

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL VIRTUAL MEETING
TUESDAY, MAY 4, 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 7:17 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

MEMBERS ABSENT: Gary Ritacco (ALT)

STAFF PRESENT VIA TELECONFERENCE:

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

Carl Brown, Zoning Enforcement Officer

2. Previous Minutes – Motion by K. Sperry second by R. Giroux to accept the previous public hearing minutes and regular meeting minutes of April 6, 2021 as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Letter, from Brenmor Properties to Michael J. Murphy, AICP, Lisbon Town Planner, dated April 29, 2021 re: Request for Change of Traffic and Parking Signage
- b. Copy, Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Carl Brown, Zoning Enforcement Officer dated April 29, 2021 re: 240 Paper Mill Road Site
- c. Copy, Letter from Herb Holden Trucking, Inc. to Michael J. Murphy, AICP, Lisbon Town Planner dated April 29, 2021 re: Request to be added to the May agenda
- d. Copy, Zoning Board of Appeals, Application for Variance of 8.5 (Yard Setbacks) in the R-80 Zone – Shawn Paradis, Applicant, 449 River Road
- e. Copy, Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Christopher Maynard, Town Treasurer dated 4/20/2021 re: Performance Bond / Cash Bond – K&H Properties, LLC, 397 N. Burnham Highway
- f. Memo, Lisbon Quarterly Newsletter, Request for Submissions (Deadline: 5/21/2021)
- g. Newsletter, CT Federation of Planning and Zoning Agencies – Spring 2021
- h. Budget Report – LI#51730 – Purchased Services: \$23,505.12 / LI#51750 Supplies & Expenses: \$3169.30

4. Bills and action thereon

- a. SECCoG, \$18,764.16, dated 4/7/2021 re: Town Planner Services 1/1/2021 – 3/31/2021 – Motion by K. Sperry second T. Danburg to pay. VOTE: UNANIMOUS, MOTION CARRIED
- b. Halloran Sage, \$120.00, inv #11351510, dated 4/5/2021 re: Correspondence with Town Planner regarding postponement of hearings and Executive Orders relating to Outdoor Dining during COVID19 – Motion by T. Danburg second by R. Brown to pay. VOTE: UNANIMOUS, MOTION CARRIED

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- c. The Bulletin, \$599.88, inv#00279589, dated 4/19/2021 re: Notice of Public Hearing (Applications by T. Golden and H. Neumann) – Motion by T. Danburg second by J. Lebel to pay.

VOTE: UNANIMOUS, MOTION CARRIED

- d. The Bulletin, \$173.81, inv#00279483, dated 4/12/2021 re: Notice of Decision (Lowe's) – Motion by K. Sperry second by J. Lebel to pay.

VOTE: UNANIMOUS, MOTION CARRIED

5. Reports

- a. ZEO –Carl Brown, Zoning Enforcement Officer, did not have anything to report.
- b. Regulations - NONE
 1. MS4 Storm Water Regulation/Ordinance Update – See agenda item 7.a.i. and 7.a.ii.
- 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. Burger King continues to work on site plan as recommended by Mr. Murphy and the Zoning Enforcement Officer / Building Official and will hopefully be submitting their application soon.
 2. Executive Orders for Outdoor Seating during the Pandemic will continue past the May 19, 2021 state-wide softening of the Covid19 protocols.
 3. Lowe's – Mr. Murphy reported that the Mylars and Special Permit have been recorded in the Town Clerk's office.
 4. River Road Sidewalk Project – Mr. Murphy noted that the subject will be discussed further under agenda item 6.e.
 5. Brenmor – the applicant would like to adjust signage inside the development, with a request to modify the requirement of 46+/- no-parking signs and other traffic signs. No other changes are being requested at this time to his knowledge. Mr. Murphy stated he will review the request before it is added to the next agenda. Mr. Giroux noted for the record that the applicant requested these signs with the original application and the requirement should remain as-is. Mr. Murphy noted that the applicant raised issues which may have some merit, and issues have also been raised by the First Selectman re: stop signs but that the Commission must ultimately approve the modifications. Mr. Danburg and Mr. Lebel concur with Mr. Giroux. It was the consensus of the Commission members that Brenmor Properties needs to file an application for Subdivision Modification. The planner will advise them of this requirement.

