RPC Representatives

Bethany:
Michael Calhoun
(Secretary)

Branford:
Charles Andres

East Haven:
Vacant

Guilford:
Walter Corbiere

Hamden:
Ryszard Szczypek

Madison:
Christopher Traugh

Meriden:
David White
(Vice-Chair)

Milford:
Anthony D. Sutton

New Haven:
Kevin DiAdamo

North Branford:
Frances Lescovich

North Haven:
James Giulietti
(Chair)

Orange:
Vacant

Wallingford:
Vacant

West Haven:
Al Posey

Woodbridge:
Vacant

To: Regional Planning Commission
From: Eugene Livshits, Regional Planner
Subject: Thursday, April 14, 2016 RPC Meeting at 5:15pm in the SCRCOG Offices: 127 Washington Avenue, North Haven, CT 06473

AGENDA

1. Administration

1.1. Minutes of the February 11, 2016 RPC Meeting **2**

2. Action Items

2.1. Town of Prospect: Proposed Zoning Regulation Amendments pertaining to Section 3.1 – Uses by District. Submitted by: Town of Prospect. Received: March 14, 2016. Public Hearing: April 20, 2016. **3**

2.2. Town of North Branford: Proposed Zoning Regulation Amendments pertaining to Section 6 – Definitions and Section 42.5.5 - Accessory Dwelling Units. Submitted by: Private Applicant. Received: March 14, 2016. Public Hearing: April 21, 2016. **6**

2.3. Town of Woodbridge: Proposed Zoning Regulation Amendments pertaining to Section 3.11 – Active Adult Planned Developments. Submitted by: Private Applicant. Received: March 31, 2016. Public Hearing: May 2, 2016. **15**

3. Other Business

The agenda and attachments for this meeting are available on our website at www.scrcog.org. Please contact SCRCOG at (203) 234-7555 for a copy of agenda in a language other than English. Auxiliary aids/services and limited English proficiency translators will be provided with two week's notice.

La Agenda y Adjuntos para esta reunión están disponibles en nuestro sitio web en www.scrcog.org. Favor en contactar con SCRCOG al (203) 234-7555 para obtener una copia de la Agenda en un idioma distinto al Inglés. Ayudas/servicios auxiliares e intérpretes para personas de Dominio Limitado del Inglés serán proporcionados con dos semanas de aviso.

DRAFT - Not yet approved by the Commission

MEETING MINUTES

To: Regional Planning Commission
From: Eugene Livshits, Regional Planner
Subject: Minutes for Thursday, February 11, 2016 Meeting

Present: James Giulietti, Charles Andres, Christopher Traugh, David White, Michael Calhoun, Eugene Livshits

1 Administration

1.1 *Minutes of the January 14, 2016 RPC meeting.*

Motion to accept the minutes as presented: Michael Calhoun. Second: Christopher Traugh.
Vote: Unanimous.

2 Statutory Referrals

2.1 *Town of East Haven: Proposed Zoning Regulation Amendments pertaining to Section 48: Storm Water Management*

By resolution, the RPC has determined that the proposed Zoning Regulation Amendments do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

Motion: Christopher Traugh. Second: David White. Vote: Unanimous.

Motion to add Wallingford and two Clinton Referrals to RPC Agenda: Christopher Traugh. Second: Michael Calhoun. Vote: Unanimous.

2.2 *Town of Wallingford: 2016 Small Cities Community Development Block Grant Application*

By resolution, the RPC finds that the Town of Wallingford grant application to complete the roof replacement, gutters and leader replacement, fire alarm upgrade and necessary re-pointing to exterior brickwork at McGuire Court, a 50-unit elderly complex is consistent with and meets important housing goals identified in the South Central Regional Plan of Conservation and Development of providing a diverse and affordable housing stock for all incomes and age groups.

Motion: Michael Calhoun. Second: David White. Vote: Unanimous.

2.3 *Town of Clinton: Proposed Zoning Regulation Amendments pertaining to Section 21: Floating Zones*

By resolution, the RPC has determined that the proposed Zoning Regulation Amendments do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

Motion: Christopher Traugh. Second: Michael Calhoun. Vote: Unanimous.

2.4 *Town of Clinton: Proposed Zoning Regulation Amendments pertaining to Section 28: Signs*

By resolution, the RPC has determined that the proposed Zoning Regulation Amendments do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

Motion: Michael Calhoun. Second: Charles Andres. Vote: Unanimous.

3 Other Business

Motion to Adjourn: Michael Calhoun. Second: David White. Vote: Unanimous.

Referral 2.1: Town of Prospect

Subject:

Proposed Zoning Regulation Amendments pertaining to Section 3.1 – Uses by District

Staff Recommendation:

The Proposed Zoning Regulation Amendments do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

Background:

The Town of Prospect has proposed zoning regulation amendments to Section 3.1: Use by District. The amendments add the uses Trade Services and revise Funeral Home. Trade services would be allowed by Special Permit in the Business (B) and Industrial (IND-1 and IND-2) districts. Funeral Home would be allowed by Special Permit in the Business (B) Zoning District. In the existing regulations Funeral Home were allowed by right in the Business (B) Zoning District and by Special Permit in the Residential (RA-1 and RA-2) Zoning Districts.

The Town of Bethany has a contiguous border with the Town of Prospect. Only the residential zones in Prospect are adjacent to Bethany. There is a Business (B) Zone which may be within 500 feet of Bethany. The trade services use appears to be consistent with the other commercials permitted.

Communication:

In researching this proposal, I notified the adjacent municipalities in the South Central Region.

RECEIVED
MAR 14 2016
SOUTH CENTRAL REGIONAL
COUNCIL OF GOVERNMENTS

TOWN OF PROSPECT
LAND USE DEPARTMENT
36 CENTER STREET
PROSPECT, CT 06712

TEL: 203/758-4461 FAX: 203/758-4466
EMAIL: landuse03@sbcglobal.net

March 14, 2016

Via Electronic Mail

Eugene Livshits (elivshits@scrcog.org)
South Central Council of Governments

Dear Mr. Livshits:

In accordance with Section 8-7d(f) of the Connecticut General Statues please be advised that the Prospect Planning and Zoning Commission has scheduled a public hearing for Wednesday, April 20, 2016 at 7:10 p.m. in the Prospect Town Hall, 36 Center Street on the proposed revisions to **Zoning Regulations Section 3.1 Uses By District;** please see attached Schedule A.

Comments on the proposed revisions are welcome to be made at the hearing or submitted in writing for receipt into the record.

If you have any questions, please contact the Land Use Office at (203) 758-4461.

Sincerely,

Rosalyn B. Moffo
Planning & Zoning Clerk

Attachment

Proposed Revisions to Zoning Regulations Section 3.1 Uses By District (Schedule A)

LAND USES

To be Added:

Trade Services: (Plumbers, Electricians, Painters and other similar type uses)	To be allowed in Business (B), Industrial 1 (IND-1) and Industrial 2 (IND-2) Districts by Special Permit

To be Revised:

Funeral Home	To be allowed only in Business (B) District by Special Permit

Referral 2.2: Town of North Branford

Subject:

Proposed Zoning Regulation Amendments pertaining to Section 6 – Definitions and Section 42.5.5 - Accessory Dwelling Units

Staff Recommendation:

The Proposed Zoning Regulation Amendments do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

Background:

The Town of North Branford has proposed zoning regulation amendments pertaining to Accessory Dwelling Units, specifically to Section 6 and 42.5.5. The term Accessory Dwelling Unit has been amended in Section 6 – Definitions. The following language pertaining to detached dwellings has been deleted: "detached dwelling (excluding condominium units, apartment units, quest houses, group homes, boarding house and mix uses). In Section 42.5.5 – Accessory Dwelling Units the floor area has been changed to "… may not exceed one third (1/3) of the gross floor area of the principle unit or 750 square feet, whichever is less." In the existing regulations the floor area may not exceed one fourth (1/4) of the gross floor area of the principle unit or 600 square feet (whichever is less).

Accessory Dwelling units are only permitted by Special Use Permit in the Residential (R-80 and R-40) Zoning Districts. The applicable districts where the use is permitted are adjacent to Branford, East Haven, Guilford, North Haven and Wallingford.

Communication:

In researching this proposal, I notified the adjacent municipalities in the South Central Region.

TOWN OF NORTH BRANFORD

TOWN HALL 909 FOXON ROAD NORTH BRANFORD, CONNECTICUT 06471-1290
Building Department (203) 484-6008 Engineering Department (203) 484-6009
Planning & Zoning (203) 484-6010
Department Fax (203) 484-6018

RECEIVED
MAR 14 2016
SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

SENT VIA EMAIL TO: Eugene Livshits ELIVSHITS@SCRCOG.ORG
FAX: (203) 234-9850

Date: March 14, 2016

TO: South Central Regional Council of Governments (Regional Planning Agency)

FROM: North Branford Planning and Zoning Commission

Pursuant to the provisions of Section 8-3b of the General Statutes of Connecticut, as amended, the following proposed application is referred to the Regional Agency to review and report on:

( ) Proposed subdivision located within 500 feet of another South Central municipality

(X) Adoption or Amendment of ZONING REGULATIONS affecting the use of a zone within 500 feet of another South Central municipality

The change was originally requested:
( ) by municipal agency
(X) by petition **PZ Application #2016-5, North Branford Planning and Zoning Commission**

Proposed Zoning Regulation Amendment: PZ Application #2016-5, Petition of the Planning and Zoning Commission to amend the Zoning Regulations regarding Accessory Dwelling Units:

- Specifically under Section 42.5.5 F. increasing the allowed square footage from 600 square feet or one quarter (1/4) of the gross floor area of the principle unit, whichever is less to 750 square feet or (1/3) of the gross floor area of the principle unit, whichever is less;
- removing the phrase "...detached dwelling (excluding condominium units, apartment units, quest houses, group homes, boarding house and mix uses); and
- removing the following sentence from Section 42.5.5 "The detached single family dwelling shall have been previously issued a Certificate of Zoning Compliance and Certificate of Occupancy for a period of three years to be considered under this regulation."

