LITCHFIELD PLANNING AND ZONING COMMISSION
MEETING MINUTES
Monday, October 19, 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 7:01 p.m. and took attendance.
Members Present: C. Bramley, C. Bunnell, D. Correia, M. Eucalitto, G. Fuessenich, R. Greenwood, S. Healy, P. Losee.
Members Absent: R. Lupo, S. Simonin.
Appointment of Alternates: R. Greenwood, S. Healy. (Please see 7. Approval of Minutes.)

2. Commissioner Requests

Motion: C. Bunnell moved to add a 5a. **45 Fern Avenue – Hotchkiss -** Special Exception Sec. 5.2 Accessory Apartment in the RR District to the agenda, P. Losee seconded and vote to add was unanimously approved.

Public Hearing

3. 79 E. Chestnut Hill Road – Harran - - Special Exception Sec. 5.2 Accessory Apartment in the RR District. MLB #069-024-015**.** Application received 9/21/26.

Engineer and Land Surveyor K. Hrica was present and is representing 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 10/07 and 10/13. Proposal is to add a 754 sq ft one-bedroom ADU to a large barn constructed in 1991. ADU size is well under the 50% threshold relative to the main house. At the previous meeting, there was concern regarding the apartment's ingress/egress and comments were requested from the fire marshal and building inspector. Modified plans submitted today now include the addition of a sliding glass door and meet the requirements from the Building Department. With the condition the barn will not be used commercially, the Fire Marshal has no exception to the application. Photos showing the street view of the barn with ingress/egress points, driveway access and a parking area for five cars were submitted. With 80% of the 19.4-acre property encumbered by a Litchfield Land Trust easement, a letter was received from Executive Director D. Birdsall confirming application does not appear to impact the associated existing conservation easements. TAHD reviewed the septic plans and approval was received on 09/17.

Public Comment – M. Hilpert of 80 E. Chestnut Hill inquired if the orange pin left at the street on her property indicated the road would be dug up. K. Hrica indicated the control point marker was related to the survey and had inadvertently been left behind. The street would not be disturbed. No one else from the public spoke for or against the application.

Motions: P. Losee moved to close the public hearing at 7:16 pm, C. Bunnell seconded, there was no discussion and vote to close was unanimous. S. Healy move to approve the Special Exception Sec. 5.2 Accessory Apartment application, M. Eucalitto seconded and approval vote was unanimously carried by all members except G. Fuessenich, who recused herself as she is an abutting neighbor.

4. **58 McBride Road – Northfield Preserve Land Trust / Stack –** Special Exception Sec. 5.17.13 Home Occupation, Educational Instruction in the RR District. MBL# 027-16A-034. Application received 09/08/26.

Chairman Bramley opened the public hearing and read the legal notice, published in the Waterbury Republican on 10/07 and 10/13. No one was present for the application. It was noted; the neighbor notification letters were not mailed until 10/14 and did not meet state statutes for time requirements. It was also brought to the Commission's attention, there are several Assessor Department errors related to the abutting properties at 94 & 110 McBride Road.

Motion: M. Eucalitto moved to continue the public hearing to 11/02 to allow for the neighbors to be properly notified, R. Greenwood second and motion to continue was unanimous.

Other Business

5. **Land Use Administrator Report**

The numerous complaints, photos, and letters related to activity at the 58 McBride Road property recently received in the Land Use office were sent to legal counsel for review. Commissioners discussed a prior 2014 court ruling concerning the property's former shooting use and ongoing complaints about shooting activity. The commission stated the matter will proceed through the appropriate legal process.

5a. 45 Fern Avenue – Hotchkiss - Special Exception Sec. 5.2 Accessory Apartment in the RR District. MLB #107-037-051**.** Application received 10/19/26.

The commission reviewed the application described as a pool house with 1.5 bathrooms, a gym, a recreation room, a sauna, and a kitchenette. Members initially questioned whether the building's 853 sq. ft., two story size and facilities warranted an ADU application. The commission concluded, the structure can proceed via a zoning permit rather than an ADU special exception.

6. **Discussion of Possible Amendments**

The commission reported a 2026-27 $15,000 budget for amendments, with $12,500 allocated to updates required by recently amended PA-25-1 legislation. Of the remaining $2,500 for other work, the Commission considered possible amendments to clarify "first cut' and interior

lot requirements, an ADU special exception review, farm related regulations or special exception home occupation/shop & storage updates. Discussion will resume next month.

7. **Approval of Minutes** – 09/21/26 Meeting.

   Motion: Commissioner R. Greenwood did not attend the 09/21 meeting and was not eligible to vote on the minutes. In order to have a quorum, Chairman Bramley appointment D. Correia for the vote on the minutes only. S. Healy moved to approve the 9/21 minutes, D. Correia seconded and the approval votes received from Chairman Bramley and members D. Correia, S. Healy, and P. Losee was unanimous. C. Bunnell, M. Eucalitto, G. Fuessenich and R. Greenwood did not attend the 09/21 meeting and abstained.

8. **Correspondence**

   Two letters received from M. Peloquin.

9. **Adjournment**

   Motion: C. Bunnell moved to adjourn at 7:38 pm, M. Eucalitto seconded and vote was unanimously carried.

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Carol Bramley, Chairman Date