

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

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

DATE: Monday, January 22, 2018
TIME: 7:15 P.M.
PLACE: Wilton Town Hall Annex, Meeting Room A, 238 Danbury Road, Wilton, CT 06897

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 (Continued until Feb. 12, 2018)

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

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:	Opening 1/22/2018

REGULAR MEETING

A. CALL TO ORDER SEATING OF MEMBERS

B. APPROVAL OF MINUTES

1. January 8, 2018 – Regular Meeting

C. ACCEPTANCE OF NEW APPLICATIONS

D. SITE DEVELOPMENT PLAN REVIEW

E. PENDING APPLICATIONS

1. **SP#436: Applicant:** i.Park Norwalk II, LLC. **Application:** Special Permit for proposed construction of a parking garage facility in the westerly portion of the site between L.A. Fitness Center and the Cannondale Bicycle testing/assembly building for property located at 1 Cannondale Way.

Date of Commission Receipt:	9/25/2017
Initial Public Hearing Opening Date:	11/27/2017
Public Hearing Status:	Public Comment Period is Closed

2. **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. [*Tabled - Application status noted above*].
3. **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*].
4. **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. Lori B. Brault, 555 Danbury Road, Request for a change in adaptive use from a medical practice to a veterinary hospital
2. Review/discussion of Section 29-4.D.1 of zoning regulations pertaining to possible amendments to Accessory Dwelling Unit regulations
3. SP#430, 759 Danbury Road, Request for administrative amendment to SP#430 to allow for modifications to prior approval to allow dog caretaker apartment on first level of subject building
4. Communication from Board of Finance concerning appointment of PZC representative for participation in future taxpayer survey

G. PLAN OF CONSERVATION AND DEVELOPMENT (POCD) UPDATES

1. Discussion regarding Board/Commission invitation to January 24, 2018 special meeting and POCD questionnaire from Milone and MacBroom, Inc.
2. Preliminary POCD schedule development, including public meeting/launch date
3. Communication procedures for POCD process

H. REPORT FROM PLANNER AND/OR COMMISSION MEMBERS

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

I. FUTURE AGENDA ITEMS

J. UPCOMING MEETINGS

1. January 24, 2018 – Special Meeting of the Planning and Zoning Commission Plan of Conservation and Development Workshop
2. February 3, 2018 – Special Meeting of the Planning and Zoning Commission (site walk)
3. February 12, 2018 – Regular Meeting of the Planning and Zoning Commission

K. 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.