

**LITCHFIELD PLANNING AND ZONING COMMISSION
MEETING MINUTES**

February 7, 7:00 p.m.

Town Hall Annex, 80 Doyle Rd. Bantam

In Person Meeting

Call to Order – Chairman Carol Bramley called the meeting to order at 7:00 p.m.

Members Present: Peter Losee, Peter Dauten, Burke Gibney, John Cox, Guy Cunningham

Members Absent: Jordan Richards, Stephen Simonin, Abby Conroy, Norman Sauer

Appointment of Alternates – G. Cunningham was appointed

Commissioners' requests – The Chairman noted that representatives from the Silicon Ranch solar project on Town Farm Road will be doing a presentation of their proposal at the Board of Selectmen's meeting on February 15, 2022. She encouraged commissioners that have questions or concerns about this project to attend the meeting.

APPLICATION RECEPTIONS

Carroll -

670 Northfield Rd.

2/7/22

Receive and set public hearing (3/21/22) for Special Exception Mixed Use Building: Bakery, Commissary, Indoor Recreation, Retail - Convenience, Retail – Small format grocery, Retail – Small shop and Restaurant in C202 Zone.

David Carroll owner of the property was present. He explained that this building was built in 1964 and is in need of many upgrades. He is working with TAHD and the Litchfield Water Pollution Control Authority regarding hooking up to the sewer. This parcel was originally approved to be connected to the sanitary line in 1994 and the WPCA has reviewed and approved the connection.

Mr. Carroll explained his intention is to transform this space into a mixed use facility containing a reborn Northfield General Store on the top floor and a community rental kitchen and hall space on the lower floor. The lower floor space is intended to be flexible for social and recreational activities. These uses are similar to what existed there before, as far as the kitchen and meeting space.

Minimum exterior changes are proposed, which include replacing windows and a front porch. Floor plans were reviewed. He has been working with Fire Marshal and Building Official on interior and ADA changes. The handicap access will only be available to the lower floor because of the grade of the property. The ADA Coordinator has approved this option.

The procedures for applying to TAHD for the commercial kitchen were discussed.

Parking requirements were reviewed as shown on the Parking Analysis submitted for the file.

A discussion ensued regarding the Sewer Easement that is being proposed. The commission would like to ensure that this document is going to be reviewed by legal counsel, either through the WPCA or this commission.

J. Cox, moved to collect a \$250 legal review fee, P. Losee seconded and the motion passed unanimously.

Signage will remain the same as existing.

P. Losse Moved to set the hearing for March 21, 2022, G. Cunningham seconded and the motion passed unanimously.

J. Cox moved to waive Design Review review, P. Losee seconded and the motion passed unanimously.

The applicant will bring referrals from the Fire Marshal, Building Official and WPCA to the hearing.

PUBLIC HEARINGS

6645 Federal Square Realty – Text Amendment to Town of Litchfield Zoning Regulations – Appendix A – Minimum Parking Requirements – Add under Commerce Uses - Drug store, Small Format, with Drive Thru, 1 parking space per 300 sq. ft. + 5 stacking spaced per drive thru lane.

The Chairman opened the hearing and read the legal notice into the record. The Chairman read the response to the referral from NWCOG into the record.

Attorney Perley Grimes was present for the application. He referenced notice made to the Town Clerk. He explained that they are seeking to revise the zoning regulations to add a drive thru lane for drug store uses. Current regulations allow only for drive thru lanes for banks and financial institutions.

Kevin Solli, P.E. was present for the application. He explained that they are considering constructing a new building in the Village Green Plaza that would house a bank and a small format drug store with a drive thru lane. They realize they will need to come back to the commission for additional permits for this building if the zoning regulation changes are adopted.

Chairman Bramley expressed concerns that this regulation change to allow drive thrus would not only apply to this particular parcel but would be allowed in the entire C202 district. What's to say that another use, i.e. restaurants, etc. as well as the existing pharmacies will apply. The Commission is concerned about traffic backing up at drive thrus as well as exhaust from idling vehicles.

Attorney Grimes argued that this is an appropriate use for the commercial district as it would be a convenience for not only elderly customers, but also people with young children would find it difficult to run into the store. Commission members noted that curb side pickup and delivery service is now available in most pharmacies. They feel these are good alternative conveniences that already exist.

A lengthy discussion ensued on the pros and cons of this proposal.

No one from the public spoke for or against the application.

Attorney Grimes asked for a continuance of the hearing.

P. Losee moved to close the hearing at 8:12, J. Cox seconded and the motion passed unanimously.

P. Losee moved to deny the text amendment, J. Cox seconded and the motion passed unanimously.

Approval of Minutes January 18, 2022 – Continued to the next meeting.

Old Business - None

New Business - EV Charger Stations Resolution

Dr. Tobin explained that there is a big push in town from the Sustainable Litchfield committee for the installation of numerous EV charging stations. Two stations were approved in the new Stop & Shop plaza site plan. When permits for the construction of these stations were received in the zoning and building offices it was discovered that these chargers have large advertising screens. Dr. Tobin expressed concerns regarding the size, location and design of these units.

He suggested a resolution that any future stations should require a minor site plan modification application and zoning permit application to allow for oversight and control by the Commission.

J. Cox moved to approve the following resolution, P. Losee seconded and the motion passed unanimously.

**Litchfield Planning Zoning Commission
Resolution #22-1 EV Chargers Permitting Procedure**

At the Litchfield Planning and Zoning Commission Meeting on February 7, 2022

The Commission resolved that EV Charging Stations require a minor site plan modification application and zoning permit application per land parcel to be approved by the Planning and Zoning Commission and the Zoning Enforcement Officer. These applications are based upon one or more proposed chargers per parcel.

Correspondence

None

Adjournment

J. Cox moved to adjourn at 8:30, G. Cunningham seconded and the meeting adjourned.



Carol Bramley, Chairman

Date 2/22/2022