See attached application and proposed text amendment.
Public hearing is scheduled for April 21, 2016.

Material submitted herein:

( )	Legal Notice	( )	Supporting statements, site map
( )	Map of proposed subdivision	(X)	Text of proposed amendment

Other: See Current Zoning Regulations and Zoning Map on Town Web Site under Planning Department. www.townofnorthbranfordct.com

Carey Duques (Authorizing Signature)

Carey Duques, Town Planner/Planning & Zoning Administrator
North Branford Town Hall
909 Foxon Road
North Branford, CT 06471-0287
Phone: (203) 484-6010 Fax: (203) 484-6018

Proposed Text Amendment of the
Town of North Branford's Zoning Regulations
Petition of the Planning and Zoning Commission
Submitted as part of application PZC #2016-5 dated 3/7/16

ACCESSORY DWELLING UNITS

Section 6- DEFINITIONS
Currently it reads:
6.3 Accessory Dwelling Unit:* An "accessory dwelling unit" is an additional dwelling unit, accessory and subordinate to the primary, detached dwelling (excluding condominium units, apartment units, quest houses, group homes, boarding house and mix uses), which is attached to or located within a single family dwelling containing a floor area not exceeding one-fourth (1/4) of the gross floor area of the principal unit or 600 square feet, whichever is less, equipped with its own kitchen, including stove, bath and bedroom* (s). Either the single family dwelling or the accessory dwelling unit shall be permanently occupied by the owner(s) of the premises.

Proposed change:
6.3 Accessory Dwelling Unit:* An "accessory dwelling unit" is an additional dwelling unit, accessory and subordinate to the primary, ~~**detached dwelling (excluding condominium units, apartment units, quest houses, group homes, boarding house and mix uses),**~~ which is attached to or located within a single family dwelling containing a floor area not exceeding one-fourth (1/4) of the gross floor area of the principal unit or 600 square feet, whichever is less, equipped with its own kitchen, including stove, bath and bedroom* (s). Either the single family dwelling or the accessory dwelling unit shall be permanently occupied by the owner(s) of the premises.

Section 42.5.5 Accessory Dwelling Unit:
Standards
The regulations currently read:
F. The floor area of the accessory dwelling unit may not exceed one fourth (1/4) of the gross floor area of the principle unit or 600 square feet, whichever is less."

Proposed change:
The floor area of the accessory dwelling unit may not exceed **one third (1/3)** of the gross floor area of the principle unit or **750 square feet**, whichever is less."

Section 42.5.5 Accessory Dwelling Unit:
Standards

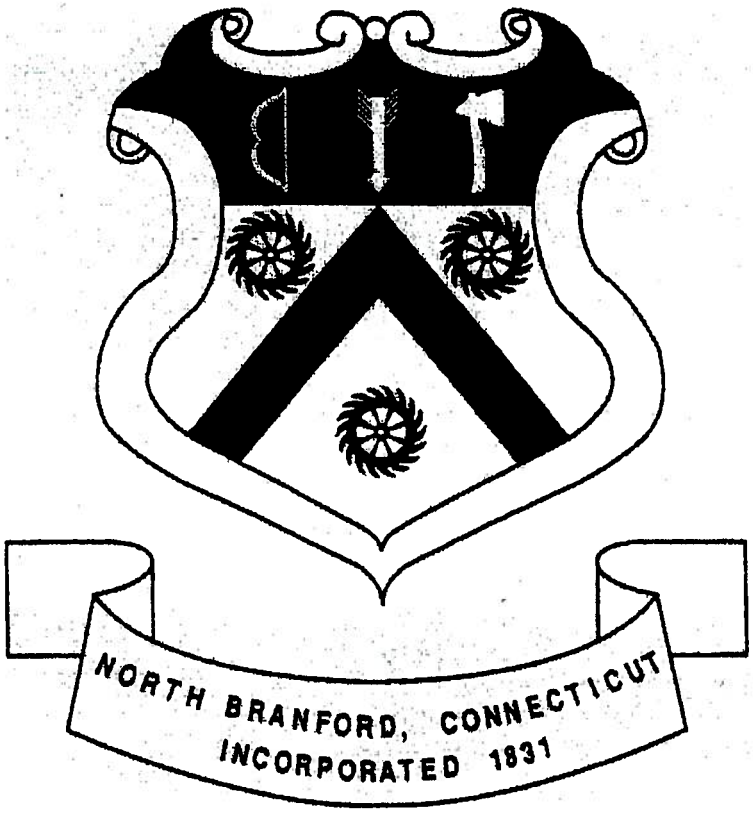
A. The detached single family dwelling shall have been previously issued a Certificate of Zoning Compliance and Certificate of Occupancy for a period of three years to be considered under this Regulation. Either the principal single family dwelling or the accessory dwelling unit shall be permanently occupied by the owner(s) of the premises during the duration of the Special Use Permit. Prior to the issuance of a Zoning Permit, the owner(s) shall submit an affidavit to the Zoning Enforcement Officer verifying that either the accessory dwelling unit or the principal dwelling is occupied by an owner of the premises as required for the original application.

Possible change:

A. ~~The detached single family dwelling shall have been previously issued a Certificate of Zoning Compliance and Certificate of Occupancy for a period of three years to be considered under this Regulation.~~ Either the principal single family dwelling or the accessory dwelling unit shall be permanently occupied by the owner(s) of the premises during the duration of the Special Use Permit. Prior to the issuance of a Zoning Permit, the owner(s) shall submit an affidavit to the Zoning Enforcement Officer verifying that either the accessory dwelling unit or the principal dwelling is occupied by an owner of the premises as required for the original application.

Attached are the current full sections of the zoning regulations relating to Accessory Dwellings for your information.

ZONING REGULATIONS
OF THE
TOWN OF NORTH BRANFORD
CONNECTICUT



NORTH BRANFORD PLANNING & ZONING COMMISSION

NORTH BRANFORD PLANNING AND ZONING COMMISSION

Harry Dulak, Chairman

William Galdenzi, Vice Chairman

Frances Lescovich, Secretary

Ronald Siena, Regular Member

David Hultgren, Regular Member

Charles Gunn, Alternate Member

Steven Scavo, Alternate Member

Vacant, Alternate Member

STAFF

Carey Duques, Town Planner/Planning and Zoning Administrator

Thomas Hogarty, Zoning Enforcement Officer

January 25, 2016

SECTION 6 – DEFINITIONS

6.1 General: The paragraphs which follow define and explain certain words used in these Regulations. Other words used in these Regulations shall have the meaning commonly attributed to them. When a question arises as to the precise meaning of a word, the Commission shall be the resolution to determine the meaning of the word, given due consideration to the expressed purpose and intent of these Regulations.

6.2 Accessory Building, Structure or Use:**** A detached building, structure, or use on the same lot with, and of a nature customarily incidental and subordinate to the principal building, structure, or use.

6.3 Accessory Dwelling Unit:* An "accessory dwelling unit" is an additional dwelling unit, accessory and subordinate to the primary, detached dwelling (excluding condominium units, apartment units, quest houses, group homes, boarding house and mix uses), which is attached to or located within a single family dwelling containing a floor area not exceeding one-fourth (1/4) of the gross floor area of the principal unit or 600 square feet, whichever is less, equipped with its own kitchen, including stove, bath and bedroom* (s). Either the single family dwelling or the accessory dwelling unit shall be permanently occupied by the owner(s) of the premises.

(Adult Day Care Center:***** See Par. 6.46)

6.4 Amusement Center (Indoor):** The term "indoor amusement center" shall include any establishment which houses four (4) or more mechanical and/or electronic amusement device for use by the general public.

6.4.1 Mechanical and/or Electronic Amusement Devices:** Any machine or devise which, upon the insertion of a coin, token or upon payment of a charge, is operated to register a score or tally of any kind, or permits a certain amount of "play" for entertainment or score and which shall include but not be strictly limited to such devices as pin-ball machines, shuffleboard devices, billiard tables, video and TV-like devices and electronic games.

6.5 Biomedical Waste:*** Means a solid waste generated during the administration of medical care or the performance of medical research involving humans or animals and which, because of its quantity, character or composition, has been determined by the D.E.P. Commissioner to require special handling, including infectious waste, pathological waste and chemotherapy waste, but excluding any solid waste which has been classified by the D.E.P. as a hazardous waste or is a radioactive material regulated.

* Effective: 10/1/90
** Effective: 5/17/91
*** Effective: 1/17/92
**** Effective: 12/3/93
***** Effective: 10/15/04

42.5.4 Uses Allowed Under Line B-11 of Schedule A: Schools, philanthropic and charitable institutions, community houses, day nurseries and child care centers, business and professional offices, medical and dental clinics allowed under Line B-11 of Schedule 'A' shall conform to the following Special Standards:

A. No lease for the above uses may be executed for a term in excess of five (5) years.

B. No Special Use Permit for uses listed in Line B-11 of Schedule 'A' shall be granted for a period longer than five (5) years.

C. If located in a Residential Zone, the subject uses shall not impair the residential character of the neighborhood and there shall be no evidence of the use outside the school building except for permitted signs.

