

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, Apr 23, 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. **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. Public hearing must close on 4/23/2018 – no further extensions available.

REGULAR MEETING

**A. CALL TO ORDER
SEATING OF MEMBERS**

B. APPROVAL OF MINUTES

1. April 5, 2018 – Site Walk – Special Meeting
2. April 9, 2018 – POCD – Special Meeting
3. April 9, 2018 – Regular Meeting

C. ACCEPTANCE OF NEW APPLICATIONS

1. **SDP: Applicant:** Wilton Partners, LLC d/b/a The Learning Experience **Application:** To allow a child daycare center pursuant to Section 29-6.B.2.a of zoning regulations, for property located at 213 Danbury Road

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D. SITE DEVELOPMENT PLAN REVIEW

1. **SDP: Applicant:** CH 241 Danbury Road Assoc, LLC **Application:** Alternative Signage Program, for property located at 241 Danbury Road
2. **SDP: Applicant:** CH Danbury Road Assoc, LLC and Osman Wilton, LLC **Application:** Alternative Signage Program, for property located at 249 Danbury Road

E. PENDING APPLICATIONS

1. **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.]*
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 *[Public hearing closed - Commission deliberation ongoing.]*
3. **Special Permit (SP#443): Applicant:** Ken Bennett, Vice President, Goodwill of Western & Northern Connecticut, 17 Danbury Road **Application:** Special Permit pursuant to Section 29-6.A.3.o. to permit use of existing retail space for establishment of charitable organization (Goodwill donation center) *[Public hearing closed – Commission deliberation ongoing.]*

F. COMMUNICATIONS

1. **ASML US, Inc., 77 Danbury Road, Request to allow for two-phase construction sequencing, with no change to previously approved site improvements or required final completion date, as per resolution #0318-23P**
2. **Calitri Revocable Trust, 46 Danbury Road, Request for modification of SP#401 to rescind approval of renovation and convenience store replacement, building demolition and site work, while retaining approval of storage tanks replacement**

G. PLAN OF CONSERVATION AND DEVELOPMENT (POCD) UPDATES

1. Continuing discussion pertaining to the POCD

H. REPORT FROM PLANNER AND/OR COMMISSION MEMBERS

1. Commission Procedures/Operations Review
 - a. Review of PZC by-laws

I. FUTURE AGENDA ITEMS

1. **REG#18368: Applicant:** ASML US, Inc. **Application:** Amendment to Section 29-7.E.7 of Zoning Regulations to increase site coverage in a DE-10 (Design Enterprise) Zoning District from 40% to 50%. **[Public Hearing – May 14, 2018]**

2. **SDP: Applicant:** Visiting Nurse & Hospice (VNH) of Fairfield County, 22 Danbury Road
Application: Renovation of former retail building into administrative offices
[Discussion – May 14, 2018]
3. **REG#18369: Applicant:** Wilton Planning & Zoning Commission **Application:**
Amendments to Section 29-4.D.1 of Zoning Regulations for modifications to accessory dwelling units regulations **[Public Hearing – Tues, May 29, 2018]**

J. UPCOMING MEETINGS

1. May 14, 2018 – Special Meeting - POCD (Annex Room A – 6:30 PM)
2. May 14, 2018 – Regular Meeting of P&Z Commission (Annex Room A – 7:15 PM)
3. May 17, 2018 – Special Meeting - POCD Workshop (Trackside, 15 Station Road – 7 PM)

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.