

LITCHFIELD PLANNING AND ZONING COMMISSION

MEETING MINUTES

May 18, 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, S. Healy, P. Losee, R. Lupo, S. Simonin.

Members Absent: M. Eucalitto, G. Fuessenich, R. Greenwood.

Appointment of Alternates: D. Correia, S. Healy.

2. Commissioner Requests

None.

Chairman Bramley explained the format for tonight's hearing.

Public Hearings

3. 284 Buell Road – Voghel – Special Exception Sec. 5.2. Accessory Apartment in the RR District. MLB #072-025-008. Application received 5/4/26. PH 5/18/26.

Owner P. Voghel was present for the application. P. Losee confirmed the certificate of mailing postal receipts notifying the neighbors of today's hearing. Chairman Bramley read the legal notice published in the Waterbury Republican on 05/06 and 5/11. Property was purchased in 2025 by two generations of the Voghel family. A living space will be sectioned off from a portion of the existing first floor to create an accessory apartment for P. Voghel and her husband. The existing 485 sf garage will be renovated into a kitchen, dining and living room. On 12/18/25, a Building permit was issued for the renovations. It was not noticed until an April inspection that the first-floor design included a second kitchen and would require PZC approval for an ADU. P. Voghel provided a basic plan of the first-floor reconfiguration with the ADU location. The Commission inquired as to the square footage of the ADU as it may be no larger than 35% of the main house. Size information was not submitted with the application but owner stated it was included in the Building permit application and exact square footage of the two units needs to be submitted. Chairman Bramley proceeded to the next application while Land Use staff attempted to locate square footage from the Building Department PermitLink application. Hearing recessed to reconvene following agenda item #4.

Application Acceptance

4. 248 Fern Avenue – Cheetham – Site Plan 5.26.5.a. Ground Mounted Solar in the RR District. MLB #127-021-123OB. Application received 5/18/26.

The current owners purchased the 21.66-acre property on 11/05/2021. The Land Use office was conducting final inspections to issue Certificates of Zoning Compliance for a newly constructed pole barn (ZP23-108) and an inground swimming pool (25-130Z) when an unpermitted 12' x 40' woodshed with a lean-to design and a 12 panel ground mounted solar array were discovered. A Zoning permit (26-46Z) for the woodshed was issued after-the fact. Documentation supports the previous owner's installation of the solar array. In order for the property to be in Zoning Compliance, the ground mounted array mandated Site Plan approval from the PZC. The solar array location meets all setbacks and is well shielded from neighboring properties.

Motion: S. Simonin moved to approve the Site Plan for the ground mounted solar installed in 2021. C. Bunnell seconded, there was no discussion and approval vote was unanimous.

The hearing was reconvened.

3. 284 Buell Road – Voghel – Special Exception Sec. 5.2. Accessory Apartment in the RR District.

The information showing ADU square footage provided to the Building Department was not included within the PermitLink permits or attachments. Without the necessary ADU to main house square footage ratio, the Commission cannot determine if the ADU meets the 35% or less criteria and would be compliant. Owner was asked to provide sf documentation for the next meeting.

Motion; C. Bunnell moved to continue the application to the 06/01 meeting, D. Correia second and vote to continue was unanimous.

5. 15 North Lake Street – Partners for Sustainable Healthy Communities – Litchfield Farmer’s Market in the SF Zone. MLB #196-048-02A. Application received 5/18/26.

PSHC Secretary K. Carroll was present for the application. The outdoor Farmer’s Market has been located at the Center School parent parking lot for the previous eighteen years. The new LVA building has been constructed on the east side of this property. Any Saturday LVA emergency call occurring during the Farmer’s Market hours will create serious safety concerns for everyone and is no longer an ideal location. With the support of LFD, the First Selectman and the resident trooper, the northwest corner of LFD parking lot is proposed. A site plan with a narrative was submitted. Vendor vehicles will be parked on the east, west and south parameters in front of the large LFD storage shed to the north. Vendor tents will be next within the interior and will surround the safe center space for customers. The outdoor Farmer’s Market runs from October 1st to November 1st from 10 am – 1 pm with vendor setup starting no earlier than 8:30 am and cleanup completed by 2:00 pm. Even though the entire market setup is on the LFD paved parking area, there are 52 parking space available for customers. Count does not include any spaces designated for LFD volunteers or Home Town Pizza and gas station customers. If ever needed, extra parking is available at the nearby CVS and Community Field parking lots.

