

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, OCTOBER 5, 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 7:04 P.M.

MEMBERS PRESENT: Robert Adams, Cheryl Blanchard (remote), Randy Brown, Benjamin Hull, III, Jason Lebel, Timothy Minor, Kim Sperry, Gary Ritacco (ALT - remote)

MEMBERS ABSENT: Trevor Danburg, Ronald Giroux

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

2. Previous Minutes – Motion by K. Sperry second by T. Minor to accept the previous public hearing and regular meeting minutes of September 7, 2021 as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy: Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Thomas W. Sparkman, First Selectman dated 9/8/2021 re: Review of Request from Brenmor Properties for Policy Regarding Tree Removal
- b. Copy: Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Thomas W. Sparkman, First Selectman dated 9/14/2021 re: Short Term Rentals (a.k.a. Air BnB) Analysis and Commentary
- c. Legal Notice, Town of Lisbon, Notice of Adoption of Illicit Discharge and Connections Storm-water Ordinance adopted 9/8/2021 with an effective date of 9/25/2021
- d. Copy: Letter, from Conservation Commission to Jason W. Latkow, 0 Pleasant View Cove dated 9/29/2021 re: approval of application #21-004
- e. Copy: Letter, from Conservation Commission to Thomas W. Sparkman, First Selectman, dated 9/29/2021 re: approval of application #21-006
- f. Copy, Letter, from Chairman Robert Adams to Martin McKinney, Chairman, Griswold Planning and Zoning Commission dated 9/8/2021 re: Referral of Zoning Text Application Number ZTA 02-2021 and Zoning Map Change Application Number ZMC 01-21
- g. Copy, Letter, from Chairman Robert Adams to Kathy Warzecha, Town Planner, Town of Preston dated 9/8/2021 re: Proposed Comprehensive Updates to the Preston Subdivision Regulations; Proposed Amendments to Sections 3.14; 16.5; 16h and 16j of the Zoning Regulations
- h. Copy, Summary, Section 149 of Public Act No. 21-2: A Primer Regarding Public Meetings Held Using Electronic Equipment, effective July 1, 2021
- i. Budget Report – July 1, 2021 – October 4, 2021 – LI#51730 Purchased Services - \$59,000.00 / LI#51750 Supplies & Expenses - \$2,880.11

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4. Bills and action thereon – NONE

5. Reports

a. ZEO – NONE

b. Regulations – NONE

1. Amendments Regarding PA 21-20,21-28,21-29 and 21-1 Legislation Regarding Development and Land Use – Mr. Murphy gave a brief overview of the materials he provided to the Commission in their packets for preliminary Zoning Amendments designed to address new legislation regarding “Character” requirements along with necessary amendments for the integration of Accessory Dwelling Unit parking provisions.

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. Better Valu – Mr. Murphy gave a brief update and stated that the project is nearing completion.
2. Tesla – Mr. Murphy gave a brief update and stated that the project should be completed by the end of October.
3. Lisbon Landing Drainage – No update at this time.
4. Affordable Housing Plan – Mr. Murphy noted the Council of Governments will be assisting with the adoption of an Affordable Housing Plan under 8-30j. He noted that the Town received a grant of \$11,300 for the purpose of financing the development of the plan. A Memorandum of Understanding will be forwarded to the First Selectman for signing and the plan must be completed by the end of the fiscal year, June of 2022. He also noted that the Affordable Housing Plan must be updated every five years, so the 2026 update can be worked into the updated Plan of Conservation and Development. He recommended the Commission plan for about three Special Meetings to accomplish the goal of adopting a plan, and that they may need to be independent of the Commission’s regular meeting schedule to accommodate the representatives from the Council of Governments. The commission consensus was that that a few special meetings on second Tuesdays of a given month would be fine.
5. Cannabis Moratorium – Mr. Murphy gave a brief report of what other regional towns are doing at this point.
6. Infrastructure – Mr. Murphy reported that the Anderson-Stein Property is still a project targeted for brownfield grants since there is a focus on infrastructure development in congress.
7. Pedestrian Law Change – Mr. Murphy noted that the Pedestrian Law has changed and that automobiles are required to stop even when a pedestrian is not within a cross walk.

6. Old Business

a. Regional Planning Commission – NONE

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- b. Special Permit Application for Site Modifications under Section 2.8 – Ceccarelli Properties, LLC, 363 River Road – TABLED
- c. Zoning Permit Application for Auto Zone, 98 River Road – Mr. Murphy noted for the record that the applicant has provided plans which have not yet been reviewed or commented on by the Town Engineer. He also noted that the applicant is waiting for his Staff comments as well, and that there are no time constraints for action at this time. Motion by K. Sperry second by J. Lebel to table.