D. A certificate of zoning compliance shall be required prior to issuance of a certificate of occupancy.

42.5.5 Accessory Dwelling Unit:* The following regulations are designed to permit a wider variety of housing types for various segments of North Branford's population (Line A-11 of Schedule A). The purpose of this section is to promote the general welfare of the Town by allowing an alternative dwelling by securing the approval of a Special Use Permit (Section 42). The additional dwelling unit shall conform to the following Special Standards:

STANDARDS

A. The detached single family dwelling shall have been previously issued a Certificate of Zoning Compliance and Certificate of Occupancy for a period of three years to be considered under this Regulation. Either the principal single family dwelling or the accessory dwelling unit shall be permanently occupied by the owner (s) of the premises during the duration of the Special Use Permit. Prior to the issuance of a Zoning Permit, the owner (s) shall submit an affidavit to the Zoning Enforcement Officer verifying that either the accessory dwelling unit or the principal dwelling is occupied by an owner of the premises as required for the original application.

B. After due notice and public hearing the Commission may grant a Special Use Permit. The Special Use Permit shall automatically terminate when there is a change of ownership of the premises unless the change of ownership is for no consideration.

C. The use shall be located on conforming lots in the R-80 or R-40 districts meeting the minimum area, location and bulk standards of Section 24 and shall not include pre-existing non-conforming lots.

* Effective: 10/01/90

D. Both dwelling units shall be attached by a common wall, floor, or ceiling, not simply attached by a breezeway or porch and shall be contained in one building. The building's appearance shall conform with the single family character of the neighborhood, preserving natural topographic features and the historic values of the area. To preserve this character, the Commission may require that additional site improvements including but not limited to landscaping and paving be made.

E. The units may have separate outside entrances but the accessory dwelling unit shall have only one outside door along the front façade and any stairwell serving the accessory unit shall be located to the rear of the building unless waived by the Commission.

F. The floor area of the accessory dwelling unit may not exceed one fourth (1/4) of the gross floor area of the principal unit or 600 square feet, whichever is less. The local sanitarian/health district must provide certification to the Commission, prior to approval, that a lot with on-site septic disposal is capable of accommodating the accessory dwelling unit.

G. Two (2) off-street parking spaces shall be provided on the lot for each dwelling unit.

H. Both dwelling units shall share the use of one street address number assigned by the Town of North Branford. The street address numbers shall be affixed to a permanent support at the street line and/or located on the exterior front of the dwelling.

42.5.6 Indoor Amusement Centers*: Indoor amusement centers and indoor amusement centers as a subordinate secondary use (Use Line C-8 and C-8.1 Schedule A) shall conform to the following special standards:

1. ** The Commission may grant a Special Use Permit for uses listed in Line C-8 and C-8.1 of Schedule A for a period not to exceed ten (10) years. The Commission, upon application, may grant extensions for periods not to exceed ten years to the currently approved period, provided the operation is being conducted as approved. The Special Use Permit shall be issued to the operator (s) of the business only and shall not be transferable unless specifically approved by the Commission.

2. The applicant requesting the Special Use Permit shall submit a statement of intended use describing the place where the amusement devices are to be located, hours of operation, floor plan showing the location of the amusement devices, and the stated number of type of amusement devices to be used therein.

* Amended: 5/17/91
** Effective: 3/18/11

Referral 2.3: Town of Woodbridge

Subject:

Proposed Zoning Regulation Amendments pertaining to Section 3.11 – Active Adult Planned Developments

Background:

A private applicant has proposed several amendments pertaining to the Active Adult Planned Development (AAPD) Regulations. The amendments eliminate the age restriction provisions from the regulations and re-name the development to Alternate Housing Planned Development (AHPD). All references to AAPD have been changed to AHPD and reference to the age restrictions provisions have been deleted. The requirements for multi-family buildings have been changed to allow 30 residential units, previously it was 20 age-restricted residential units. The building coverage requirements have been modified to exclude swimming pools, tennis courts or other similar amenities from the building coverage calculation. The living area requirement for each dwelling unit has been reduced to 700 gross square feet, previously it was 1,000 gross square feet. The parking requirement for a multi-family building has been reduced to 1.5 spaces for one bedroom units, previously it was 2 spaces for one bedroom units for a mixed use building. Under the provision for fences the following has been added: Except for barrier fences as required by any applicable standard for swimming pools. Under fences another provision has been modified in Section 18 (o), which can be reviewed in the agenda packet. The architectural and site design standards have not been modified and the maximum density remains at 10 units per acre.

Communication:

In researching this proposal, I notified the adjacent municipalities in the South Central Region.

RECEIVED
MAR 31 2016
SOUTH CENTRAL REGIONAL
COUNCIL OF GOVERNMENTS

March 31, 2016

South Central Regional Council of Governments
Regional Planner, Eugene Livshits
127 Washington Avenue
North Haven, CT 06473-1715

Re: Proposed Amendment to Zoning Regulations
Proposed Alternative Planned Development Housing

Dear Mr. Livshits,

Pursuant to Section 8.3b of the Connecticut General Statutes, this letter is to serve as notification that the Woodbridge Town Plan and Zoning Commission will hold a public hearing in the Central Meeting Room of the Woodbridge Town Hall, 11 Meetinghouse Lane, on Monday, May 2, 2016 with respect to the attached Zoning Regulation Amendment to replace the Active Adult Planned Development Regulations with Alternative Planned Housing Development regulations.

The zoning amendment has been proposed by Woodbridge Village Associates LLC. Public Hearings will be the first order of business at the May 2, 2016 meeting.

Comments on the proposed zoning regulation amendments are welcome to be made at the hearing or submitted in writing for receipt into the hearing record.

Very truly yours,

Kristine Sullivan, Woodbridge Land Use Agencies

HURWITZ SAGARIN SLOSSBERG & KNUFF LLC

VIA HAND DELIVERY

March 3, 2016

LAW OFFICES
147 North Broad Street
P.O. Box 112
Milford, CT 06460-0112
T: 203.877.8000
F: 203.878.9800
hssklaw.com

Jeffrey M. Kaufman, Chairman
Woodbridge Planning & Zoning Commission
11 Meetinghouse Lane
Woodbridge, Connecticut 06525

RECEIVED
MAR 03 2016
Land Use Agencies
Town of Woodbridge

Re: Petition to Amend Zoning Regulations
Alternative Housing Planned Development (AHPD)
Woodbridge Village Associates, LLC

Dear Chairman Kaufman:

On behalf of Woodbridge Village Associates, LLC, and pursuant to §11.1 of the Woodbridge Zoning Regulations (the "Regulations"), please accept this correspondence as a petition to amend the Regulations. Enclosed please find fifteen (15) clean and red-lined copies of the proposed regulation amendment. Also enclosed is an application fee of $ 310.00.

The proposed amendment eliminates the age restriction in the existing Active Adult Planned Development regulations and thus replaces that title with "Alternative Housing Planned Development." In addition, it proposes modest reductions in (1) the minimum unit living area requirement and (2) the parking requirement for units within mixed-use buildings.

What the proposed amendment does not change are the strict architectural and site design standards; the requirement for a town green and commercial/retail space; the maximum density of 10 units per acre; or the maximum building coverage of 30%.

Not only does the proposed amendment reflect current market demands, it is also entirely consistent with the 2015 Plan of Conservation and Development.

Understanding that this application will be received at the Commission's March 7, 2016 meeting, we look forward to a public hearing before the Commission at either its April 4 or May 2 meetings.

Very truly yours,

John W. Knuff

RECEIVED

MAR 0 3 2016

Land Use Agencies
Town of Woodbridge

APPLICATION OF
WOODBRIDGE VILLAGE ASSOCIATES, LLC
TO AMEND
THE ZONING REGULATIONS
FOR THE
TOWN OF WOODBRIDGE, CONNECTICUT
[March 1, 2016]

1. **Amend Section 3.1.2.5 as follows:**

[In Column 1]	4. Alternative Housing Planned Development
[In Column 2 (in line with 4.)]	An "x" under DEV-1
[In Column 3]	See requirements found in § 3.11
[In Column 4]	See requirements found in § 3.11

2. **Amend Section 3.6.9.2 as follows:**

3.6.9.2 Alternative Housing Planned Developments (AHPD) are permitted subject to applicable conditions in Section 3.6 and subject to Section 3.11.

3. **Amend Section 3.11 as follows:**

3.11 ALTERNATIVE HOUSING PLANNED DEVELOPMENTS (AHPD)

3.11.1. Purpose

Alternative Housing Planned Developments (AHPDs) may be established by the Commission in accordance with the procedures specified in this section. AHPDs may be established when the Commission determines that it is desirable to consider an entire parcel of land as single unit of development for the purpose of site planning and utilities so that there is a coordinated and orderly plan of development.

The purpose of the AHPD is to provide for the establishment of a planned development district that permits the construction of alternative housing types and a mix of retail and commercial uses , in the context of a walkable, traditional neighborhood design. Provision of alternative types of housing with special

design features is in keeping with the goals and objectives of the Town of Woodbridge Plan of Conservation and Development to expand the housing supply to meet the diverse needs of continued growth, specifically the increased need for housing to reflect evolving demographic patterns.

3.11.2. Effect

Any proposed development must meet the requirements of this section 3.11, as well as the requirements of the underlying district or districts, including those of the Village District. In the case of a conflict between the requirements of the AHPD as set forth in this section 3.11 and any other provision of the Zoning Regulations, including those of the DEV-1 district but not including the provisions of the Village District, the requirements of the AHPD shall control.

3.11.3. Qualifying Standards

(a) The proposed development, the use of land, buildings and other structures, the location and bulk of the buildings and other structures, and the development of the parcel(s) shall be of a character as to harmonize with the neighborhood, to accomplish a transition in character between areas of unlike character, to protect property values and to preserve and enhance the appearance and beauty of the community.

(b) The proposed development shall adequately provide for vehicular access to the development and circulation within the development in such a manner as to safeguard against hazards to traffic and pedestrians in the street and within the development, to avoid traffic congestion on any street and to provide safe and convenient circulation within the development.

3.11.4. AHPD Application Requirements

An application for an AHPD shall be submitted on a form prescribed by the Commission. The application shall include or be accompanied by the following:

(a) Development Plans - A development plan for the proposed development, including site plans, architectural plans and other drawings as relevant, in sufficient detail to show the precise boundaries of the proposed development and the character and location of existing and proposed contours, uses, building and other structures, signage, outdoor illumination, streets, driveways, off-street parking and loading spaces, outside storage areas, wetlands and water courses, storm drainage, sewage disposal facilities, water supply facilities and landscaping. Such plans shall comply with the requirements set forth in § 9.12 of these Regulations. Twelve copies shall be submitted to the Commission.

(b) Soil Erosion & Sedimentation Control Plan - A Soil Erosion & Sedimentation Control Plan drawn to the scale of not less than 100 feet to the inch, containing provisions to adequately control runoff on the proposed site. The plan shall show existing and proposed topography, cleared and graded areas, proposed area alterations and the location of sediment measures and facilities. The narrative shall describe the project, the schedule of major grading and construction detail and the maintenance program for the installed erosion and sediment control facilities. The erosion and sedimentation control plan shall be prepared by and bear the seal of a professional engineer, architect or landscape architect licensed to practice in the State of Connecticut.

(c) The Commission may require plans for appropriate fencing and/or landscaping of suitable type, density and height in order to effectively screen the proposed uses from adjacent properties and streets.

3.11.5 INTENTIONALLY OMITTED

3.11.6 Permitted Uses within an AHPD: Except where indicated otherwise, an AHPD may include any or all of the following:

(a) Residential single family detached homes.

(b) Residential single family attached homes, including townhomes, with a maximum of eight units in any one building, provided that a break in the front façade shall occur after every two units to provide visual relief and discourage large, solid, unbroken walls.

(c) Retail, restaurants and commercial uses:

An AHPD shall include no less than 10,000 square feet and no more than 10% of the cumulative gross floor area of retail, restaurant, service, civic, or office space. Such permitted uses include, but are not limited to, the following: retail, retail service, grocery store, convenience store, financial institution, health/recreation/fitness facility or spa, restaurant, medical or dental office, professional office, farmers' market, photo or art gallery, florist, gift shop, bakery, pharmacies, salon, barber shop, and restaurants, coffee shops, or delicatessens including those with outdoor seating, in either separate or mixed-use buildings. Drive-throughs are prohibited.

(d) Multi-family buildings with not more than 30 residential units in a single building, which buildings may also include restaurants, retail, commercial, or community uses.

(e) Accessory buildings and structures.

(f) Community centers, civic offices, and post offices.

(g) Bus Stops (not to include the parking of more than two buses at one time).

3.11.7 Development Standards

(a) Lot Area: The minimum cumulative lot area of any one AHPD shall be 10 acres, provided that such minimum area may be comprised of land on either side of a public street.

(b) Dwelling Units: The average maximum number of dwelling units per acre is ten.

(c) Building Coverage: The aggregate ground cover for all dwellings and accessory buildings shall not exceed thirty percent (30%) of the lot area; such coverage limitation shall not include swimming pools, tennis courts, or other similar amenities..

(d) Access: All single family attached and detached homes shall have a dedicated doorway connected by a walkway to frontage sidewalks. Combined residential and commercial units and non-residential units shall have client frontage to public sidewalk.

(e) Living Area: The minimum living area of each dwelling unit shall be no less than 700 gross square feet provided that multi-story attached or detached single family homes shall provide a minimum 700 gross square feet on the first floor.

(f) Height of Buildings: The maximum building height of any building shall be three stories as defined by the applicable building code, or 45 feet as measured to the centerline of the roof. No space having its entire floor level below the finished grade shall be used for dwelling purposes.

(g) Distance between buildings: The minimum distance between buildings shall be twenty (20) feet (excluding open patios and decks not exceeding 125 square feet, and steps and walkways).

(h) Ceiling Height: All habitable interior spaces used for dwelling purposes shall have a clear ceiling height of not less than seven (7) feet, six (6) inches throughout the entire floor area thereof, except in the case of loft or cathedral ceilings.

(i) Bedrooms: There shall be a maximum of three (3) bedrooms per living unit.

(j) Parking, Loading, and Refuse Collection:

6. Parking: Applicants shall provide adequate parking to serve the AHPD. Garage, driveway, on-street and off-street parking areas will be considered to determine adequacy. The applicant shall submit a parking study indicating parking demand, proposed land uses, and rationale for satisfying the parking demand of the proposed land uses. Unless the applicant can demonstrate the adequacy and viability of a proposed reduction based upon shared parking, the following standards shall be met:

   (a) Single family attached or detached units: two (2) spaces per unit. Each space within an attached garage serving a unit shall count as one (1) parking space, up to a maximum of two (2) spaces per garage. Each driveway space serving a unit shall count as one (1) parking space, up to a maximum of two (2) spaces per driveway.

   (b) Living units within a multi-family building: 1.5 spaces per one bedroom unit and two (2) spaces per two (2) or three (3) bedroom unit.

   (c) Office: 4 spaces/1,000 square feet of gross floor area

   (d) Retail: 4 spaces /1,000 square feet of gross lease area

   (e) Restaurant: 1 space for every 3 patron seats.

7. Parking spaces. All on-street and off-street parking spaces shall be 9' x 18'. Parallel parking spaces shall be 8' x 23'.

8. Loading Area: All proposed roadways and driveways shall be of sufficient width to accommodate a parked vehicle at curb-side engaged in loading and/or unloading activity and a moving vehicle. Loading zones shall contain sufficient height clearance and shall be located as conveniently as practical to each building within the development. Loading areas shall be 60' long x 15' wide, whereas a minimum of 10'-0" width shall be level street or driveway surface with the remainder permitted as raised sidewalk accessible by appropriately-located drop curbs.

9. Refuse Area: Centralized refuse areas incorporating trash and recyclable collections shall be provided for mixed use buildings. Such centralized locations may be located within each building or at a separate location designed to accommodate multiple buildings.

10. Snow Storage: The applicant shall provide for snow removal and storage and designate the location for snow storage on the site plan.

(k) Buffer Area and Setbacks: The buffer area and setbacks shall conform to the standards for (i) buffer areas as set forth in Section 3.65 and (ii) setback requirements of the DEV-1 zone when non-residential uses abut or are directly across the street from existing residential properties. In keeping with the goal of creating a traditional neighborhood design, the Commission may waive the standards for buffer area and all setbacks if the proposed development in the opinion of the Commission would achieve a safe, aesthetically attractive, well-designed layout, and therefore such buffers and setbacks are deemed not to be desirable by the Commission.

(l) INTENTIONALLY OMITTED

(m) Community Areas for Recreation: The applicant shall provide an area or areas for passive and/or active recreation for the residents of the AHPD. Such areas shall include open space accessible to the public with walkways, sitting areas (covered or uncovered), landscaping and lighting in conformance with Section 3.11.7(r), "Streetscape, Landscape and Site Furnishings." Space shall be configured so that a centralized open space will accommodate a minimum 100' by 100' square. Such space shall exclude roadways, roadway right-of-way, stormwater detention or retention areas, and above-grade utility structures. Accessory buildings or other community-oriented buildings may be permitted subject to approval by the Commission. The architecture of any such structure shall complement architecture of surrounding buildings.

(n) Utilities: The AHPD must be served by public sewer service and public potable water supply. All visible, above-grade utility structures, including but not limited to electrical control panels, meters, back flow prevention devices, transformers, etc., shall be sufficiently screened from view with landscaping in conformance with landscape provisions in Section 3.11.7(r). All proposed electric utility wires shall be placed underground.

(o) Circulation and access: Development of more than one hundred (100) bedrooms shall have a second access to a town or state maintained highway. Interior roads and access ways serving more than two (2) dwelling units shall have a paved surface of a least twenty (20) feet wide, a minimum slope of one percent (1%) and a maximum slope of ten (10) percent, and shall have a sidewalk on one side if deemed reasonably necessary by the Commission.

(p) Location: The planned development shall have 50 feet of road frontage along a State or town highway.

(q) The Commission shall certify that the soil erosion and sedimentation control plan complies with the requirements of section 6.5, and

furthermore, site development shall not begin until the control plan and those control measures scheduled for installation prior to site development are installed and functional.

(r) Streetscape, Landscape and Site Furnishings:

11. Maintenance by Owner. All amenities required by, proposed and approved as part of a development plan shall be maintained in perpetuity by the owner of the AHPD upon completion of installation.

12. Signage: Signage shall comply with the requirements found in Section IV of these Regulations and shall be appropriate in size, color, illumination and location and comply with the following:

    (b) Blinking, flashing or neon signs are prohibited.

    (c) Lighting, if provided, shall be incandescent or fluorescent, shielded and directed directly upon the sign face.

    (d) Signs shall not extend above the lowest point of the roofline of any building.

    (e) Signs shall not interfere with any sight lines at roadway intersections.

    (f) Signs that may be misconstrued as public safety or traffic devices are prohibited.

13. Bicycle racks: Bicycle racks shall be provided. Two (2) bicycle spaces shall be provided for each 1,000 square feet of non-residential floor area proposed in the AHPD.

14. Lighting: Sidewalk and roadway lighting shall be provided and comply with the following:

    (g) Light posts and luminaries shall be a combined height of 12'-0".

    (h) Residential sidewalk foot-candle levels shall range between 0.2 and 0.5 footcandles with consistency demonstrated through photometric design.

    (i) Sidewalks adjacent to mixed use buildings shall provide a range of 0.5 to 0.9 footcandles with consistency demonstrated through photometric design.

(j) Roadways shall be illuminated to 0.6 to 0.9 footcandles with consistency demonstrated through photometric design.

(k) Full cut off fixtures with house-side shielding are required on residential frontage.

(l) No trespass glare above 0.5 footcandles at the property line is permitted.

15. Crosswalks: All crosswalks shall contain distinctive pavement with reflectorized borders. Distinctive pavement shall be unit pavers or decorative concrete.

16. Street trees: Street trees shall be placed a maximum 50'-0" on center on both sides of all streets. Street trees shall be a minimum of 3" caliper (dbh). Trees shall be limbed up to 7'-6" height and placed so as not to interfere with or be harmed by vehicular or pedestrian traffic.

17. Courtyards and Open Space: Install and maintain internal landscaped courtyard areas and common space where space permits. Materials shall include shade and flowering trees, lawn, perennial and annual planting beds. All land not used for construction of dwellings, roads, parking or private yards shall be considered open space. Open space shall be dedicated to use by residents of the AHPD with adequate control to assure its maintenance and with restrictions or covenants prohibiting or restricting building on it.

18. Fences: Except for barrier fences as required by any applicable standard for swimming pools, no fences in excess of 42" height shall be permitted within the AHPD except for screening and security and as specifically authorized by the Town of Woodbridge Planning and Zoning Commission.

(m) All fence materials and appearance shall be compatible with the architectural character of the surrounding area.

(n) Fence and wall combinations shall be measured as one and not to exceed 42" height.

(o) Fences and pedestrian and vehicular gates 42" or less in height may be located within a front, side or rear yard area, and may be installed so as to create a controlled access to non-public portions of the AHPD.

(p) Fences exceeding 42" height shall be used for screening and or security purposes and material, location, size shall be approved by the Commission.

19. Sidewalks: The following provisions apply:

(q) All sidewalks shall be concrete or unit pavers. No asphalt surfaces shall be permitted.

(r) Sidewalks fronting mixed use buildings shall be a minimum of 8'-0" wide with 4' wide tree pits within.

(s) Sidewalks fronting residential structures or within public roadway right-of-way shall be a minimum of 5' wide.

(t) Sidewalks shall be located on both sides of all roads where appropriate. Sidewalks within common open space are encouraged.

(u) Sidewalks material shall be continuous through driveways.

20. Curbs: All curbs shall be granite in accordance with State of Connecticut Department of Transportation Standards modified to contain rounded (bull-nose) top outer edge or concrete. Asphalt curbs are not permitted.

21. Driveway Curb Cuts (excluding private and public roads): Curb cuts shall be minimized through the use of shared driveways and alley access to rear and/or off-street parking areas. Curb cuts and interruptions of sidewalks shall be minimized. Generally, curb cuts shall be limited to one lane width and shall not be more than 14'-0" wide for mixed or non-residential uses and 12'-0" wide for residential uses. For two car garages and driveway approaches for residential structures, a single curb cut not exceeding 18'-0" width shall be permitted. Where curb cuts exist or are proposed, the sidewalk surface material shall be allowed to continue through, interrupting the driveway pavement material.

22. Seating: Bench seating shall be provided in centralized open space, and along sidewalks adjacent to mixed use buildings. Bench type shall complement architecture of surrounding buildings. Individual and moveable tables and chairs (café type) shall be permitted on sidewalk areas on mixed use building frontage and within the centralized open space.

23. Screening: All visible, above-grade utility structures, including but not limited to electrical control panels, meters, back flow prevention devices, transformers, etc. be sufficiently screened from view with landscaping.

Service alleys and structures, including trash and recycling containment areas and receptacles generally not used by the public shall be screened.

24. All proposed utility services shall be placed below grade.

(s) Architectural Design Standards

1. That all spaces, structures and related site improvements that are visible to the public from public roadways are designed to add to the visual amenities of the area consistent with those in and around the proposed AHPD;
2. That the color, size, height, proportion of openings, roof treatments, and building materials be evaluated for compatibility with the local architectural character;
3. Building Orientation

   (a) Buildings should have a well defined front façade oriented so that the front façade is parallel with the public way; such public way shall include private roads within the AHPD. The front facades and the overall massing shall emphasize the human scale and the pedestrian environment.

   (b) The relationships between buildings and the street should either be parallel or perpendicular, not angled or diagonal. Major roof ridges of buildings should be either parallel or perpendicular to the street or public way.

   (c) Accessory structures visible from the public right of way should follow the same standards as main structures, generally respecting the architectural character and design relationship established by the main structure they are associated with.

   (d) No building shall be sited on a corner lot at an angle at any major intersection.

4. Building Materials

   a) Preferred building materials are brick, stone and wood. Maintenance free simulated wood composite materials such as cementitious or vinyl siding shall be permitted in lieu of wood.

   b) Materials should be used according to their particular logic of assembly and with appropriate detailing and expression. Cladding materials, such as siding, should not be used as a monolithic treatment, but shall broken up by appropriate trim and detailing consistent with the architectural style.

c) Preferred roofing materials are slate, wood shingles, shakes, standing seam metal, and architectural grade asphalt shingles.

d) Trim and cornice details should be of materials and dimensions appropriate to the overall treatment of the façade. Maintenance free simulated wood composite materials such as pvc are acceptable.

5. Building Facades

a) The foremost frontal plane of the building facing the street or public way is the main façade. Other front or side facing planes within a twenty foot (20') setback from the foremost façade are also considered facades.

b) Bay windows, portico, and historical façade projections are acceptable in proportion to the size of the façade.

c) Front porches and one story porches of any size are encouraged.

d) Any overhang of upper stories should be detailed to provide appropriate definition and visual support through the use of trim and brackets detailed in accordance with the architectural style. Projections should be appropriate to the scale and character of the building.

e) Building address numbers should be polished brass or black, and of a proportionate size relative to the entrance.

f) Side elevations that face a street or public way shall have materials and architectural details consistent with the front façade.

6. Window and Door Placement

a) Windows and doors should be balanced in their placement on building facades, although exact symmetry is not necessary.

b) Buildings should have many windows and doors at street level to encourage pedestrian traffic and activity.

c) Mixed use buildings should have frequent entries to contribute to a lively streetscape.

d) All exterior walls should have windows, especially if they face the street or any public space.

e) Primary building entries should be oriented toward and visible from the street. Secondary entrances from courtyards or side yards are acceptable.

f) Mixed use buildings should have greater glass area at the ground floor than at upper levels.

g) All signage shall be in accordance with Zoning Regulations.

7. Windows

(a) Window styles shall be consistent and compatible across the entire exterior of a building or home.

b) Preferred window styles are double-hung, casement, bay and storefront (in mixed use buildings.) Palladium, half-round and elliptical glazing is acceptable.

c) Windows shall have muntin patterns that are consistent with the architectural styles. A variety of muntins patterns is encouraged.

d) Display windows in mixed use buildings are encouraged at the ground level. The use of muntins to break the expanse of glass into smaller panes is encouraged, where appropriate.

e) Singly cased windows are encouraged in traditional-style buildings; multiple ganged window configurations are acceptable in buildings of a more modern style.

f) Windows shall be vertical in proportion, except on storefront windows in mixed use buildings.

g) Windows wider than three feet (3') are strongly discouraged except on storefront windows in mixed use buildings.

h) Windows, including those with high-energy glazing, shall be non-reflective.

i) Windows on buildings with siding exteriors should be trimmed with a minimum of 3-1/2" wide casing. Brick façade buildings may be treated differently as appropriate.

j) Window head features should have pediments, arched tops of flat heads consistent with the architectural style, proportioned as appropriate.

k) Shutters shall be of sufficient width to close over the entire window and shall appear to be operable. The use of shutter hardware is strongly encouraged.

8. Doors

a) Front entrance doors should be paneled and constructed of wood or simulated wood and shall be a minimum of 3'-0" wide by 6'-8" tall.

b) Storm doors must match the color of the door they protect, or to the color of the adjacent trim. No mill finishes will be allowed. Only full view storm and screen doors are allowed.

c) Muntins should be used when consistent with the architecture and their grid patterns should remain uniform throughout the façade.

d) Sliding glass doors must include muntins.

e) Awnings and canopies must comply with Zoning Regulations and must be approved by the Architectural Review Board.

f) Main entrances should feature porticos, recessed entries, or strong architectural details (i.e. pilasters and head features) consistent with the architectural style.

g) The use of transoms or sidelights is encouraged.

9. Roofs.

a) The preferred dominant roof type is gable. Hipped roofs are also appropriate. Major roof ridges of buildings should be either parallel or perpendicular to the street or public way. On narrow lots, the roof ridge should generally be perpendicular to the street.

b) Mansard or gambrels roofs may be used as appropriate but such use shall be limited.

c) Simple roof types are encouraged on small buildings. Roofs of larger buildings should be more complex and should combine a main roof with secondary roofs.

d) Parapets, projecting cornices, or decorative roof overhangs are encouraged as appropriate to the architectural style.

e) Heating, ventilation, and air conditioning equipment located on roofs shall not be visible from the street or public way.

f) Roof pitches may vary in pitch from 7:12 to 14:12. Roof pitches below 8:12 on main roofs are discouraged. Roof pitches for mansard or gambrel roofs shall be as appropriate to the architectural style.

g) Roof features such as dormers, eave breaks and turrets may be added in proportion to the roof's overall size.

h) Dormers should be set back from the face of the building at least one foot (1') and from the sides at least three feet (3'). Dormer roofs are generally gabled, with pediments or saltbox roof. The roof pitch of gable dormer roofs should match the roof pitch of the main roof.

