

THE BOROUGH OF BANTAM PLANNING AND ZONING COMMISSION

P.O. BOX 416

BANTAM 06750

INCORPORATED 1915

MINUTES TUESDAY, July 7, 2026 REGULAR MEETING Bantam Borough Town Hall

Present: Adam Yarrish, Chair
Pete Donohue, Vice Chair
John Buonaiuto
Sally Tornow

Public: Dick Sheldon
Kim Griffin
Mark Cattey
Chris Casiello

Chairman Yarrish called the meeting to order at 7:03 p.m.

1. PREVIOUS MINUTES

Motion made by Mr. Donohue to approve the Special Meeting minutes of June 9, 2026. Motion seconded by Ms. Tornow and carried unanimously.

2. PERMITS –

Chairman Yarrish stated that there was one permit issued at 19 Marne Park for an electric vehicle charger. Permit was granted, Permit #522261.

3. PUBLIC COMMENT

A Cathole Road resident addressed the Commission regarding a property at 17 Cathole Road and asked if permits have been issued. Chairman Yarrish stated that a permit for a single-family house has been issued. Permit #6262601.

Kim Griffin addressed the Commission to bring up the issue of site line at the intersection of Cathole Road and Route 202, looking north. The Commission stated that they have no jurisdiction and that she should contact the Litchfield Public Works Department.

Additionally, Mrs. Griffin noted that the sandwich signs in town are looking messy. She was invited to submit a letter for Chairman Yarrish to review and be distributed to local businesses regarding signage.

4. OLD BUSINESS

- A. 700 Bantam Road, Site Plan Review. Chairman Yarrish presented the plans submitted by YKM Acquisitions LLC for a single-family home with in-law apartment. No questions were presented and a motion was made.

It was noted that the \$425 site plan review fee has not been received as of this evening.

Motion made by Chairman Yarrish to approve the site plan as presented by YKM Acquisitions for a single-family home with in-law apartment on property known as 700 Bantam Road and shown on a plan dated March 27, 2026 by Diana Wawrzaszek, Architect. Motion seconded by Ms. Tornow and carried unanimously.

Chairman Yarrish left the meeting at this time due to illness. Vice Chairman Donohue continued the meeting in his place.

5. NEW BUSINESS

- A. Litchfield Facilities Committee – Annex discussion

Mr. Chris Casiello, member of the Litchfield Facilities Committee, addressed the Commission. Mr. Casiello clarified for the Commission that the Facilities Committee has been disbanded as they have completed their objective of reviewing Litchfield's facilities. His purpose this evening was to bring to the Commission's attention that the Doyle Road property known as The Annex has tremendous overhead costs to the Town and that the funding provided by the State after the court vacated the site has run its course and the burden of the overhead costs now fall to the Town. He noted that while there are several Town agencies at the site there would need to be a huge financial commitment to keep the building and save it from demolition. Previously proposed uses have been to move all Town offices into the building, develop commercial or artists space and housing. This type of enormous financial requirement is usually a tough sell to the residents.

The Commission asked for Mr. Casiello to engage with Denise Raap, Litchfield Mayor, to facilitate further discussions between Litchfield and Bantam on use of the property.

6. CORRESPONDENCE

A. Written Formal Correspondence - None

B. Conversational Notes with People -None

7. COMMISSION DISCUSSION

A. Online Permitting – Vice Chairman Donohue apologized to the Commission for not being ready this evening and that he would be for the next regular meeting of August.

B. 40 Vanderpoel Drive – Dumpster placement. The Commission engaged in a brief discussion and included Mr. Mark Cattey, the original complainant of the dumpster placement at 40 Vanderpoel Drive. Mr. Cattey stated that the neighbors are having good, productive dialog with the property owners/occupants regarding moving the dumpster as its current location is problematic for the residential neighbors. Mr. Cattey thanked the Commission for their assistance and this matter will be removed from future agendas.

Motion made by Ms. Tornow to add Discussion of Office Personnel Candidates to the agenda. Motion was seconded by Mr. Buonaiuto and carried unanimously.

C. Discussion of Office Personnel Candidates - Several members of the Commission appeared before the Burgess and Wardens at their June meeting. The result of the meeting was that the Commission would hire a part-time employee to help with permits, applications, compliance, site visits, computer work, minutes and more. This position would start with 4-5 hours a week and is currently advertised on Indeed.com. There were two candidates who submitted applications. Ms. Tornow will reach out to them and let them know that the Commission is reviewing and, if appropriate, they will be asked to join a Zoom interview.

8. ANY OTHER BUSINESS WHICH COMES BEFORE THE COMMISSION - None

9. ADJOURNMENT

Mr. Buonaiuto moved to adjourn the meeting at 8:04 p.m. Motion seconded by Ms. Tornow and carried unanimously.

Respectfully Submitted,



Valerie L. Douglass, Commission Clerk