VOTE: UNANIMOUS, MOTION CARRIED

7. New Business

a. Receipt of New Applications

- i. Zoning Permit Application – Today's Realty, Applicant, 240 Paper Mill Road, to construct a contractor maintenance and office facility – It is noted for the record that the applicant, Keith Macken and his representative, James V. Rossman, P.L.S. of Stadia Engineering Associates, Inc., 516 Vauxhall Street, Suite 103, New London, CT 06320, were present. Mr. Murphy noted that this application is dependent on the decisions of both the Conservation Commission and Zoning Board of Appeals, boards which are in the process of reviewing applications by Mr. Macken for this project. It is noted that the application before the Conservation Commission was received on September 21, 2021 and the application before the Zoning Board of Appeals was received at their September 28, 2021 meeting, with a public hearing scheduled for October 26, 2021. Motion by K. Sperry second by J. Lebel to accept the application for review and table, pending favorable action by the Conservation Commission and Zoning Board of Appeals.

VOTE: UNANIMOUS, MOTION CARRIED

- ii. Special Permit Application for expansion of existing seasonal campground under Section 10.8 – Sunfox Campground, LLC, Applicant, 15 Kenyon Road – It is noted for the record that the applicant, David Nowakowski and his representative, Kathryn DiCarli of CHA Companies, 101 East River Drive, East Hartford, CT 06108, were present to give a brief overview of the proposed, two-phase project. Motion by K. Sperry second B. Hull to accept the application for review and schedule a public hearing for December 7, 2021 at 6:30 PM.

VOTE: UNANIMOUS, MOTION CARRIED

b. Referrals

- i. ZBA – Application for Variance of Section 8.5, Yard Requirements; Section 13, Parking and Loading; and Section 14, Landscaping – Today's Realty, LLC, Applicant, 240 Paper Mill Road - It is noted for the record that the applicant, Keith Macken and his representative, James V. Rossman, P.L.S. of Stadia Engineering Associates, Inc., 516 Vauxhall Street, Suite 103, New London, CT 06320, were present to give a brief overview of the application before the Zoning Board of Appeals. Mr. Rossman noted the reasons for requesting the variances. He noted that the footprint of the building and parking area is the only "disturbance" that will take place, and also noted that their request for a lower number of parking spaces is to reduce the impervious areas created by asphalt. The applicant is requesting a variance from the landscaping along the rear of the Sprague Paperboard site as they are in an industrial zone, and they have no room for expansion with their proposed plan. The Planner noted that front landscaping and landscaped parking are provisions that are within the purview of the Planning and Zoning

TOWN OF LISBON

2022 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes §1-225, notice is hereby given that the regularly scheduled meeting of the

Planning & Zoning
(Name of Board/Commission/Committee)

will be held on the following dates:

January 4th

February 1st

March 1st

April 5th

May 3rd

June 7th

July 5th

August 2nd

September 6th

October 4th

November 1st

December 6th

The above meetings will be held at 7:00 o'clock p m in the
Lisbon Town Hall in Lisbon.

Signed:

[Signature]

Chairman

[Signature]

Secretary

Chairman and Secretary of all administrative and executive boards, commissions, agencies, bureaus or other bodies must file with the Town Clerk no later than January 31st of each year a schedule of the regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairman and Secretary of these respective bodies file with the Town Clerk not later than December 3, 2021 a schedule of the regular meetings to be held in 2022.

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Commission, which it can modify. Motion by J. Lebel second by T. Minor to send a letter to the Zoning Board of Appeals stating that the Commission has no comment regarding the setback or parking variance requests, or the request regarding landscaping at the rear of the Sprague Paperboard site, but does not support any request for a variance for front landscaping in the parking area or along the street frontage area.

VOTE: UNANIMOUS MOTION CARRIED

- c. 2022 Schedule of Regular Meetings – Motion by K. Sperry second by R. Brown to schedule the 2022 Regular Meetings of the Planning and Zoning Commission as follows: January 4; February 1; March 1; April 5; May 3; June 7; July 5; August 2; September 6; October 4; November 1; and December 6 (see attached).

VOTE: UNANIMOUS MOTION CARRIED

8. Any other business which may properly come before the commission- NONE
9. Public Comment – A resident commented with regard to the proposed project for recycling building materials at 240 Paper Mill Road, saying that the Town already has a permitted recycling area that has never been completed on South Burnham Highway. He also commented, as he did at the last meeting, on temporary signage obstructing sight-lines on the road-ways, particularly at Preston Allen Road and South Burnham Highway. Mr. Murphy stated that he will have the Zoning Enforcement Officer investigate the signage owned by Johnny bGood Garlic and Grants Berry Patch on South Burnham Highway, as well as Grant's signage on Route 12. It was also noted that Wright's Mill Farm of Canterbury has permanent signage on South Burnham Highway across from the exit ramp, but that it may have been permitted by the State long ago. Discussion also ensued about the consideration of zoning amendments for "gateway" signage, particularly along the Scenic Highway (Route 169). Areas are designated as gateways in the 2016 POCD.
10. Adjournment - Motion made by K. Sperry second by R. Brown to adjourn at 8:30 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, Clerk

Approved: _____
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 10/12/2021 AT 1:00pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi