amendment #857</a> is adopted by the Planning and Zoning Commission; and</li><li>The Planning and Zoning Commission allows a reduction of 0.5 parking spaces per unit per §32-12.11.</li></ol>
Has the applicant received all necessary prior approvals in accordance with §44-2.1?	Not applicable for a Text Amendment. Special Permit/Coastal Site Plan-Yes.

Necessary approvals cont...	<p>Architectural Review Board (ARB) reviewed the proposal during their 7/22/25 and 10/28/25 meeting and recommended approval [<a href="#">here</a>].</p> <p>Preliminary approvals from CT DOT are expected.</p>
Other comments?	<p>The Planning and Zoning Commission should determine whether the proposals are in accordance with the Zoning Regulations and Zoning Map (<i>the Comprehensive Plan</i>) and are consistent with goals listed in the <i>2017 Plan of Conservation and Development</i> as required pursuant to C.G.S. §8-2, Regulations.</p> <p>The Commission should also determine if the amendment will benefit the Town, pursuant to §42 of the Zoning Regulations.</p> <p>The Project Narrative [<a href="#">here</a>] outlines the benefits of allowing limited expansions to qualifying Historic buildings on one-acre lots so they can be adaptively reused for inclusionary two-family and multi-family housing, supporting preservation, revitalization, and the Town's broader housing goals.</p> <p>The Planning and Zoning Commission should also confirm the Planning &amp; Zoning staff's conclusion that the Special Permit/Coastal Site Plan application conforms to the Coastal Area Regulations in §31-10; Inclusionary Two-Family and Multi-Family Dwellings standards in §32-12; and the Restricted Office-Retail District #1 (RORD#1) standards in §22.</p>

### Description of Application

Applicant Property Owner	Andy Soumelidis, LANDTECH Botero Property Management LLC
Requested Action	Text Amendment and Special Permit/Coastal Site Plan approval
Proposal	<p><a href="#">Text Amendment #857</a> proposes revisions to §22 of the Zoning Regulations for the Restricted Office–Retail District #1.</p> <p>The current regulation permits a maximum building area of 2,500 square feet. The proposed amendment would allow additions to existing historic buildings, provided:</p>

Proposal cont...	<ul style="list-style-type: none"> <li>• The addition does not exceed 50% of the existing building area;</li> <li>• The lot is at least one acre in size;</li> <li>• The building is listed on the Historic Resources Inventory; and</li> <li>• The addition is designed as an integral part of the existing structure, both internally and externally.</li> </ul> <p>The applicant intends to utilize the provisions of §32-12, Inclusionary Two-Family and Multi-Family Dwellings, to convert and expand the existing Historic commercial building into thirteen (13) residential units and to construct four (4) new townhouses, for a total of seventeen (17) residential units, four (4) of which will be deed-restricted affordable units.</p> <p>Additional site improvements include a new parking area, landscaping, sidewalks, and drainage enhancements.</p>
Existing Zone	Restricted Office-Retail District #1 (RORD #1)
Location	Located along the northern portion of Post Road West, between Ludlow Road and Wright Street just before the Ruth Steinkraus Cohen Memorial Bridge, and within the Coastal Area Management boundary (PID #C09064000).
Lot Size	1.01 acres (44,085 SF)
Existing/Proposed Land Use	Commercial Office and Retail Buildings / Inclusionary Two-family and Multi-family Housing.
Surrounding Land Use and Zoning	Restricted Office-Retail District #1 (RORD #1)/ Residence A & AA District/ General Business District
2017 Plan of Conservation and Development	<p>Chapter 4, (Maintain and Enhance Community Character) states, <i>“Drainage changes associated with new development (or redevelopment of sites in existing neighborhoods) is another common issue or concern. Houses that have existed for years without drainage problems can be affected by tree clearing and/or regrading of adjacent properties that no longer intercept rainfall, diverts water onto them, or changes the groundwater table so that soils become saturated.”</i> Pg. 35</p> <p>Goals of Chapter 6, (Manage Coastal Areas) include the following:</p> <p><i>6.1 Preserve coastal resources and carefully manage development in coastal areas (pg. 45).</i></p> <p><i>6.2. Continue programs and activities that help protect coastal resources, including requiring Coastal buffers (pf. 46).</i></p>

2017 Plan of Conservation  
and Development cont...

*6.6 Limit intensification of expansion of development in coastal areas where it is not consistent with current environmental standards or coastal are flood safety standards. (pg. 52).*

*6.6 Promote non-structural activities in the coastal area as opposed to groins, seawall revetments, etc. (pg. 52).*

Chapter 7, (*Protect Natural Resources*) also provides the following goals:

*7.1 Protect natural resources and preserve and enhance the quality of the environment in Westport.*

*7.2 Seek to reduce and/or control erosion and sedimentation for all sources. (pg. 56)*

Chapter 9, *Guide Business and Economic Development*:

- *“Require developments along the Post Road to mitigate the impacts from any increase in traffic generated.” Pg. 78*
- *“Seek ways to modify the Zoning Regulations to encourage appropriate improvements and/or redevelopment along the Post Road.” Pg. 78*

Chapter 10, (*Guide Residential Development*) includes the following policies and goals:

*“As with prior Plans, it is a central goal of this Plan to maintain the single-family residential character and density of Westport’s existing neighborhoods. The overall character and ambience of existing neighborhoods is responsible for the recognized quality of life in Westport.” Pg. 79*

*“Maintaining residential character is a fundamental philosophy of the Plan and this has three components:*

- *Maintaining the overall residential density of an area (units / acre) within a range that is reflective of the built form of the neighborhood or otherwise appropriate for the location, Protecting residential neighborhoods from encroachment by inappropriate uses, and*
- *Managing residential development and redevelopment and other activities on residential properties to ensure they are appropriate for the site and/or given the impacts on neighbors.” Pg. 80*

<p>2017 Plan of Conservation and Development cont...</p>	<p><i>“To protect residential neighborhoods from inappropriate uses:</i></p> <ul style="list-style-type: none"> <li>• <i>Residential neighborhoods will continue to be protected from the intrusion of commercial activities.</i></li> <li>• <i>Boundaries between residential neighborhoods and nonresidential zoning districts will remain clear.</i></li> <li>• <i>Transitions from residential neighborhoods to nonresidential zoning districts will be logical and have appropriate buffering, as necessary.</i></li> <li>• <i>Special Permit requests in residential zones will be carefully reviewed to ensure that they appropriate and suitable for that location.” Pg. 80</i></li> </ul> <p>Goals for managing development include:</p> <p><i>“1. Maintain the residential density pattern within a range that is reflective of the built form of the neighborhood or otherwise appropriate for the location.</i></p> <p><i>2.Protect residential neighborhoods from encroachment from inappropriate uses.</i></p> <p><i>3.Manage residential development and redevelopment to ensure that new construction is appropriate in scale and character for its setting. Pg. 83</i></p> <p><i>“Consider ways of integrating affordable and workforce housing in future projects.” Pg. 85</i></p> <p><i>“The demand for affordable housing in Westport outstrips the supply.” As a result, the Planning and Zoning Commission will continue to seek ways to address the need for ‘below market rate’ housing.” Pg. 87</i></p> <p><i>“Continue to address housing needs in Westport (affordable, aged, special needs, ADA).” Pg. 88</i></p> <p><i>“Seek to address affordable housing in ways that are appropriate for the community rather than dictated by private developers.” Pg. 88</i></p>
<p>Town of Westport Affordable Housing Plan, 2022-2027</p>	<p>The 2022-2027 Affordable Housing Plan Goals include the following:</p> <ul style="list-style-type: none"> <li>• <i>“Decisions regarding new development of all types – multifamily, single-family, office, retail, etc. – must include an understanding of impacts on Westport’s coastal resources, the environment generally as well as</i></li> </ul>

<p>Town of Westport Affordable Housing Plan, 2022-2027 cont...</p>	<p>thoughtful consideration of traffic concerns and infrastructure constraints. It is by planning for the development of affordable housing as a Town, versus leaving development solely to the private sector via CGS Sec. 8-30(g), that such local considerations can be evaluated, understood, and thoughtfully considered.” Pg. 12</p> <ul style="list-style-type: none"> <li>• “No more than 30% of one’s income should allocated to housing costs. Based on that, anything the Town can do to create attainable, appropriate, and reasonable priced housing, be it deed-restricted Affordable or simply additional units, will stand to benefit the Town as a whole.” Pg. 13</li> </ul> <p>While the below sections talk about town owned properties, they may be applied to privately owned lots as well:</p> <ul style="list-style-type: none"> <li>• “For the five-year period 2022-2027, the Town will seek to increase the number of affordable housing developments in a meaningful way as follows...”             <ul style="list-style-type: none"> <li>○ The immediate development of location specific plans for town-owned land to expand existing rental housing to create or expand affordable housing, while potentially partnering with nonprofits engaged in this work or utilizing public funds...</li> <li>○ The deed restricting of existing town-owned rental properties so that they are affordable and remain affordable to renters...</li> <li>○ Explore opportunities to allow greater density in residential districts if mostly affordable units are created, with a special permit... .” Pages 38-39</li> </ul> </li> <li>• “Implementation- The Five-Year Plan-Year 1 Goal: Deed restrict existing town-owned rental properties.” Pg. 41</li> </ul>
<p>Recent Zoning History</p>	<p>According to the Historic Resources Inventory [<a href="#">here</a>], the existing primary structure was constructed in 1835 in the Greek Revival style and is known as the Captain Frederick Sherwood House and served as a residential use before converting to a commercial retail/office use.</p>

