

**LITCHFIELD PLANNING AND ZONING COMMISSION
MINUTES**

**Monday March 4, 2024, 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, C. Bunnell, J. Cox, M. Eucalitto, G. Fuessenich, B. Gibney, P. Losee, R. Lupo, S. Simonin, Land Use Administrator S. Musselman.

Members absent - P. Dauten.

Appointment of Alternates – G. Fuessenich.

2. Commissioner's Requests

None.

3. 8-24 Town of Litchfield: Installation of four (4) electric vehicle charging stations to be located at the Litchfield Municipal Lot (West Street) and Litchfield Town Hall (74 West Street).

Public Works Project Manager, B. Seamans, was present for the application. Many of Commissioner Simonin's questions from the previous meeting regarding EV safety have been answered except for location of an emergency shut off switch. B. Seaman's does not know the exact location but chargers do have one. Installation and maintenance safety concerns will be supervised and managed by the Building Department and Fire Marshal's offices. Chairman Bramley stated EV chargers are part of the town's economic development services provided for tourists. B. Gibney moved to give the 8-24 EV charger application a favorable recommendation, M. Eucalitto seconded, there was no discussion and recommendation was unanimous.

4. 74 West Street – Town of Litchfield – Site plan for the installation of one (1) electric vehicle charging station to serve two (2) parking stalls. Received 2/20/24. MBL# 206-046-067.

B. Seaman's presented the application. Town Hall parking lot will have a single Level 2 charger with two ports/stalls. One stall will be for a handicap vehicle. Selectman D. Raap noted current parking space are used for the Town Clerk and police which will be shifted to the adjoining spaces. Charger will be mounted on top of the curb and will be protected by a bollard. Chargers are 88" high and are typically orange but the HDC requested units be changed to grey. Chargers have a small blue light bar at the top indicating charging status. Light will change to green when in use. J. Cox moved to approve the application according to the site plan for the installation of one electric vehicle charging station to serve two parking stalls, B. Gibney seconded, there was no discussion and approval vote was unanimous.

5. West Street Municipal Lot – Town of Litchfield – Site plan for the installation of three (3) electric vehicle charging stations to serve five (5) parking stalls. Received 2/20/24. MBL# 206-047-28A.

B. Seaman's was also present for this application. One Level 3 fast charger and two dual port Level 2 chargers will be installed. Five stalls will include one handicapped and four regular

parking spaces. Chargers are next to the transformer and are hidden from historic West Street by existing fencing. It was noted B. Seaman's will be presenting the 80 Doyle Road application to Bantam Planning & Zoning tomorrow night. M. Eucalitto moved to approve the site plan application for the installation of three electric vehicle charging stations to serve five parking stalls, B. Gibney seconded and there was no discussion. Commissioners C. Bramley, J. Cox, M. Eucalitto, G. Fuessenich, B. Gibney and S. Simonin voted to approve the application. Commissioner P. Losee voted to deny the application.

6. 256 Old South Road – Litchfield Country Club – Site plan modification for adding a portion of cart path and adding a maintenance shed in the rear of the property. Received 3/4/24. MBL# 199-47D-001.

Attorney J. Strub, Litchfield Country Club General Manager Ted Kohler, White Memorial Executive Director L. Hyder and B. Baker, P. E. of Civil 1, Inc. were present for the application. Site plan modification is for a cart path from the eighth hole tee box to the seventh hole fairway for club members to access a future driving range and for the addition of a 20' x 30' maintenance shed. Neither will be visible from Route 63 or Old South Road. Shed is in the flood plain and will be constructed on piers with a ramp. Application has IWC, White Memorial Foundation, White Memorial Conservation Commission and Arethusa Farm approvals. There is no added lighting. S. Simonin moved to approve the site plan modification for adding a portion of cart path and a maintenance shed, P. Losee seconded, there was no discussion and approval was unanimous.

7. South Plains Road – Litchfield Country Club – Special Exception for outdoor recreation. Proposed golf driving range with natural tee area, artificial tee area, limited car parking, cart parking, irrigation, ball netting, and conversion of field. Received 3/4/24. Set public hearing for 4/1/24. Portion of MBL#210-050-004.

Again, Attorney J. Strub, T. Kohler, L. Hyder and B. Baker presented the application. Proposed seven acre driving range is all located within the flood plain. Part of area is currently used as a paddock for Arethusa Farm. Driving range will have 20' high netting with 18" clearance below to allow for small animals to pass underneath. Driving range will only be available to club members. Application also has IWC, White Memorial Foundation, White Memorial Conservation Commission and Arethusa Farm approvals. It was noted that proposed use will protect the Bantam River bank at edge of driving range. The commission requested that a soil science report, a summary of the warranty deed and easement agreements be submitted. J. Cox moved to set a public hearing for 05/06/2024, P. Losee seconded, there was no discussion and vote to set hearing was unanimous.

Planning

8. Review of Section 6 "Permits, Approvals, and Exceptions" formatting and criteria - Revisions to 6.6 Special Exception and 6.7 Site Plan criteria. Set public hearing for 3/18/24.

C. Bramley discussed that many of the existing regulations were written in the 1990s and are due for an update. Applicants will be given better direction and clarification of requirements. Commissioners will review draft Special Exception and Site Plan regulation revisions for discussion at the next meeting.

9. Old Business

Updated regulations have been posted on the town website. The new PDF format allows you to click on subject and it brings you right to the section. Review fees for the Milton Road – Spath application were not collected at the previous meeting. At the 04/01/24 hearing, applicant will be reminded of fees and instructed to submit them before the continued hearing on 04/15/24.

10. New Business

None.

11. Approval of Minutes February 20, 2024.

Correction to 02/20/24 minutes under **7. Milton Road – Spath**, ninth sentence needs the addition of “a traffic study”. Sentence is corrected to - The Commission requested **a traffic study** and letters from WPCA for sewers, DOT and town engineer for increased Milton Road traffic and Aquarion for water addressing the adequacy of town infrastructure to handle the increased density of the MF zone. J. Cox motioned to approve the 02/20/24 minutes with the noted correction, B. Gibney seconded, there was no discussion and approval was unanimous.

12. Correspondence

C. Bramley received an email from D. Raap regarding proposed legislation for Bill 5391 regarding planning and development to establish a housing density rating and point program. The bills statement of purpose is “to establish the housing density rating program to encourage municipalities to adopt zoning regulation that allow for the development of greater housing density.” Commission concluded this legislation takes away from local zoning control and does not help communities create housing that is affordable.

13. Adjournment

S. Simonin moved to adjourn at 8:34 pm, J. Cox seconded, there was no discussion and vote was unanimous.

Carol Bramley, Chairman

Date