(t) Performance of Work

1. All work in connection with the approved site plan shall be completed within five (5) years after the date of approval of the plan. The certification of approval of such site plan shall state the date on which such five-year period expires. Failure to complete all work within such five-year period shall result in automatic

expiration of the approval of the site plan unless extended by the Commission for an additional period not to exceed five years.

2. Modification. Any change of plans or modification of the planned development shall require the approval of the Commission.

(u) Additional Limitations

1. All applicants must demonstrate reasonable assurance that the developer of the planned development has the financial and organizational capability to complete the project as submitted.

2. All applicants must demonstrate that any phases of development as submitted are capable of sustained and independent existence within the standards of this section without development of subsequent phases.

3. Ownership and Maintenance. All private streets, parking areas, sidewalks, utilities, recreation facilities, open space areas and other private improvements, facilities and areas shall be owned, maintained and operated by the applicant, owner(s), association or corporation without expense to the Town of Woodbridge. The development site shall, at all times, be maintained in a safe, sanitary and presentable condition.

4. Performance Bond - As a condition of its approval, the Commission shall require the applicant to submit a Cash Bond or Performance Bond in form and amount satisfactory to it and with a bonding company licensed to do business in the State of Connecticut as surety.
With the exception of any community areas for recreation as required by § 3.11.F.12, the bond shall guarantee the construction of all required public improvements within a specific phase, such as, but not limited to, roads, sidewalks, curbing, sanitary sewers, storm sewers, public water, etc., and the completion of all amenities in that phase, such as, but not limited to, landscaping, private walks, paved parking areas, street frontage, etc., and shall provide that in case of default, the surety company shall promptly comply with said conditions. The Commission may reduce the bond requirements as portions of the work are completed in accordance with the requirements of the Commission.

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MAR 0 3 2016

Land Use Agencies
Town of Woodbridge

APPLICATION OF
WOODBRIDGE VILLAGE ASSOCIATES, LLC
TO AMEND
THE ZONING REGULATIONS
FOR THE
TOWN OF WOODBRIDGE, CONNECTICUT
[March 1, 2016]

1. Amend Section 3.1.2.5 as follows:

[In Column 1]	4. ~~Active Adult~~Alternative Housing Planned Development
[In Column 2 (in line with 4.)]	An "x" under DEV-1
[In Column 3]	See requirements found in § 3.11
[In Column 4]	See requirements found in § 3.11

2. Amend Section 3.6.9.2 as follows:

3.6.9.2 ~~Active Adult~~Alternative Housing Planned Developments (~~AAPD~~AHPD) are permitted subject to applicable conditions in Section 3.6 and subject to Section 3.11.

3. Amend Section 3.11 as follows:

3.11 ~~ACTIVE ADULT~~ALTERNATIVE HOUSING PLANNED DEVELOPMENTS (~~AAPD~~AHPD)

3.11.1. Purpose

~~Active Adult~~Alternative Housing Planned Developments (~~AAPD~~AHPDs) may be established by the Commission in accordance with the procedures specified in this section. ~~AAPD~~AHPDs may be established when the Commission determines that it is desirable to consider an entire parcel of land as single unit of development for the purpose of site planning and utilities so that there is a coordinated and orderly plan of development.

The purpose of the ~~AAPD~~AHPD is to provide for the establishment of a planned development district that permits the construction of alternative housing types and

a mix of retail and commercial uses ~~to meet the needs of these age 55 and older, by providing~~ in the context of a walkable, traditional neighborhood design. Provision of ~~age restricted~~ alternative types of housing with special design features is in keeping with the goals and objectives of the Town of Woodbridge Plan of Conservation and Development to expand the housing supply to meet the diverse needs of continued growth, specifically the increased need for housing to reflect evolving demographic patterns.

3.11.2. Effect

Any proposed development must meet the requirements of this section 3.11, as well as the requirements of the underlying district or districts, including those of the Village District. In the case of a conflict between the requirements of the ~~AAPD~~AHPD as set forth in this section 3.11 and any other provision of the Zoning Regulations, including those of the DEV-1 district but not including the provisions of the Village District, the requirements of the ~~AAPD~~AHPD shall control.

3.11.3. Qualifying Standards

~~(a) The proposed development shall be designed to meet the needs and requirements of an active adult community, and shall be created so that the future use of the development shall comply with the requirements of age restricted residential housing, as defined in section 3.11.E herein.~~

~~(b) The proposed development shall fully comply with the provisions of the United States Fair Housing Act, as amended, and Connecticut General Statutes § 45a-64b, as amended, as it pertains to "Housing for older persons." This includes compliance with any and all rules promulgated by the United States Department of Housing and Urban Development which govern the implementation of such act.~~

~~(c) The proposed development shall be a common interest ownership community as defined in Chapter 828 of the Connecticut General Statutes. Community space and other necessary uses may be provided for the use of residents for recreational, meeting and office purposes.~~

~~(d)~~(a) The proposed development, the use of land, buildings and other structures, the location and bulk of the buildings and other structures, and the development of the parcel(s) shall be of a character as to harmonize with the neighborhood, to accomplish a transition in character between areas of unlike character, to protect property values and to preserve and enhance the appearance and beauty of the community.

~~(e)~~(b) The proposed development shall adequately provide for vehicular access to the development and circulation within the development in such a manner as to

safeguard against hazards to traffic and pedestrians in the street and within the development, to avoid traffic congestion on any street and to provide safe and convenient circulation within the development.

3.11.4. ~~AAPD~~AHPD Application Requirements

An application for an ~~AAPD~~AHPD shall be submitted on a form prescribed by the Commission. The application shall include or be accompanied by the following:

(a) Development Plans - A development plan for the proposed development, including site plans, architectural plans and other drawings as relevant, in sufficient detail to show the precise boundaries of the proposed development and the character and location of existing and proposed contours, uses, building and other structures, signage, outdoor illumination, streets, driveways, off-street parking and loading spaces, outside storage areas, wetlands and water courses, storm drainage, sewage disposal facilities, water supply facilities and landscaping. Such plans shall comply with the requirements set forth in § 9.12 of these Regulations. Twelve copies shall be submitted to the Commission.

(b) Soil Erosion & Sedimentation Control Plan - A Soil Erosion & Sedimentation Control Plan drawn to the scale of not less than 100 feet to the inch, containing provisions to adequately control runoff on the proposed site. The plan shall show existing and proposed topography, cleared and graded areas, proposed area alterations and the location of sediment measures and facilities. The narrative shall describe the project, the schedule of major grading and construction detail and the maintenance program for the installed erosion and sediment control facilities. The erosion and sediment control plan shall be prepared by and bear the seal of a professional engineer, architect or landscape architect licensed to practice in the State of Connecticut.

(c) The Commission may require plans for appropriate fencing and/or landscaping of suitable type, density and height in order to effectively screen the proposed uses from adjacent properties and streets.

3.11.5 ~~–~~INTENTIONALLY OMITTED ~~Age and Occupancy Restrictions.~~

~~All AAPDs shall be created to restrict occupancy of residential units so that at least one adult occupant of each dwelling unit is 55 years of age or older, and there is no permanent resident under the age of 19 years. Each visitor under the age of 19 years may stay for a maximum period of eight (8) weeks during any calendar year.~~

~~1. Each dwelling unit in an AAPD shall only be occupied by:~~

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~~a. Persons who are 55 years of age or older.~~
~~b. A spouse of an occupant who is 55 years of age or older.~~
~~c. An occupant pursuant to b. above who survived his or her spouse.~~
~~d. An occupant pursuant to b. above whose spouse has entered into a long-term continuing care facility.~~
~~e. Up to two children 19 years of age or older may reside with their parent(s), provided such parent(s) comply(ies) with this section E.1.~~

~~In c. and d. above, remaining spouses who remarry or cohabitate must meet all occupancy requirements. For the purpose of these AAPD regulations, the term "spouse" shall include a "party to a civil union," as defined in C.G.S. § 46b-38aa et seq.~~

~~2. In no event may a dwelling unit be occupied by more than four residents, not including overnight guests or care-givers.~~

~~3. Nothing in this section shall excuse compliance with the "housing for older person" requirements of 42 U.S.C. § 3607 (including any amendments thereto after the effective date of this regulation) and the regulations adopted thereunder. The burden of complying with said law and regulations shall be on the owner or user of the property affected by this regulation.~~

3.11.6 Permitted Uses within an ~~AAPD~~AHPD: Except where indicated otherwise, an ~~AAPD~~AHPD may include any or all of the following:

(a) ~~Age-restricted r~~Residential single family detached homes.

(b) ~~Age-restricted r~~Residential single family attached homes, including townhomes, with a maximum of eight units in any one building, provided that a break in the front façade shall occur after every two units to provide visual relief and discourage large, solid, unbroken walls.

(c) Retail, restaurants and commercial uses

An ~~AAPD~~AHPD shall include no less than 10,000 square feet and no more than 10% of the cumulative gross floor area of retail, restaurant, service, civic, or office space. Such permitted uses include, but are not limited to, the following: retail, retail service, grocery store, convenience store, financial institution, health/recreation/fitness facility or spa, restaurant, medical or dental office, professional office, farmers' market, photo or art gallery, florist, gift shop, bakery, pharmacies, salon, barber shop, and restaurants, coffee shops, or

delicatessens including those with outdoor seating, in either separate or mixed-use buildings. Drive-throughs are prohibited.

(d) Multi-family buildings with not more than ~~20~~30 ~~age-restricted~~ residential units in a single building, which buildings may also include restaurants, retail, commercial, or community uses.

