

LITCHFIELD PLANNING AND ZONING COMMISSION
MEETING AGENDA
June 1, 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, M. Eucalitto, G. Fuessenich, S. Healy, P. Losee, R. Lupo (arrived at 7:01 pm), S. Simonin (arrived at 7:03 pm).

Members Absent: R. Greenwood.

Appointment of Alternates: D. Correia (unseated at 7:01), S. Healy (unseated at 7:03).

Introduction of Steven Macary, our new ZEO

The new ZEO was introduced to the attending commissioners and gave a brief bio. As noted above, Commissioners Lupo and Simonin arrived while ZEO Macary was speaking.

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. PH continued to 6/1.

Application is continued from 05/18. Owner P. Voghel was present for the application. Interior renovations to the 485 square foot garage increases the total house living space to 4,335 square feet. The 35% calculation allows ADU to be a maximum of 1,517 square feet. Documentation was submitted showing the first floor ADU is well within this limit at 1,388 square feet. The ADU has five existing means of ingress/egress and once renovations are completed, the main house will have two. TAHD approved interior renovations on 11/10/25.

Public Comment – No one from the public spoke for or against the application.

Motions: P. Losee moved to close the hearing at 7:15 pm, M. Eucalitto seconded and vote to close was unanimous. S. Simonin moved to approve the Special Exception Sec. 5.2. Accessory Apartment application, C. Bunnell seconded, there was no discussion and application was unanimously approved.

Application Acceptance

4. 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.

Chairman Bramley noted the application was mislabeled in the agenda as application acceptance. Application was continued from 05/18. 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. The 4.3-acre front lot includes the DOT approved curb cut leading to a parking lot and is where they would like to build a greenhouse and a permanent farm stand. The 12-acre interior lot has been planted with pumpkins and future 2030 Christmas trees. Applicants could not merge parcels at time of purchase but has no objections to merging them in the future. New structure, noted as having no plumbing, received TAHD approval on 06/01. A formal business plan with supporting documents dated 06/01 was submitted. A 08/09/23 letter from the Land Use office states Land Use Administrator S. Musselman has no issue with the proposed new driveway. DOT permit #4022446 dated 08/22/2024 approves the guardrail removal and site lines, construction, drainage and paving of a commercial driveway within the highway right of way. A DOT encroachment permit for driveway access was issued on 08/14/2024. Copies of the project's required encroachment permit \$10,000 surety bond # 67162361 were submitted. A copy of the State of CT Department of Revenue Service Farmer Tax Exemption permit issued to The Fox and the Buck Farm, Inc was received and is valid from 03/08/2025 to 02/28/2027. The Town of Litchfield Assessor verified the Farm's 12-acre parcel, MBL# 051-024-009, as farmland and classification was recorded in Volume 407, Page 205 on 04/04/2023 in the land records. Business plan states in 2025, there were 12, mostly ticketed, events which included Yoga, Girls Night, Ice Cream Social, a Cowboy Hat Making Workshop, a Bouquet Making Workshop, Fall Festival and a Dahlia Digging & Storing Workshop. Most events are attended by a small number of pre-ticketed attendees, last approximately two hours and are not open to the public. The 2026 Mother's Day Festival received a day of event permit and was signed by the previous Land Use Administrator in 2025. Projections for 2026 hope to increase the number of events and agritourism experiences to 20. Letters of support for the application were submitted from neighbor N. Ross of 111 Richard Road and abutting neighbors N. & A. Chiovitti of 274 Northfield Road and A. & M. Selby of 290 Northfield Road. The Commission requested a surveyed Site Plan showing accurate dimensions with setbacks. V. Butkus expects property survey with existing structure and proposed greenhouse/farmstand to be completed prior to the next meeting. The next event is ticketed and is scheduled to occur on 07/25. Application is continued to the 06/15 meeting.

5. 571 Torrington Road - Lost Fox Inn – Site Plan Modification for addition of fencing and noise buffer in the RR District. MLB# 145-20a-001.

