

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, SEPTEMBER 7, 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 8:03 P.M.

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

MEMBERS ABSENT: Gary Ritacco (ALT)

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

2. Previous Minutes –Motion by K. Sperry second by J. Lebel to accept the previous regular meeting minutes of August 3, 2021 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Referral, Town of Preston, dated 9/2/2021 – Added to agenda under item 9.b. by Chairman Adams
 - b. Zoning Permit Application, Auto Zone, 98 River Road – Motion by T. Danburg second by K. Sperry to add it to the agenda under item 8.a.
- VOTE: UNANIMOUS, MOTION CARRIED
- c. Copy, Signed Contract: SECCoG re: FY 2021/2022 Planner's Services
 - d. Copy, Letter, from Murtha Culina to Thomas W. Sparkman, First Selectman, dated 9/3/2021 re: 423 N. Burnham Highway Enforcement
 - e. Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Chris Maynard, Town Treasurer dated 8/16/2021 re: Payment for CLA Engineers – New King, Inc.
 - f. Copy, Email from John Muirhead, Representative, New King, Inc. dated 8/4/2021 re: formal withdrawal of Burger King application for 106/110 River Road
 - g. Copy, Letters, from Planning and Zoning Commission to Board of Selectmen dated 8/10/2021 re: Zoning Text Amendment and Subdivision Text Amendment Approvals (MS4)
 - h. Copy, Letter, to Town of Preston dated 8/4/2021 re: letter of no inter-municipal impact regarding referral of proposed text amendments to the Preston Zoning Regulations (Cannabis Moratorium)
 - i. Copy, Letter, from Conservation Commission to Robert Adams dated 8/24/2021 re: approval of application #21-003, 58 Kinsman Hill Road
 - j. Copy, Letter, from Conservation Commission to David Nowakowski dated 8/24/2021 re: approval of application #21-005, 15 Kenyon Road
 - k. Newsletter, CT Federation of Planning and Zoning Agencies, Summer 2021
 - l. Budget Report – July 1, 2021 – September 3, 2021 – LI#51730 Purchased Services - \$59,000.00 / LI#51750 Supplies & Expenses - \$3,800.00

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4. Bills and action thereon
 - a. The Bulletin, \$269.30 dated 8/10/2021, inv#00282011 re: NoD (Storm-water Zoning & Subdivision Text Amendments; Better Valu; K&H Properties) – Motion by R. Giroux second by K. Sperry to pay.
VOTE: UNANIMOUS, MOTION CARRIED
 - b. The Bulletin, \$477.72 dated 8/31/2021, inv#00282294 re: NoPH (Ceccarelli) – Motion by T. Danburg second by T. Minor to pay.
VOTE: UNANIMOUS, MOTION CARRIED
 - c. Halloran Sage, \$100.00 dated 8/3,2021 inv#11359984 re: PZC General Matters (Remote access to Commission Members) – Motion by R. Giroux second by K. Sperry to pay.
VOTE: UNANIMOUS, MOTION CARRIED
 - d. CLA Engineers, \$2,362.50, dated 9/1/2021 inv#36A re: Engineering Services relating to MS4 – Motion by R. Giroux second by K. Sperry to pay.
VOTE: UNANIMOUS, MOTION CARRIED
5. Reports
 - a. ZEO – NONE
 - b. Regulations - NONE
 1. MS4 Storm Water Regulation/Ordinance Update – NONE
 - 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. Lisbon Landing Drainage Basin – Mr. Murphy reported that the property management firm for Lisbon Landing has notified him that the retaining wall in the drainage basin behind the theatre has been compromised. Mr. Murphy is waiting on their official report, and noted that the property owner is required to maintain and repair it.
 2. Sunfox – Mr. Murphy reported that Sunfox's wetland application for an emergency access has been approved by the Conservation Commission. He expects a Special Permit application to be submitted in order to expand the campground.
 3. New Zoning Legislation – Mr. Murphy noted that he believes that the deadline for compliance for State mandated regulations is June 2022. He noted that he will begin drafting a few amendment items regarding the current ADU Regulations the Town adopted to address what is required by the State, including parking requirements (State only requires one additional parking spot whereas the Town's regulations require two). He also noted that the State will require the Town to have an Affordable Housing Plan in place by October 2022. Other items, such as Sate mandated Multi-Family Housing regulations and regulations to address Cannabis sales or a Moratorium, should probably be addressed in a timely fashion.

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6. Old Business
 - a. Regional Planning Commission – NONE
 - b. Special Permit Application for Site Modifications under Section 2.8 – Ceccarelli Properties, LLC, 363 River Road – TABLED
 - c. Discussion of Awarded Lisbon Affordable Housing Plan Grant Application: Process and Requirements – Mr. Murphy reported that he had applied for a grant at the request of the First Selectman and that the Town was awarded the grant, in the amount of \$11,300.00, for implementing a plan under CGS 8-30j.
 - d. Discussion of Pending Town of Lisbon Ordinance to Prevent Illicit Storm-water Discharges – Mr. Murphy noted that the Ordinance is scheduled to be discussed and voted on at a Special Town Meeting scheduled for Wednesday, September 8, 2021 at 7:00 PM.
7. New Business
 - a. Receipt of New Applications
 - i. Zoning Permit Application for Auto Zone, 98 River Road – It is noted for the record that Bryan Panico, Representative, was present to give a brief overview of their proposed project. A brief presentation was made and a brief discussion ensued. Motion by K. Sperry second by B. Hull to accept for review.
VOTE: UNANIMOUS, MOTION CARRIED
 - b. Referrals
 - i. Town of Griswold – Zoning Text Amendment to Section 2.16 of the Griswold Zoning Regulations (Temporary Moratorium on Cannabis Establishments) and Change of Zoning District, 630 Plainfield Road (from C – Commercial to I – Industrial) – Motion by R. Giroux second by T. Danburg to send a letter of no-inter-municipal impact.
VOTE: UNANIMOUS, MOTION CARRIED
 - ii. Town of Preston – Comprehensive update to the Subdivision Regulations; Amendments to Zoning Regulations, Sections 3.14 (driveways and sight distance); 16.5 (rear lot development); 16h (front yard setback requirements) and 16j (driveway locations and road intersections) – Motion by T. Danburg second T. Minot to send letter of no inter-municipal impact.
VOTE: UNANIMOUS, MOTION CARRIED
8. Any other business which may properly come before the commission - NONE
9. Public Comment – A resident commented on temporary signage obstructing sight-lines on the road-ways, particularly at Preston Allen Road and South Burnham Highway.
10. Adjournment - Motion made by R. Giroux second by T. Danburg to adjourn at 9:13 P.M.
VOTE: UNANIMOUS MOTION CARRIED

Elaine Joseph, Clerk

Approved: _____
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 09/14/2021 AT 1:05pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi