

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, FEBRUARY 1, 2022
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 7:03 P.M.

MEMBERS PRESENT: Robert Adams, Randy Brown, Ronald Giroux, Benjamin Hull, III, Jason Lebel, Veronica Lutzen, Timothy Minor, Kim Sperry, Nathaniel Beardsworth (ALT - remote), Cheryl Blanchard (ALT - remote)

MEMBERS ABSENT: Trevor Danburg, Gary Ritacco (ALT)

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

Alternate Cheryl Blanchard was seated for Trevor Danburg by Chairman Adams.

2. Previous Minutes –Motion by K. Sperry second by J. Lebel to accept the Special Meeting minutes of 1/11/2022 and the Regular Meeting minutes of 1/4/2022 as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Email, from CHA Companies to Michael J. Murphy, AICP, Lisbon Town Planner, dated 1/25/2022 re: Withdrawal of Special Permit Application (Sunfox)
- b. Copy, Letter, to Today's Realty, LLC date 1/23/2022 re: request for \$877.50 payment for engineer review (240 Paper Mill Road)
- c. Memo, Lisbon Quarterly Submissions request, due 2/22/2022
- d. Budget Report – July 1, 2021 – December 6, 2021 – LI#51730 Purchased Services - \$44,070.48 / LI#51750 Supplies & Expenses - \$1,889.87

Nathaniel Beardsworth (ALT), entered the meeting via virtual means at 7:10 PM.

4. Bills and action thereon

- a. SECCoG, \$223.35, dated 1/10/2022 re: AHP Planner Services
Motion by J. Lebel second by B. Hull to pay. VOTE: UNANIMOUS, MOTION CARRIED
It is noted for the record that this payment is to come out of AHP grant received.
- b. SECCoG, \$15,553.88, dated 1/6/2022 re: 2nd Quarter Town Planner Services
Motion by R. Giroux second by T. Minor to pay. VOTE: UNANIMOUS, MOTION CARRIED
- c. Bulletin, \$177.35, dated 1/13/2021, inv#00284502 re: NoD AutoZone
Motion by R. Giroux second by R. Brown to pay. VOTE: UNANIMOUS, MOTION CARRIED
Halloran Sage, \$260.00, dated 1/11/2022, inv#11372744 re: Review, Draft Zoning Amendments. Motion by R. Giroux second by B. Hull to pay. VOTE: UNANIMOUS, MOTION CARRIED

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- d. Halloran Sage, \$160.00, dated 1/11/2022, inv#11372745 re: Savin Gas Appeal
Motion by R. Giroux second by R. Brown to pay. VOTE: UNANIMOUS, MOTION CARRIED
- e. CLA, \$877.50, dated 1/3/2022, inv#2 re: 240 Paper Mill Road
Motion by R. Giroux second by J. Lebel to pay. VOTE: UNANIMOUS, MOTION CARRIED
It is noted for the record that this payment is to come from the applicant as a supplemental fee.
- f. CLA, \$945.00, dated 1/3/2022, inv#3 re: AutoZone
Motion by R. Giroux second by T. Minor to pay. VOTE: UNANIMOUS, MOTION CARRIED
It is noted for the record that this payment is to come out of the applicant's \$2500.00 supplemental fee.
- g. CLA, \$540.00, dated 1/3/2022, inv#3 re: Sunfox
Motion by R. Giroux second by J. Lebel to pay. VOTE: UNANIMOUS, MOTION CARRIED
It is noted for the record that this payment is to come out of the applicant's \$1500.00 supplemental fee.

5. Reports

- a. ZEO – Carl Brown, ZEO / BO, was not present. Mr. Murphy noted that Mr. Brown had informed him of correspondence sent to Armstrong Chimney at 180 Newent Road with a request for a driveway completion schedule, as it is a condition of his Special Permit approval.
- b. Regulations – NONE
 - 1. Amendments Regarding PA 21-20,21-28,21-29 and 21-1 Legislation Regarding Development and Land Use – Mr. Murphy noted that his memo to the Commission had been included in their packets for review, which included the draft amendments as reviewed and commented on by Michael Zizka, Town Attorney. He reviewed the draft amendments in length with the Commission. Mr. Hull questioned why the portion of the current regulations (Section 12) which seeks to protect property values, is being stricken out. It was explained that the new language is a requirement of the State, with the intent of loosening regulations to allow for more affordable housing to a more diverse demographic in each town and focus more on development standards in the regulations.
- 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
Motion by R. Giroux second by J. Lebel to add the following items to the agenda under 8.a. and 8.b.:
Affordable Housing Plan Survey and Scott Nye lot division issue, O School House Road.
VOTE: UNANIMOUS, MOTION CARRIED
 - 1. Sunfox – Mr. Murphy reported that the applicant should be resubmitting an application which will address roughly 29 camp sites. He noted that they need a new wetlands permit, and that the applicant needs Phase I water data in order to get Phase II approval at a later date.
 - 2. MS4 Permit – Mr. Murphy reported that the Town Engineer has submitted a draft annual permit and

