

LITCHFIELD PLANNING AND ZONING COMMISSION
Town Hall Annex – 80 Doyle Road, Bantam, CT

Minutes of August 6, 2012

- 1. Chairman Susan Lowenthal called the meeting to order at 7:07 p.m.**
 - a. Present were Commissioners Carol Bramley, Curt Barrows, Peter Losee, Susan Lowenthal, David Pavlick, Sky Post, Tom Waterhouse, and Alternate Commissioners Edmund Doyle, Erin Kennedy, and Ralph White
 - b. Also present: Land Use Administrator, Dr. Dennis Tobin
 - c. Absent: None

- 2. Appointment of Alternates (7:07)**
 - a. None

- 3. Appointment of Acting Secretary (7:07)**
 - a. Lowenthal appoints White

- 4. Approval of Minutes of July 16, 2012 (7:08)**
 - a. Motion by Pavlick, second by Barrows, with corrections as follows:
 - i. ¶ 7,ii "...deleted from the original site plans..." changed to "...prohibited..."
 - b. Affirmative vote carries unanimously

- 5. Public Comment (7:11)**
 - a. Barbara Putnam was present to ask that the Commission follow up on her earlier proposals.
 - b. Joan Spear was present to request an opportunity for interactivity with the Commission and disappointment at the lack of a reaction to her earlier proposals.
 - c. Dr. Lowenthal indicated that the Character Committee had been formed to address concerns raised in public comment, including Mrs. Putnam's and Mrs. Spear's.
 - d. A conversation ensued among Commissioners dealing with the Commission's proper responsibilities, procedures, and protocol, the net effect of which was to support Dr. Lowenthal's handling of the earlier and the current public comment.

- 6. Commissioners' Requests (7:21)**
 - a. Lowenthal welcomed commissioners and Dr. Tobin to come up with their top five amendments to the Plan of Conservation and Development and the P&Z Regulations.

- 7. Land Use Administrator Report (7:24)**
 - a. Budget;
 - i. \$7,433 expended YTD June 30, 2012, versus \$12,000 budget
 - ii. \$20,297 in revenues, YTD, versus \$19,000 budget
 - iii. \$12,864 gross income
 - b. Lowenthal requested Dr. Tobin to examine the Commission's document retention policy

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8. Shepaug Crossing, Public Works Director's Report

- a. Dr. Tobin describes what would be required prior to the issuance of building permits by summarizing his July 10, 2012 letter to Healy, Lowenthal, copied Byrne and Temkin (incorporated herein by reference).
- b. Dr. Tobin also cited the site plans submitted at the time of the application (incorporated herein by reference).
- c. Dr. Tobin introduced Jack Healy's letter of August 6, 2012 to Dr. Tobin, addressing with these matters (incorporated herein by reference).
- d. Phil Deleppo, project manager for Shepaug Crossing, was present to give a status report on the subdivision and to assure the Commission that the conditions precedent to lot sale referenced by Dr. Tobin and Mr. Healy will be met.

9. Character Committee Report (8:00)

- a. A discussion of the proposed resolution of the Character Committee had been unanimously tabled at the Commission's June 4 planning meeting. The Committee requires guidance from the Commission before it meets again to modify its proposals.
- b. A loose consensus the Commission, summarized by Dr. Lowenthal, authorized the Committee to confer with Attorney Byrne to develop a proposal which is as objective as possible given the Committee's qualitative mandate, and which avoids conflict with the Plan of Conservation and Development.

10. Outdoor Wood Furnace Review (8:17)

- a. Dr. Tobin presents a fact sheet from the CT DEP dealing with the matter (dated 2005 and revised 2011)
- b. The Commission's consensus is that, for now, State regulations will be sufficient.

11. Old Business (8:23) None

12. New Business (8:23) None

13. Correspondence (8:23)

- a. Lowenthal discusses a July 24, 2012 letter from the Thomaston Planning and Zoning Commission

14. Executive Session (8:23) None

15. Adjournment (8:25)

- a. Motion by Post, Second by Pavlick, vote unanimous

Respectfully submitted,
Ralph White, Acting Secretary
August 6, 2012


Susan W. Pitman Lowenthal, MD
Chairman