

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, JUNE 1, 2021
7:00 P.M.

1. Call to Order

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

MEMBERS PRESENT: Robert Adams, Ronald Giroux, Trevor Danburg, Benjamin Hull, III, Jason Lebel,
Timothy Minor, Kim Sperry

MEMBERS ABSENT: Cheryl Blanchard, Randy Brown, Gary Ritacco (ALT)

STAFF PRESENT: Michael J. Murphy, AICP, Consultant Planner-SCCOG, Lisbon Town Planner
Carl Brown, Town of Lisbon 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 May 4, 2021, with the following correction and clarification to the regular minutes: Under agenda item 6.c. - the "Blume House" referred to by Mrs. Sperry is a separate, historic colonial on Newent Road that is also permitted as a B&B. The name is not affiliated with Mr. Neumann's house at 45 Ross Hill Road.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Letter, from Zoning Board of Appeals to Shawn Paradis dated 6/1/2021 re: approval of application #20-01, 449 River Road
- b. Cancellation Notice (effective August 5, 2021), dated May 12, 2021 re: Bond, Herb Holden Trucking, Inc.
- c. Memo, from Thomas W. Sparkman, First Selectman to All Boards, Commissions and Committees: re: June 1st reopening of Town Offices
- d. Copy, Letter, from Planning and Zoning Commission to James Butler, AICP (SECCoG) dated May 5, 2021 re: Referral of Zoning Text Amendments (Zoning Regulations)
- e. Copy, Letter, from Planning and Zoning Commission to James Butler, AICP (SECCoG) dated May 5, 2021 re: Referral of Text Amendments (Subdivision Regulations)
- f. Copy, Letter, from Planning and Zoning Commission to John Filchak (NECCoG) dated May 5, 2021 re: Referral of Zoning Text Amendments (Zoning Regulations)
- g. Copy, Letter, from Planning and Zoning Commission to John Filchak (NECCoG) dated May 5, 2021 re: Referral of Text Amendments (Subdivision Regulations)
- h. Copy, Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Herb Holden, K&H Properties, LLC, dated May 20, 2021 re: Return of Un-Approved Performance Bond – K&H Properties, LLC, 397 N. Burnham Highway
- i. Copy, Letter, from Murtha Cullina, to Thomas W. Sparkman First Selectman, dated May 18, 2021 re: The Old Stone Mill Foundation Tax Appeal

MINUTES

REGULAR MEETING

PLANNING AND ZONING COMMISSION

TUESDAY, JUNE 1, 2021

Page 2 (Correspondence, cont)

- j. Copy, Letter from Conservation Commission to Stephen Shuell and Robert Knotts dated May 20, 2021 re: Approval, application #21-002, 71 Sullivan Road
 - k. Copy, Letter, from Planning and Zoning Commission to Congressman Joe Courtney dated May 24, 2021 re: River Road Pedestrian Project – Infrastructure, Highway and Transit Project Request Documents
 - l. Copy, Letter, from Planning and Zoning Commission to Congressman Joe Courtney dated May 24, 2021 re: River Road Pedestrian Project – Community Project Supporting Documents
 - m. Copy, Letter from Michael J. Murphy, AICP, Lisbon Town Planner to Brenmor Properties dated May 20, 2021 re: response to Brenmor Properties' proposed change of signage, Residences at Lisbon Subdivision
 - n. Budget Report – July 2020 – May 26, 2021 – LI#51730 Purchased Services - \$4,740.96 / LI#51750 Supplies & Expenses - \$2,395.61
4. Bills and action thereon
- a. The Bulletin, \$187.57, inv#00280061, 5/11/2021 re: NoD (Golden & Neumann) – Motion by T. Danburg second T. Minor to pay. VOTE: UNANIMOUS, MOTION CARRIED
5. Reports
- a. ZEO – Carl Brown, Zoning Enforcement Officer, was present but did not have anything to report. Members voiced concerns regarding multiple lawn signs and flag signs for Mattress Firm and a hand painted sign at Lowe's. Mr. Murphy noted that some of the problems at Lowe's have been corrected but they need to conform to the special permit conditions. Chairman Adams questioned the status of the junkyard on North Burnham Highway. Mr. Brown noted that it is currently in the hands of the Town Attorney.
 - b. Regulations - NONE
 - 1. MS4 Storm Water Regulation/Ordinance Update – Mr. Murphy reported that due to the required number of days' notice for referral to the Councils of Governments, the June 1st public hearing date should be changed (see agenda items 6.b. and 6.c.) to be conservative. He also noted that he is now working on the third phase of the MS4 regulatory program.
 - 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. K&H Properties – Mr. Murphy reported that he held a virtual pre-construction meeting with representatives of the K&H Properties team, the Town's Fire Marshal and the Town's Building Official. He noted that work for Phase 1 has begun and that everything looks very good at this point.
 - 2. Zoning Maps – Mr. Murphy noted that full sized zoning maps, effective January 2, 2021, have been printed and copies are in the possession of the Town Hall.
 - 3. PZC Legislation – Mr. Murphy reported that HB6107 has been adopted by the State Senate. There are

