

SUBDIVISION / RESUBDIVISION APPLICATION

WESTPORT PLANNING AND ZONING COMMISSION

CHECK APPLICABLE TYPE BOX:

SUBDIVISION

RE-SUBDIVISION

FOR OFFICE USE ONLY:

Application # PZ-26-00134
Submission Date: 3/2/26
Receipt Date: 3/2/26
Fee: \$710

1. Property Address: 6 Newtown Turnpike
2. Property ID# (9 Digits - staff will provide) _____ Zone: _____
3. Does your project involve demolition of structures 50 yrs old +? No If Yes, Visit HDC Room 108, 341-1184.
4. Applicant's Name: LANDTECH Daytime Tel#: 203.454.2110
Applicant's Address: 5 [REDACTED] Code: 066880
E-Mail: _____
5. Property Owner Ken and Adrienne Winemaster Daytime Tel # _____
Exactly as listed on Assessor's Card (NO Abbreviations) If more room is needed attach a list.
Owner's Address: 6 Newtown Turnpike Zip Code: 06880
E-mail: _____
6. Name of Subdivision: 10312
7. Title of Subdivision Map: Proposed re-subdivision Map
Scale: 1" = 40' Date: April 1, 2015
8. Number of lots proposed: 0 Number of new building lots created: 0
Subdivision layout covers 0 acres.
Distance to public sewer: N/A Will connect: Yes No
Distance to public water: N/A Will connect: Yes No
9. Source of elevations, contour and similar data shown on maps:
N/A

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10. List easements and deed restrictions existing on property proposed for subdivision:

Conservation Easements

11. Does Subdivision map cover the entire contiguous holding of the applicant? N/A

Does the Existing Conditions map show the tentative layout of all contiguous land of the applicant, in addition to the proposed layout of subdivision? _____

12. Names of proposed roads and their lengths: N/A

13. Does applicant propose to dedicate proposed road and/or open spaces shown on Subdivision Map to the Town?
No

If so, approximate date intended for any dedication to public use or other appropriate disposition of open space:
N/A

14. Identify waivers of any of the Subdivision Regulations specifically requested by this application and give reasons for this request: N/A

15. This property is is not within 500 feet of an adjoining municipality.

17. Estimated time needed for presentation: 10 Minutes

The P&Z Director, his/her designee, or the P&Z Commission may require an applicant to pay for hiring one or more outside consultants to assist the P&Z staff and Commission in analyzing, reviewing, and reporting on areas requiring technical review.

I hereby certify that the above information is correct and that I have submitted herewith all of the pertinent documentation required by the zoning application.



Applicant's Signature (If different than owner)

Owner's Signature (Must be signed)

1. If the applicant is unable to obtain the signature of the property owner, a letter of authorization signed by the property owner may be submitted instead.

SUBDIVISION & RE-SUBDIVISION REQUIREMENTS

HISTORIC – If your project proposes the DEMOLITION of any structure 50+ years old, you **MUST** have your project REVIEWED by the Historic District Commission **PRIOR** to this application – Visit room 108 - 341-1184.

1. Application fee: **See Appendix A** in the *Westport Zoning Regulations* for the required amount Cash or Check Only.
2. One (1) copies of **EXISTING CONDITIONS SURVEY**, (Max size 24"x36") *FOLDED NOT ROLLED*
Also, any other plans as required in accordance with §52-4 of the Zoning Regulations.
3. One (1) copies of **PROPOSED SUBDIVISION MAP**, (Max size 24"x36").
4. Submit a **FLASH DRIVE** with this Application List a **separate pdf** for "EACH" such as: Surveys, Bldg. Plans & also submit; a new FLASH DRIVE if you submit a **REVISED SURVEY** or **PLANS**, as we need **ELECTRONIC VERSIONS**.
5. **Two weeks prior** to submitting Application: **Call Staff 203-341-1030** to request Staff prepare the Mailing materials 6a. Preparation **FEE = \$25.00** (Cash or Check only Payable to Town of Westport), so you have time to prepare **New #6c, carefully**.
6. **NEW NEIGHBOR NOTIFICATION PROCESS: Envelop MUST have RED STAMP on it before mailing see 6 b&c.**
 - a. **MATERIALS:** 250' Neighbor List, Assessor's Map, Field Card & LABELS for both Envelopes & Mail Cert Form.
 - b. The **NEW ENVELOPE** preparation process has changed: **BEFORE YOU PREPARE ENVELOPES NOTE:**
Return address **MUST** be Planning & Zoning 110 Myrtle Ave Westport, CT 06880 = LABELS are in P&Z office.
NEW STAMP IS REQUIRED on each ENVELOPE saying: **URGENT TOWN NOTICE LETTER** in color "red".
 - c. When Staff Calls you to pick up your mailing materials you need to **TELL STAFF** that you will **EITHER:**
 1. Bring in your own #10 White Envelopes to P&Z and You will apply our Red Stamp to them in office **OR**
 2. Purchase the Pre-Printed Envelopes from P&Z at .15 each. **Staff will advise quantity per 6a above.**
 - d. **NOTICE LETTER FORM is attached:** Fill in the blanks: **Date:** Use Date you will submit Application.
Project Description: Write **Subdivision** and **how many lots**. **PHOTO COPY letter:** *Quantity per list from #6.*
Fill each envelope with a Notice Letter and **bring** all stuffed envelopes to P&Z office **WITH** your Application.
DO NOT MAIL - PREPARE ONLY, PREMATURE MAILING may require that you REPEAT mailing process.
 - e. **Staff will give you Post Office CERT Form #3877 and review process to Prepare Certificate of Mailing Form.**
AFTER your application is accepted you will be advised to bring Mailing materials to Post Office.
 - f. **URGENT:** The Post Office will then **STAMP** your **Certificate of Mailing Form**.
You **MUST BRING** that **STAMPED FORM** back to P&Z office **ASAP** or your Application will not be "Legal Noticed" which will cause it to be delayed and moved to next hearing date.
7. If other reports need to be obtained from any local, state or federal department, bureau or agency, having jurisdiction over this application, those reports must be submitted to the P&Z Commission at least **fourteen calendar days prior** to the public hearing.
8. Subdivisions with **5 acres or more** or **5 lots or more** an **Archeological Survey** will be required.
9. Subdivisions within the **coastal area**, shall also submit a **CAM Application** also.

