

LITCHFIELD PLANNING AND ZONING COMMISSION

Town Hall Annex, 80 Doyle Rd.

Bantam, CT

REGULAR MEETING MINUTES- DRAFT

May 4, 2015 - 7:00 p.m.

Call to Order: Chairman Waterhouse called the regular meeting to order at 7:00 pm.

Members Present: Curtis Barrows, Carol Bramley, Peter Losee, Denise Schlesinger, Thomas Waterhouse. David Pavlick entered the meeting at 7:23 PM

Members Absent: William Conti, Dr. Susan Lowenthal

Alternate Members Present: David Morgan – appointed as a regular

Also Present: Land Use Administrator, Dennis Tobin, PhD

1. Appointment of Alternates: David Morgan
2. Public Comment: None
3. Commissioners' requests: None

PLANNING MEETING

4 Distribution of Public Hearing Draft: Aquifer Protection Regulations

a. Presentation by Planning Consultant Sean Suder, Graydon Land Use Strategies, LLC. via phone conference. The phone conference started at 7:12 pm. Paul Culter of Jacobs Engineering Group, Inc., answered the called. Sean Suder entered the phone conference at 7:14 pm. Mr. Suder presented an overview of the changes. A letter was presented to Litchfield Aquifer Protection Agency. The letter was addressed from Sean S. Suder, LEED AP, Graydon Land Use Strategies, LLC to regarding: *Public Hearing: Amendments to aquifer Protection Regulations.*

- b. Consider Referral to Bureau of Water Protection & Land Reuse Connecticut Department of Energy and Environmental Protection, Aquarion Water Company
- c. Consider Setting public hearing for July 6, 2015

Carol Bramley made a motion to send Bureau of Water Protection & Land Reuse Connecticut Department of Energy and Environmental Protection, Aquarion Water Company, the Aquifer Protection regulations out to review and set a public hearing on July 6, 2015. Peter Losee seconded the motion. Vote of 6:0, with all in favor.

5 Distribution of Public Hearing Draft: Subdivision Regulations.

- a. Presentation by Planning Consultant Paul Culter, Jacobs Engineering Group, Inc., via phone conference. Mr. Culter presented an overview of the draft. A letter was presented to the Commission regarding: *Summary of review of draft subdivision regulations.* The following items were discussed by the Commission:

- i. The Commission requested to keep.
- ii. The Commission requested Article IV #24 of current regulations to remain in the current regulations and do not change.
- iii. Article III – Procedure for Submission - The language will change from the current seven (7) day posting requirement to a thirty-day (30) requirement.
- iv. Section 8 (#5) Streets – will remain in both Zoning Regulations and Subdivision regulations.

An additional memorandum was presented to: Planning and Zoning Commissioners from Land Use Office regarding: *Public Hearing: Amendments to Litchfield Subdivision Regulations*. The Commission discussed adding public hearings as a requirement for all subdivisions and re-subdivisions to the Litchfield Subdivision Regulations.

- b. Consider Referral to Regional Planning agencies – Northwest Hills Council of Governments (NWCOG) Council of Governments of the Central Naugatuck Valley (COGCNV), Commission Attorney, Town of Litchfield Fire Marshal, Building Inspector, Public Works, WPCA, Conservation Commission, Board of Selectmen, Northwest Conservation District
- c. Consider setting public hearing for July 6, 2015
 - i. The Commission would like to see all the revisions again for the June 1, 2015 meeting. No public hearing was set. The Commission will consider setting a public hearing for August 3, 2015 after review all revisions.

6 Continuation of Draft 1B Zoning Regulations review with Planning Consultants Sean Suder via phone conference.

Sean Suder presented several options to the Commission regarding parking: size, quantity, assigning spaces by unit and number of employees. The Commission spoke about definitions, chart size outlining parking and restaurant parking. The Commission does not want any more changes to the parking section. The call ended at 8:49 PM.

7 Approval of Minutes of April 20, 2015

Denise Schlesinger made a motion to Approve of Minutes of April 20, 2105. Denise Carol Bramley seconded the motion. Vote of 6:0, with all in favor with the following changes:

List Changes:

- a. From: Appointment of Alternates: None
 To: *Appointment of Alternates: David Morgan*
- b. From: Chairman Waterhouse appointed David Morgan as an alternate
 To: *David Pavlick entered at 7:13 pm, however he was not seated till item #3 on the agenda. Chairman Waterhouse at this time seated David Pavlick.*

- c. From: Curtis Barrows made a motion to close the public hearing at 7:20 pm with Carol Bramley seconding the vote. Vote of 6:0, will all in favor.
To: *Curtis Barrows made a motion to close the public hearing at 7:20 pm with Carol Bramley seconding the vote. Vote of 7:0, with all in favor.*
- d. From: Curtis Barrows made a motion to approve the M&H Equipment Service, LLC – 8 West State Dr., April 20, 2015 – Special Exception farm Dealership including repairs with a condition of signage being approved with Carol Bramley seconding the vote. Vote of 6:0 with all in favor.
To: *Curtis Barrows made a motion to approve the M&H Equipment Service, LLC – 8 West State Dr., April 20, 2015 – Special Exception farm Dealership including repairs with a condition of signage being approved with Carol Bramley seconding the vote. Vote of 7:0 with all in favor.*

8 Old Business: Chairman Waterhouse attended a meeting about Greenway's space, bicycle trails and the impact for Connecticut.

9 New Business: None

10 Possible Executive Session to discuss pending litigation: None

11 Correspondence:

- a. State of Connecticut – EM-T-MOBILE-074-150401 – T-Mobile notice of intent to modify an existing telecommunications facility located at 383 Torrington Road, Litchfield, Connecticut.
- b. Lisa Losee, Town Clerk – Robert Rules & FOI
- c. Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter, Spring 2015.

Carol Bramley made a motion to close the meeting. David Pavlick, seconded the motion. Vote of 7:0, with all in approval.

Meeting ended at 9:02 pm.

Respectfully Submitted,



Nancy Latour, Recording Secretary
Recording Date 05/6 /15

Thomas Waterhouse, Chairman
Date 05/ /15