

**MINUTES OF THE TOWN PLAN AND ZONING COMMISSION  
TOWN OF WOODBRIDGE  
SPECIAL MEETING OF APRIL 24, 2018**

A special meeting of the Town Plan and Zoning Commission for the Town of Woodbridge was held on Tuesday, April 24, 2018, in the Senior Café of the Center Building, 4 Meetinghouse Lane, Woodbridge, Connecticut.

**ROLL CALL**

**PRESENT:** Jeff Kaufman ~ Chair, Lawrence Greenberg and Kathleen Wallace.  
**ALTERNATES:** Andrew Skolnick and Jeff Kennedy  
**EXCUSED:** Paul Schatz and Allen Lipson  
**ABSENT:** David Glassman (alternate)  
**ALSO PRESENT:** Kristine Sullivan – Land Use Analyst

The Chairman called the special meeting to order at 7:36 p.m.. Andrew Skolnick was seated for Paul Schatz and Jeff Kennedy was seated for Allen Lipson.

**REGULATIONS**

**The purpose of the special meeting was for Commission members to review, discuss and take appropriate action regarding draft revisions to the Zoning Regulations prepared by Commission Planning Consultant Leslie Creane**

The Chairman opened the meeting by noting that:

- The special meeting was a work session for Commission members.
- Currently the Commission was not considering any changes to the Residential C, D and BB Districts.
- No changes were being considered to the Development 1 (DEV1), General Business (GB), overlay General Business – A (GB-A), Business and Industrial (BI) and Development 2 (DEV2)/SDI Districts.
- The focus of proposed changes to the regulations being reviewed at this time were needed updates to the Zoning Regulations including definitions, tables for bulk requirements and uses, and basic standards.
- The public was welcome to listen, but there would be no public comment that evening.

Copies of the existing Bulk and Use Tables in the Zoning Regulations were distributed to the Commission members along with copies of proposed Bulk and Use Tables. Review of those tables was the focus of the Commissioners review for the meeting. A map showing the existing Zoning Districts in the area was also distributed to Commission members with a larger map displayed for additional reference.

As Ms. Creane began the discussion she reiterated that no changes would be made to the existing Zoning Districts. She noted:

- That in the DEV1 District over 55 developments were currently allowed, and that there was an approved over 55 project which had not yet been built. To protect the town, if the currently approved over 55 project was proposed to be amended, or a new over 55 project came in, it was recommended that a specific ratio of housing to retail units be established. Ratios of 30% retail to 70% housing or 20% retail to

80% housing for over 55 developments were suggested. In addition retail frontage on such a site was recommended to have 70% glazing on the first floor.

- Relative to the distributed draft bulk and use tables, Districts A and B had been included for reference. No changes were proposed to those districts.
- In the draft use tables, there were some uses that needed the type of permit that would be required for those uses to be identified, i.e: zoning permit, site plan approval or special permit.

Ms. Creane, Commission members and staff continued reviewing the existing and proposed tables, making edits as needed. At the end of that review, Ms. Creane stated that she would provide an updated draft with the edits to the Commission, but added that she would not be available in May. Commission members said they would like to go through the edited draft one more time before scheduling a public hearing. It was noted that the text of any proposed regulation revisions would need to be referred to the South Central Regional Council of Governments Planning Commission for comment a minimum of 30 (thirty) days in advance of holding a public hearing (Ref: Connecticut General Statute Section 8-3b). The Commission will determine a date for public hearing at the May 7, 2018 meeting.

#### **MEETING ADJOURNMENT**

- \*\* **Commissioner Greenberg moved to adjourn the meeting at 9:14 p.m.**
  - \*\* **Commissioner Kennedy seconded**
  - \*\* **Voting for: Commissioners Kaufman, Wallace, Greenberg, Skolnick and Kennedy**
  - \*\* **Opposed: No One**
  - \*\* **Abstained: No One**
- Unanimous approval**

**Accordingly, the meeting was adjourned at 9:14 p.m.**

Respectfully submitted,

Kristine Sullivan  
Acting Recording Secretary