REVIEW BY OTHER AGENCIES

The applicant **may be required** to obtain approvals from the **following Agencies**, *read list below carefully*: Those written approvals must be, submitted to P&Z Dept. at least 14 days prior to Public Hearing.

- Applicant must **SEND WRITTEN NOTICES** to both **The State Commissioner of Public Health** & to the **local Water Company**. *If property is within Aquifer Protection Overlay Zone*, shown on the official Westport Zoning Map. *This requirement affects all P&Z and ZBA Applications after 10/01/06 as per Public Act #06-53.*
- Conservation Commission**: Required *if property* is within or affecting lands designated on the official inland wetlands and watercourses map shall be submitted to Conservation Dept. no later than the day the application is filed with P&Z Dept.
- Flood & Erosion Control Board and Engineering Dept.** required:
If property is within or affects the flood limits of **any brook, river, stream or body of water** and *if in Waterway Protection Line (WPL)*. F&ECB *will require 7 copies of all plans.*

If there is either: **no activity** within the WPL area or **only de minimis activity** near to the WPL area, the subdivision application may be **exempt** from F&ECB review The Director of the Planning & Zoning or designee shall make this determination and may solicit the opinion of the Town Engineer as to whether the subdivision qualifies for such exemption.
- Westport/Weston Health District or the Water Pollution Control Authority**:
If property involves on-site septic systems or sanitary sewers shall be approved by one of these agencies, respectively.
- Regional Referral** required:
If property abuts or crosses the Town Line: **The P&Z Dept.** must submit a referral at least thirty, (30) days **before approving the subdivision plan.**
- The subdivision record map shall be endorsed by the P&Z Secretary, or Chairman **only after**, all requirements of subdivision regulations have been met.

Notice Letter

To whom it may concern:

Date Application Submitted: 02.25.2026

This letter is being sent to you to make you aware of the Application listed below.

Notice is hereby given that LANDTECH has filed a Subdivision Application
(Print Applicant's Full Name) (List Type of Application)

For Listed Proposed Project Description below (Copy from Line #8):

Proposed relocation of a driveway and conservation easements with associated site improvements.

With the Town of Westport / *Planning and Zoning Commission*

For approval for 6 Newtown Turnpike
(Address of Property)

The public hearing date for this application will be, scheduled at the discretion of the P&Z Commission.
A Legal Notice of Public Hearing for this application will be, published twice prior to the hearing in a local newspaper.

To view application details please:

Visit www.westportct.gov under *Planning & Zoning Department, Pending Applications*, or
Visit the P&Z office in room 203 at Town Hall, 110 Myrtle Ave, Westport, CT 06880. Monday - Friday 8:30 - 4:30

To submit a letter of support or objection for above project: Mail or E-mail letter to pandz@westportct.gov.

For Future Reference:

If you wish to receive E-mail Notifications of future hearings follow these directions:

1. Go to Town Website at www.westportct.gov.
2. On left tool bar Click: **Sign up for e-Notification**, Subscription page will open.
3. Type in your E-mail Address, *twice as requested*.
4. Click each **Board / Committee / Category** you want to receive E-mail Notifications from.
5. When you complete your selections, Click: **Subscribe**.
6. You will soon receive an E-mail confirmation.