Recent Zoning History cont...	<p>A second structure, placed on the rear of the property was constructed circa 1960's and was primarily residential before converting to commercial office use.</p> <p><a href="#">Map Amendment #84</a> rezoned the property from the Business District to the Restricted Office Retail District #1, effect 10/10/75.</p> <p>History of the Restrictive Office Retail District <a href="#">[here]</a>.</p> <p>Special Permit Appl. #81-59 <a href="#">[here]</a> to operate a retail florist shop with second floor storage was granted on 7/30/81.</p> <p>A Pre-Application meeting was requested for a potential Text Amendment to adaptively reuse the building to create multi-family dwelling units. The Public Meeting was held on 2/28/22 and can be seen <a href="#">[here]</a> (1:49-26:10) where positive feedback was provided.</p> <p>Variance Appl. #ZBA-25-00185 <a href="#">[here]</a> for maximum driveway slope to reduce the steepness was granted on 7/8/25.</p>
Applicable Regulations	<p>§22, Restricted Office-Retail District, RORD #1; §31-10, Coastal Area Regulations; §32-12, Inclusionary Two-family and Multi Family Dwellings; §34, Off Street Parking &amp; Loading; §35 Landscaping Screening and Buffer Area; §42, Amendment of Zoning Regulations, and §43/§44, Special Permit and/or Site Plan Procedures/ Documents</p>

### Restricted Office-Retail District Background:

The purpose of the RORD is to:

*“... allow for the limited use of land and existing buildings for offices, retail stores, multiple-family dwellings and combinations thereof. These provisions are designed to create zone classifications, which would afford a reasonable and desirable combination of compatible uses along the Post Road, Riverside Avenue and Saugatuck Avenue adjacent to and in scale with established residential areas. Frame residential structures on small lots with topographic limitations in the proximity of commercial areas tend to become economically depressed as the demand for fire resistant buildings on larger and more accessible sites increases. Such areas were originally more residential in architectural design, building scale and physical features of the land. These provisions are intended to retain the residential scale and massing of the existing buildings and are not intended to lead to the wholesale redevelopment of those areas to new commercial uses. Consequently, a mixed-use type of zone is required to conserve the value of such property and to recognize the intensity of uses while preserving such areas from the standpoint of compatible land uses, architectural design, building scale and physical appearance.”*

The Restricted Office-Retail District includes three (3) distinct regulatory areas, each governed by specific standards. The history of the evolution of the Restricted Office-Retail District can be found [here](#).

### **Property Description & Background:**

The subject parcel, 50 Post Road West, is a 1.01-acre (44,085 SF) parcel located within the Restricted Office-Retail District #1 and within the Coastal Area Management (CAM) boundary. The property is outside the 100-year flood zone and contains 2,677 square feet of steep slopes.

The property is currently developed with a 3,515 +/- SF building constructed in 1835 known as the Captain Frederick Sherwood House according to the [Historic Resources Inventory](#) and a 1,549 +/- SF building located toward the rear of the lot, constructed in the 1960's. Both buildings were once served as a residential use but have since been converted to office use with light retail.

The earliest site plan filed in 1966 approved 22 parking spaces dedicated for the primary commercial building and 2 parking spaces within the garage for the rear building for a total of 24 parking spaces.

Map Amendment #84 rezoned the property from the Business District to the Restricted Office Retail District #1 in 1975 and a Special Permit was granted to operate a retail florist shop with second floor storage in 1981. A Variance for maximum driveway slope to reduce the steepness was granted on 7/8/25.

A Pre-Application meeting was requested for a potential Text Amendment to adaptively reuse the building to create multi-family dwelling units. The Public Meeting was held on 2/28/22 where positive feedback was provided, [here](#) (1:49-26:10).



Primary building as depicted on Nearmap dated 4/17/2025



Secondary building as depicted on Nearmap dated 4/17/2025

## Proposal

[Text Amendment #857](#) proposes revisions to §22 of the Zoning Regulations for the Restricted Office–Retail District #1. The current regulation permits a maximum building area of 2,500 square feet. The proposed amendment would allow additions to existing historic buildings, provided the addition does not exceed 50% of the existing building area, the lot is at least one acre in size, the building is listed on the Historic Resources Inventory, and the addition is designed as an integral part of the existing structure, both internally and externally.

The applicant's [Project Narrative](#), describes the purpose of the text amendment:

*"To accomplish this redevelopment of the principal structure under section §32-12, Inclusionary Two-Family and Multi-Family Dwellings, a Text Amendment is required to §22-7, which limits the building area to 2,500 square feet. The principal building is currently +/- 3,300 square feet and we are looking to add a modest rear addition (+/- 1,460 SF) in order to convert the building to residential use. The text amendment is added to a new section 22.7.2 which will allow the preservation and adaptive reuse of the structure. The text requires a principal structure be listed on the HRI (Historic Resource Inventory) and be a minimum of one acre in size. This is the only property in the RORD #1 which meets these requirements. The new rear townhouse building meets the current regulations."*

The applicant is also seeking Special Permit/Coastal Site Plan approval to construct seventeen (17) residential units by:

1. Utilizing the provisions of §32-12, Inclusionary Two-Family and Multi-Family Dwellings.
2. Convert and expand the existing Historic commercial building into thirteen (13) residential units using Text Amendment #857 if adopted. A gym, changing rooms, a sauna, and storage is also proposed in the basement as seen on the Architectural Plans [\[here\]](#).
3. Demolition of the existing rear structure and to construct a new building consisting of four (4) townhouses as seen on the Architectural Plans [\[here\]](#).
4. Provide four (4) units, which is one (1) more unit than the required 20% to be deed-restricted affordable as outlined in the Affordability Plan [\[here\]](#).
5. Improve the site with a new parking area, landscaping, sidewalks, and drainage as seen on the Site Development Plans [\[here\]](#).

