

LITCHFIELD PLANNING AND ZONING COMMISSION

Town Hall Annex – 80 Doyle Road, Bantam, CT

REGULAR MEETING MINUTES

November 18, 2013 7:01 p.m.

Chairman Susan Lowenthal called the meeting to order at 7:01 p.m.

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

Absent: Alternate Commissioner Ralph White.

Appointment of Alternates: None

Approval of Minutes of November 4, 2013

The following corrections were noted: absent: change Pos to Post; change heading Regular Meeting to Planning Meeting; under Commissioners requests: change Workshop lines one and two to Planning.

C. Barrows moved and P. Losee seconded a motion to approve the minutes. All voted aye except Dr. Lowenthal who abstained as she was not present at the meeting

Public Comment: None

Commissioners' requests: T. Waterhouse requested the status of alternate commissioner Ralph White as he had requested his name be removed from the election ballot. Chairman Lowenthal stated town clerk Lisa Losee informed her Mr. White had been in to see her to take the oath of office.

Forman School – 54 Norfolk Rd. – Modification to Special Exception Site plan to convert existing barn to dormitory and staff housing for educational institution.

Commissioner D. Pavlick recused himself due to his relationship with the Forman School and alternate W. Conti was appointed in his place. Mr. Conti disclosed he lives on Sarka Lane about a half mile from the subject property but has no personal interest with regard to the application.

Attorney D'Andrea, representing the Forman School, submitted the required green cards and stated appraiser Arthur Oles and engineer Dennis McMorrow would also be presenters for the application. A series of letters were read by Attorney D'Andrea and submitted to the file. Elevations of the proposed changes to the façade of the barn were presented along with the interior layout of the building. D. McMorrow reviewed the site plan and detailed Forman's compliance with applicable sections of Article VIII General Standards and Procedural Requirements for Special Exceptions from the Zoning Regulations. A letter dated 11/18/13 from Attorney Ziska, representing neighbors who formerly opposed the special exception for the property, stated they do not oppose this application provided the building is not increased in size. Commission member questions were asked and answered.

The hearing was opened to the public at 8:01. There were no members of the public to speak for or against the application. C. Barrows moved to close the hearing at 8:02 pm, T. Waterhouse seconded the motion which was unanimously carried.

C. Bramley moved to approve the Special Exception application of the Forman School, 54 Norfolk Road for a modification to convert the existing barn to dormitory and staff housing for educational institution because it conforms to the required special exception standards as set forth in Article VIII Standards and Requirements for Special Exceptions with the following conditions:

1. The dormitory and staff housing be connected to Litchfield's sanitary sewer system upon completion of the regional planning review and required public hearing related to the modification of the POCAD Sewer Service Area map,
2. Confirmation of connection to Litchfield sewer system be submitted to the Land Use Administrator.

Peter Losee seconded the motion.

Vote: Conti – aye; Barrows – aye; Lowenthal – aye; Waterhouse – aye; Bramley – aye; Losee – aye; Doyle – aye. The motion carried unanimously.

Sewer Service Area – Proposal to Amend POCAD Map

A letter dated 11/12/13 from Attorney D'Andrea to the Commission requesting a change in the town's Sewer Service Area Map to reflect the new dormitory/staff housing building be hooked into the Litchfield sewer system was read as well as the minutes of the WPCA meeting 11/ 14/13.

C. Barrows moved to refer the proposed modification to the POCAD Map for 54 Norfolk Road to Regional Planning agencies and towns. W. Conti seconded the motion which was unanimously carried.

C. Barrows moved and C. Bramley seconded a motion to set a Public Hearing on the change in map for 1/21/14. The motion carried unanimously.

8:33 pm D. Pavlick resumed his seat on the commission.

Old Business: None

New Business: None

Possible Executive Session: D. Pavlick moved and P. Losee seconded a motion to go into Executive Session to discuss pending litigation at 8:35. The motion carried unanimously. Motion to come out of Executive Session at 8:50 pm was made by T. Waterhouse, seconded D. Pavlick and unanimously carried.

Correspondence: A copy of a letter dated 11/13/13 to First Selectman Leo Paul from Representative Craig Minor's office regarding grant money available for the purchase of open space land; 11/4/13 Cease and Desist letter from the Land Use Administrator to a property owner on West Street regarding a standing violation.

Adjournment: C. Barrows moved and D. Pavlick seconded a motion to adjourn at 8:55 pm. The motion carried unanimously.

Susan W. Pitman Lowenthal, MD
Chairman

Date: