

LITCHFIELD PLANNING AND ZONING COMMISSION
MEETING MINUTES
Monday December 15, 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 7:01 p.m. and took attendance.

Members Present: C. Bramley, P. Losee, M. Eucalitto, R. Lupo, S. Simonin, R. Greenwood, S. Healy, D. Correia; LUA S. Musselman

Members Absent: C. Bunnell, G. Fuessenich.

Appointment of Alternates: D. Correia, R. Greenwood.

2. Commissioner's Requests: None.

3. Application Receptions

a. 64 Naser Road – Cruz – Special Exception for an accessory apartment in the RR district. MBL# 091-014-10A.

No one was present for the application. S. Musselman explained that the application requires a variance from the ZBA before PZC can consider an approval of the application as the proposed accessory apartment is located within the front yard. S. Musselman has discussed this with the applicant and an application to ZBA has been submitted.

C. Bramley noted that the application was complete, however, considering the need for a variance the Commission will accept the application as complete and hold off on setting a hearing until ZBA has rendered their decision.

b. 44 Whiskers Lane – Chrichton – Re-subdivision of existing 41.45-acre parcel into two parcels; Parcel A: 21-acres and Parcel B: 20.45-acres. Application received IWC approval on 11/12/25. MBL# 015-030-017.

R. Chrichton was present for the application and gave an overview of the existing 41.45-acre parcel which includes an existing home. A proposed home site is shown on Parcel B that is accessed by an 1800' driveway (11% max grade shown) with two vehicle pull-offs. TAHD approval was received along with IWC approval and copies of both approvals are in the application file. As the property was previously subdivided the application is a re-subdivision and as such requires a public hearing. The applicant was instructed as to posting the property and notifying neighbors as required.

With no further discussion M. Eucalitto moved to set a public hearing for 1/20/26. P. Losee seconded and the motion carried unanimously.

4. Other Business

a. 18 Russell Street – Derwin – Pre-application discussion for a potential boutique hotel.

Andrea Derwin, owner of 18 Russell Street, and planner Martin Connor were present for the pre-application discussion to potentially seek approval for a boutique hotel. A. Derwin gave an overview of the property history for 18 Russell Street. The former retail space received a special exception for residential use within a business building on 1/16/96. An interior designer has been contracted to review the space and reported that the post and beam structure lends itself nicely to 7 hotel rooms and has begun drafting conceptual designs for the building. With the recent success of new boutique hotels (Belden House & The Abner) in Litchfield A. Derwin believes that the location of her property, at the terminus of the Greenway and within walking distance to West Street, is well suited for a new small-scale boutique hotel.

M. Connor stated that a potential 7-room boutique hotel would require 7 parking spaces and the property was previously approved for 9 parking spaces. C. Bramley inquired as to how the property would be accessed from Russell Street as it's an interior lot. A. Derwin responded that she has recently obtained a 20' easement from Eversource. C. Bramley then noted that there is a discrepancy in town maps as to the exact boundaries of the Borough and whether 18 Russell is within the historic district. M. Connor will confirm with the Borough before a formal application is submitted. Commissioners C. Bramley and M. Eucalitto commented that they felt the proposal was a good idea and the location was suitable for a boutique hotel.

5. Land Use Administrator's Report

Commissioners reviewed S. Musselman's report dated 12/15/25.

6. Approval of Minutes – December 1, 2025.

S. Simonin moved to approve the 12/1/25 minutes. P. Losee seconded and the motion carried unanimously.

7. Correspondence: None.

8. Adjournment

S. Simonin moved to adjourn at 7:41 p.m. M. Eucalitto seconded and the motion to adjourn carried unanimously.

Respectfully submitted,

Spencer Musselman
Land Use Administrator