**Description of Dwelling Units with the Affordable Units in Red.**

<b>Building/ Unit</b>	<b>Unit Type (all rentals)</b>	<b>Floor Area</b>	<b>Parking Requirement per §34-5</b>
First Floor/ Apt. 1	1-bedroom, flat	753 SF	1.75 spaces
First Floor/ Apt. 2	1-bedroom, flat	901 SF	1.75 spaces
<b>First Floor/ Apt. 3</b>	<b>2-bedroom, flat</b>	<b>909 SF</b>	<b>2.25 spaces</b>
First Floor/ Apt. 4	2-bedroom, flat	1,008 SF	2.25 spaces
First Floor/ Apt. 5	2-bedroom, flat	1,008 SF	2.25 spaces
Second Floor/ Apt. 6	1-bedroom, flat	758 SF	1.75 spaces
<b>Second Floor/ Apt. 7</b>	<b>1-bedroom, flat</b>	<b>803 SF</b>	<b>1.75 spaces</b>
Second Floor/ Apt. 8	1-bedroom, flat	884 SF	1.75 spaces
Second Floor/ Apt. 9	2-bedroom, flat	876 SF	2.25 spaces
Second Floor/ Apt. 10	2-bedroom, flat	876 SF	2.25 spaces
Third Floor/ Apt. 11	1-bedroom, flat	1,089 SF	1.75 spaces
<b>Third Floor/ Apt. 12</b>	<b>1-bedroom, flat</b>	<b>743 SF</b>	<b>1.75 spaces</b>
Third Floor/ Apt. 13	1-bedroom, flat	985 SF	1.75 spaces
Town Houses/ Unit 1	2-bedroom, townhouse	1,540 SF	2.25 spaces
Town Houses/ Unit 2	2-bedroom, townhouse	1,540 SF	2.25 spaces
<b>Town Houses/ Unit 3</b>	<b>2-bedroom, townhouse</b>	<b>1,540 SF</b>	<b>2.25 spaces</b>
Town Houses/ Unit 4	2-bedroom, townhouse	1,540 SF	2.25 spaces
<b>Total = 17 units</b>	<b>Total = 26 bedrooms</b>	<b>Total = 17,753 SF Average Unit Size = 1,044 SF</b>	<b>Total = 34.25 or 34 spaces</b>

§32-12.11, Parking for Inclusionary Two-family and Multi-Family Dwellings, states the P&Z Commission may reduce the required multifamily parking standards by 0.5 spaces per unit. The applicant is requesting this reduction for a total required parking of 25.75 or 26 spaces. The applicant has provided thirty (30) parking spaces, all of standard size (9' x 18') and two (2) ADA compliant parking spaces for a total of 32 parking spaces.

### Text Amendment Analysis

If adopted, [Text Amendment #857](#) would apply only to parcels that are at least one (1) acre in size, are improved with a building listed on the Historic Resources Inventory, and are located within the Restrictive Office Retail District #1 (RORD #1). Currently, the only parcel that would qualify for this amendment is the subject parcel, 50 Post Road West. The applicant has provided a RORD #1 property analysis [\[here\]](#).

Under existing regulations, RORD #1 limits building area to 2,500 square feet for a single building, which is substantially smaller than the surrounding General Business District, where no building area limitation applies. Additionally, RORD #1 provides no incentives for historic preservation.

The subject property at 50 Post Road West contains 1.01 acres (44,085 SF) and includes a historic building listed on the Historic Resources Inventory [\[here\]](#). As described in the applicant's [Project Narrative](#) and illustrated in the Architectural Plans, the proposed renovations and additions are designed to be integrated with the existing structure. The historic building has an existing floor area of 3,515 SF, and the proposed addition of 1,596 SF represents a 45% increase in building area.

Adoption of Text Amendment #857 would create a zoning incentive that supports the preservation and adaptive reuse of historic structures within the RORD #1 district. The increase in building area enables the introduction of residential units that include an affordable housing component, helping to address local housing needs.

### Special Permit/Site Plan Analysis

Permitted Uses in the RORD#1:	Inclusionary two-family and multi-family dwelling units subject to Special Permit/Site Plan approval.
Lot Area and Shape:	<u>Required</u> : 15% frontage on an arterial street, or 143.43' <u>Proposed</u> : 17% or 159.5' having primary access from Post Road West
Building Area:  <i>Conforms if Text Amendment #857 is adopted.</i>	<u>Required</u> : 2,500 SF  <b><u>Proposed Text #857</u>: 50% of 3,515 SF (Existing Historic Building Footprint in RORD1) = 1,757.5 SF of allowed expansion</b>  <u>Primary Historic Structure Proposed</u> : 1,596 SF (New Addition) + 3,515 SF (Existing) = 5,111 SF  <u>New Townhouse Proposed</u> : 2,434 SF

