

# LITCHFIELD PLANNING AND ZONING COMMISSION

## MEETING MINUTES

Tuesday February 17, 2026

Town Hall Annex, 80 Doyle Rd. Bantam

### 1. Call to Order

C. Bramley called the meeting to order at 7:17 p.m.

Members Present: C. Bramley, M. Eucalitto, P. Losee, R. Lupo, S. Simonin, D. Correria, R. Greenwood, S. Healy. Absent: C. Bunnell and G. Fuessenich. D. Correria and S. Healy were appointed to act for the two regular members not in attendance.

### 2. Commissioner's Requests - None

### 3. Public Hearing

**Amendment to Section 5.21.3 - Non-Residential Development in Residence Districts.** *"Each non-residential building with a building footprint in excess of **2,500** [4,000] square feet shall be setback from the front, side and rear Lot line by the distance required for the front, side and rear yard for the district in which the building is located, plus an additional 25 feet from the front, side and rear yard line for each 1,000 square feet, or fraction thereof, of building footprint in excess of **2,500** square feet.*

C. Bramley explained the conduct of the hearing. Legal advertisement was published in the Waterbury paper on 2/7 and 2/11. The amendment is changing the maximum size of an accessory building from 4,000 sq. ft. to 2,500 sq. ft. before additional standards for increased setbacks are required. The change in language was read, Commissioners had nothing to add. P. Pelouquin stated his objection to the amendment, and with no other members of the public present to comment, M. Eucalitto moved and S. Healy seconded a motion to close the hearing. The vote to close was unanimous. S. Simonin moved to approve the adoption to the amendment as modified, D. Correria seconded and the motion carried unanimously. Effective date 3/6/26 following decision publication.

### 4. Planning

#### Section 6.1 Zoning Enforcement Officer

A proposed, more detailed amendment to the section was drafted by S. Healy with comments by C. Bramley. The commission reviewed and discussed the proposed draft. Minor changes in wording were made and a final draft was agreed upon. The regulation will be sent to Atty. Byrne and Planner SN Villalba for review.

## **Section 5.2 Accessory Apartments**

C. Bramley noted the issue a number of residents are having in complying with 5.2.5 which requires accessory apartments be located in the rear of the dwelling on the property. It was noted many current accessory apartments are proposed in accessory structures, such as garages and barns, and are located on large lots with extensive set-backs from the streetscape.

D. Correria shared some language from a number of other towns accessory apartment regulations. After review, the consensus was to word Sec.6.2.5. as follows: *“may be located in the rear yard only unless otherwise approved by the Commission.”* It was also noted Sec. 6.2.8. reads *“Parking spaces shall be screened from public view and located in the rear yard.”* The sentence will be modified to read *“Parking spaces shall be screened from public view or located in the rear yard.”*

S. Simonin moved to set the amendments to PH on 3/2/26, seconded P. Losee and unanimously carried.

## **Any Other Business**

C. Bramley stated a letter was received from Hunter’s Chase of Litchfield requesting the return of the bonds being held for the development. Phase IV is being abandoned by the developer with the intent to sell the remaining land to the Hunter’s Chase Association. The transfer of ownership will require a number of items be provided by the Association prior to any release of the letter of credit and bonds currently held by the town. The letter request is being forwarded to the Finance office and the Town Engineer for their review and comment.

There was a brief comment from C. Bramley related to the status of violations, noting letters were in the process of being sent out.

## **Approval of Minutes February 2, 2026**

S. Simonin moved and R. Lupo seconded a motion to approve the minutes, motion carried unanimously.

## **Correspondence**

Materials showing the design of Moose Creek Lodge from M. Peloquin were distributed.

## **Adjournment**

The meeting adjourned at 8:50 on a motion by S. Simonin, seconded D. Correria and unanimously carried.

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Carol Bramley, Chairman

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Date