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that the permit will be online March 15 for public review.

3. JC Water Company – Mr. Murphy reported that they would like to make improvements at their Kenyon Road facility, but he noted that the Town's regulations will not permit it in that zone. The JC Water Company believes that they are exempt from Town permit review. It is currently before the Town Attorney for a legal opinion regarding the Town's role in the process.
4. Route 12 Corridor – Mr. Murphy noted that he has been in communication with a potential applicant for development of property on Route 12 by the I395 entrances. The current plan is for a small strip mall with a restaurant a retail stores. Any planned development at that location is expected to require DOT approval of a likely highway median on Route 12 that will discourage any left hand turns out of the site.
5. Dick's – Mr. Murphy reported that Dick's Sporting Goods is now gone from Lisbon Landing and that there has been some possible interest in the space for other **uses**. One proposal is an indoor recreation facility with rock climbing and similar activities; another proposal is for agricultural use (interior growing facility) for cannabis. Mr. Murphy noted that there currently are no standards for this kind of activity in Town.

Nathanial Beardsworth (ALT), present by virtual means, left the meeting at 8:20 PM

6. Old Business
 - a. Regional Planning Commission – Mr. Giroux gave a brief update. He noted that a topic of conversation has been regarding AirBnBs in towns, and that investors are buying properties strictly for the purpose of renting them out. The cannabis moratorium has been another big topic, as is regulation re-writes. Mr. Giroux noted that the Census is considered to be inaccurate due to COVID 19. He noted that the Town of Lisbon shows a small decline in number of residents since the last census.
7. New Business
 - a. Receipt of New Applications - NONE
 - b. Referrals - NONE
8. Any other business which may properly come before the commission
 - a. Affordable Housing Plan Survey – Mr. Murphy submitted a draft survey to the Commission for review. He asked the Commission to take note of any changes or additions they would like to see on the survey, for discussion at the March 8th special meeting. It was noted that the survey would likely be advertised on the Town website and via social media. Some Commission members had concerns that this would limit survey participation only to those who are computer savvy. It was requested by the Chairman that "Affordable Housing Plan Survey" be included on the next agenda so any comments can be compiled.
 - b. Scott Nye, 0 School House Road – Mr. Murphy gave a brief summary of the current situation with the

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property. The original owner, Edith Holzschlag, had subdivided the acreage in 1988 to seven lots, but the Commission approved a reduction back to one lot in 1994. In 1988, a condition of the approval was to require a 25' strip along School House and Bundy Hill roads retained and deeded to the Town. There is no evidence that such a dedication of land was ever recorded in the land records, nor was there a new plan ever recorded. Mr. Murphy stated that any further division would need to be approved by the Commission. It is his opinion that the land owner should submit an application for subdivision, and although the Town may not necessarily want the 25' right of way along School House Road, the driveway cut as is, is a safety issue. Mr. Murphy suggests that the owner can either submit for a modified subdivision reflecting the dedication requiring no public hearing, or submit an application for a re-subdivision for Mr. Nye to retain the ROW areas, which requires a hearing. It is the consensus of the Commission that Mr. Murphy should present these options to the land owner, should they desire to create the building lot and build on that property.

It is noted for the record that next month's agenda should include an agenda item, "Budget Hearing Date", to address the conflict of the April 5th Planning and Zoning Commission meeting and the Board of Finance's Budget Hearings being held the same date and time.

9. Public Comment – NONE

10. Adjournment - Motion made by R. Giroux second by T. Minor to adjourn at 9:12 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, Clerk

Approved: _____

Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 2/7/2022 AT 12:15pm

ATTEST. LAURIE TIROCCHI, TOWN CLERK

Laurie Tirocchi