(e) Accessory buildings and structures.

(f) Community centers, civic offices, and post offices.

(g) Bus Stops (not to include the parking of more than two buses at one time).

3.11.7 Development Standards

(a) Lot Area: The minimum cumulative lot area of any one ~~AAPD~~AHPD shall be 10 acres, provided that such minimum area may be comprised of land on either side of a public street.

(b) Dwelling Units: The average maximum number of dwelling units per acre is ten.

(c) Building Coverage: The aggregate ground cover for all dwellings and accessory buildings shall not exceed thirty percent (30%) of the lot area; such coverage limitation shall not include swimming pools, tennis courts, or other similar amenities..

(d) Access: All single family attached and detached homes shall have a dedicated doorway connected by a walkway to frontage sidewalks. Combined residential and commercial units and non-residential units shall have client frontage to public sidewalk.

(e) Living Area: The minimum living area of each dwelling unit shall be no less than ~~1,000~~700 gross square feet provided that multi-story attached or detached single family homes shall provide a minimum ~~1,000~~700 gross square feet on the first floor.

(f) Height of Buildings: The maximum building height of any building shall be three stories as defined by the applicable building code, or 45 feet as measured to the centerline of the roof. No space having its entire floor level below the finished grade shall be used for dwelling purposes.

(g) Distance between buildings: The minimum distance between buildings shall be twenty (20) feet (excluding open patios and decks not exceeding 125 square feet, and steps and walkways).

(h) Ceiling Height: All habitable interior spaces used for dwelling purposes shall have a clear ceiling height of not less than seven (7) feet, six (6) inches throughout the entire floor area thereof, except in the case of loft or cathedral ceilings.

(i) Bedrooms: There shall be a maximum of three (3) bedrooms per living unit.

(j) Parking, Loading, and Refuse Collection:

6. Parking: Applicants shall provide adequate parking to serve the ~~AAPD~~AHPD. Garage, driveway, on-street and off-street parking areas will be considered to determine adequacy. The applicant shall submit a parking study indicating parking demand, proposed land uses, and rationale for satisfying the parking demand of the proposed land uses. Unless the applicant can demonstrate the adequacy and viability of a proposed reduction based upon shared parking, the following standards shall be met:

   (a) Single family attached or detached units: two (2) spaces per unit. Each space within an attached garage serving a unit shall count as one (1) parking space, up to a maximum of two (2) spaces per garage. Each driveway space serving a unit shall count as one (1) parking space, up to a maximum of two (2) spaces per driveway.

   (b) Living units within a ~~mixed-use~~multi-family building: ~~two (2) spaces~~ 1.5 spaces per one bedroom unit and two (2) spaces per two (2) or three (3) bedroom unit.

   (c) Office: 4 spaces/1,000 square feet of gross floor area

   (d) Retail: 4 spaces /1,000 square feet of gross lease area

   (e) Restaurant: 1 space for every 3 patron seats.

7. Parking spaces. All on-street and off-street parking spaces shall be 9' x 18'. Parallel parking spaces shall be 8' x 23'.

8. Loading Area: All proposed roadways and driveways shall be of sufficient width to accommodate a parked vehicle at curb-side engaged in loading and/or unloading activity and a moving vehicle. Loading zones shall contain sufficient height clearance and shall be located as conveniently as practical to each building within the development. Loading areas shall be 60' long x 15' wide, whereas a minimum of 10'-0"

width shall be level street or driveway surface with the remainder permitted as raised sidewalk accessible by appropriately-located drop curbs.

9. Refuse Area: Centralized refuse areas incorporating trash and recyclable collections shall be provided for mixed use buildings. Such centralized locations may be located within each building or at a separate location designed to accommodate multiple buildings.

10. Snow Storage: The applicant shall provide for snow removal and storage and designate the location for snow storage on the site plan.

(k) Buffer Area and Setbacks: The buffer area and setbacks shall conform to the standards for (i) buffer areas as set forth in Section 3.65 and (ii) setback requirements of the DEV-1 zone when non-residential uses abut or are directly across the street from existing residential properties. In keeping with the goal of creating a traditional neighborhood design, the Commission may waive the standards for buffer area and all setbacks if the proposed development in the opinion of the Commission would achieve a safe, aesthetically attractive, well-designed layout, and therefore such buffers and setbacks are deemed not to be desirable by the Commission.

(l) INTENTIONALLY OMITTED ~~Conditions: The Commission may impose conditions to require the applicant to take such actions as are necessary to ensure that the housing meets and continues to meet the age restriction requirements of this section 3.11. Such conditions may include, without limitation, deed restrictions, periodic reporting, affidavits of purchasers, renters, authorized representatives of any homeowners' or unit owners' association, stipulated ownership and management policies and procedures, and appropriate association governance. The Commission may require the applicant to submit any or all of this documentation prior to or during the hearing, for review by the Commission and its legal counsel.~~

(m) Community Areas for Recreation: The applicant shall provide an area or areas for passive and/or active recreation for the residents of the ~~AAPD~~AHPD. Such areas shall include open space accessible to the public with walkways, sitting areas (covered or uncovered), landscaping and lighting in conformance with Section 3.11.7(r)~~.18~~, "Streetscape, Landscape and Site Furnishings." Space shall be configured so that a centralized open space will accommodate a minimum 100' by 100' square. Such space shall exclude roadways, roadway right-of-way, stormwater detention or retention areas, and above-grade utility structures. Accessory buildings or other community-oriented buildings may be permitted subject to approval by the Commission. The architecture of any such structure shall complement architecture of surrounding buildings.

(n) Utilities: The ~~AAPD~~AHPD must be served by public sewer service and public potable water supply. All visible, above-grade utility structures, including but not limited to electrical control panels, meters, back flow prevention devices, transformers, etc., shall be sufficiently screened from view with landscaping in conformance with landscape provisions in Section 3.11.7(r). All proposed electric utility wires shall be placed underground.

(o) Circulation and access: Development of more than one hundred (100) bedrooms shall have a second access to a town or state maintained highway. Interior roads and access ways serving more than two (2) dwelling units shall have a paved surface of a least twenty (20) feet wide, a minimum slope of one percent (1%) and a maximum slope of ten (10) percent, and shall have a sidewalk on one side if deemed reasonably necessary by the Commission.

(p) Location: The planned development shall have 50 feet of road frontage along a State or town highway.

(q) The Commission shall certify that the soil erosion and sedimentation control plan complies with the requirements of section 6.5, and furthermore, site development shall not begin until the control plan and those control measures scheduled for installation prior to site development are installed and functional.

(r) Streetscape, Landscape and Site Furnishings:

11. Maintenance by Owner. All amenities required by, proposed and approved as part of a development plan shall be maintained in perpetuity by the owner of the ~~AAPD~~AHPD upon completion of installation.

12. Signage: Signage shall comply with the requirements found in Section IV of these Regulations and shall be appropriate in size, color, illumination and location and comply with the following:

    (b) Blinking, flashing or neon signs are prohibited.

    (c) Lighting, if provided, shall be incandescent or fluorescent, shielded and directed directly upon the sign face.

    (d) Signs shall not extend above the lowest point of the roofline of any building.

    (e) Signs shall not interfere with any sight lines at roadway intersections.

(f) Signs that may be misconstrued as public safety or traffic devices are prohibited.

13. Bicycle racks: Bicycle racks shall be provided. Two (2) bicycle spaces shall be provided for each 1,000 square feet of non-residential floor area proposed in the ~~AAPD~~AHPD.

14. Lighting: Sidewalk and roadway lighting shall be provided and comply with the following:

(g) Light posts and luminaries shall be a combined height of 12'-0".

(h) Residential sidewalk foot-candle levels shall range between 0.2 and 0.5 footcandles with consistency demonstrated through photometric design.

(i) Sidewalks adjacent to mixed use buildings shall provide a range of 0.5 to 0.9 footcandles with consistency demonstrated through photometric design.

(j) Roadways shall be illuminated to 0.6 to 0.9 footcandles with consistency demonstrated through photometric design.

(k) Full cut off fixtures with house-side shielding are required on residential frontage.

(l) No trespass glare above 0.5 footcandles at the property line is permitted.

15. Crosswalks: All crosswalks shall contain distinctive pavement with reflectorized borders. Distinctive pavement shall be unit pavers or decorative concrete.

16. Street trees: Street trees shall be placed a maximum 50'-0" on center on both sides of all streets. Street trees shall be a minimum of 3" caliper (dbh). Trees shall be limbed up to 7'-6" height and placed so as not to interfere with or be harmed by vehicular or pedestrian traffic.

17. Courtyards and Open Space: Install and maintain internal landscaped courtyard areas and common space where space permits. Materials shall include shade and flowering trees, lawn, perennial and annual planting beds. All land not used for construction of dwellings, roads, parking or private yards shall be considered open space. Open space shall be dedicated to use by residents of the ~~AAPD~~AHPD with adequate control to assure its maintenance and with restrictions or covenants prohibiting or restricting building on it.

18. Fences: Except for barrier fences as required by any applicable standard for swimming pools, ~~N~~no fences in excess of 42" height shall be permitted within the ~~A~~AHPD except for screening and security and as specifically authorized by the Town of Woodbridge Planning and Zoning Commission.

(m) All fence materials and appearance shall be compatible with the architectural character of the surrounding area.

(n) Fence and wall combinations shall be measured as one and not to exceed 42" height.

(o) Fences and pedestrian and vehicular gates ~~under~~ 42" or less in height may be located within a front, side or rear yard area, and may be installed so as to create a controlled access to non-public portions of the AHPD.

(p) Fences exceeding 42" height shall be used for screening and or security purposes and material, location, size shall be approved by the Commission.