6. Old Business

- a. Regional Planning Commission – NONE

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- b. Special Permit Application for Home Occupation – Tom Golden, Applicant, 39 Barber Farm Road – Motion by K. Sperry second by C. Blanchard to waive elements of section 12 and not require the submission of a professionally prepared site plan since it is not necessary to reach a decision on this application. VOTE: UNANIMOUS, MOTION CARRIED

Motion by K. Sperry second C. Blanchard to approve the special permit application request to operate a woodcraft workshop as a home occupation at 39 Barber Farm Road, Lisbon, CT in accordance with the provisions of section 10.5 and the following conditions:

1. The area of the shop shall be limited to the 375 square feet proposed.
2. The sign shall be no greater than 5 square feet, no greater than 6' in total height, and be set back at least 10' from the front lot line.
3. The applicant shall maintain compliance with all provisions of section 10.5.

FINDINGS AND CONCLUSIONS: The proposed application for the Home Occupation is found to be appropriate for the designated location in the R-40 residential district and complies with the standards in section 10.5 and the special permit objectives criteria provided in section 11.1 relating to intent, appropriateness of use, and impacts to residential areas, respectively.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Special Permit Application to Establish a Bed and Breakfast in a Home Residence – Harold Neumann, Applicant, 45 Ross Hill Road - Mrs. Sperry, who is also member of the Lisbon Historical Society, noted for the record that this property is on the National Registry of Historic Places. Known as the "Branch House", it was once known as the "Blume House". She noted that it is very expensive to keep up an historic home such as this and that the added income will help the owners to continue with the upkeep and restoration; it is an appropriate use for an owner-occupied property under our zoning regulations; and an approval of this use helps to protect our community. Motion by K. Sperry second by C. Blanchard to waive certain elements of section 12 and not require the submission of a professionally prepared site plan, other than a sightline demonstration plan to assess sight visibility, since it is not necessary to reach a decision on this application. VOTE: UNANIMOUS, MOTION CARRIED

Motion by K. Sperry second by T. Danburg to approve the special permit application request to operate a one-bedroom Bed & Breakfast at 45 Ross Hill Road, Lisbon, CT in accordance with the provisions of section 10.7 and the following conditions:

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1. The parking area in front of the building be maintained with a non-erodible surface and the new parking space proposed be 10' x 20' and improved with a minimum of 4" of crushed stone per provisions of section 13.6 of the regulations.
2. The trash receptacles for guests be retained to the west of the building, screened from view.
3. The applicant shall maintain compliance with all provisions of section 10.7.

FINDINGS AND CONCLUSIONS: The commission finds that this proposed application, as conditioned, meets the special permit objectives of section 11.1, and complies with the provisions of section 10.7. This finding is made after careful review and consideration of information, including analysis of stopping sight distance information provided for this segment of Ross Hill Road by the applicant. It is also the recommendation of the Commission to request the Local Traffic Authority to install an additional traffic control sign as it sees fit to the east along Ross Hill Road in this vicinity to advise daily traffic that may exceed the posted speed limit that another blind drive and/or a limited sight distance condition exists.

VOTE: UNANIMOUS, MOTION CARRIED

- d. Request for Partial Release re: Caveat Notices with respect to Land to Be Conveyed to Boulangers – Timothy P. Bresnan, 47 School House Road – Mr. Murphy noted that the bonds required as a condition of approval for issuance of a building permit with the original subdivision approval may still be needed to be provided to the Town, and that the original application approval was already seven years old. The conditions were written to be connected to a building permit, which was never obtained. He also noted that the applicant's attorney originally asked for a sewer caveat, but there is drainage, not sewer, associated with the property. Attorney Smith stated that his client wants to convey the back portion of the property. There exists a drainage easement and right of way dedication along the frontage, which had been conveyed to and accepted by the Town at a Town Meeting on February 4, 2015. Mr. Murphy reported that the applicant is working on getting a plan to the Commission boundary to evaluate the adjustment on the drainage easement. Motion by K. Sperry second by T. Danburg to table.

VOTE: UNANIMOUS, MOTION CARRIED

- e. Discussion and Possible Issuance of Letters of Support for *River Road Pedestrian Improvements Project (grant application(s) for sidewalk/shoulder improvements from Lisbon Landing to Griswold border on west side of River Road)* - Motion by K. Sperry second by J. Lebel to send letter of support.

VOTE: UNANIMOUS, MOTION CARRIED

7. New Business

- a. Receipt of New Applications
 - i. Application, Planning and Zoning Commission - Zoning Text Amendments - Revisions to section 2.16 (Storm-water Management Plans); 10.4.5 (Permit Standards); 10.16 Inclusive (Soil Erosion and Sediment Control Plans); and Section 19 (Definitions) – Motion by K. Sperry second by T. Danburg to schedule Public Hearing for June 1, 2021 at 6:30 PM.

VOTE: UNANIMOUS, MOTION CARRIED

**TOWN OF LISBON
SPECIAL PERMIT APPLICATION**

CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:

➤ APPLICANT: Tom Golden TELEPHONE: 860-222-4229
ADDRESS 39 Barber Farm Rd EMAIL: tom@tgwoodcraft.com
➤ APPLICANT'S AGENT (IF ANY): _____ TELEPHONE: _____
ADDRESS _____ EMAIL: _____
➤ OWNER / TRUSTEE: _____ TELEPHONE: _____
ADDRESS _____ EMAIL: _____
➤ ENGINEER/ SURVEYOR/ ARCHITECT: _____ TELEPHONE: _____
➤ ADDRESS _____ EMAIL: _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND SITE PLAN PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT [Signature] PRINTED NAME OF APPLICANT/AGENT Tom Golden
DATE: _____
SIGNATURE/RECORD OWNER [Signature] PRINTED NAME/RECORD OWNER Tom Golden
DATE: 2/8/21 Denise Golden Denise Golden

PARCEL IDENTIFICATION INFORMATION

STREET ADDRESS AND/OR LOCATION OF PROPERTY: 39 Barber Farm Rd.

MAP /BLOCK /LOT: 2629319
VOLUME/ PAGE: 176 / 252

PROJECT NAME: TG Woodcraft Shop ACREAGE: 1.18 ZONING DISTRICT: R-40
LOT IN SQUARE FEET: 51,401 TOTAL FLOOR AREA IN SQUARE FEET: 1504

PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:

TG Woodcraft workshop - see 97796470
Lisbon Zoning Regulations Section 10.5, 19.3

=====

APPLICATION SUBMITTAL DATE: 2/10/2021 FEE(S) PAID: 210.00
OFFICIAL DAY OF RECEIPT: 3/16/2021
*P & Z COMMISSION ACTION: APPROVED W/ CONDITIONS DATE: 5/4/2021
CHAIR'S SIGNATURE: [Signature] (ATTACHED)
ROBERT ADAMS CHAIRMAN

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH THE PROVISIONS OF SECTION 2.3.3 AND ANY CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer

DATE: _____

Rev. 12/17

(* Any conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached. No approved special permit shall be effective until a copy of the Notice of Approval and Grant of Special Permit is duly recorded in the land records of the Town.)

TOWN OF LISBON
PLANNING AND ZONING COMMISSION
NOTICE OF APPROVAL AND GRANT OF SPECIAL PERMIT

This is to certify that on May 4, 2021 the Planning and Zoning Commission of the Town of Lisbon granted a Special Permit in accordance with the provisions of section 10.5 of the Lisbon Zoning Regulations as follows:


1. Owner of Record: Tom Golden
2. Applicant: Tom Golden, 39 Barber Farm Road, Lisbon, CT 06351
3. Description of premises including street address, map, block and lot(s):
39 Barber Farm Road; M/B/L 14/087/0022
4. Description of special permit including relevant regulations authorizing activities and any conditions of approval:

Special permit application request to operate a woodcraft workshop as a home occupation at 39 Barber Farm Road, Lisbon, CT in accordance with the provisions of sections 4.3.4, 10.5 and 11 and the following conditions:

1. The area of the shop shall be limited to the 375 square feet proposed.
2. The sign shall be no greater than 5 square feet, no greater than 6' in total height, and be set back at least 10' from the front lot line.
3. The applicant shall maintain compliance with all provisions of section 10.5.

FINDINGS AND CONCLUSIONS: The proposed application for the Home Occupation is found to be appropriate for the designated location in the R-40 residential district and complies with the standards in section 10.5 and the special permit objectives criteria provided in section 11.1 relating to intent, appropriateness of use, and impacts to residential areas, respectively.

Date: May 4, 2021

By: 
Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

NOTE: The Connecticut General Statutes and the Lisbon Zoning Regulations require that this NOTICE be recorded on the Land Records of the Town of Lisbon located in the office of the Town Clerk, indexed under the name of the record owner in order to become effective.

Received for Record: _____ at _____

Attest: _____
Lisbon Town Clerk

**TOWN OF LISBON
SPECIAL PERMIT APPLICATION**

CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:

- APPLICANT: Harold Neumann TELEPHONE: 860 213 6025
ADDRESS 45 Ross Hill Road Lisbon CT 06351 EMAIL: skipneumann1@mac.com
- APPLICANT'S AGENT (IF ANY): _____ TELEPHONE: _____
ADDRESS _____ EMAIL: _____
- OWNER / TRUSTEE: _____ TELEPHONE: _____
ADDRESS _____ EMAIL: _____
- ENGINEER/ SURVEYOR/ ARCHITECT: _____ TELEPHONE: _____
ADDRESS _____ EMAIL: _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND SITE PLAN PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT Harold Neumann PRINTED NAME OF APPLICANT/AGENT Harold Neumann
DATE: Feb 26 2021

SIGNATURE/RECORD OWNER Cheryl Neumann PRINTED NAME/RECORD OWNER Harold Neumann
DATE: Feb 26 2021 Cheryl Neumann

PARCEL IDENTIFICATION INFORMATION

STREET ADDRESS AND/OR LOCATION OF PROPERTY:

45 Ross Hill Road Lisbon CT 06351
MAP /BLOCK /LOT: Vol 25 pg 425 Lisbon Land Records parcel 16/046-0000
VOLUME/ PAGE: Vol 165 pg 835

PROJECT NAME: Andrew Clark House ACREAGE: 3.7 acre ZONING DISTRICT: _____
LOT IN SQUARE FEET: 101172 TOTAL FLOOR AREA IN SQUARE FEET: 5400

PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:

Our intent is to use 3 rooms of the 1967 addition to the property as an AIRBNB overnight accommodation for guests. Within this area will be one bedroom, one sitting room, and one bathroom. We will not be serving any food.

APPLICATION SUBMITTAL DATE: 3/1/2021 FEE(S) PAID: 560 -

OFFICIAL DAY OF RECEIPT: 3/16/2021

*P & Z COMMISSION ACTION: APPROVED w/ CONDITIONS DATE: 5/4/2021

CHAIR'S SIGNATURE: Robert Adams (ATTACHED)

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH THE PROVISIONS OF SECTION 2.3.3 AND ANY CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer

DATE: _____

Rev. 12/17

(* Any conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached. No approved special permit shall be effective until a copy of the Notice of Approval and Grant of Special Permit is duly recorded in the land records of the Town.)