Maximum Bedroom Density per Gross Lot Area:	<u>Permitted Market Rate:</u> 20 bedrooms <u>Permitted Affordable:</u> 6 bedrooms <u>Proposed Market Rate:</u> 20 <u>Proposed Affordable:</u> 6
Maximum Unit Density:	<u>Permitted:</u> 18 Units <u>Proposed:</u> 17 Units
Average Unit Size:	<u>Permitted:</u> 1,250 SF <u>Proposed:</u> 1,044
Minimum Affordable Floor Area and Number of Units:	<u>Required:</u> 20% of total residential floor area or 3,551 SF and 20% of total units or 3.4 or 3 units. <u>Proposed:</u> 3,995 SF and 4 Units.
Setbacks:	<u>Required:</u> 30' from Residential Boundaries; 20' Front; 15' Sides; 25' Rear <u>Proposed:</u> 20' Front; 30' from Res. Boundaries; 15' Sides
Height & Stories:	<u>Permitted:</u> 3 Stories, 35' in Height <u>Proposed:</u> Historic BLD: 3 Stories & 30'-10 5/16" Height Townhouses: 2 Stories & 27'-0 1/2" Height
Building Lot Coverage:	<u>Permitted:</u> 25%, or 10,485.75 SF <u>Proposed:</u> 18% or 7,545 SF
Total Lot Coverage:	<u>Permitted:</u> 70%, or 29,360.1 SF <u>Proposed:</u> 51.7% or 21,675 SF
Building Spacing:	<u>Permitted:</u> 10' <u>Proposed:</u> 145'
Floor Area Ratio (FAR):	<u>Permitted Market Rate:</u> 0.5 or 22,042.5 SF <u>Permitted Affordable:</u> 0.25 or 11,021.25 SF <u>Proposed Market Rate:</u> 0.31 or 13,758 SF <u>Proposed Affordable:</u> 0.09 or 3,995 SF
Signs:	None proposed at this time.
Parking:	<u>Required:</u> (8) One Bedroom Units @ 1.75 Spaces (9) Two Bedroom Units @ 2.25 Spaces Total: 34.25 or 34 Spaces.

<i>The applicant is seeking a waiver of 0.5 spaces per unit pursuant to §32-12.11.</i>	The Commission may reduce the required parking standard by 0.5 spaces per unit for a total of 25.75 or 26 Spaces per §32-12.11. <u>Proposed:</u> (30) 9'x18' Standard size parking spaces and (2) ADA parking spaces for a total of (32) parking spaces utilizing the reduced parking standard.
Loading Space:	None proposed as there are no commercial uses
Front Landscaping Area:	<u>Required:</u> 20' front landscape area having 1 shade tree for each 50 feet of frontage <u>Proposed:</u> 159.5' of frontage having (4) European Hornbeam trees
Parking Area Landscaping:	<u>Required:</u> 1 shade tree per 10 parking spaces <u>Proposed:</u> 32 parking spaces having (4) Red Maple trees
Buffer Strip Landscaping:	<u>Required:</u> 15' wide buffer consisting of 1 evergreen tree per 10' of residential zone boundary <u>Proposed:</u> 15' wide buffer abutting 357.91' of a residential zone having (35) Douglas Fir trees. <u>Condition of Approval:</u> The applicant shall provide one (1) more evergreen tree for a total of (36).
Lighting:	<u>Required:</u> §44-5.5 requires all lights shall be designed so as to prevent objectionable light at, and glare across, property lines, and at the minimum height from the ground and the maximum distance from the property line so as to provide adequate and safe lighting of the building entrances, walkways, parking area and access ways. All lighting shall be designed so that the light sources are shielded with opaque material in such a way that the light will be down directed and not visible at a height greater than 6' above the ground at property lines. <u>Proposed:</u> Seven (7) low lying Pavilion bollards around the parking areas and fifteen (15) low level pathway lighting along the walkways
Sidewalks:	<u>Required:</u> Concrete sidewalks at least five (5) feet in width shall be installed within the front landscape areas <u>Existing:</u> There are no sidewalks along Post Road West <u>Proposed:</u> 5' wide concrete sidewalk along Post Road West

Refuse Areas:	<p><u>Required:</u> Refuse collection areas shall be provided, screened, supplied with covered receptacles and conveniently located to serve all dwelling units.</p> <p>Dumpsters shall not be located within any required setback area in a Residential Zone nor within any required Front Landscaping Area or Buffer Strip in any other Zone.</p> <p><u>Proposed:</u> Two (2) refuse areas located with the parking area and outside of the buffer area, to be covered and screened</p>
Mailboxes:	<p><u>Required:</u> Mailboxes shall be provided, covered from the elements and conveniently located to serve all dwelling units.</p> <p><u>Proposed:</u> None proposed</p>
<p>Traffic Analysis:</p> <p><i>The applicant is seeking the Commission to waive a traffic analysis pursuant to §44-2.5.</i></p>	<p><u>Required:</u> A Traffic Analysis in accordance with §44-2.5 shall be required unless waived at the discretion of the Planning &amp; Zoning Commission.</p> <p><u>Proposed:</u> None proposed</p>

### Coastal Site Plan Analysis

This property lies within the Coastal Area Management Boundary, as defined by C.G.S. §22a-94 and therefore, a CAM review is required in accordance with C.G.S. §22a-109 and the *Town of Westport Zoning Regulations* §31-10.6.5.

