

## LITCHFIELD PLANNING AND ZONING COMMISSION

Town Hall Annex,  
80 Doyle Rd., Bantam, CT  
**REGULAR MEETING MINUTES**  
April 2, 2018 7:00 p.m.

- Call to Order: Chairman Bramley called the Regular Meeting to order at 7:00 pm.
- Member Present: Carol Bramley, John Cox, Peter Losee, Max McIntyre, Denise Raap
- Members Absent: Guy Baldwin, Abby Conroy, William Conti, Mitchell Samal
- Alternate Members Present: Nancy Tarascio-Latour
- Also Present: Dr. Dennis Tobin, PhD
1. Appointment of Alternates: Nancy Latour
  2. Commissioners' Requests: None

### *APPLICATION CONSIDERATIONS*

3. **Morosani – 160 Wigwam Rd.** – Three lot subdivision. (Received 2/20/18) - (awaiting easements)  
John Morosani and Bunny Morosani presented an overview regarding the easements. Their Attorney stated the easements are completed and have been sent to Berkshire Engineering & Surveying for review. The easements will then go to the Attorney Byrne for review.  
*Mr. Morosani requested a 30-day extension for 160 Wigwam Road. Letter on file.*
4. **Laurel Ridge Realty, LLC – Amendment to Zoning Regulations** - Set public hearing (5/7/18) for Amendment to zoning regulations to add “Caterer” use as Special Exception Use in the RR zone and add definition of “Caterer” in the Glossary of Terms and Phrases. (Received 3/5/18)  
John Morosani and Bunny Morosani presented an overview. Mr. Morosani spoke about the definition of “Caterer”. Should the special exceptions be granted, each event would be different. Mr. Morosani presented the following (On file):
  1. Estimating the Number of Parking Spaces Per Acre. University of Tennessee, CPA Info #222.
  2. Spreadsheet outlining guests, workers, etc.
  3. Draft of Amendment to Litchfield Zoning Regulations to add “Caterer” to Special Exception Use in the RR Zone.  
Catering: The use of real property for the provision of catering for special events may be permitted in the RR Zone where the owner/renter is not conducting the special event. The use is subject to the following Conditions:
    1. The Special Exception application shall include a statement of use with the following information (additional information on file).
    2. The applicant will file a Special Zoning Application along with information about each proposed special event with the Town Zoning Administrator no less than 30

days prior to the event detailing the following information (additional information on file).

3. The Minimum lot size for a catering special exception event shall be 5 acres or 5 times the required space for the combined special event and the required parking, calculated as follows (Additional Information on file).
4. For a driveway entering from a Town of Litchfield public road, there must be a Driveway Permit issued by the Litchfield Public Works Department. For a driveway entering from a State of Connecticut Public Highway, there must be a Driveway Permit issued by the Connecticut State Department of Transportation.
5. There shall be restrooms/portable sanitary facilities in the following ration: for an event lasting 4 hours or less, one portable restroom for every 75 guests and work personnel. For an event lasting longer than 4 hours, one portable restroom for every 50 guests and work personnel.

The Commission spoke about Zoning Permits, Caterers, Special Events, Fire, Public Safety, Torrington Area Health, Parking, Grandfathering, Caterer/No Permanent Structure, Zoning Permits, No Parking on the Streets, and the Building Inspector.

*John Cox made a motion to set a public hearing for Laurel Ridge Realty, LLC – Amendment to Zoning Regulations on 5/7/18 for Amendment to zoning regulations to add “Caterer” use as Special Exception Use in the RR zone and add definition of “Caterer” in the Glossary of Terms and Phrases. Max McIntyre Seconded. Vote: 6:0. All in Favor.*

5. **Laurel Ridge Realty, LLC – Blakeslee Road** – Set public hearing for Special Exception Caterer use. (Received 3/5/18)

*Max McIntyre made a motion to set a public hearing for Laurel Ridge Realty, LLC – Blakeslee Road on 5/7/18 for Special Exception Caterer use. Denise Raap Seconded. Vote: 6:0. All in Favor.*

#### **APPLICATION RECEPTIONS**

6. **Dotties Provisions – 14 Cobble Court** – Receive and set public hearing (5/7/18) for Special Exception Bakery.

Ryan Nettleton provided an overview. Mr. Nettleton would like to open a bakery for bake goods and coffee. The Commission spoke about seating, bathrooms, hours of operations, menu (please provide for public hearing), building inspector, code updates, signage, historic commission, lighting, garbage, and outdoor seating.

*John Cox made a motion to set a public hearing for Dotties Provisions - 14 Cobble Court on 5/7/18 for Special Exception Bakery. Peter Losee Seconded. Vote: 6:0. All in Favor.*

7. **Adaptive re-use of historic barns - Discussion**

- a. Letter: John A. Kleeman, February 22, 2018, Re: Adaptive Reuse of Historic Barns
- b. Berlin Zoning Regulations, July 23, 2013
- c. Addison, VT, Zoning Regulation

d. Pictures

The Commission spoke about the number of barns in Litchfield, special exceptions, setbacks, National Historic Register, and the goal of the Barn Sub-Committee.

The Barn Sub-Committee will consist of: Peter Losee, Denise Raap and Guy Baldwin. This will also be an agenda item on future meetings.

8. Approval of Minutes of March 19, 2018

John Cox made a motion to approve the minutes of March 19, 2018 with the following changes: Regular Meeting Agenda to Regular Meeting Minutes. Max McIntyre Seconded. Vote: 5:0:1 (Nancy Latour Abstained).

9. Public Comment: None

10. Old Business: None

11. New Business: Dr. Tobin about site visits regarding notice of violations.

12. Possible Executive Session to discuss pending litigation: None

13. Correspondence: None

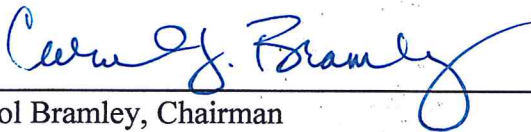
***Peter Losee made a motion to close the meeting. Denise Raap seconded. Vote: 6:0. All in Favor.***

Meeting ended at 8:38 pm.



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Nancy C. Latour, Recording Secretary  
Date: 4/2/18



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Carol Bramley, Chairman  
Date: 4/2/18