TOWN OF LISBON
PLANNING AND ZONING COMMISSION
NOTICE OF APPROVAL AND GRANT OF SPECIAL PERMIT

This is to certify that on May 4, 2021 the Planning and Zoning Commission of the Town of Lisbon granted a Special Permit in accordance with the provisions of section 10.7 of the Lisbon Zoning Regulations as follows:

1. Owner of Record: Harold & Cheryl Neumann
2. Applicant: Harold Neumann, 45 Ross Hill Road, Lisbon, CT 06351
3. Description of premises including street address, map, block and lot(s):
45 Ross Hill Road; M/B/L 16/046/0000
4. Description of special permit including relevant regulations authorizing activities and any conditions of approval:

Special permit application request to operate a one-bedroom Bed & Breakfast at 45 Ross Hill Road, Lisbon, CT in accordance with the provisions of sections 4.3.14, 10.7 and 11 with the following conditions:

1. The parking area in front of the building be maintained with a non-erodible surface and the new parking space proposed be 10' x 20' and improved with a minimum of 4" of crushed stone per provisions of section 13.6 of the regulations.
2. The trash receptacles for guests be retained to the west of the building, screened from view.
3. The applicant shall maintain compliance with all provisions of section 10.7.

FINDINGS AND CONCLUSIONS: The commission finds that this proposed application, as conditioned, meets the special permit objectives of section 11.1, and complies with the provisions of section 10.7. This finding is made after careful review and consideration of information, including analysis of stopping sight distance information provided for this segment of Ross Hill Road by the applicant.

It is also the recommendation of the Commission to request the Local Traffic Authority to install an additional traffic control sign as it sees fit to the east along Ross Hill Road in this vicinity to advise daily traffic that may exceed the posted speed limit that another blind drive and/or a limited sight distance condition exists.

Date: May 4, 2021

By: _____

Robert D. Adams, Chairman

Lisbon Planning and Zoning Commission

NOTE: The Connecticut General Statutes and the Lisbon Zoning Regulations require that this NOTICE be recorded on the Land Records of the Town of Lisbon located in the office of the Town Clerk, indexed under the name of the record owner in order to become effective.

Received for Record: _____ at _____

Attest: _____
Lisbon Town Clerk

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ii. Application, Planning and Zoning Commission - Subdivision Text Amendments - Revisions to section 5.5 Inclusive (Soil Erosion and Sediment Control Plan); Section 2 (Definitions) - Motion by K. Sperry second by C. Blanchard to schedule Public Hearing for June 1, 2021 at 6:30 PM.

VOTE: UNANIMOUS, MOTION CARRIED

b. Referrals

i. Town of Preston, Regulation Amendments to Section 2 regarding farms and uses and Section 10.3.7 to allow for residential use in the Resort Commercial District – Motion by K. Sperry second by T. Danburg to send a letter of No Inter-municipal Impact.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by R. Giroux second by K. Sperry to add the following under agenda item 8. "Any Other Business":
8.a. Herb Holden, 397 N. Burnham Hwy; 8.b. ZBA Referral, 449 River Road; 8.c. Armstrong Chimney, 180 Newent; and 8.d. Cottage Food Operation, 237 Preston Allen Road - Gilot

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

a. Herb Holden, 397 N. Burnham Hwy – It was noted for the record that Mr. Holden was present via virtual means. Mr. Murphy also noted that their \$5,000.00 cash bond has been received, and that they are still working on the language for the surety. The planner noted that condition 10 is written restrictively and is the subject of concern to Mr. Holden. Mr. Holden stated he believes that Condition 10 of his conditions of approval allow for contractor sales, just not retail sales to the public. Mr. Giroux, Chairman. Adams and Mr. Lebel all noted that they interpreted that condition of approval in the same way Mr. Holden has. Mrs. Sperry has asked for a transcript of the pertinent meeting discussion, as her recollection, as well as Mrs. Blanchard's, is that the approval restricts retail sales to the public or contractors. It was for the applicant's trucks only. This item was tabled and will be added to the next agenda.

