

PLANNING & ZONING
COMMISSION
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TOWN HALL ANNEX
238 Danbury Road
Wilton, Connecticut 06897

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**WILTON PLANNING AND ZONING COMMISSION
PUBLIC HEARING/REGULAR MEETING
AGENDA**

DATE: Monday, February 12, 2018
TIME: 7:15 P.M.
PLACE: Wilton Town Hall Annex, Meeting Room A, 238 Danbury Road, Wilton, CT 06897

**CONTINUATION OF PLAN OF CONSERVATION AND DEVELOPMENT DISCUSSION
FROM SPECIAL MEETING, IF REQUIRED**

PUBLIC HEARINGS

At this time interested persons may be heard after being recognized by the Chair of the Commission. See last page of this Agenda for more information on the Public Hearing process.

1. **SP#440: Applicant:** Rigby/Maneyrol. **Application:** Special Permit for proposed conversion of a detached second floor garage to an accessory dwelling unit to be used in conjunction with an existing single-family residence for property located at 270 Newtown Turnpike.

Date of Commission Receipt:	11/27/2017
Initial Public Hearing Opening Date:	1/8/2018
Public Hearing Status:	Public comment period is open. Hearing must close on 2/12/2018 unless applicant consents to extension.

2. **SP#441: Applicant:** ASML US, Inc. **Application:** Proposed construction of (i) a 45,345 sq. ft. building addition and (ii) Proposed modification of a previously approved (but yet to be constructed) parking garage for purposes of creating an additional parking level for property located at 77 Danbury Road; pursuant to Sections 29-7.B.2.a and 29-7.B.3.f of the Zoning Regulations

Date of Commission Receipt:	12/11/2017
Initial Public Hearing Opening Date:	1/8/2018
Public Hearing Status:	Public Comment period is open. Hearing must close on 2/12/2018 unless applicant consents to extension.

3. **SUB#919, LTWJ, LLC, 54.872 acres on Cannon Road, property known as Assessor's Map #21, Lot #13, for an 8-lot conservation subdivision, in the vicinity of Black Alder Lane**

Date of Commission Receipt:	12/11/2017
Initial Public Hearing Opening Date:	1/22/2018
Public Hearing Status:	Public comment period is open.

REGULAR MEETING

A. CALL TO ORDER SEATING OF MEMBERS

B. APPROVAL OF MINUTES

1. January 18, 2018 – POCD Subcommittee – Special Meeting
2. January 22, 2018 – Regular Meeting
3. January 24, 2018 – POCD - Special Meeting
4. Feb. 3, 2018 – Site Walk (ASML) - Special Meeting

C. ACCEPTANCE OF NEW APPLICATIONS

1. **SP#442: Applicant:** 555 Danbury Rd, LLC (Lori B. Brault). **Application:** Special Permit for change of adaptive use from medical space to veterinary use involving no modifications to the existing site plan
2. **REG#18367: Applicant:** Kevin E. O'Brien. **Application:** Amendments to Sections 29-6.A.3.e, 29-6.B.3.u and 29-6.C.4.j of Zoning Regulations to permit pharmacy with drive-in facilities

D. SITE DEVELOPMENT PLAN REVIEW

E. PENDING APPLICATIONS

1. **SP#440: Applicant:** Rigby/Maneyrol. **Application:** Special Permit for proposed conversion of a detached second floor garage to an accessory dwelling unit to be used in conjunction with an existing single-family residence for property located at 270 Newtown Turnpike. [*Application status noted above*].
2. **SP#441: Applicant:** ASML US, Inc. **Application:** Proposed construction of (i) a 45,345 sq. ft. building addition and (ii) Proposed modification of a previously approved (but yet to be constructed) parking garage for purposes of creating an additional parking level for property located at 77 Danbury Road; pursuant to Sections 29-7.B.2.a and 29-7.B.3.f of the Zoning Regulations. [*Application status noted above*].

3. **SUB#919**, LTWJ, LLC, 54.872 acres on Cannon Road, property known as Assessor's Map #21, Lot #13, for an 8-lot subdivision [*Application status noted above*].

F. COMMUNICATIONS

1. Review/discussion of Section 29-4.D.1 of zoning regulations pertaining to possible amendments to Accessory Dwelling Unit regulations

G. REPORT FROM PLANNER AND/OR COMMISSION MEMBERS

1. **Commission Procedures/Operations Review**
 - a. Application and submission document index
 - b. Proposed written by-laws

H. FUTURE AGENDA ITEMS

I. UPCOMING MEETINGS

1. February 22, 2018 – Special Meeting of the Planning and Zoning Commission Plan of Conservation and Development (POCD) Workshop (Trackside – 7 PM)
2. February 26, 2018 – Special Meeting – POCD (Annex Room A – 6:30 PM)
3. February 26, 2018 – Regular Meeting of P&Z Commission (Annex Room A – 7:15 PM)

J. ADJOURNMENT

How the Public Hearing Process Works

Pursuant to Connecticut General Statutes, applications that require a public hearing are administered in three distinct phases. It is important to recognize that public comment, either written or oral communication, cannot be received by the Commission once a public hearing is closed.

1. *Application Receipt Phase:* An application to the Commission is considered “received” at the first regularly-scheduled meeting of the Commission following submittal of the application to the town offices or thirty-five days; whichever date occurs first. The public hearing must open within sixty-five (65) days following the application receipt date.
2. *Public Hearing Phase:* Once opened, a public hearing must be heard and close within thirty-five (35) days. This stage is when the applicant presents the application to the Commission and interested party are allowed to comment on application. Again, public comment cannot be received once the hearing is closed.
3. *Deliberations Phase:* Once a public hearing closes, the Commission is provided sixty-five (65) days to deliberate the merits of an application and render a decision. Though public comment is not taken at this point, these meetings are open to public.

Time Extensions: Note, the Connecticut General Statutes provides up to sixty-five (65) days of additional extension time which can be applied to any of the three referenced phases. This is to encourage a complete and thorough review of applications before the Commission and to allow for full public participation.

Continuances: Public hearing matters are subject to requests for continuation or withdrawal at any time prior to a scheduled hearing. Inquiries regarding late changes may be made to the Planning and Zoning Department during business hours at (203) 563-0185.