

LITCHFIELD PLANNING AND ZONING COMMISSION
MEETING MINUTES
Monday January 5, 2026, 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 p.m. and took attendance.

Members Present: C. Bramley, C. Bunnell, D. Correia, G. Fuessenich, S. Healy, P. Losee, R. Lupo, S. Simonin.

Members Absent: M. Eucalitto, R. Greenwood.

Appointment of Alternates: S. Healy.

2. Commissioner's Requests - None.

3. Planning Meeting

a. CGS 8-30g review.

A memo from Mountain Laurel Planning Collaborative (MLPC) from Commission Planner SN Villalba dated 12/30/25 was reviewed for discussion. Copies of the memo were sent to Commissioners on 01/02/26, hard copies were in the Commissioner's packets for discussion and copies were available for the public. C. Bramley noted she had received an email from Mark Greenberg with a newspaper article on a court case in Bethel, CT. With S. Musselman out of the office on Friday, C. Bramley emailed a copy of the memo to Mr. Greenberg.

The memo was requested by the Commission at the 12/07/25 meeting when Planner SN Villalba was introduced to the Commission. The memo details the provisions of 8-30g and the most recent legislative changes contained in Special Session Act No. 25-1. Many sections of the memo were read by C. Bramley with Commissioner discussion focusing on the 8-30g appeals process, the median income limits for Litchfield (table p.4), the percentage of units currently in Litchfield (p.7) and the requirements established for a moratorium based on "Housing Unit Equivalents" (HUE). The Table on p.8 lists the Affordable Housing unit types and the HUE equivalents for each. It was mentioned that Gagarin Place was the only 8-30g application the commission has received to date, A member of the public, M. Peloquin interjected that he believed this was not correct. C. Bramley, as chair, reminded him that this was not a public hearing and he was out of order.

More work needs to be done to determine and/or confirm Litchfield's HUE number. SN will be working with DOH to make sure all the units that make up Litchfield's current 5.02% affordable housing units are categorized and documented correctly. The method for determining the percentage of a town's affordable units is computed by comparing the number of affordable units to the total housing units in town and is based on the census data compiled every 10 years. Our current numbers are based on 2023 when the 2020 census was certified.

b. Review of Accessory Apartment regulation.

There was a brief discussion of our Accessory Dwelling Unit (ADU) regulation for potential updating. It was noted the regulation was added to the zoning regulations

approximately 30 years ago. Provisions of regulations from Southington and Cornwall were mentioned and briefly discussed. Commission members were asked individually to comment on what they see as issues related to ADU's. The following were mentioned: water and sewer/septic, additional setbacks, neighborhood visibility, privacy, and potential for noise. The Southington regulations limit the ADU to a Parent/Grandparent, including in-laws, with no mention of adult children. Their regulations also state the unit "shall never be offered for rent." There was a question as to whether such provisions could be legally upheld, raising the question whether the language prohibits an ADU being offered as an AirBnB. It was suggested we ask Atty. Byrne to comment as to whether making the requirements that restrictive was legal.

c. POCD discussion.

C. Bramley reminded the Commission that the POCAD is required to be updated in 2027 and the planning and funding for the project need to get started. SN suggested the plan will cost around \$100,000 and agreed to get us what information she can find from other towns. It was also suggested S. Musselman might be able to get some numbers from other land use professionals. The Selectmen suggested we apply for a grant from the Seherr-Thoss Foundation for half but we would need to have the town budget for the second half. C. Bramley suggested we work with the Selectmen on pulling together a round table discussion with members of the numerous boards and commissions in town to begin talking about the next ten years. A number of commissioners offered assistance.

4. Approval of Minutes – December 15, 2025

S. Simonin moved to approve the 12/15/25 minutes. P. Losee seconded and the motion was unanimously carried by C. Bramley, S. Healy, P. Losee, R. Lupo and S. Simonin. C. Bunnell and G. Fuessenich did not attend the 12/15/25 meeting and abstained.

5. Correspondence

M. Peloquin submitted materials just prior to the start of the meeting. The materials were distributed to Commission members for review.

6. Adjournment

S. Simonin moved to adjourn at 8:32 p.m. R. Lupo seconded and the motion to adjourn carried unanimously.

Respectfully submitted,

April Blasavage
Land Use Administrative Assistant