b. ZBA Referral, 449 River Road – Mr. Murphy noted he had provided an electronic memo to the Commission members regarding the situation. Carl Brown, Zoning Enforcement Officer, provided an explanation. He stated he issued a building permit for the barn, but that the builder, upon encountering ledge, moved the location of the barn without notification, moving it into the required setback for the R-80 zone. Chairman Adams and Mr. Giroux both noted that the building could be pinned to the ledge and they do not see a hardship. Mr. Murphy noted that under Section 16.1.4 of the Town's regulations, the Commission may give an advisory opinion on ZBA matters and that the Commission has the option to send a letter stating that this situation does not constitute a hardship, because there are other alternatives to moving it closer to property lines. Motion was made by Kim Sperry second by Cheryl Blanchard to send a letter to the Lisbon Zoning Board of Appeals in reference to their application for a setback variance by Shawn Paradis of 449 River Road; to include reference that the "hardship" was self-inflicted, as other alternatives are available rather than moving the structure off the originally permitted location; and lastly, to include Town Planner's memo to the Planning and Zoning Commission regarding this matter.

VOTE: UNANIMOUS; MOTION CARRIED

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c. Armstrong Chimney, 180 Newent Road – Mr. Murphy noted that a bond has been received and that one of the conditions of approval was to re-grade the driveway and improve the apron for traffic safety. He noted that the applicant should not be operating from that location without a certificate of zoning compliance, and should be put on notice with a letter asking them to give the Commission a schedule of completion. Motion by R. Giroux second by K. Sperry to have the ZEO send a letter to Armstrong Chimney requesting a "Schedule of Completion" to meet the site-plan requirements.

VOTE: UNANIMOUS; MOTION CARRIED

d. Cottage Food Operation, 237 Preston Allen Road – Gilot – Chairman Adams asked for confirmation of Mrs. Gilot's Cottage Food License from the State, as was required in the conditions of approval of her application on 11/10/2020. It was noted for the record that she had received it and a copy was in the application file. The expiration date on the license is 2/28/2022 and it was noted by Chairman Adams that she will need to update the file with the renewed license at that time. Staff will follow up to make sure requirements continue to be met.

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 R. Giroux second by T. Danburg to adjourn at 8:56 P.M.

VOTE: UNANIMOUS MOTION CARRIED

Elaine Joseph, Clerk

Approved: _____

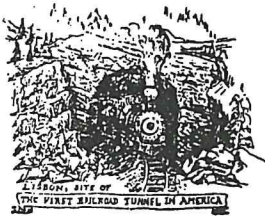
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 05/11/2021 AT 12:05pm

ATTEST. LAURIE TIROCCHI, TOWN CLERK

Margaret Wabaly, Asst



PLANNING & ZONING COMMISSION
TOWN OF LISBON
1 Newent Road
Lisbon, Connecticut 06351

NOTICE OF DECISION
Town of Lisbon
Planning and Zoning Commission

At the regular meeting of the Town of Lisbon Planning and Zoning Commission held virtually on Tuesday, May 4, 2021, the following actions were taken:

Application for special permit for Home Occupation (Woodshop) at 39 Barber Farm Road – Tom Golden, Applicant. APPROVED WITH CONDITIONS

Application for special permit for Bed & Breakfast for single bedroom accommodation at 45 Ross Hill Road - Harold & Cheryl Neumann, Applicants APPROVED WITH CONDITIONS

Dated at Lisbon, Connecticut this 11th day of May 2021.

Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON
CT ON 05/11/2021 AT 12:05pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK

Majone Makely, Asst