1. Call to Order/Appointment of Alternates –

Chairman C. Bramley called the meeting to order at 7:00 pm.
Appointment of Alternates – N. Sauer

2. Commissioners requests – None

PUBLIC HEARINGS

3. Proposed Changes to Zoning Regulations

C. Bramley read all of the following in this paragraph. The letter stating NHCOG “has reviewed this referral and finds no apparent conflict with the known concerns of neighboring towns…. actions are consistent with both the goals and policies of the Regional Plan of Conservation and Development and the region’s Comprehensive Economic Development Strategy.” The legal notice published on 11/7/22 and 11/14/22 was read. It was noted proposed zoning regulation changes have also been posted on Town of Litchfield website since 11/04/22. Format for the hearing is that each proposed zoning regulation change will be presented, discussed and voted on individually. Approved zoning regulation changes would become effective on the day following publication of legal notice.

a. Repeal Appendix D, Add new Appendix D: Prohibition of Cannabis Establishments

G. Chandler of Planimetrics was present to discuss and answer questions regarding a,, b and c. proposed changes to zoning regulations. At the 11/08/2022 referendum, it was asked “shall the sale of recreational marijuana be allowing in the Town of Litchfield?” Litchfield voters disapproved 2365-1864 against allowing cannabis sales. C. Bramley read Attorney Byrne’s 11/17/22 letter with legal comments referencing CGS Section 21a-422f. D. Raap asked if medical marijuana sales would also be prohibited? Yes. There was no other public comment. S. Simonin motioned to close the hearing, P. Losee seconded and vote was unanimous. S. Simonin motioned to repeal Appendix D and replace it with Appendix D: Prohibition of Cannabis Establishments effective the day after the legal notice publication. Motioned was seconded by S. Simonin, there was no discussion and vote was unanimous [Legal notice published Waterbury Republican 11/25/2022. Effective date is 11/26/2022.]

b. Amend General Standards and Requirements Section D for Installation of Non-Residential Use of Level 2 and Higher Electric Vehicle Charging Stations

G. Chandler stated EV’s represent 7% of all sales and 2% of vehicles on the road. Level 2 chargers are equivalent to an overnight full charge and Level 3 is full charge in about 30 minutes. The regulation was read. After discussion, it was decided a section D.5.b.4) referencing Public
Act 22-25 Section 5(c) becoming effective on 01/01/2023 would be added to this regulation. Public Act 22-25 Section 5(c) would require all new construction with more than 30 parking spaces to include 10% with access to EV chargers. Public comment: J. Zullo stated there are grants available for installation of EV chargers. Attorney P. Grimes stated regulation is too broad in scope and suggested continuing the public hearing for this regulation change for the public to become aware of EV charging rules. C. Bramley stated regulation amendments have been on PZC agendas for months [since 09/06/22], proposed changes have been on the Town of Litchfield website since 11/04/22 and public notices were published on 11/07/22 & 11/14/22. Commission discussed many older homes in town are close to the road and chargers would be within setbacks. Attorney Byrne’s 11/17/22 letter noted only ZBA has the authority to vary setback regulations. S. Simonin motioned to close hearing, B. Gibney seconded, there was no discussion and vote was unanimous. S. Simonin moved to approve Section D Electric Vehicle Charging Stations with the addition of CT Public Act 22-25 Section 5(c), P. Dauten seconded, there was no discussion and vote was unanimous.

c. Amend Special Structures: Section BB: Solar Energy Systems
G. Chandler read regulation. Roof and wall mounted solar do not require a permit. Ground mounted would require a site plan permit if: 1) zoning district building coverage is exceeded, 2) is in HTC, 3) array location is between a building and street, 4) height is more than 15’, 5) Natural Diversity Database Map identifies area as maintained by DEEP or 6) slope is 15% or more. Public comment: Attorney P. Grimes referenced Attorney S. Byrne’s 11/17/22 legal opinion letter and again stated PZC should have better notified the public. C. Bramley again stated regulation amendments have been on PZC agendas for months [since 09/06/22], proposed changes have been on the Town of Litchfield website since Nov. 4, public notices were published on 11/07/22 & 11/07/22 and asked how else should we notify the public. M. Connor stated amendments are only to clarify existing regulations. J. Zullo commented that arrays have isles and spacing between panels that would increase overall area. M. Connor stated solar should be encouraged and not made difficult to get. J. Cox moved to close the hearing, S. Simonin seconded, there was no discussion and approval vote was unanimous. P. Dauten moved to approve Section BB: Solar Energy Systems regulation as written, P. Losee seconded, there was no discussion and vote was unanimous.

d. Allowing Multi-family Housing in C-202 and GR Districts
M. Connor read regulation and noted amendment is consistent with the Litchfield Housing Plan and the Plan of Conservation and Development. C. Bramley noted changes in wording from dwelling that indicates one unit to housing meaning many. There was no public comment. S. Simonin moved to close the hearing, J. Cox seconded and vote was unanimous. S. Simonin moved to approve multi-family housing in the C-202 and GR Districts, P. Dauten seconded and vote was unanimously approved.

e. Text Amendments to Allow Small Scale Manufacturing in HTC, C-202 & RC Districts.
M. Connor read regulation. S. Simonin asked for a small scale manufacturing definition. Commission discussed business size, amount of people, monthly output, amount of equipment, manufacturing or craft business and how to provide parking requirements in HTC District. Public comment: P. Grimes stated public not given enough time to review amendment and it should be
denied as it is not appropriate for the HTC. In order to get answers to questions, a small scale manufacturing definition and give the Borough an opportunity to comment, Commission is continuing hearing for this item until Dec. 5.

4. **Set Public Hearing (12/19/22) to Amend Town of Litchfield Plan of Conservation & Development 2017 to include Housing Affordability Plan 2022-2027.**
   Plan will be added as an appendix. M. Connor will send notification to NHCOC. P. Dauten moved to set a public hearing for 12/19/22, B. Gibney seconded, there was no discussion and vote was unanimous.

5. **Adopt 2023 Meeting Calendar**
   P. Losee moved to adopt the attached 2023 meeting calendar, N. Sauer seconded, there was no discussion and vote was unanimous.

6. **Old Business**
   At the 11/07/22 PZC meeting, Attorney S. Byrne’s legal advice letter regarding Mr. Stronk’s amateur radio tower and an issue with commercial vehicles parking overnight in residential neighborhoods was discussed. Commissioners were provided copies of M. Connor’s 11/08/22 response letters to Mr. Stronk and Mr. Carpentier. M. Connor has not received a reply from either party.

7. **New Business - None**

8. **Approval of Minutes November 7, 2022**
   J. Cox moved to approve 11/07/22 minutes, S. Simonin seconded and there was no discussion. B. Gibney was absent on 11/07 and abstained. Approval by voting commissioners was unanimous.

9. **Correspondence**
   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.
   Commissioners received S. Byrne’s quarterly newsletter. On 11/17/22, C. Bramley, M. Connor and N. Sauer attended the COST Planning & Development Conference.

10. **Adjournment**
    At 9:09 pm, S. Simonin moved to adjourn, J. Cox seconded and vote was unanimous.

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Carol Bramley, Chairman    Date