

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
LISBON TOWN HALL VIRTUAL MEETING  
TUESDAY, FEBRUARY 2, 2021  
7:00 P.M.

1. Call to Order

The regular virtual meeting of the Planning and Zoning Commission was called to order by Chairman Robert Adams at 7:00 P.M.

MEMBERS PRESENT VIA TELECONFERENCE: Robert Adams, Ronald Giroux, Randy Brown, Cheryl Blanchard, Trevor Danburg, Benjamin Hull, III, Jason Lebel, Timothy Minor, Kim Sperry, Gary Ritacco (ALT)

STAFF PRESENT VIA TELECONFERENCE:

Michael J. Murphy, AICP, Consultant Planner-SCCOG, Lisbon Town Planner

OTHERS PRESENT: Thomas W. Sparkman, First Selectman

2. Previous Minutes – Motion by K. Sperry second by C. Blanchard to accept the previous regular meeting minutes of January 5, 2021 as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Letter, to Mark Coen, Brenmor Properties LLC from Michael Murphy, AICP, Lisbon Town Planner dated January 6, 2021 re: Ames Road Subdivision correspondence
- b. Copy, Memo, from Michael Murphy, AICP, Lisbon Town Planner to Commission to Commission dated 1/27/2021 re: MS4 Storm Water Program Compliance Report #5. Motion by K. Sperry second by T. Danburg to add "MS4" to agenda under item 8.a. VOTE: UNANIMOUS, MOTION CARRIED
- c. Copy, Letter from Conservation Commission to Robert Adams, 58 Kinsman Hill Road, dated January 27, 2021 re: Application #20-05
- d. Memo, from Board of Finance to all Cost Centers, Boards, Commissions and Committees, dated 1/28/2021 re: Revenue Projections due February 15, 2021. Motion by K. Sperry second by T. Danburg to add "Projected Revenue" to agenda item 8.b. VOTE: UNANIMOUS, MOTION CARRIED
- e. Webinar, CT Land Use Law for Municipal Land Use Agencies, Boards and Commissions, March 6, 2021
- f. Newsletter, CT Federation of Planning and Zoning Agencies – Winter 2021
- g. Profit & Loss July 2020 – January 2021: LI#51730 Purchased Services - \$41,534.87 / LI#51750 Supplies and Expenses - \$1,399.62

4. Bills and action thereon

- a. Southeastern CT Council of Governments, \$15,529.75, 2<sup>nd</sup> Quarter Invoice (10/1/2020 – 12/31/2020) dated 1/7/2021 re: Town Planner Services. Motion to pay by K. Sperry second by T. Danburg. VOTE: UNANIMOUS, MOTION CARRIED
- b. Halloran Sage, \$340.00, inv#11344820, dated 1/25/2021 re: Lisbon PZC General Matters. Motion to pay by T. Danburg second by C. Blanchard.

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5. Reports

- a. ZEO – It was noted for the record that Carl Brown, Zoning Enforcement Officer, was not present.
- b. Regulations - NONE
  - 1. MS4 Storm Water Regulation/Ordinance Update – Mr. Murphy gave a brief update, noting for the record that a memo had been distributed to the Commission explaining the enforcement aspects of the Stormwater Ordinance process, which included a recommended motion for action.
- c. Zoning Map Subcommittee – NONE
  - 1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016 – NONE
- d. Town Planner Update Regarding Pending Projects/Issues of Interest
  - 1. Anderson Stein Property – Mr. Murphy noted that he is still waiting on EPA's schedule before this can proceed.
  - 2. LOTCIP Grant – Mr. Murphy reported that comments have been received from the Counsel of Governments and that CLA Engineers have received those comments to work into the application. He stated that the Town will need to hold a public information meeting via virtual means, and that abutting property owners will be notified. It will likely be a stand-alone meeting coordinated by the First Selectman, the Planner and the Town's engineer.
  - 3. Zoning Amendments – Mr. Murphy reported that the new Stormwater plan requirements address a lot of detail that needs to be incorporated into both the Zoning Regulations and Subdivision Regulations, which need to be in effect by July 2021 per State requirements.
  - 4. Architectural Colors & Materials Recommendations – Mr. Murphy noted that he will be providing a copy of his recommendations to the Commission for review before the next meeting. These standards have been developed from the commission's policies as they have approved applications in the Route 12 commercial corridor.
  - 5. Gilot Home Occupation – Mr. Murphy reported that Ms. Gilot, 237 Phillips Road, has received her State Cottage Food Industry License, as was required as a condition of approval of her Special Permit.
  - 6. K&H Properties – Mr. Murphy reported that they will likely be starting up the gravel operation on North Burnham Highway this Spring, and that he is currently waiting on their bond to be submitted. Mr. Giroux questioned if the Special Permit was under K&H Properties or Herb Holden Trucking, and Mr. Murphy noted for the record that the regulations recommend the surety bond be under the applicant, K&H Properties, but that Herb Holden was doing the trucking of the materials. The planner is referring the bond to the attorney for approval.

