LITCHFIELD PLANNING AND ZONING COMMISSION
MEETING MINUTES JULY 18, 2022, 7:00 p.m.
Town Hall Annex, 80 Doyle Rd. Bantam
In Person Meeting

1. Call to Order/Appointment of Alternates –
   Chairman Carol Bramley called the meeting to order at 7:00 pm.

2. Commissioners requests – None

3. Litchfield Land Trust – 28 Russell St. – Receive and set public hearing (8/15/22) for Special Exception for Philanthropic/Instructional/Educational use in the HTC district.
   Peter Litwin, co-property manager, gave a full history of the location from 1878 to future plans as the start of the Litchfield Greenway with the north facing Route 202 side designed to replicate it’s origin as a train station. Discuss noted the 210,000 gallon oil tank has been removed and the site was clean underneath. The Land Trust was gifted the former Bantam Fuel property to be used for their office and as an administrative office for the Borough of Bantam, presently housed in the building. To accommodate the current tenants, D. Tobin stated use application will be amended to include public administrative facility. Motion was made to set Public Hearing for 8/15/22 by J. Cox, seconded by P. Losee, vote was unanimous.

4. 6645 Federal Square Realty - 7-55 Village Green Dr. - Receive Site Plan Application for Bank with Drive Thru and Retail Small Shop in C-202 district.
   Luke Mauro of Solli Engineering noted at pre-application, D. Tobin and surveyor discovered there was no record of town assessor’s 2001 merger by default of 3 and 5 acre adjoining properties to current 8.03 acre parcel. To avoid discrepancy and any legal matters, there was a lot line merger in a quick claim deed. L. Combined bank (1,710 sq. ft.) and retail (2,337 sq. ft.) space will result in a 4,047 sq. ft. building. An affidavit signed by Mark Greenberg for Village Green Plaza stating the drive-thru will only be used for a bank was submitted for the record. Building location is based on location of town sanitary easement. Bank drive thru will allow for stacking of 7 cars, 2 more than required. Property has 294 total parking spaces, 2 more than required. During peak hours, expected traffic flow is morning 15 car trips, 36 for afternoon and 44 on Saturday. Parking lot access will allow for emergency vehicles and boxcar size delivery trucks but not tractor trailers. Site will be served by public utilities, noting there will be propane but no natural gas. Parking lot is to be illuminated by seven light poles and dumpster will be secluded. Storm water runoff will be treated prior to flowing into catch basin drainage pond. Proposed area currently has a 6%0 grade. To level building area, there will be a net cut of 475 cubic yds, net fill of 749 yd³ with 274 yd³ of fill being imported. C. Bramley recommended clearer signage to drive thru and requested fill storage location be relocated so as to not hinder customer access to building adjacent to construction site. Currently, Wetlands application is pending until 08/10/22. Application is going to DRAC on 09/01/22 for building elevations, lighting, landscaping and signage. Referrals are needed for WPCA and Fire Marshal. Bulk regulations showing site plan percentages are compliant is missing from the maps but will be
provided for the hearing. A completed site plan application will go to next PZC on 09 06 22. If needed, D. Tobin has granted a 30 day extension to October.

5. Mack V, LLC - Zoning Regulation Text Amendment – adding a new SF-1 Single Family Residential District – Amendment to the Zoning Regulations to create a new residential zone to allow single family residences on lots 12,000 sq. ft. or larger and serviced by public water and sewer.

Mark D'Addabbo of Mack V started presentation with history that subdivision was approved by board approximately 1.5 years ago for tractor supply site, bank building and 91.6 undeveloped R-80 parcel. James Cassidy of High Performance Computing Engineering stated due to large wetland areas and steep terrain, only 1/4 to 1/3 of 91.6 acres is useable for development and is why they are applying for smaller lot size zoning. Proposed text amendment new SF-1 district could also allow the nonconforming properties on Hart Drive to become compliant. Town 2015-2025 projections estimated there would be a 35% increase in the elderly population and smaller ranch style houses will be built. C. Bramley mentioned, at 4%, town is well below the state 10% affordable housing requirement. S. Simonin questioned why we are considering 1/4 acre parcels. C. Bramley answered it was possible since there is access to town water and sewers through an interconnection agreement with Torrington. D. Tobin stated water, sewer and POCAD maps were referenced and should be available for public hearing. Referral to go to Northwest Hills Council of Governments (NWCOG). Motion to set public hearing for 9/19/22 made by B. Gibney, seconded P. Dauten and unanimously approved. If needed, a 30 day extension to October could be requested.

