

**LITCHFIELD PLANNING AND ZONING COMMISSION
MINUTES**

**Monday May 1, 2023, 7:00 p.m.
Town Hall Annex, 80 Doyle Rd. Bantam
*In Person Meeting***

1. Call to Order - Appointment of Alternates

Chairman C. Bramley called the meeting to order at 7:00 pm.

Members present – C. Bramley, J. Cox, P. Dauten, B. Gibney, P. Losee, N. Sauer. S. Simonin (arrived at 7:02 pm), Land Use Administrator S. Musselman.

Members absent - G. Cunningham, M. McIntyre.

Appointment of Alternates – None.

2. Commissioners Requests

P. Dauten moved to add item **3a. 50 Thomaston Road – Bartolomeo** – Site Plan for light manufacturing in the RC District, P. Losee seconded. There was no discussion and the motion for the agenda addition was unanimously approved.

PUBLIC HEARING

3. Friends of the Litchfield Community Greenway, Inc. – Review Special Exception for Outdoor Recreational Use for greenway trail from the corner of White Woods Road/South Lake Street to the corner of Russell Street/Woodruff Street in the SF, HR-20, and HTC Districts. Received February 21, 2023. Set Public Hearing for 4/17/23.

B. Gibney is a neighbor and a Greenway member and recused himself from the PZC discussion table. (S. Simonin has now arrived.) C. Bramley explained this is a continuation of last month's hearing. License agreements between Eversource Energy & FLCG, the Town of Litchfield & FLCG, the Litchfield Land Trust & FLCG and the private driveway owned by the Kreonidis estate & FLCG have all been received. C. Bramley read Attorney S. Byrne's email dated 05/01/23 stating reviewed license agreements are all acceptable. A maintenance schedule from FLCG was received. C. Bramley read a letter submitted by R. Andrulis-Mette from the LLT. Vice president R. Andrulis-Mette stated FLCG is committed to providing privacy screening for neighbors requesting it. FLCG member, E. Murphy, stated there will be no issues with getting the Kreonidis's to sign the final private driveway agreement.

Public Comment: K. Whitehill of 130 S. Lake St submitted photos showing the close proximity between S. DaRoss's 127 S. Lake St house and the proposed Greenway Trail. S. DaRoss is concerned about privacy and accessing trail in an emergency and shared that house was built as a social club over a century ago. C. Bramley discussed the railway bed has historically always been a transportation corridor so therefore privacy issues already existed at the property. K. Whitehill asked about stop signs and traffic. C. Bramley stated D. Raap is the town's traffic authority and Public Works has jurisdiction over roadway concerns.

J. Cox moved to close the public hearing at 7:36 pm, P. Losee seconded. There was no discussion and motion to close was unanimous. S. Simonin moved to approve the Special Exception for Outdoor Recreational Use for greenway trail from the corner of White Woods

Road/South Lake Street to the corner of Russell Street/Woodruff Street in the SF, HR-20 and HTC Districts subject to the submission of the four executed lease and usage agreements, J. Cox seconded. There was no discussion and the approval vote was unanimous.

3a. 50 Thomaston Road – Bartolomeo – Site Plan for light manufacturing in the RC District.

F. and M. Bartolomeo were present for the application. They are leasing the small 5,050 square foot building on the property which will be a duplicate of the can and bottle redemption facility they own in Watertown. Business is open to the public Tues 9 – 3 pm, Wed & Fri 10 – 3 pm, Thurs 9 – 5 pm and Sat 9 – 1 pm. Business pays fees for redeemable drink containers. Redeemables will be stored inside and then transfer to dock outside for truck pick ups. Products are only sorted with no cleaning or crushing on site. They are expecting to start with 5 employees and eventually have up to 10 employees. There are 20 - 25 parking spaces for customers with additional parking available in the back for employees. Signs and exterior lighting will go to the DRAC. S. Simonin moved to approve the Site Plan for light manufacturing in the RC District subject to the submission of a signage and lighting plan, B. Gibney seconded. There was no discussion and the motion was unanimously approved.

4. Discussion of Possible Regulation Amendments

C. Bramley read Attorney S. Byrne's letter dated 5/1/2023 regarding the draft amendments for the parking of commercial vehicles and outdoor dining into the record. Draft regulation amendments were emailed to the Northwest Hills Council of Government on 04/19. S. Simonin moved to set public hearing for the commercial vehicle regulation for 06/19/23, B. Gibney seconded. There was no discussion and the motion was approved unanimously. There was discussion about edits to the proposed outdoor dining regulation. Since the previous PZC meeting, the state of CT issued new statutory provisions of CGS Sec. 8-1cc effective as of 05/01/23. C. Bramley read Sec. 8-1cc. into the record. Commission noted where it states outdoor dining is allowed as of right, subject only to any required administrative site plan review, and was permitted on privately owned sidewalks as long as there was a four feet wide unobstructed pathway for pedestrian use. An edited draft will be sent to the NHCOG by S. Musselman. S. Simonin moved to set public hearing for the outdoor dining regulation for 06/19/23, N. Sauer seconded. There was no discussion and the motion was approved unanimously.

5. Old Business

None.

6. New Business

Appointment of Democrat Robert Lupo as alternate to fill vacancy left by Democrat A. Conroy. B. Gibney moved to appoint R. Lupo as alternate to fill the vacancy left by A. Conroy, S. Simonin seconded. There was no discussion and the motion was unanimously approved.

7. Land Use Administrator Report

Land Use Administrator S. Musselman provided an update on enforcement issues involving commercial vehicles being parked in residential areas, unregistered vehicles, and signage. The shop and storage use on Hopkins Road previously denied at the 10/03/22 meeting is still being used as a shop & storage. Additionally, S. Musselman broke down zoning permits from 01/01/23 – 05/01/23. There have been 46 permit applications since 01/01/23, 35 of which

have been approved. Year to date, permits have brought in \$6,090 in revenue with the majority coming from the RR district (\$3,995).

8. Approval of Minutes April 17, 2023.

S. Simonin moved to approve the April 17, 2023 minutes, J. Cox seconded. There was no discussion and the motion was unanimously approved.

9. Correspondence

C. Bramley read a letter from Betsy Glassman regarding Bantam signs into the record. S. Musselman will respond.

10. Adjournment

J. Cox moved to adjourn at 8:35 pm, S. Simonin seconded, there was no discussion and vote was unanimous.

Carol Bramley, Chairman

Date