

**LITCHFIELD PLANNING AND ZONING COMMISSION**

Town Hall Annex

80 Doyle Road, Bantam, CT

**REGULAR MEETING AGENDA**

December 21, 2015 7:00 p.m.

Call to Order: Chairman Waterhouse called the regular meeting to order at 7:01 pm.

Members Present: Carol Bramley, Abby Conroy, Peter Losee, Dr. Susan Lowenthal, Denise Schlesinger, Thomas Waterhouse  
Members Absent: Guy Baldwin, William Conti  
Alternate Members Present: Mitchell Samal, Nancy Tarascio-Latour  
Also Present: Dennis Tobin, PhD

1. Election of Officers and review of Bylaws
  - a. Election of Officers postponed to next meeting. As per Bylaws, Article VI, Section 1 - Section 3. At this given time, "all regular members are present". Because all regular members were not present, the election of Officers and review of Bylaws was postponed.
2. Appointment of Alternates: Mitchell Samal, Nancy Tarascio-Latour
3. Public Comment: None
4. Commissioners' requests: None

**PUBLIC HEARING**

**5. 451 Bantam Rd. – Dowling Toyota, December 21, 2015 – Site plan for three additions and upgrade of automobile dealership building.**

Public hearing opened at 7:06 pm. Chris Dowling and Kenneth Hrica presented the Commission with an overview. Topics included: vehicle drop off area; parking spaces; plantings; drainage and lighting.

***Peter Losee is now seated as a regular member at 7:08 pm.***

Mr. Hrica stated parking was never defined with lined spaces. With the new pavement and curbing, parking spots will now be defined. As of now, no change to the Toyota sign. Outside lighting will remain the same. Cars will enter in the service side. The door in the rear will not change in size.

***Dr. Susan Lowenthal is now seated as a regular member 7:19 pm.***  
***Mitchell Samal is now seated as an alternate member at 7:19 pm.***

Public Comment:

- a. John Thomas spoke about the following items: (a) after hour's parts delivery; (b) garbage dumpster; (3) plantings around the facility. Tina Landau stated that the dumpster is picking up at 5 am. She stated that she called USA and now they pick up at 7 am.

Chris Dowling stated the following: (a) the delivery truck can drop off the packages through the front door; (b) the dumpster can be relocated to the side of the building and provide an enclosure; and (c) provide plantings around the perimeter.

***Carol Bramley made a motion to close public hearing at 8:05 pm. Denise Schlesinger seconded. Vote 6:1, Dr. Susan Lowenthal abstained.***

***Carol Bramley made a motion to approve, 451 Bantam Rd. – Dowling Toyota, December 21, 2015 – Site plan for three additions and upgrade of automobile dealership building, based on the following conditions: (a) 4ft Northern burn be planted at Harris Road with 3ft crown, 2:1 slope, and planted with evergreens; minimum of 3-4” in height such as Norway or Blue Spruce or a mixture with as many existing plantings to remain as possible to be completed by end of May 2016 and (b) dumpster to be relocated to the southeast corner parking lot and enclosed. Amy Conroy seconded. Vote: 6:1, Dr. Susan Lowenthal abstained.***

6. Land Use Administrator report – Permits, enforcement, budget, office. Dr. Tobin presented the Commission with an overview of Zoning Permits from October 1, 2015 – December 21, 2015.

7. Approval of Minutes of December 7, 2015

***Carol Bramley made a motion to accept the Minutes of December 7, 2015 with the following corrections. Susan Schlesinger seconded. Vote: 7:0, all in favor.***

From: Election of Officers postponed to next meeting. As per Bylaws, Article VI, Section 1 - Section 3. At this given time, “all regular members are present”.

To: Election of Officers postponed to next meeting. As per Bylaws, Article VI, Section 1 - Section 3. Because all regular members were not present, the election of Officers and review of Bylaws was postponed.

From: John Acerbi (Litchfield Hills Nursery); R. J. Ford (Goldenrod Realty); William Personaliti (Old Toll Gate Hill); Bradford Atkins (Fernwood Rest Home), and Curtis Barrows (Resident), presented the Commission with a letter and map in regards to R-80 Zone to the newly proposed C-202 Zone.

To: John Acerbi (Litchfield Hills Nursery); R. J. Ford (Goldenrod Realty); William Personaliti (Old Toll Gate Hill); Bradford Atkins (Fernwood Rest Home), and Curtis Burrows (Resident), presented the Commission with a letter and map in regards to R-80 Zone to the newly proposed C-202 Zone.

From: The Commission requested a survey from the State of Connecticut to reference the number of Barns in the Town.

To: The Commission requested a copy of the Barns Survey from the Litchfield Historic Society.

From: Michelle Crow, Re: C-202; Aesthetics of the town in regards to color; and signage. The letter is on file.

To: Michelle Crow, Re: C-202; Aesthetics of the town in regards to color; and signage. The letter is on file.

From: Curtis Barrows, Re: RC Zone; lot size; and accommodation of what currently exist.

To: Curtis Burrows, Re: RC Zone; lot size; and accommodation of what currently exist.

From: Tim’s Auction Enforcement Issue. On Sunday, December 6, 2015, Tim’s Auction had a Drumming Band in front of De Franco’s Restaurant.

To: Tim’s Auction Enforcement Issue. In April 2015, Tim’s Auction had a loud speaker broad casting the live auction in front of Di Francos Restaurant.

From: Burgess Losee of the Historic District spoke about signage. The Borough has regulations regarding signage, banners, and signage on telephone poles. Burgess Losee stated sandwich boards are not allowed in the Historic District. Burgess Losee stated a letter when to Tim’s Auction regarding his signage and articles of items.

*To: Borough Warden Losee of the Litchfield Historic District spoke about signage. The Borough has regulations regarding signage, banners, and signage on telephone poles. Borough Warden Losee stated sandwich boards are not allowed in the Historic District. Borough Warden Losee stated a letter when to Tim's Auction regarding signage and articles of items.*

From: Burgess Losee stated he will be issuing notices of violations also.

*To: Borough Warden Losee stated he will issue a notice of violations also.*

8. Old Business: Chairman Waterhouse would like to add to the agenda going forward to review the proposed regulations.
9. New Business     None
10. Possible Executive Session to discuss pending litigation:     None
11. Correspondence:
  - a. Town of Warren – Zoning Text Amendment Referral, December 16, 2015. Re: The proposed zoning regulation amendment would allow pre-existing, non-conforming structures to be expanded in volume or area within a required yard setback under certain conditions.
  - b. Borough of Litchfield, Notice of Violation: Re: Mr. Time Chapulis, Tim's Auctions, Inc., December 21, 2015.

***Carol Bramley made a motion to close the meeting. Dr. Susan Lowenthal seconded. Vote of 7:0, all in approval.***

Meeting ended at 8:48pm.

Respectfully Submitted,



---

Nancy Latour, Recording Secretary  
Recording Date 12/ 21 /15

---

Thomas Waterhouse, Chairman  
Date 12/     /15