

LITCHFIELD PLANNING AND ZONING COMMISSION
Town Hall Annex - 80 Doyle Road, Bantam, CT
REGULAR MEETING MINUTES
June 16, 2014 7:00 p.m.

Chairman Thomas Waterhouse called the meeting to order at 7:05 p.m.

Present: Commissioners Curtis Barrows, Carol Bramley, Peter Losee, David Pavlick, Thomas Waterhouse. Alternate Commissioners William Conti and Denise Schlesinger and Land Use Administrator, Dr. Dennis Tobin

Absent: Commissioners Ed Doyle, Susan Lowenthal, and Alternate Commissioner Ralph White.

Appointment of Alternates: William Conti and Denise Schlesinger were appointed to act for Ed Doyle and Susan Lowenthal.

Approval of Minutes of June 2, 2014

The minutes of the June 2, 2014 meeting were approved on a motion by W. Conti and seconded by C. Barrows. The motion carried unanimously with D. Pavlick abstaining as he was not present at the 6/2/14 meeting.

Public Comment: None

Commissioners Requests: None

Application Reception

Carpenter 6/16/14
290 Northfield Rd.

Receive and set public hearing (July 21, 2014) for Special Exception Accessory Apartment (Article V, Section1).

The applicant, Maureen Carpenter, was present to explain the application. The house is 5,440 sq.ft. and the proposed accessory apartment is 1,026 sq.ft. The applicant was instructed as to the procedures for special exceptions. W. Conti moved the application for a special exception accessory apartment located at 290 Northfield Rd. be set for public hearing on 7/21/14. C. Barrows seconded the motion which was unanimously carried.

Minor Site Plan Modification

Forman School 6/16/14
12 Norfolk Rd.

Minor site plan modification to add outdoor decks to new faculty housing units.

D. Pavlick recused himself at 7:24 p.m. due to his professional relationship with the Forman School.

Robert Scodari representing Forman, explained the approved site plan for the three single family dwellings had inadvertently left out a 10'x10' deck to the rear of each house. New plans locating the three decks were reviewed by the Commission with Dr. Tobin stating the approval is an administrative one due to the very minor modification. Chairman Waterhouse signed the plans for filing.

D. Pavlic rejoined the meeting at 7:27.

Land Use Administrator Report – permits, enforcement, budget, office.

Dr. Tobin stated the deadline for responses to the RFP for the zoning regulation revisions will close on Friday, June 27th at which point the Commission can review the proposals and make recommendations as to the consultant to hire.

Permits issued in May and through the 16th of June were reviewed. There was discussion as to moveable solar arrays and solar regulations in general that need to be addressed with the regulation revisions. It was noted by Dr. Tobin that the special permit for the new billboard sign at The Commons was previously approved 4 or 5 years ago and the permit includes lighting for the sign. He also noted a zoning permit had been issued for the change of ownership of the former Bantam Fuel convenience store/gas station/ and the manufacturing building on Rt. 202 across from Wamogo since neither represents a change in use.

Dr. Tobin noted the budget for the coming year includes a secretary.

Planning Meeting

Zoning Regulations Review – Article IV – Area, Dimension, Regulations and Article V – Standards and Requirements for certain uses.

Article IV review determined much of the language of the definitions was awkward and needed rewording with graphics potentially added to clarify the intent of the definitions. Sections 2 through 2C were determined to need further review and possible modification, particularly along the Old Rt. 8 corridor and within the borough. Discussion at the next planning meeting will pick up with Article IV, Section 3.


Old Business: C. Bramley reported on the NHCOC 5th Thursday Forum held 5/29/14. Sean Hayden, Executive Director, Northwest Conservation District discussed low impact development to control the cleanup of storm water runoff, noting that plants not only serve to clean the water but provided erosion and sedimentation control. He suggested all towns include storm water plans in subdivision regulations and recommended reference to DEEP's Storm Water Quality Manual which is available on line.

New Business: Brief discussion of consistently absent commission members led to a recommendation the Chair write a letter to the member, send it certified and cc the First Selectman and the appropriate Chair of the Town Committee.

Possible Executive Session: None

Correspondence: Letter from the State of CT Siting Council regarding a modification to an existing tower located at 383 Torrington Rd.

Adjournment: W. Conti moved and P. Losee seconded a motion to adjourn at 8:36 p.m. The motion was unanimously carried.


Thomas Waterhouse,
Chairman

Date

7/21/14