

LITCHFIELD PLANNING AND ZONING COMMISSION
Town Hall Annex – 80 Doyle Road, Bantam, CT

Minutes of February 4, 2013

- 1. Chairman, Dr. Susan Lowenthal, called the meeting to order (7:04)**
 - a. Present were Commissioners Curt Barrows, Peter Losee, Susan Lowenthal, Dave Pavlick, Sky Post, and Alternate Commissioner, Ralph White
 - b. Absent: Commissioner Carol Bramley, and Alternate Commissioners Ed Doyle and Erin Kennedy
 - c. Land Use Administrator, Dr. Dennis Tobin, was present
 - d. Appointment of alternates: Mr. White was appointed
 - e. Appointment of Acting Secretary; Mr. White was appointed
 - f. Approval of Minutes of January 22, 2013: Motion to approve by Mr. Pavlick, second by Mr. Barrows, affirmative vote unanimous with the following edits:
 - i. 9,a: Adjournment by Barrows, not Bramley
 - ii. 3,c,iii: Add “Public Works must approve curb cut on High Bridge Road.”
 - iii. 7, b: Add the word “are” before the word “soliciting”

- 2. Public Comment: (7:08)**
 - a. None

- 3. Commissioners’ Requests: (7:09)**
 - a. None

- 4. Open Space Clarification, Kathy Brown, Tax Assessor (7:09)**
 - a. The possibility exists that a tiny fraction, as little as 0.16 acre of a 2 acre property could be put into Open Space. This is space which cannot be developed in any way so the only impact is to reduce tax liabilities.
 - b. The proposal is that the existing fractional lots in Open Space would be grandfathered but that going forward only lot-sized acreage could be put into Open Space.
 - c. It was the sense of the Commission that it would need to see the minutes which established the existing policies.

- 5. Character Committee Update (7:23)**
 - a. Mr. White proposed amending the Planning and Zoning Regulations as follows:
 - i. The Table of Non Residential Uses, currently Article IV, Section 5, be re-titled “Section 5a, Table of Uses – Non Residential Uses under 10,000 Square Feet in Footprint and 12,000 Square Feet in Gross Area.”
 - ii. A second table of uses be inserted, titled “Section 5b, Table of Uses-Non Residential Uses of 10,000 Square Feet and Over in Footprint or 12,000 and Over in Gross Area” in this new chart, the initials SP (site plan) and P (permitted) will be changed to SE (special exception) wherever they appear.
 - b. Mr. White noted that these amendments resulted from suggestions from Attorney Stephen Byrne.

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- c. Dr. Lowenthal asked that the minutes reflect that the purpose of the amendment is to refine our current zoning regulations, based on an internal review of non residential properties conducted by the Character Committee, to require special exception review for any proposed nonresidential uses greater than 10,000 in footprint, or 12,000 square feet gross area.
- d. The posters used in Mr. White's presentation will be entered into the Commission's files.
- e. Finding broad support among Commissioners and no opposition to Mr. White's proposed amendments, Dr. Lowenthal thanked the Character Committee and charged Dr. Tobin with drafting a new Article IV, Section 5 comprising two tables of uses per Mr. White's recommendation (i and ii, above). These amendments will be sent for legal review and voted on at the Commission's next planning meeting, March 4th.

6. Commissioner's Suggestions (8:54) None

7. Land Use Administrator Report (8:54)

- a. Budget Instructions from Leo Paul entered into the files
- b. Budget Response from Dr. Tobin, with aggregate expenses held to prior year level, and revenues increased.

8. Old Business (9:15) None

9. New Business (9:15) None

10. Correspondence (9:15) None

11. Executive Session (9:15) None


12. Adjournment (9:15)

- a. Motion by Mr. Waterhouse, second by Mr. Pavlick, affirmative vote unanimous

Respectfully Submitted,
Ralph White, Acting Secretary
February 4, 2013



Susan W. Pitman Lowenthal, MD
Chairman



Date