19. Sidewalks: The following provisions apply:

(q) All sidewalks shall be concrete or unit pavers. No asphalt surfaces shall be permitted.

(r) Sidewalks fronting mixed use buildings shall be a minimum of 8'-0" wide with 4' wide tree pits within.

(s) Sidewalks fronting residential structures or within public roadway right-of-way shall be a minimum of 5' wide.

(t) Sidewalks shall be located on both sides of all roads where appropriate. Sidewalks within common open space are encouraged.

(u) Sidewalks material shall be continuous through driveways.

20. Curbs: All curbs shall be granite in accordance with State of Connecticut Department of Transportation Standards modified to contain rounded (bull-nose) top outer edge or concrete. Asphalt curbs are not permitted.

21. Driveway Curb Cuts (excluding private and public roads): Curb cuts shall be minimized through the use of shared driveways and alley access to rear and/or off-street parking areas. Curb cuts and interruptions of sidewalks

shall be minimized. Generally, curb cuts shall be limited to one lane width and shall not be more than 14'-0" wide for mixed or non-residential uses and 12'-0" wide for residential uses. For two car garages and driveway approaches for residential structures, a single curb cut not exceeding 18'-0" width shall be permitted. Where curb cuts exist or are proposed, the sidewalk surface material shall be allowed to continue through, interrupting the driveway pavement material.

22. Seating: Bench seating shall be provided in centralized open space, and along sidewalks adjacent to mixed use buildings. Bench type shall complement architecture of surrounding buildings. Individual and moveable tables and chairs (café type) shall be permitted on sidewalk areas on mixed use building frontage and within the centralized open space.

23. Screening: All visible, above-grade utility structures, including but not limited to electrical control panels, meters, back flow prevention devices, transformers, etc. be sufficiently screened from view with landscaping. Service alleys and structures, including trash and recycling containment areas and receptacles generally not used by the public shall be screened.

24. All proposed utility services shall be placed below grade.

(s) Architectural Design Standards

1. That all spaces, structures and related site improvements that are visible to the public from public roadways are designed to add to the visual amenities of the area consistent with those in and around the proposed ~~AAPD~~AHPD;
2. That the color, size, height, proportion of openings, roof treatments, and building materials be evaluated for compatibility with the local architectural character;
3. Building Orientation

   (a) Buildings should have a well defined front façade oriented so that the front façade is parallel with the public way; such public way shall include private roads within the ~~AAPD~~AHPD. The front facades and the overall massing shall emphasize the human scale and the pedestrian environment.

   (b) The relationships between buildings and the street should either be parallel or perpendicular, not angled or diagonal. Major roof

ridges of buildings should be either parallel or perpendicular to the street or public way.

(c) Accessory structures visible from the public right of way should follow the same standards as main structures, generally respecting the architectural character and design relationship established by the main structure they are associated with.

(d) No building shall be sited on a corner lot at an angle at any major intersection.

4. Building Materials

a) Preferred building materials are brick, stone and wood. Maintenance free simulated wood composite materials such as cementitious or vinyl siding shall be permitted in lieu of wood.

b) Materials should be used according to their particular logic of assembly and with appropriate detailing and expression. Cladding materials, such as siding, should not be used as a monolithic treatment, but shall broken up by appropriate trim and detailing consistent with the architectural style.

c) Preferred roofing materials are slate, wood shingles, shakes, standing seam metal, and architectural grade asphalt shingles.

d) Trim and cornice details should be of materials and dimensions appropriate to the overall treatment of the façade. Maintenance free simulated wood composite materials such as pvc are acceptable.

5. Building Facades

a) The foremost frontal plane of the building facing the street or public way is the main façade. Other front or side facing planes within a twenty foot (20') setback from the foremost façade are also considered facades.

b) Bay windows, portico, and historical façade projections are acceptable in proportion to the size of the façade.

c) Front porches and one story porches of any size are encouraged.

d) Any overhang of upper stories should be detailed to provide appropriate definition and visual support through the use of trim and brackets detailed in accordance with the architectural style. Projections should be appropriate to the scale and character of the building.

e) Building address numbers should be polished brass or black, and of a proportionate size relative to the entrance.

f) Side elevations that face a street or public way shall have materials and architectural details consistent with the front façade.

6. Window and Door Placement

a) Windows and doors should be balanced in their placement on building facades, although exact symmetry is not necessary.

b) Buildings should have many windows and doors at street level to encourage pedestrian traffic and activity.

c) Mixed use buildings should have frequent entries to contribute to a lively streetscape.

d) All exterior walls should have windows, especially if they face the street or any public space.

e) Primary building entries should be oriented toward and visible from the street. Secondary entrances from courtyards or side yards are acceptable.

f) Mixed use buildings should have greater glass area at the ground floor than at upper levels.

g) All signage shall be in accordance with Zoning Regulations.

7. Windows

(a) Window styles shall be consistent and compatible across the entire exterior of a building or home.

b) Preferred window styles are double-hung, casement, bay and storefront (in mixed use buildings.) Palladium, half-round and elliptical glazing is acceptable.

c) Windows shall have muntin patterns that are consistent with the architectural styles. A variety of muntins patterns is encouraged.

d) Display windows in mixed use buildings are encouraged at the ground level. The use of muntins to break the expanse of glass into smaller panes is encouraged, where appropriate.

e) Singly cased windows are encouraged in traditional-style buildings; multiple ganged window configurations are acceptable in buildings of a more modern style.

f) Windows shall be vertical in proportion, except on storefront windows in mixed use buildings.

g) Windows wider than three feet (3') are strongly discouraged except on storefront windows in mixed use buildings.

h) Windows, including those with high-energy glazing, shall be non-reflective.

i) Windows on buildings with siding exteriors should be trimmed with a minimum of 3-1/2" wide casing. Brick façade buildings may be treated differently as appropriate.

j) Window head features should have pediments, arched tops of flat heads consistent with the architectural style, proportioned as appropriate.

k) Shutters shall be of sufficient width to close over the entire window and shall appear to be operable. The use of shutter hardware is strongly encouraged.

8. Doors

a) Front entrance doors should be paneled and constructed of wood or simulated wood and shall be a minimum of 3'-0" wide by 6'-8" tall.

b) Storm doors must match the color of the door they protect, or to the color of the adjacent trim. No mill finishes will be allowed. Only full view storm and screen doors are allowed.

c) Muntins should be used when consistent with the architecture and their grid patterns should remain uniform throughout the façade.

d) Sliding glass doors must include muntins.

e) Awnings and canopies must comply with Zoning Regulations and must be approved by the Architectural Review Board.

f) Main entrances should feature porticos, recessed entries, or strong architectural details (i.e. pilasters and head features) consistent with the architectural style.

g) The use of transoms or sidelights is encouraged.

9. Roofs.

a) The preferred dominant roof type is gable. Hipped roofs are also appropriate. Major roof ridges of buildings should be either parallel or perpendicular to the street or public way. On narrow lots, the roof ridge should generally be perpendicular to the street.

b) Mansard or gambrels roofs may be used as appropriate but such use shall be limited.

c) Simple roof types are encouraged on small buildings. Roofs of larger buildings should be more complex and should combine a main roof with secondary roofs.

d) Parapets, projecting cornices, or decorative roof overhangs are encouraged as appropriate to the architectural style.

e) Heating, ventilation, and air conditioning equipment located on roofs shall not be visible from the street or public way.

f) Roof pitches may vary in pitch from 7:12 to 14:12. Roof pitches below 8:12 on main roofs are discouraged. Roof pitches for mansard or gambrel roofs shall be as appropriate to the architectural style.

g) Roof features such as dormers, eave breaks and turrets may be added in proportion to the roof's overall size.

h) Dormers should be set back from the face of the building at least one foot (1') and from the sides at least three feet (3'). Dormer roofs are generally gabled, with pediments or saltbox roof. The roof pitch of gable dormer roofs should match the roof pitch of the main roof.

(t) Performance of Work

1. All work in connection with the approved site plan shall be completed within five (5) years after the date of approval of the plan. The certification of approval of such site plan shall state the date on which such five-year period expires. Failure to complete all work within such five-year period shall result in automatic expiration of the approval of the site plan unless extended by the Commission for an additional period not to exceed five years.

2. Modification. Any change of plans or modification of the planned development shall require the approval of the Commission.

(u) Additional Limitations

1. All applicants must demonstrate reasonable assurance that the developer of the planned development has the financial and organizational capability to complete the project as submitted.

2. All applicants must demonstrate that any phases of development as submitted are capable of sustained and independent existence within the standards of this section without development of subsequent phases.

3. Ownership and Maintenance. All private streets, parking areas, sidewalks, utilities, recreation facilities, open space areas and other private improvements, facilities and areas shall be owned, maintained and operated by the applicant, owner(s), association or corporation without expense to the Town of Woodbridge. The development site shall, at all times, be maintained in a safe, sanitary and presentable condition.

4. Performance Bond - As a condition of its approval, the Commission shall require the applicant to submit a Cash Bond or Performance Bond in form and amount satisfactory to it and with a bonding company licensed to do business in the State of Connecticut as surety.
With the exception of any community areas for recreation as required by § 3.11.F.12. ~~T~~the bond shall guarantee the construction of all required public improvements within a specific phase, such as, but not limited to, roads, sidewalks, curbing, sanitary sewers, storm sewers, public water, etc., and the completion of all amenities in that phase, such as, but not limited to, landscaping, private walks, paved parking areas, street frontage, etc., and shall provide that in case of default, the surety company shall promptly comply with said conditions. The Commission may reduce the bond requirements as portions of the work are completed in accordance with the requirements of the Commission.