

LITCHFIELD PLANNING AND ZONING COMMISSION

Town Hall Annex - 80 Doyle Road, Bantam, CT

MINUTES

Monday, June 20, 2011 7:00 p.m.

Chairman Putnam opened the meeting at 7:15 p.m.

Present were members Barbara Putnam, Elizabeth Jamieson, Sky Post, Tom Waterhouse and alternate James Keithan

Absent: Susan Lowenthal (arrived late), Michael Italiaander and alternates Paul Adams and Kelli Green

Also present was Land Use Administrator Dr. Dennis Tobin.

1. **Public Comment** –Mr. Dennie Williams was present to speak to the commission regarding the Farmers Market at Center school. He feels that there are still conflicts with Bill Burgess's involvement in the farmers market and acting on the Planning and Zoning Commission.

Susan Lowenthal arrived at 7:24 p.m.

Mark Heron, President of the LHFFS, responded to Mr. William's comments. The idea for the market evolved from the EDC, not Mr. Burgess. The LHFFS has permits for their activity and are operated by volunteers and run by a market Master, not Bill Burgess. Bill Burgess did not become a member of the Commission until November of 2008, after the approvals of the LHFFS and has never earned money from the market.

2. **Appointment of Alternates** – Alternate James Keithan was appointed for absent member Michael Italiaander.
3. **Approval of Minutes June 6, 2011** – Barbara Putnam noted Mr. Patterson's name was not Dick but Dirk, and it was not clear as to whether Mr. Patterson's statement that "the Borough has authority over anything that does not include zoning" needs to be changed to be more specific. This item will be tabled until the tape is heard to make sure the intent of his statement is clear.
4. **Commissioners' requests** –Tom Waterhouse brought up Ron's Automotive because it has an auto in the front painted red white and blue with Ron's Automotive painted on the car. Dr. Dennis Tobin will investigate as to whether this issue will require enforcement action and report back to the Commission.

PUBLIC HEARINGS/CONSIDERATIONS

5. **McKinney** **37 Saw Mill Rd.** **6/20/11**
Special Exception addition to existing accessory apartment.

- a. Open public hearing.

The hearing opened at 7:42 p.m. Chairman Putnam read the legal notice in to the record. The certified mail receipts were submitted to the file, approval from the TAHD, the assessors card, approval from the Milton Historic district. The floor area is less than 35% of the total habitable floor area ratio. Susan Lowenthal had concerns that a variance from the public health code might be required. Her concerns were clarified by the applicant and the chairman because no additional bedrooms are proposed. The hearing closed at 8:03 p.m.

- b. **Consider**

Motion: Tom Waterhouse moved to approve the application.

Second: Sky post

Voting in Favor: Elizabeth Jamieson, Sky Post, Susan Lowenthal, Tom Waterhouse and James Keithan.

Abstentions: None

Voting against: None

Motion carried: 5-0

6. **Town of Litchfield** **58 North Lake St.** **6/20/11**
Site Plan for addition of electronic scoreboards at baseball fields.

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a. Open public hearing.

Chairman Putnam opened the hearing at 8:04 p.m. and read the legal notice in to the record. Alan Landau and Tom Waterfall of the Tri Town League were present for the application. They did not have green cards present. A site plan was submitted for the file. Approval from the Historic District Commission has been granted. They will replace old scoreboards in the same locations. The new scoreboards are slightly smaller than the old ones, and will be used during the daytime hours only. They are metal and only the numbers will be lit. At 8:15 Chairman Putnam continued the meeting until July 11th.

7. Town of Litchfield

58 North Lake St.

6/20/11

- Receive and consider 8-24 application for addition of electronic scoreboards. The Chairman stated that no 8-24 was filed so there will be no action taken.

APPLICATION RECEPTIONS

8. Litchfield On The Green (Litchfield Inn)

432 Bantam Rd.

6/20/11

Site Plan application for 2 story, 16,805 sf building addition to house Personal Service Shop w/o hazardous materials (Spa) and indoor pool. Addition of outdoor tennis courts, paved parking area and landscaping. Building addition to banquet hall. Ken Hrica, P.E. was present representing the applicant. He reviewed a memo dated June 20th 2011 outlining the scope of work. Ramiz Khoda, Architect, reviewed the building plans and elevations and Cynthia Rabinowitz, Landscape Architect reviewed the landscape plan. The Commission would like a referral from the Design Review Advisory Committee, Town Planner, Public Works Director and Fire Marshal review. A \$2000 bond to cover the cost of the Planner's review was requested. This item will be placed on the July 18th agenda.

9. Brandywine Assisted Living

19 Constitution Way

6/20/11

Receive and set public hearing (7/18/11) for 2 building additions (12,119 sf) to Special Exception Convalescent Home (Art. V, Section 5). Attorney Perley Grimes was present representing the applicant and reviewed the proposal for the Commission. Mike Lillis, PE with CCA presented a site plan and reviewed the project with the Commission. Steve Heaney, VP of Operations, spoke about the upgrades obtained from the building official for safety concerns such as magnetic locks and door alarms per the fire code. The disposal process for medications was also discussed. The Commission would like a referral from the Design Review Advisory Committee, Town Planner, Public Works Director and Fire Marshal review. A \$2000 bond to cover the cost of the Planner's review was requested. The public hearing will be set for July 18th at 7:00 p.m.

10. Brandywine Assisted Living – 19 Constitution Way – Receive application for Aquifer Protection Agency review.

The public hearing was set for July 18th at 7:00 p.m.

11. Old Business – No old business was discussed.

12. New Business – No new business was discussed.

13. Correspondence – There was no correspondence to be discussed.

14. Possible Executive Session to discuss pending litigation – There was no new information to be discussed.

The meeting adjourned at 9:58 p.m.

Respectfully submitted,

Elizabeth Jamieson, Secretary

Barbara Putnam, Chairman

Date