

**LITCHFIELD PLANNING AND ZONING COMMISSION**  
Town Hall Annex Gymnasium, 80 Doyle Rd.  
Bantam, CT  
**REGULAR MEETING AGENDA**  
December 7, 2015 7:00 p.m.

Call to Order: Chairman Waterhouse called the regular meeting to order at 7:01 pm.

Members Present: Carol Bramley, Abby Conroy, Peter Losee, Dr. Susan Lowenthal, Denise Schlesinger, Thomas Waterhouse  
Members Absent: Guy Baldwin, William Conti, Mitchell Samall  
Alternate Members Present: Nancy Tarascio-Latour  
Also Present: Dennis Tobin, PhD

1. Appointment of Alternates: Nancy Tarascio-Latour
2. Election of Officers and review of Bylaws
  - a. Election of Officers postponed to next meeting. As per Bylaws, Article VI, Section 1 - Section 3. At this given time, "all regular members are present".
3. Public Comment:
  - a. Michele Crow, Topic: Lighting, Regulation - 8.1. Michele Crow presented the Commission with a letter. The letter is on file. The Commission requested Ms. Crow complete a formal request which can be completed at the Planning & Zoning office.
4. Commissioners' requests:
  - a. Peter Losee, to add to agenda – Tim Auction Enforcement Issue under Item 9, New Business.

*Carol Bramley made a motion to add Tim Auction Enforcement Issue to Item 9, New Business. Dr. Susan Lowenthal seconded. Vote – 7:0, with all in favor.*

**PUBLIC HEARING**

**The following letters were read during the Public Hearing by the Commissioners: (letters are on file)**

- a. Byrne & Byrne, LLC.: Amendments to Zoning Regulations, November 25, 2015

**5. Review Proposed Zoning Regulations Amendments & Map, December 7, 2015**

Mr. Sean Suder of Graydon Landuse was present via telephone.

**Public Comment:**

1. Attorney Bruce Temkin, representing Mr. James Lucas, presented the Commission with a letter. Mr. Temkin read the letter to the Commission: Re: Proposed Amended and Restated Litchfield Zoning Regulations. The letter is on file.
2. Barbara Putman, RC Zone. Ms. Putman spoke about open space and sewers. Ms. Putman presented the Commission with a letter. The letter is on file.
3. Michelle Crow. Re: Proposed Revision of the Planning and Zoning Code – C -202; Riverview Commerce. The letter is on file.
4. John Acerbi (Litchfield Hills Nursery); R. J. Ford (Goldenrod Realty); William Personnalitti (Old Toll Gate Hill); Bradford Atkins (Fernwood Rest Home), and Curtis Barrows (Resident), presented the Commission with a letter and map in regards to R-80 Zone to the newly proposed C-202 Zone. The letter and map are on file.
5. Barbara Putman: Re: Tap and Testing Rooms. Errors are on page 21-22.
6. John Kleeman, Re: Old Barns – Allow barns which are over 100 years old to be converted for third party use. The letter is on file.

The Commission requested a survey from the State of Connecticut to reference the number of Barns in the Town.

7. Barbara Putman: Re: Personal Stables. Regarding the definition in the proposed regulations. All barns to rent horse stalls.
8. Joan Spear, Re: Plan of Conservation and Development. Presented the Commission with a letter. The letter is on file. Ms. Spear asked if the Commission received a letter and if this letter was sent to Sean Suder. The Commission, via phone, asked if Sean Suder received a letter from Ralph White. Mr. Suder stated he did. Mr. Suder stated the proposed regulations will help retain the characteristics of the Town. The Commission requested a sentence be added in regards to historic verbiage.
9. Jeff Wacker, Re: General Provisions; Change of use; parking spot size; Commercial Zones; and 202 provisions. The letter is on file.
10. Michelle Crow, Re: C-202; Ascetics' of the town in regards to color; and signage. The letter is on file.
11. Jonathan Wilson, Re: Signage and Process. Mr. Wilson asked the Commission to clarify the process during this revision of the Regulations in regards to the Borough and Historic District.

The Commission stated during their deliberations, they will review all letters and comments for consideration in the final revision.

12. Curtis Barrows, Re: RC Zone; lot size; and accommodation of what currently exist. Mr. Barrows is very favorable of the proposed site plans. During his tenure as a former Commission member, Mr. Barrows stated he walked the RC Zone and made recommendations to the Commission to change the zone from residential to commercial.

**The following letters were read during the Public Hearing by the Commissioners: (letters are on file)**

1. Michelle Crow: Proposed Revision of the Planning and Zoning Code – 52,000 sq. ft. Retail, December 7, 2015
2. Albert E. Saunders: Affordable Housing Zoning Regulations, December 7, 2015
3. Sean Suder: “The Non-Residential Table of Users Amendment” – The Case for Reducing the 52,000 Sq Ft Building Allowance in the Historic Town of Litchfield, CT, December 7, 2015.
4. Byrne & Byrne, LLC.: Amendments to Zoning Regulations, November 2, 2015
5. James Lucas: Proposed Amended and restated Litchfield Zoning Regulations, December 7, 2015
6. Barbara Putnam: Open Space Definition in both the current and proposed regulations, September 4, 2015
7. Joan Spear: Zoning regulations: Home Farming, November 3, 2015
8. Commissioner Dr. Lowenthal: Proposed New Regulation, January 23, 2015
9. Barbara Putman: Character of Litchfield, December 7, 2015

***Dr. Susan Lowenthal made a motion to close the Public Hearing on December 7, 2015 as of 9:09 pm. Denise Schlesinger seconded. Vote: 7:0, all in favor.***

6. Regulation Revision Contract Extension

Dennis Paul Tobin, PhD, Land Use Administrator, Re: Contract time delay for contract and work extension + scheduling of specifications and payments for Sean Suder – Planning Consultant – Graydon LandUse, cc: Planning & Zoning Commission, Regulation revision file. This is an Extension Notice for the 2015 Land Use regulations revision project. December 7, 2015.

7. Approval of Minutes of November 16, 2015

***Carol Bramley made a motion to approve the November 2, 2016 minutes. Peter Losee seconded. Vote: 6:1, Dr. Susan Lowenthal Abstained.***

***Carol Bramley made a motion to approve the November 16, 2015 minutes. Abby Conroy seconded. Vote 6:1, Denise Schlesinger abstained.***

8. Old Business      None

9. New Business

- a. Tim’s Auction Enforcement Issue. On Sunday, December 6, 2015, Tim’s Auction had a Drumming Band in front of De Franco’s Restaurant. Additionally Tim’s Auction had various items which were not approved: auction items in front of De Franco’s Restaurant; sandwich boards around the town green; and parking of a vehicle in non-legal parking spot. Dr. Dennis Tobin spoke with Tim’s Auction regarding his banners.

Burgess Losee of the Historic District spoke about signage. The Borough has regulations regarding signage, banners, and signage on telephone poles. Burgess Losee stated sandwich boards are not allowed in the Historic District. Burgess Losee stated a letter when to Tim’s Auction regarding his signage and articles of items.

Dr. Dennis Tobin will issue Tim's Auction and De Franco's a notice of violation for Site Plan and Signage. Burgess Losee stated he will be issuing notices of violations also.

10. Possible Executive Session to discuss pending litigation          None

11. Correspondence    None

*Carol Bramley made a motion to close the meeting. Abby Conroy seconded. Vote of 7:0, with all in approval.*

Meeting ended at 9:37pm.

Respectfully Submitted,



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Nancy Latour, Recording Secretary  
Recording Date 12/ 07 /15

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Thomas Waterhouse, Chairman  
Date 12/        /15