6. Old Business

- a. Regional Planning Commission – Mr. Giroux reported that the Regional Planning Commission did not have a quorum at their last meeting.

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Gary Ritacco, Alternate, entered at 7:25 PM.

7. New Business

a. Receipt of New Applications

- i. Lowe's, 155 River Road, Application for Special Permit to Change / Expand Outdoor Storage - Schedule Public Hearing – Mr. Murphy noted for the record that the applicant has submitted their application, which was provided to the Commission in their packets and is available on the Town website for public inspection. Mr. Simmons of Freeland & Kauffman, Inc., Engineers & Landscape Architects, 3209 West Stone Avenue, Greenville, South Carolina, was present via virtual means to outline the application. He stated his firm has been contracted by Lowe's to redesign pick-up spaces, signage and seasonal areas but that there are no new building improvements being made at this time. Mr. Murphy noted that there will likely be minor revisions to the current application but that those changes will be made and added to the website before the Notice of Public Hearing is published. Motion was made by K. Sperry second by R. Giroux to accept the application and schedule a public hearing for March 2, 2021 at 6:30 PM. VOTE: UNANIMOUS MOTION CARRIED

b. Referrals - NONE

- c. Price Realty / Winner Ford, 141-143 River Road - Request for Performance Bond Release – Mr. Murphy noted for the record that this property is the same property that was recently changed to BV-II zoning. The bonding requirements for the original application was a total of \$16,000.00 for a special permit application for the dealership, of which \$15,968.75 remains. The project was never completed and the bond should be returned in care of Price Realty's representative, Chinigo, Leone & Maruzo, LLP. Motion by K. Sperry second by R. Giroux to release the Performance Bond in the amount of \$15,968.75 to Price Realty. VOTE: UNANIMOUS MOTION CARRIED

8. Any other business which may properly come before the commission

- a. MS4 – Mr. Murphy once again noted for the record that the Commission is in receipt of his memo outlining the need for implementing the MS4 Illicit Discharge and Storm Water Ordinance and addressed commission questions about the steps for enforcement. He also noted that the Commission is not adopting the ordinance, rather forwarding the consensus document to the Board of Selectmen to bring to Town Meeting for adoption. He also noted that the Clean Water Act, Federal Agencies and State Agencies all require this ordinance. Mr. Hull asked if Mr. Murphy had any details on polluted water-ways in Town, and Mr. Murphy responded that the Town Engineers have mapped these impacted water quality areas and the information is on the Town website. He also stated that this ordinance is designed to prevent pollution of both clean and impacted waterways. Mr. Hull continued to voice his opposition to the ordinance. Mr. Giroux noted that we are not the only town required to adopt such an ordinance and that if someone is causing pollution in this manner, they need to be fined, if necessary. Chairman Adams concurred and cited instances of pollution that he is aware of, and has been affected by. Motion by K. Sperry second by J. Lebel to endorse the proposed Illicit Discharge and Connection Stormwater Ordinance and forward same, with all appropriate final edits subject to the



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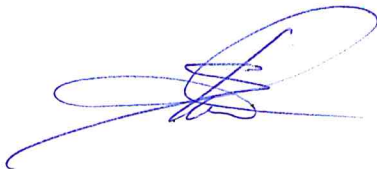
approval of Town Attorney, to the Board of Selectmen for due consideration and adoption by the Town of Lisbon legislative body. VOTE: B. HULL NO; MOTION CARRIES

- b. Projected Revenue – It was noted that the Board of Finance is seeking projected revenues from all cost centers, which includes application fees received by the Commission, for Fiscal Year 21/22, as well as revenue comparisons during the period of COVID19. It was the consensus of the Commission that the figures would be reviewed by Chairman Adams with assistance of the planner and a projected revenue would be provided to the Board of Finance by the 15<sup>th</sup> of the month. Those figures will then be reviewed with the commission at the next meeting.

9. Public Comment – It is noted for the record that there was no public comment received via email and no one from the public present at the virtual meeting had any comments.

10. Adjournment - Motion made by T. Danburg second by K. Sperry J. Lebel to adjourn at 8:01 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, Clerk

Approved: \_\_\_\_\_  
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON  
CT ON 02/09/2021 AT 2:00pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
*Maryanne Wakely, Asst*