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, JUNE 1, 2021
Page 3 (Reports, cont)

provisions for Accessory Dwelling Units and modification of fees for multi-family type housing. He noted that the definition of "character" is being modified to eliminate ambiguity and traffic will be weighed differently from its current standards. He also noted that Zoning Enforcement Officers will now be required to receive certification, by January 2023. Planning and Zoning Commission members will also be required to have four hours of training, every two years, including one hour of affordable housing, starting in 2024. The legislation will also require that cottage food industry **uses** be allowed in residential zones, which the Town of Lisbon already has provisions for. The planner indicated that the commission is well positioned to implement the legislation and is already moving forward on most of these items.

6. Old Business

- a. Regional Planning Commission – NONE
- b. 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 T. Danburg second by J. Lebel to re-schedule the Public Hearing for July 6, 2021 at 6:30 PM. VOTE: UNANIMOUS, MOTION CARRIED
- c. 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 R. Giroux second by T. Danburg to schedule Public Hearing for July 6, 2021 at 6:45 PM.
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 – It is noted for the record that attorney Gerald Smith of Chinigo, Leone and Maruzo, LLP, 141 Broadway, Norwich, CT 06360 was present to represent Mr. Bresnan. The attorney explained the need for the partial release due to the boundary adjustments proposed. The planner noted how lot 2 would still comply and conveyances would result in larger lots, but that the conditions of the subdivision should be reviewed at some point. Motion by R. Giroux second by J. Lebel to authorize a partial release of the caveat with respect to the portions of Lot #2 shown to be conveyed to the N/F Boulanger property and/or the N/F Korenkiewicz property on the Property Line Adjustment Plan 5/22/2021. The original caveats will continue to be an encumbrance on the remaining conforming portion of lot #2. partial release is authorized under the following conditions:
 1. A final boundary line adjustment plan for either or both conveyances as shown, in the form of a fixed red line photo-reproducible mylar, shall be recorded on the land records at the time of conveyance(s).
 2. Compilation deeds for the existing lots receiving conveyances shall be prepared and recorded in the land records.

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, JUNE 1, 2021
Page 4 (Old Business, cont)

The commission also notes that it will review the status of completion of all work and other requirements relating to the original subdivision approval no later than August 5, 2024 with regard to compliance with the provisions of CGS 8-26 C.

VOTE: UNANIMOUS, MOTION CARRIED

- e. Discussion of Herb Holden Request for Interpretation of Condition #10 of K&H Properties Special Permit, 397 N. Burnham Highway – Mr. Murphy noted that the transcriptions of the applicable public hearing tapes have not been completed due to staff workload, but will hopefully be available by the July meeting in order to come to a consensus regarding the interpretation of what is considered permissible sales within the context of condition #10. He also noted that the permit will need to be extended in September. It was the consensus of the Commission to table this agenda item until the July meeting.

7. New Business

- a. Receipt of New Applications
 - i. Special Permit Application, Burger King Restaurant – New King, Inc., Applicant, 106 -110 River Road - Motion by K. Sperry second by R. Giroux to accept the application and schedule a Public Hearing for August 3, 2021 at 6:30 PM. VOTE: UNANIMOUS, MOTION CARRIED
- b. Referrals
 - i. Town of Sprague – Amend Sprague Zoning Regulations, Sections 2.1.49; 5.2.1; 6.2.1; 11.4; 12.10; Appendix 2, with regard to Campgrounds – Motion by T. Danburg second by J Lebel to send a letter of no inter-municipal impact. VOTE: UNANIMOUS, MOTION CARRIED
 - ii. ZBA, Variance of Section 8.5, Yard Requirements in the R-60 Zone – Tammy Eaton, Applicant, 41 Bundy Hill Road – It was the consensus of the Commission to send a letter to the Zoning Board of Appeals stating that there appears to be no hardship and that there appears to be other options under the regulations for placement of the structure.

Motion by K. Sperry second by R. Giroux to add “Griswold Technology Park District” under agenda item 7.b.iii.

VOTE: UNANIMOUS, MOTION CARRIED

- iii. Griswold Technology Park District – It was the consensus of the Commission to send a letter of no inter-municipal impact regarding the proposed text amendment, with a request that, as a neighboring town sharing infrastructure, their Commission send notification to the Lisbon Planning and Zoning Commission of any Special Permit application that may arise regarding a Technology Park District, regardless of its location with respect to the border of the Town of Lisbon.
- c. Request for Line Item Additional Appropriation – LI #51730, Purchased Services – Motion by R. Giroux second by T. Minor to request an additional appropriation in the amount of \$15,000.00 to cover expected expenses for Purchased Services.

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, JUNE 1, 2021
Page 5 (cont)

8. Any other business which may properly come before the commission - NONE
9. Public Comment – NONE
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 06/07/2021 AT 9:40am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Maijone Wakely, Asst