Motion: S. Simonin moved to approve the Litchfield Farmer’s Market located on the Site Plan in the northwest corner of the LFD parking lot with the conditions the outdoor market will operate Saturdays from May 1 – Nov 1 from 10 am – 1 pm with vendor setup starting no earlier than 8:30 am and cleanup completed by 2:00 pm, there was no further discussion and vote to approve was unanimous.

6. 31 North Street - Belden House and Mews – Site Plan for Outdoor dining tables in the HR-30 District. MLB #206-046-075. Application received 5/18/26.

Capital Project Manager S. Funk was present for the application. Chairman Bramley noted, since Covid, CT legislation permits outside dining for restaurants. Proposal is for a 20’ x 30’6” x 19’7” tent structure to be in place May 1 – Nov 1 (entire structure will come down for the winter) to accommodate outside dining for Belden House restaurant. Offering is focused on the mid-week, corporate guests, during the daytime. S. Funk stated outdoor dining area would be in less than half of the green space area west of the swimming pool and would not have any piped music. Commissioner P. Losee inquired about live music. Chairman Bramley clarified, a live music option was not part of this application. The Commission discussed and was in agreement, the outside dining area would not include any type of music and no cooking or food preparation. The

description of use submitted as part of the application includes sufficient lighting to ensure a safe and accessible environment, portable heaters, tent will have drop down sides and will operate May 1 – Nov 1 between 11:00 am and 10:00 pm. When asked how many tables would be in the dining area, S. Funk answered he did not know and had not done a table calculation yet. Public Works Director, R. Alexe, stated the tents would not impact drainage in the area.

Motion: S. Simonin moved to approve the site plan with the conditions outdoor dining is from May 1 to November 1 in the grass area west of the pool; outdoor dining hours 11:00 am – 10:00 pm; no outdoor music, P. Losee seconded, there was no additional discussion and the approval with conditions was unanimous.

7. **280 Northfield Road – Butkus** – Site Plan for Greenhouse and permanent Farm Stand in the RR District. MLB #051-024-010. Application received 5/18/26.

Owner V. Butkus was present for the application. Her family owns the Fox and the Buck Farm and has been at this location for three years. Property is in two parcels and they would like to build a greenhouse and a permanent farm stand. There are no permits for the farm and a parking lot for the business was constructed in the front yard following DOT approval for a curb cut. A formal site plan and more details are needed. It was noted, the business website includes a number of activities that are not permitted under Litchfield Zoning regulations. Charman Bramley requested documentation of farm registration with the Department of Agriculture, a copy of the DOT permit and for signage to be included on the Site Plan. Information is requested for the 06/01 PZC meeting.

8. **Other Business**

On 05/26/26, S. Macary is expected to start as the new ZEO. The Commission discussed the new State of CT legislation regarding changes to Zoning regulations taking effect on 07/01/26. Chairman Bramley is meeting with S-N Villalba, AICP, AZT on 05/28 to review affected Zoning regulation to be amended.

9. **Approval of Minutes** – 5/4/26 Meeting.

Motion: S. Simonin moved to approve the 04/20/26 minutes, P. Losee seconded and vote was unanimous. C. Bunnell and R. Lupo did not attend the 05/04/26 meeting and abstained.

10. **Correspondence**

Residents of Wilson Road, Toll Gate Road, Torrington Road.
Peloquin

Twenty-nine neighbors of the Lost Fox Inn submitted a “formal complaint and petition to cease-and-desist outdoor music events and restrict music use to interior building use only with sound tight restrictions”. Residents C. Murphy and J. Manes were present for a discussion. A new ZEO is expected to start in the Land Use office on 05/26/26. Chairman Bramley stated the submitted letter would be sent to Attorney Bryne for his comments.

Commissioners received correspondence from M. Peloquin.

11. **Adjournment**

Motion: P. Losee moved to adjourn at 8:58 pm, S. Healy seconded and vote was unanimous.

Carol Bramley, Chairman

Date