

LITCHFIELD PLANNING AND ZONING COMMISSION
Town Hall Annex, 80 Doyle Road, Bantam, CT
REGULAR MEETING MINUTES
Monday, April 4, 2011 7:00 p.m.

Chairman Putnam opened the meeting at 7:02 p.m.

Present were members Barbara Putnam, Sky Post, Tom Waterhouse, Elizabeth Jamieson, Michael Italiaander (arrived at 7:02 p.m.), alternates Kelli Green and James Keithan.

Absent: Susan Lowenthal, Bill Burgess, alternate Paul Adams.

Also present was Land Use Administrator Dr. Dennis Tobin, and members of the public

1. **Appointment of Alternates** – Alternate Kelli Green was appointed for Susan Lowenthal and James Keithan was appointed for Bill Burgess.

2. **Approval of Minutes March 21, 2011**

There being no objection to the suggestion of the chair, the minutes were adopted by unanimous consent

3. **Public Comment** – no members of the public wished to speak to items not on the agenda.

4. **Commissioners' requests** – No commissioners had any requests.

5. **Land Use Administrator report** – Land Use Administrator Dennis Tobin reported that the RFP/RFQ is out and bids will be opened. The start date for consultants is July 1st, and the finish date is December 1.

6. **Permit report** – The commission reviewed a permit report for the month of March

7. **Budget report** – The Commission reviewed a budget report dated 4/4/2011.

8. **Review revised Temporary Event Regulations** - Committee's report. Tom Waterhouse reviewed the draft outline of the proposed regulations in detail with the Commission. The intent of the regulation is to manage traffic, and protect public health and safety when large temporary non residential gatherings occur that are open to the public.

Chairman Putnam read a letter of opposition to the proposed change to the Commission from Daniel Martineau

Motion: Kelli Green moved to suspend the rules of order to allow members of the public to participate in the discussion.

Second: Michael Itaaliander

Voting in Favor: Elizabeth Jamieson, Sky Post, Kelli Green, James Keithan, Michael Itaaliander and Tom Waterhouse.

Abstentions: None

Voting against: None

Motion carried: 6-0

Daniel Martineau spoke and stated the PZC should define what is public and what is private, and to also clarify and define vague terms: such as defining objectionable lights and odors.

Jim Cosgrove spoke against regulating private uses on private property.

Chairman Putnam read a letter from David Pettinicchi and Michael and Sara Carr stating they were not in support of a temporary event regulation.

Managing a calendar for temporary events and making it available to the public was discussed.

Dennis Tobin asked for guidance in enforcing the current regulation. The Commission agrees that they have authorized him to issue the permits while they review the regulation.

He reminded the Commission that our regulations are permissive, so that uses not specifically permitted are not allowed. This regulation should therefore specifically mention that temporary events on private property that are not open to the public are permitted.

Barbara Putnam suggested that those currently involved in permitting temporary events – the building inspector, fire marshal and police, should be consulted about whether they feel the need for such events to have a permit from Planning and Zoning, and, if so, how a regulation could help.

The Commission thanked Tom Waterhouse and Susan Lowenthal for their report. Discussion of this item will be placed on the next workshop agenda in May.

9. **Aquifer Protection Agency** - The Chair moved to the next item

10. **Education** – Land Use Administrator Dennis Tobin reported that the Aquifer Protection Agency workshop will be scheduled for early June

11. **Old Business** – None

12. **New Business** – Chairman Putnam attended an OPM/LHCEO Regional Workshop on the State Plan of Conservation and Development. The next State Plan of Conservation and Development is being delayed while the Office of Policy and Management reworks the process to include feedback from the towns. There will be two more opportunities for local commissions to have input into the plan.

13. **Correspondence** –

A checklist was passed around. It lists the referrals and bonds that may be required for applications. It will be useful to make sure all applicants are treated fairly, and that Town officers, Commissions and outside consultants are given enough time to prepare input.

A letter regarding Proposed Bill No. 5479 that will impact HB8-30g on Affordable Housing from a Ledyard resident was read to the Commission. The Chair requested that the Land Use Office prepare PDFs of this material and email it to the Commissioners.

Correspondence from State of CT DEP regarding dam construction on Kapoor property on Milton Road.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "E. Jamieson", followed by the word "chair" in a similar script.

Elizabeth Jamieson
Secretary