Thank you, LANDTECH
(Print Applicant's Full Name)

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Town of Westport
Planning and Zoning Department
Town Hall, 110 Myrtle Avenue
Westport, CT 06880
Tel: 203-341-1030 Fax: 203-454-6145 Email: PandZ@westportct.gov
www.westportct.gov

TO: Whom it May Concern
FROM: Michelle Perillie, Planning & Zoning Director
DATE: Effective Sept. 1, 2022
SUBJECT: Complete Applications & Receipt of Materials

THIS NOTICE IS FOR ALL APPLICANTS FILING APPLICATIONS FOR REVIEW BY THE PLANNING & ZONING STAFF, or COMMISSION or THE ZONING BOARD OF APPEALS

Applicants should submit all materials necessary to review an application in a timely manner to allow for adequate time for review by staff, members of the Planning and Zoning Commission and/or members of the Zoning Board of Appeals.

Applications will not be officially received until P&Z Staff determines it is complete for purposes of determining deadlines for action by the respective staff and elected officials pursuant to State Statutes and local zoning regulations. Requirements for a complete application are listed on the application forms available on-line in the FORMS section [here](#), or by contacting the P&Z Office.

Revised materials may be submitted. A plan revision fee may be required if staff determines the changes are significant. Revision fees equal 50% of the original application fee, *see Westport Zoning Regulations Appendix A, Land Use Fees*, available on-line [here](#) or by contacting the P&Z Office.

A cover letter should accompany revised materials to facilitate review by staff and elected officials.

Useful Information for All Applicants

P&Z Staff is available daily to respond to questions and/or discuss applications before submission. Discussions can be scheduled in-person, via Zoom, or via Microsoft Teams. General questions can be answered over the phone.

Check to confirm submission of items often missed that can delay obtaining an approval including:

- The application fee (\$). Make check made payable to "Town of Westport" or submit cash;
- Proposed survey or site plan signed by a licensed surveyor or engineer (if required);
- Building Plans drawn to scale (if required);
- Owner's authorization if the application is being submitted by other than the owner of the property;
- All application requirements: application form, survey, building plans, owners authorization, other departmental approvals (such as Health Dept., Conservation Dept.) submitted electronically for loading into the permitting software system.

Time Needed for Review:

Materials submitted less than 14 days prior to a hearing will be received into the record as required in accordance with the Connecticut General Statutes. Items submitted less than 14 days prior to a public hearing or at a public hearing, may not be reviewed or discussed until the next scheduled hearing. A hearing may be left open if substantial materials are submitted by an applicant less than 7 days prior to the hearing to allow adequate time for review by staff, members of the Planning and Zoning Commission and/or members of the Zoning Board of Appeals. This requirement may be waived by the Chairman of the elected Commission and/or Board at its discretion.

Thank you for your cooperation.

WESTPORT CONNECTICUT
PLANNING & ZONING
110 MYRTLE AVE TOWN HALL RM 203
WESTPORT, CT 06880
Tel: 203-341-1030 • 203-341-1079
Fax: 203-454-6145

September 01, 2018

Site Visits

Please be advised that a formal site visit of the Planning & Zoning Commission may be Scheduled prior to the Public Hearing at which the Application is scheduled. Staff will advise you if a formal site visit is scheduled.

Furthermore, Planning & Zoning Commission members and/or staff may decide to carry out informal, independent site visits to the subject property. These visits may take place during the two week period prior to the Public Hearing at which the Application is scheduled.

We thank you for your cooperation.

Please feel free to contact the Planning & Zoning office if you have any questions or there are any special circumstances which might affect site visits.

Michelle Perillie,
Planning & Zoning Director



Town of Westport
Planning and Zoning Department
Town Hall, 110 Myrtle Avenue
Westport, CT 06880
Tel: 203-341-103 Fax: 203-454-6145 Email: PandZ@westportct.gov
www.westportct.gov

TO: Whom it May Concern
FROM: Michelle Perillie, Planning & Zoning Director
DATE: August 11, 2025
SUBJECT: Alert - Fake "Invoices" from Westport P&Z Department

We have been made aware of scammers contacting residents regarding zoning/public hearing applications. These individuals are falsely claiming that a *public hearing fee* must be paid directly to them in order for an application to proceed.

Important:

- The Town of Westport will never request payment fees through phone calls, text messages, personal emails, or payment apps (such as Venmo, Zelle, or CashApp).
- All official fees are paid directly to the Town of Westport through established and secure payment methods.
- Scammers may use official-sounding titles, fake letterhead, or spoofed phone numbers to appear legitimate.

If you receive a suspicious request:

1. Do not provide personal or financial information.
2. Do not send payment.
3. Contact the Planning and Zoning Department immediately at 203 341-1030 to verify the legitimacy of any request.
4. Report the incident to the non-emergency line of the Westport Police Department at 203 341-6000.

Please share this information to help protect others from falling victim to these scams.