Owner T. Trojian and property manager S. Sikora were present for the application. Site Plan modification is for a proposed 7' high fence designed to assist in mitigating the elevated noise levels neighbors are experiencing from the wedding venue. Speakers were noted as being elevated 3-4' above the floor and music is monitored to not exceed 55 decibels at the property line. Exterior of tent will be removed at the end of the season but interior framing will remain in place. Applicant will plant arborvitaes as additional screening to Route 202.

Motion: S. Simonin moved to approve the site plan modification for the addition of fencing and noise buffer, M. Eucalitto seconded, there was no additional discussion, approval was unanimous. T. Trojan stated site work will be completed in three days.

6. Chairman's report on meeting with Planner, SN Villalba 5/29/26 regarding PA25-1 and Commission application revisions.

The Commission discussed required regulation modifications mandated by State of CT Statutes taking effect as of 07/01. SN's recommendations will be reviewed at the 06/15 meeting.

7. Appointment of Steven Macary as Zoning Enforcement Officer.

Motion: P. Losee moved to approve the appointment of S. Macary as ZEO, M. Eucalitto seconded and vote was unanimous.

8. Other Business – timetable moving forward with limited meetings in July and August.

PH for Amendments related to PA25-1;

Discussion of and PH for new Application forms;

Modifications to Sp. Ex. and SP regulations for consistency with Statutory authority; Scheduling Planner attendance at meeting;

Discussion of required POCAD update.

Approval of Nafis and Young Engineers, Inc as Commission's engineering consultant.

Attorney Byrne is reviewing PH items.

POCD must be completed by May 2027. The Commission will contact NHCOCG for assistance. It was suggested, the to-be-assembled POCD Committee may return to the 1994 roundtable format. Chairman Bramley will consult with B. Putnam that spearhead the 2007 POCD.

Village Green has initiated construction for the three-unit, 4,033 sq ft commercial building approved by the PZC on 04/21/25. Construction plans require a review by a civil engineer. State statutes allow engineering expenses for the consultation to be paid by the applicant. A contract from Nafis and Young Engineers, Inc. was received and requires this Commission's authorization to implement.

Motion: S. Simonin moved to appoint Nafis and Young Engineers, Inc as the Commission's consulting engineering firm for all applications requiring a review, R. Lupo seconded and vote was unanimous.

9. Approval of Minutes – 5/18/26 Meeting.

Motion: C. Bunnell moved to approve the 05/18/26 minutes, S. Simonin seconded and vote was unanimous. M. Eucalitto and G. Fuessenich did not attend the 05/18/26 meeting and abstained.

10. Correspondence

Commissioners received correspondence from M. Peloquin.

A letter from Attorney Grimes was received dated 04/24/26 regarding a “Bed & Breakfast” located at 435 Milton requesting the Land Use office take “immediate action to issue a cease-and-desist order”. Letter will be forwarded to Attorney Byrne this week for comment.

Commissioners received copies of a letter from Attorney D. Casagrande submitted on behalf of twenty-nine neighbors of the Lost Fox Inn outlining 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”. The letter was read into the record. Residents T. and C. Murphy were present during the Commission’s discussion. Chairman Bramley stated the submitted letter would be sent to Attorney Bryne for comment.

11. Executive Session - Litigation re: Milton Road/North Lake Street Zone Change; JRD Properties/Bantam River-North Shore Planned Community.

Motion: S. Simonin moved to enter into executive session at 9:05 pm, C. Bunnell seconded and vote was unanimous. The nine Commissioners, ZEO S. Macary and Land Use Administrative Assistant A. Blasavage were also in attendance. S. Simonin moved to come out of executive session with no action taken at 9:15 pm, C. Bunnell seconded and vote was unanimous.

12. Adjournment

Motion: S. Simonin moved to adjourn at 9:16 pm, C. Bunnell seconded and vote was unanimous.

Carol Bramley, Chairman

Date