

**LITCHFIELD PLANNING AND ZONING COMMISSION  
MEETING MINUTES**

**Monday July 21, 2025, 7:00 p.m.**  
**Town Hall Annex, 80 Doyle Rd. Bantam**  
***In Person Meeting***

**1. Call to Order - Appointment of Alternates**

C. Bramley called the meeting to order at 7:00 pm.

Members Present: C. Bramley, P. Losee, P. Dauten, M. Eucalitto, R. Lupo, C. Bunnell, G. Fuessenich, S. Simonin (arrived at 7:02 pm). Land Use Administrator S. Musselman.

Members Absent: B. Gibney, J. Cox.

Appointment of Alternates: G. Fuessenich.

**2. Commissioner's Requests**

M. Eucalitto moved to add an item# 9a (373 E. Litchfield Road - proposed 1-lot subdivision) to the agenda. P. Losee seconded and the motion to add an item# 9a carried unanimously.

**Public Hearings**

**3. Proposed housing amendments to include consolidation of terms for types of multifamily housing Sec. 1-2, updating / clarification of Sec 5.3 and 5.22 and new standards for Access Management and Landscaping Sec. 6.7.**

Before opening the hearing, C. Bramley explained the updates to the regulations and read the legal notice into the record that was published in the Republican-American on 7/10 & 7/14. C. Bramley stated that the Commission isn't looking to act on the amendments at tonight's meeting and is instead looking to receive feedback from the public.

Consulting Planner George Kral was present on behalf of the Commission and gave a detailed overview of the proposed housing amendments.

C. Bramley then opened the hearing to the public.

- Planner Martin Connor, in attendance on behalf of a client, stated he was in favor of the amendments and noted that the changes were consistent with the Town's Plan of Conservation and Development as well as its Housing Affordability Plan.
- Michael Peloquin shared his concerns that there were no changes proposed to the RHOW zone included in the amendments. He then expressed his dissatisfaction with the language of the RHOW zone.

With no further comments from the public. C. Bramley asked if the Commission had any thoughts. S. Simonin stated he was concerned about water access for multi-family

housing as there are areas throughout the community that have water issues. The amendments will be discussed again at the 9/2 meeting by the Commission and the public hearing will be continued to 10/6. In the meantime G. Kral will work on developing a preface for the MF Zone description.

4. Proposed amendments to Section 6 - "Permits, Approvals, and Exceptions" for modifications to Site Plan and Special Exception approvals.

Before opening the hearing G. Kral gave an overview of the proposed amendments to Section 6. C. Bramley then read the legal notice published in the Republican-American on 7/10 & 7/14.

- Planner Martin Connor spoke in favor of the amendments and shared his experience in other towns that have access management regulations.
- Peter Mortiz, a licensed horticulturist, spoke in favor of the amendments specifically related to landscaping and historic tree preservation. P. Moritz offered to share standards for native landscaping and historic tree preservation with the Commission.

With no further public comment, discussion ensued amongst the Commission. M. Eucalitto felt that language should be added to the amendment encouraging interconnectivity between future developments. Additionally credit for parking lost due to access management should be considered. G. Kral will update the amendments ahead of the September planning meeting. The public hearing was continued to 9/2.

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5. **176 East Street / 64 Wells Run - Litchfield Housing Authority** - Special Exception / Site Plan for an 8-unit affordable housing development. Two buildings with 4-units each are proposed along with the construction of a new 16-space parking lot. MBL#'s 219-038-50A & 219-038-48A. Received 7/21/25.

No one was present for the application. C. Bramley noted that the fee was received and that the applicant had requested a public hearing in September as they will be unable to attend the August meeting. S. Simonin moved to set a public hearing for 9/15. P. Dauten seconded and the motion to set the hearing carried unanimously.

6. **663 Maple Street - Del Prete** - Special Exception for an accessory apartment in the LR district. MBL# 154-069-09G. Received 7/21/25.

Jennifer Del Prete was present for the application and gave an overview of her proposal to establish a 720 ft<sup>2</sup> accessory apartment on the 2nd floor above her existing detached garage. J. Del Prete noted that she had received TAHD and State approval to connect the apartment to the existing septic. While the garage isn't located entirely behind the house

it is located well behind the front plane of the home and is in line with the back 1/3 of the house. C. Bramley requested that letters be obtained from the Building Official and Fire Marshal ahead of the public hearing.

M. Eucalitto moved to set a public hearing for 8/18. P. Losee seconded and the motion to set the hearing carried unanimously.

7. **73 North Street - Cowell** - Special Exception for the creation of a 4.23 acre interior lot in the HR-30 district. (Existing lot to be reduced from 6.55 acres to 1.95 acres) MBL# 206-046-078. Received 7/21/25.

Attorney Neal White was present on behalf of the applicant. Since there has been no subdivision on the parcel since the establishment of the Litchfield Subdivision regulations the proposed new parcel can be established through a first cut. Since the first cut happens to also be an interior lot within the HR-30 district it needs to meet all of the requirements of Sec 4.3.1 as well as the dimensional requirements of the HR-30.

C. Bramley requested detail and pictures of what the interior lot accessway will look like and asked for a landscape plan. N. White stated that it was the property owner's intention to provide landscaping to screen the new lot from her home as well as from the street. S. Musselman noted that the sewer connection is not within the 3-acre conservation easement at the rear of the proposed interior lot and that easement language for the sewer connection, located within the new frontage lot, is required.

With no further discussion S. Simonin moved to set a public hearing for 8/18. M. Eucalitto seconded and the motion to set the hearing carried unanimously.

8. **187 Chestnut Hill Road - Sarris** - Site Plan for the installation of a ground-mounted solar array in the RR district. MBL# 069-042-16C. Received 7/21/25.

Rich Vocke of Evergreen Energy and property owner Paul Sarris were present for the application and gave an overview of the proposed project. The current array, located in the backyard, doesn't have the capacity to power the home so a new 49'7" x 12'5" array with higher capacity panels will be installed directly behind the existing array. R. Vocke noted that the height of the array doesn't exceed 15' so a special exception is not needed.

S. Simonin moved to approve the application for the installation of a ground-mounted solar array. P. Losee seconded and the motion to approve carried unanimously.

9. **16 Harris Road - Litchfield Ford** - Site Plan for the construction of a new 20-space parking lot. MBL#085-059-018. Received 7/21/25.

Patrick Hill of Litchfield Ford was present for the application and gave an overview of the proposal to construct a new 20-space employee parking lot on 16 Harris Road. C. Bramley requested that the existing overflow parking located on the former Grange lot (435 Bantam Road) be shown on the site plan in addition to the new parking lot.

Additionally, the site plan will have to show detail on the landscaping, including the berm, proposed for the new Harris Road lot. P. Losee asked if there was a plan for lighting and drainage. P. Hill responded that there will be no new lighting installed and that the drainage for the new parking lot will connect to existing drains located on 439 Bantam Road.

Discussion of the application was continued to the 8/18 meeting.

**9a. 373 East Litchfield Road - Moritz - Proposed 1-lot subdivision.**

Peter Mortiz was present for the application and explained the property history to the Commission and his proposal for a 1-lot subdivision. He purchased his current home in 2007 and then later acquired the back portion along Rte. 118 through a lot line revision. There is an existing DOT curb cut along Rte. 118 that will be utilized for the driveway. S. Musselman stated that a title search would be necessary to determine whether the division represented a subdivision or a re-subdivision. A re-subdivision would necessitate a public hearing.

The Commission decided to continue discussion on the application to the 8/18 meeting to allow time for P. Mortiz to obtain a title search.

**10. Commission Discussion / Instruction**

C. Bramley shared land use training guidelines with the Commission prepared by the Connecticut Office of Policy and Management (OPM) and requested that the Commissioners review the zoning regulations that pertain to the agenda items each meeting.

**11. Any other business:** None.

**12. Approval of Minutes - June 16th, 2025.**

S. Simonin moved to approve the 6/16/25 minutes. P. Losee seconded and the motion to approve carried unanimously.

**13. Correspondence:** None.

**14. Adjournment**

S. Simonin moved to adjourn at 9:10 pm. P. Dauten seconded and the motion to adjourn carried unanimously.

Respectfully submitted,

April Blasavage  
Land Use Administrative Assistant