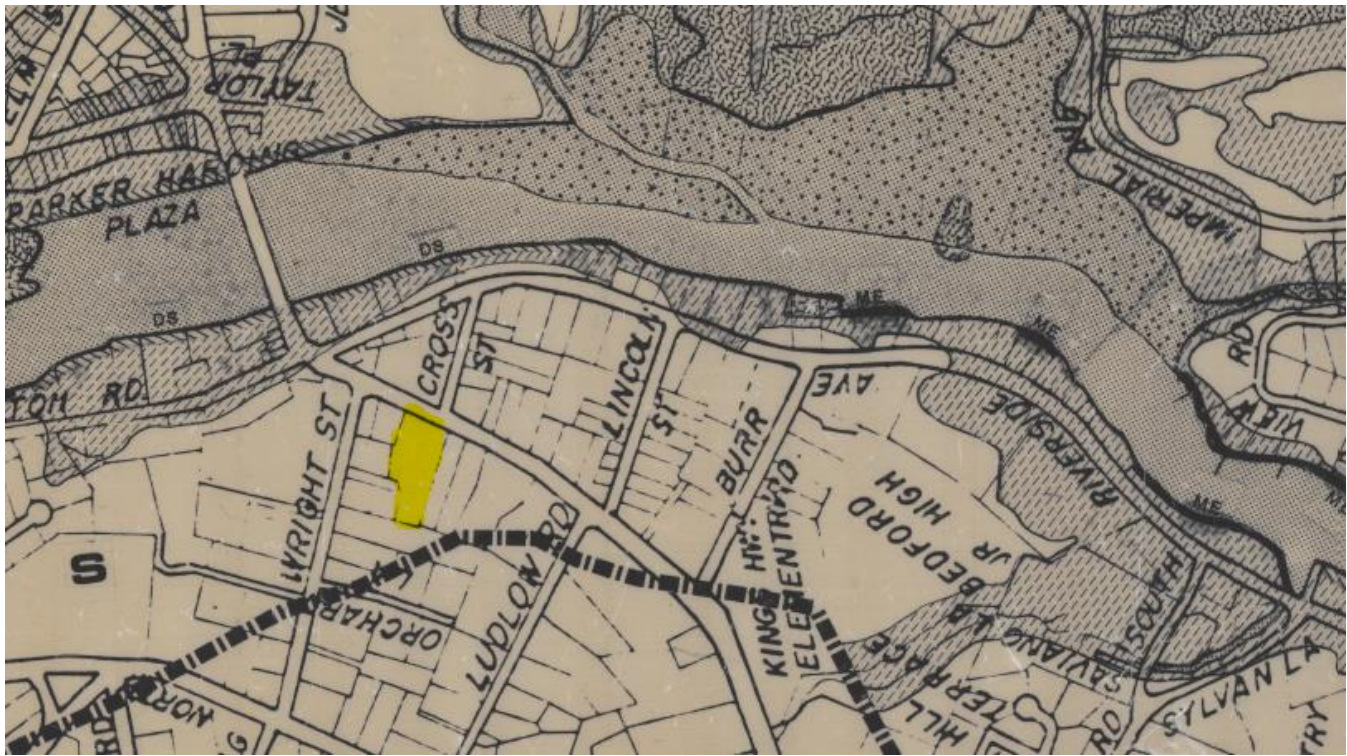
§31-10.6.7 of the zoning regulations exempt from a CAM Site Plan review projects that propose minor additions to and minor changes of use in a non-residential building, structure, or property. Minor shall be defined as less than 1000 square feet of building coverage, or less than 1000 square feet of floor area. As the proposed activity is not minor in nature, a Coastal Site Plan review is required.

**Coastal Resources:** The applicant has indicated that the following coastal resources are present on site or off site but within the influence of the project: General Resources and Shorelands.

According to the Cahn, Inc. Map, the following coastal resources are present on site or off site: General Resources and Shorelands. The coastal resources are defined in the *Connecticut Coastal Management Manual*.

**Shorelands:** “Shorelands” are those land areas within the coastal boundary exclusive of coastal hazard areas, which are not subject to dynamic coastal processes, and which are comprised of typical upland features such as bedrock hills, till hills, and drumlines.

Shorelands function as immediate sources of upland runoff contributing to coastal drainage, serve as immediate sources of upland sediments, provide scenic vistas, and have high development and redevelopment potential.



**Cahn, Inc. Map depicting 50 Post Road West in yellow**

### **Flood Zone**

The site is outside the bounding limits of the 100-year Flood Line. The closest flood boundary is more than 250 feet away.

**Sediment and Erosion Controls:** The proposed development does not involve any excavation, filling, or stockpiling of earth materials; therefore, sediment and erosion controls are not required. However, the Commission may require the installation of an anti-tracking pad at the construction entrance to reduce sedimentation on Compo Beach Road. If applicable, this measure will help minimize the movement of sediment into the coastal resources.

### **Stormwater Management**

The *Connecticut Coastal Management Manual* encourages storm water management systems which provide that the volume of runoff generated by the first one-inch of rainfall is retained on-site and that the post-development runoff rates and volumes do not exceed pre-development runoff and volumes. CAM policies encourage a reduction in impervious cover adjacent to coastal waters and other sensitive coastal resources.

