

**LITCHFIELD PLANNING AND ZONING COMMISSION**

Town Hall Annex  
80 Doyle Road, Bantam, CT  
**REGULAR MEETING AGENDA**  
March 21, 2016 7:00 p.m.

Call to Order: Chairman Schlesinger called the regular meeting to order at 7:00 pm.

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

1. Appointment of Alternates: William Conti, Mitchell Samal, Nancy Tarascio-Latour
2. Public Comment: None
3. Commissioners' requests:

*William Conti made a motion to add to item 4.a., 824. Town of Litchfield – Public Works – Tallmadge Lane – Sewer Extension. Abby Conroy seconded. Vote, 7:0, All in favor.*

**APPLICATION RECEPTIONS**

4. **8-24. Town of Litchfield – Public Works – Constitution Way & Bantam Rd (Route 202), March 21, 2016.** Replacement of high school bulletin board.

Frank Simone, Facility Manager for Town of Litchfield and Len Fasano informed the Commission, the sign for Litchfield High School was hit by a car. The town would like to replace the current sign with an LED sign. The sign will be used for school information only. The Town goes to Design Review on April 7 2016. Frank Simone, stated that the LED sign does have time controls.

*William Conti made a favorable recommendation to approve 8-24, Town of Litchfield – Public Works – Constitution Way & Bantam Road (Route 202) with the conditions the sign would not flash, rotate, pulsate and turn off by 10:00 pm. Guy Baldwin seconded. Vote 7:0, all in favor.*

5. **4.a -8-24. Town of Litchfield – Public Works – Tallmadge Lane, March 21, 2007 – Sewer Extension.**

Terrence Donohue, Public Works Director and Dennis McMorrow, Berkshire Engineering & Surveying presented an overview to the Commission.

The Commission requested Public Works Department update the Existing, Proposed & Special Sewer Areas Map with the assistance of the Conversation Department.

*William Conti made a favorable recommendation to approve 8-24, Town of Litchfield – Public Works – Tallmadge Lane & Goshen Road– Sewer Extension, with the following conditions: WPCA to update the Existing, Proposed & Special Sewer Areas Map. Peter Losee seconded. Vote: 6:0:1 – Nancy Tarascio-Latour – Abstained.*

6. **Skarupa – 16 Goslee Road. Receive and set public hearing (4/18/16), March 21, 2016** for Special Exception Home Occupation for Country Clippers dog grooming.

Kimberly Skarupa presented the Commission with a picture and a map. The Commission requested the following items – pictures and Torrington Area Health approval for water usage,

*William Conti made a motion to send Skarupa – 16 Goslee Road, March 21, 2016 for Special Exception Home Occupation to public hearing on April 18, 2016. Peter Lossee seconded. Vote 7:0, all in favor.*

7. **Larsson – 426 Bantam Lake Road. Receive and set public hearing (4/18/16), March 21, 2016** for Special Exception Home Occupation for massage therapy.

Ms. Larsson presented the Commission with a map. The Commission requested an additional map with more details and pictures.

*William Conti made a motion to send Larsson – 426 Lake Road, for Special Exception Home Occupation for Massage Therapy to public hearing on April 18, 2016. Abby Conroy seconded. Vote: 7:0, all in favor.*

8. **Forman School – 12 Norfolk Rd., March 21, 2016** – Receive and set public hearing (4/18/16) for Special Exception for new visual and performing arts center and fabrication lab.

Robert Scodari, CFO and Business Manager, Forman School and Dennis McMorrow, Engineer, Berkshire Engineering & Surveying presented the Commission with an overview of the following, not limited to: maps, building structure, outline of departments, pictures, generators, parking, zoning and lighting,

The Commission requested a copy of Forman School's Security Policy. The Commission requested the design outline how materials are moved inside and outside of the Fabrication Lab and Photography Lab (Article 6, section 3).

*William Conti made a motion to send Forman School – 12 Norfolk Road – for Special exception for new visual and performing arts center and fabrication lab to public hearing on April 18, 2016. Abby Conroy seconded. Vote: 6:0:1 with Nancy Tarascio-Latour – Abstained.*

9. **7 North Street Litchfield, LLC – 7 North St., March 21, 2016** – Receive and set public hearing (5/2/16) for Special Exception for 2 restaurants, 3 residential apartments, office and retail space.

Gail McTagget, Secor, Cassidy & McPartland, P.C., and Milton Gregory Grew, Architect, Grew presented an overview to the Commission, parking, restaurants, apartments, office and retail space, lighting, signage, walkways and elevator.

*Abby Conroy made a motion to require 7 North Street Litchfield, LLC., provide the Commission with a deposit of \$2,500 for legal review for Steve Byrne to review application , description, interface with Zoning Permit, and Process', i.e., Site plan, and etc. William Conti seconded. Vote: 7:0, All in favor.*

*William Conti made a motion to send 7 North Street Litchfield, LLC., - 7 North St., for Special Exception for 2 restaurants, 3 residential apartments, office and retail space to public hearing on May 2, 2016. Denise Schlesinger seconded. Vote 7:0, All in favor.*

10. Approval of Minutes of March 7, 2016

*William Conti made a motion to approve the minute of March 7, 2016. Guy Baldwin seconded. Vote: 5:0:2. Abby Conroy, Mitchell Samal Abstained*

11. Old Business

*Nancy Tarascio-Latour made a motion to approve "Litchfield directory of zoning and land use application forms" effective May 20, 2016 and to post on the Landuse website and to pay the remaining \$7,500 project funds to Graydon land use. Denise Schl Seconded. Vote: 7:0, all in favor.*

8. New Business None

9. Possible Executive Session to discuss pending litigation. None

10. Correspondence

a. NHCOC, Request to designate a Regional PoCD rep from your town. Abby Conroy will represent Planning & Zoning

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

Meeting ended at 8:55 pm.

Respectfully Submitted,



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Nancy Latour, Recording Secretary  
Recording Date 03/21/16

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Denise Schlesinger, Chairman  
Date 03/ /16