6. Mack V, LLC Parcel #145-021-010 – Change to Zoning Map – Requesting existing RR district with 91.6 acres to a proposed SF-1 district (see #5 above on agenda).

See above. Referrals to NWCOG and WPCA. Notification to Torrington City Clerk. Zoning map change signs 4' x 4' to be posted on Hart Drive, Clark Road and Route 202 property. Motion to set Public Hearing for 9/19/22 from B. Gibney, seconded by P. Losee, vote to approve was unanimous.

7. Stronk – 587 Northfield Rd. – Receive and set public hearing (8/15/22) to install 54' extended (22' when retracted) ground mounted tower for amateur radio in RR District.

C. Bramley noted agenda should have included this is a special exception with D. Tobin adding CC. Special Structures Communications Facilities, 3.d. for Standards and Requirement Specifics to Ground Mounter Towers. Lance Stronk explained tower is for the antenna and described how it functions. C. Bramley stated for public hearing, site plan needs to show location of house, tower and property lines with all measurements. L. Stronk informed the commission the FCC issues a federal license to amateur radio operators and federal regulation PRB-1 states hobby can not be controlled at the municipal level. D. Tobin recommended L. Stronk submit a letter for clarity to be forwarded to Attorney S. Byrne with the town paying the attorney fees. Motion made to set public hearing for 08/15/22 from B. Gibney and seconded by S. Simonin was unanimously approved.

8. Supporters of Wamogo- 35 Wamago – Receive site plan and set public hearing (8/15/22) for pole barn.in the RR district.
Dennis McMorrow of Berkshire Engineering & Surveying is representing RSD6 for the construction of a phase one plan for a 60' x 100' pole barn with a possible phase two with extensions to ends of the existing metal building for classrooms and maintenance. Pole barn will have 1" waterline for a frost proof spigot and power conduits but no lavatory or wash stalls. Roof water runoff will be collected in 6" PVC and filtered into a water quality rain garden. Existing metal building/barn has power, water and a floor drain with oil/water separator. Sewer line will be brought up for future phase two classroom. WPCA approval for septic was presented as part of the application as there are currently no toilet facilities. There was a review of 2019 aerial photo to determine the relationship to other buildings on the site. New structure is over 1,000' from Maple Street but a row of arborvitaes will shield small visible section. Pole barn is 130' from closest property line and future addition is 61.5'. Commission modified the application to include future additions to the existing metal building shown on the submitted plans. A motion was made for approve of application for new pole barn and additions to existing barn without scheduling a public hearing by J. Cox and seconded by S. Simonin. Approval vote was unanimous. D. Tobin stated approved application requires a zoning permit.


Attorney Byrne’s letter received and reviewed by commission. Attorney Byrne sent letter to Harvey Hubbell. No response from H. Hubbell.


G. Chalder shared he has over 30 years of consulting experience with 90-95% representing municipalities. There was extensive discussion on such topics as outdoor dining, ground mounted solar, EV charging stations, cannabis, isolated zoning, signage, other uses of farm properties, Airbnb and levels of zoning enforcement. It was decided the best use of the budgeted $2,995.00 for Planimetrics services to be completed by 12/31/2022 would be pole, frame and roof mounted solar and EV charging stations, including life expectancy. G. Chandler will report next to the commission at the 09/06/22 meeting.

11. Approval of Minutes June 6, 2022 & June 20, 2022 Minutes

Motion to approve 6-6-22 minutes was made by S. Simonin, seconded by J. Cox, Approval by four voting commissioners was unanimous. B. Gibney and C. Bramley abstained.

Motion to approve 6-20-22 minutes was made by S. Simonin, seconded by J. Cox, Approval by four voting commissioners was unanimous. P. Losee and J. Richards abstained.

12. Correspondence - None

Any new item added to the agenda requires a 2/3 majority vote of the Commission. Taking up any item after 11PM requires a 2/3 majority vote of the Commission

13. Adjournment - Motion to adjourn at 9:40 by C. Bramley, seconded P. Losee, unanimous.