The applicant does not propose increasing the overall coverage on the property. As described by the applicant in the Coastal Site Plan Application,

*"The proposed drainage systems are only intended to capture runoff from the proposed multi-family residence, proposed building additions, the existing building, and the proposed parking and driveway area. The proposed underground detention systems are sized based on the required water quality volume as well as runoff control for the 25-year storm event."*

This is consistent with CAM policies.

### **Vegetated Buffer**

A vegetated buffer is not required as the lot does not directly abut coastal resources.

### **Summary of Coastal Review**

The coastal site plan review concludes the application may be considered consistent with the goals and policies of the CAM act. The following recommendations are included in the CAM report:

1. A proposed anti-tracking construction entrance should be installed prior to commencement of construction and remain in place until the lot is stabilized which will help to limit possible sediment movement into the coastal resources.

§31-10.7.4 requires the Commission to determine whether the application is consistent with all applicable goals and policies of the CAM act. The application appears to conform to all applicable standards and objectives and may be considered consistent with the goals and policies of the CAM act. The Commission may approve, approve with modifications, or deny the application as deemed necessary. A denial may only be considered if the application fails to conform to the zoning regulations.

### **Considerations**

The Commission should consider if the text amendment is consistent with the standards in §42 of the Zoning Regulations that require an applicant identify benefits to the Town that may come if adopted. The applicant's Narrative stated the need for the amendment is to allow for additional affordable housing while preserving and adaptively reusing an existing historic structure.

The Commission may find in the case of the Text Amendment it is consistent with goals listed in the POCD that both promote creating opportunities to provide more affordable housing in Westport, and the region, where the demand exceeds the supply while preserving the integrity of Historic structures. If adopted, the Planning and Zoning Commission may find value in requiring a perpetual preservation easement on the existing Historic Structure as a condition of approval prior to the issuance of a Zoning Permit.

The Planning and Zoning Commission shall discuss and consider waiving the requirement for a Traffic Analysis which had support during a pre-application meeting of the Planning and Zoning Commission held on February 28, 2022 ([here](#) 1:49-26:10).

The proposed multifamily residential use is expected to generate vehicle trips during typical commuting periods; however, commercial uses generally produce higher total daily trips and multiple concentrated peak periods due to employees, customers, and deliveries all arriving and departing at different times. Residential traffic, by contrast, is more predictable, with peak activity primarily tied to morning and evening commuting. As a result, the redevelopment is likely to have a comparable or lower net impact on the surrounding roadway network than the site's current by-right office and retail uses.

The Commission may consider allowing a reduction of 0.5 parking spaces per dwelling unit because the site is located on a state roadway with multiple public transportation options, providing residents and visitors with alternative modes of access. In addition, vehicle eligibility for each unit should not be assumed, and the modest reduction would provide flexibility in site planning without compromising overall access or circulation.

On the other hand, the Commission may determine that maintaining the full parking requirement is appropriate to ensure consistency with the dimensional and operational standards set forth in the zoning regulation. Applying the standard parking ratio reflects a policy-based approach that treats parking requirements uniformly across developments, independent of site-specific context or design preferences.

§32-12, Inclusionary Two-Family and Multi-Family Dwellings, promotes the diversity of housing and provides additional below market rate housing. In order to utilize this provision, at least twenty percent (20%) of the floor area of all residential units shall be deed restricted as affordable and at least twenty-percent (20%) of all proposed residential units shall be deed restricted as affordable in accordance with CT General Statutes §8-30g.

The Planning and Zoning Commission may approve, approve with modifications, or deny the application. Reasons must be provided. §44-5 lists the Site Plan Standards and Objectives the Planning and Zoning Commission should consider in reviewing the application, including:

- §44-5.1, *Public Safety*;
- §44-5.2, *Traffic and Pedestrian Access*;
- §44-5.3, *Circulation and Parking*;
- §44-5.4, *Landscaping and Screening*;
- §44-5.5, *Lighting and Noise*;
- §44-5.6, *Public Health*; and
- §44-5.7, *Function-and Appearance*.

§44-6 lists the Special Permit Standards the Commission should consider:

*“In reviewing a Special Permit application or an application for a change in a Special Permit use, the Commission shall consider all the standards contained in §44-5, Site Plan Standards and Objectives, herein, and shall take into consideration the public health, safety and general welfare and may prescribe reasonable conditions and appropriate safeguards to assure the accomplishment of such standards and objectives. In granting any Special Permit, including any change in a Special Permit Use, the Commission shall determine that the proposed use conforms to the overall intent of these regulations and shall consider each case whether proposed use will:*

1. *Be in conformance with the Plan of Conservation and Development;*
2. *Not prevent or inhibit the orderly growth and development of the area;*
3. *Not have a significant adverse effect on adjacent areas located within the close proximity to the use;*
4. *Not interfere with pedestrian circulation;*
5. *Not have a significant adverse effect on safety in the streets nor unreasonably increase traffic congestion in the area, nor interfere with the pattern of highway circulation;*

6. *Not have a significant adverse effect on historical, archeological and/or paleontological sites;*
7. *Preserve important open space and other features of the natural environment related to the public health, safety and welfare;*
8. *Not obstruct significant views which are important elements in maintaining the ~~character~~ character of the Town or neighborhood for the purpose of promoting the general welfare and conserving the value of buildings;*
9. *Not have a significant adverse effect on storm drainage, sewage disposal or other municipal facilities;*
10. *Be in scale with and compatible with surrounding uses, buildings, streets and open spaces."*

The State Statutes require the Commission to consider the current *Plan of Conservation and Development (POCD)* as part of their review. Findings should be included in any resolution of approval related to whether the proposals are consistent with the POCD. Findings should also be made in support of any resolution of approval that is contrary to guidance given in the POCD.

The two applications should be reviewed simultaneously at the public hearing especially because the Special Permit/Site Plan application will not comply if the Text Amendment is not approved due to the proposed additions to the primary historic structure.

Decisions on the applications may be made simultaneously; however consecutive effective dates must be established so that the Text Amendment is in effect prior to the effective date of the Special Permit/Site Plan application. A 30-day effective date for the Text Amendment is recommended to allow staff time to integrate the text into the regulations posted on the Town's website.

### **Public Hearing and Notice to the Public**

The applications will be reviewed at a remote public hearing of the Planning and Zoning Commission. The Town of Westport provides access to public hearings in real-time, by live stream on the Town's website, and by broadcast television on Optimum Govt. Access Channel 1310. Additionally, anyone can join the remote meeting by accessing the meeting link published on the agenda prior to the meeting. Meeting agendas are available at [www.westportct.gov](http://www.westportct.gov) on the "[Meeting List and Calendar](#)" web page. Additionally, an email address is listed on the notice and agenda to receive public comments prior to the meeting at [PandZ@westportct.gov](mailto:PandZ@westportct.gov) and interested parties may "join" the meeting and offer live testimony during the meeting as the Zoom meeting link is published on the meeting agenda in advance of the meeting.

The applicant submitted a Certificate of Mailing as proof that neighbors within a 250' radius of the subject property were notified upon application submission, in accordance with §44-1.2. As of the date of this memorandum, the Planning & Zoning Department received one public comment:

- [Email & Letter from A. Kurian, 10.28.25](#)

**Prior to issuance of a Zoning Permit**, assuming the application is approved, the applicant should:

1. Proof of filing the Resolution on the Land Records.
2. Proof of filing the Affordability Plan on the Land Records.
3. Submit a revised planting plan depicting at least thirty-six (36) evergreen trees along the residential boundary.
4. Obtain final approval from the Engineering Department.
5. Obtain final ConnDOT approval for work within the State R.O.W.

**Prior to the issuance of the Zoning Certificate of Compliance**, assuming the application is approved, the following minimum requirements must be met:

1. The applicant shall submit a Certified "As-Built" survey stamped by a registered Engineer or Surveyor; and
2. Planning and Zoning staff shall conduct an inspection of the site to verify that the lot is stabilized, the required landscaping is installed, and the driveway is completed.

### **Department Comments**

A request for comments was sent to all department heads where no objections were received.

The Architectural Review Board reviewed and approved the application during their October 28, 2025, meeting [[here](#)].

The Aspetuck Health District stated the property is on town sewer and city water therefore the only concern the health district would have is if there is lead paint in the historic building, which would require that the renovation work be completed by RRP contractors [[here](#)].

The Town Engineering Department submitted comments stating that the drainage, grading, and sedimentation and erosion controls all substantially comply with town requirements. If the application is approved, the applicant shall obtain a Road Opening Permit and secure a Sanitary Sewer Connection Permit [[here](#)].

A formal field trip is NOT scheduled but Commission members are encouraged to visit the site individually to obtain site orientation.

### **Available in the File and Online on the Town's website [here](#):**

- Text Amendment #857
- Project Narrative dated 8/29/25
- RORD 1 Analysis prepared by the Applicant
- Coastal Site Plan, dated 12/1/25
- Housing Units and Size Breakdown
- Affordability Plan, revised 12/19/25
- Stormwater Management Report, revised 11/19/25
- Zoning Location Survey & Topographic Survey, dated 8/20/24
- Site Improvements for a Proposed Multi-Family Residence, revised 1/9/26

- 50 West Apartments Architectural Plans, dated 12/30/25
- 50 West Townhouses Architectural Plans, dated 1/19/26

### **Background Provided by P&Z Staff**

- Historic Resources Inventory
- Variance Resol. #ZBA-25-00185, granted 7/8/25
- Special Permit Resol. #81-59, amended 7/30/81
- Pre-Application Memorandum prepared by M. Kiselak, 2/23/21
- §22, Restricted Office-Retail District (RORD) History
- Zoning Amendment #84, effective 10/10/75

### **Town/Regional Comments/Approvals**

- Engineering Department Comments, 12/30/25
- ARB Meeting Minutes, 7/22/25
- Aspetuck Health District Comments, 10/29/25
- Conservation Department Comments, 11/7/25
- Westport Police Department Comments, 10/29/25
- CT DEEP Comments, 11/18/25
- WestCOG Comments, 11/17/25
- MetroCOG Comments