

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

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

MEMBERS ABSENT: Veronica Lutzen, Gary Ritacco (ALT)

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

Alternate Nathaniel Beardsworth was seated for Veronica Lutzen by Chairman Adams.

2. Previous Minutes – Motion by K. Sperry second by R. Giroux to accept the Regular Meeting minutes of 2/1/2022 as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, Referral Letter, from Steven Beck, Chairman, Zoning Board of Appeals to Town of Sprague dated February 28, 2022 re: Application #22-01, 240 Paper Mill Road
- b. Letter, from Heller, Heller & McCoy to Michael J. Murphy, AICP, Lisbon Town Planner, dated February 21, 2022, re: Scott Nye, 0 School House Road
- c. Copy, Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Town Treasurer re: Performance Bond for AutoZone
- d. Copy, Public Notice re: MS4 Draft 2021 Annual Report
- e. Memo, from CT Federation of Planning and Zoning Agencies re: Annual Conference on March 24, 2022
- f. Quarterly Newsletter, CT Federation of Planning and Zoning Agencies
- g. Budget Report – July 1, 2021 – January, 2022– LI#51730 Purchased Services - \$44,070.48 / LI#51750 Supplies & Expenses - \$1,889.87

4. Bills and action thereon

- a. CT Federation of Planning and Zoning Agencies, \$110.00, dated March 1, 2022 re: Annual dues.  
Motion by T. Danburg second by K. Sperry to pay. VOTE: UNANIMOUS, MOTION CARRIED

5. Reports

- a. ZEO – Carl Brown, ZEO / BO, was not present.
- b. Regulations – NONE

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1. Amendments Regarding PA 21-20,21-28,21-29 and 21-1 Legislation Regarding Development and Land Use – Mr. Murphy gave a brief report. He noted that the Town Attorney has provided additional comments regarding non-conforming use change amendments allowing the Planning and Zoning Commission to retain the ability to change a non-conforming use and step down to another, lesser non-conforming use. He also noted that the Town Attorney also recommends the Commission opt out of the provision for accessory dwelling units in order to allow a higher parking standard and protect the Town should the Commission decide to change the standards for it in the future. Mr. Murphy recommended that the Commission should consider action regarding cannabis regulations, including a possible moratorium on marijuana provisions to give the Town time to set up regulations. It was the consensus of the Commission that the Planner should present an application for the regulation changes and a moratorium on marijuana within the next month or two.
  - 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. Storm-water Utilities – The planner noted that the SCCOG recently sent out something regarding this matter. Mr. Murphy briefly reported that this could build on MS4 to help protect water supply sources on a regional basis by looking to control pesticides, etc.
6. Old Business
- a. Regional Planning Commission – NONE
  - b. Administrative Review of Auto Zone Architectural Signage Details – It is noted for the record that the Commission received the Planner’s report in their packets. Motion by T. Danburg second by J. Lebel to approve the AutoZone signage as presented. VOTE: UNANIMOUS, MOTION CARRIED
7. New Business
- a. Receipt of New Applications
    - i. Zoning Permit Application – Signage – National Sign Corporation, Applicant, 160 River Road (Kohls + Sephora) – It is noted for the record that Darcie Roy of National Sign Corporation was present. The Commission had questions regarding façade changes, treatments and lighting which she was unable to speak on at this time. TABLED
  - b. Referrals
    - i. Zoning Board of Appeals – Application for variance of Sections 8.5.1.c; 10.10.4; 10.10.6; 10.10.7.a.; and 14.2.1.1 of the Zoning Regulations – Today’s Realty, Applicant, 240 Paper Mill Road – It is noted for the record that the Commission received the referral with the application in their packets for review. A motion was made by K. Sperry second by T. Minor to recommend denial of the requested variances of sections 8.5.1.c, 10.10.4, 10.10.6 and 14.2.1.1 as written for the following reasons:

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- a. The proposed concrete block retaining wall constitutes a structure, rather than a mere stone wall, and thus violates the front yard and side yard setback requirements of section 8.5 as well.
- b. The current proposal violates the regulatory standards desired by the Planning and Zoning Commission for curb treatments in Industrial Park developments and should not be granted by the Zoning Board of Appeals given the Town of Sprague's responsibility for control of adjacent public road improvements and maintenance.
- c. The applicant has other alternatives available to reduce and/or possibly eliminate the retaining wall variance request through proper landscape design and grading in concert with relocating the wall upslope at a reduced height to limit its impact.
- d. Based on potential alternatives within the applicant's control to implement, the applicant has demonstrated no exceptional difficulty or unusual hardship relative to the variance requests from sections 8.5.1c, 10.10.4, 10.10.6 or 14.2.1.1. These variance requests do not relate to unique parcel characteristics or geometry.
- e. The Planning and Zoning Commission notes that the application omits accurate public notice reference to the need for a variance from sections 8.5. In addition, the reference to section 14.2.1.1 should be clarified and possibly corrected to 14.2.1.a.1.

VOTE: B. HULL NO; MOTION CARRIED

A second motion was made by K. Sperry second T. Danburg to support a partial variance of section 10.10.7.a to allow a reduced landscaped strip abutting only the side yards of the Sprague Paperboard site and the Windham Materials LLC site.

VOTE: UNANIMOUS, MOTION CARRIED

- ii. Town of Preston – Proposed amendment to the Preston Zoning Regulations, Section 26, Temporary and Limited Moratorium on Cannabis Establishments; Extending the Moratorium for six months to September 20, 2022 – Motion by R. Giroux second by T. Danburg to send a Letter of No Inter-municipal Impact.  
VOTE: UNANIMOUS, MOTION CARRIED
- iii. Town of Sprague - Notice of Public Hearing - To determine to either opt out of provisions of Public Act 21-29 to allow as of right, detached accessory apartments on lots with single-family dwellings. Motion by R. Giroux second by T. Danburg to send a Letter of No Inter-municipal Impact.  
VOTE: UNANIMOUS, MOTION CARRIED
- c. Discussion of Possible Budget Hearing Conflict with P&Z Commission Meeting – April 5<sup>th</sup> Meeting – Motion was made by R. Giroux second by K. Sperry to change the April 5<sup>th</sup> meeting to a special meeting on Wednesday, April 6, 2022.  
VOTE: UNANIMOUS, MOTION CARRIED
- d. Discussion of Affordable Housing Plan Survey - The planner provided a review of comments received from commission members up to tonight's meeting. The commission noted the benefits of this survey and

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the need to approach both the owners and renters in Lisbon. In addition, considerable discussion focused on the need to avoid issues about differentiating affordable housing from other housing and correcting inaccurate information about population and school children resulting from multi-family development.

The commission consensus was that the following should be refined in the survey:

Introduction: The Commission believes a short explanation of what affordable housing is should be included in an introductory paragraph.

Question 1: Choices should be condensed to choices such as disagree, neutral and agree, and the reference to decrease in children should be clarified or explained.

Question 2: The Plan of Conservation and Development survey (pages 23 and 24 of the 2016 POCD) should be consulted for guidance about the desired community.

Question 3: This should focus more on what the specific challenges to home ownership or rental are in Lisbon.

Question 4: Eliminate specific reference to COVID at the end of the question.

Question 5: Use term Senior Independent / Assisted Living, and provide some explanation of CHFA and USDA references here or somewhere else in the survey for better public understanding.

Questions 6, 7, 8 and 9: Fine as proposed.

The commission requested the Planner to provide this commentary to the Staff Planner at SCCOG to facilitate discussion and finalization of the survey at the special meeting on March 8, 2022.

8. Any other business which may properly come before the commission – Mrs. Sperry requested an update regarding the Savin Gas appeal. Mr. Murphy noted that Savin Gas has withdrawn the suit but that the proper paper work must be filed with the court to make it official. Mr. Murphy will provide another update at the next meeting.
9. Public Comment – A resident asked if the Sunfox application was going forward, to which the answer was that it was withdrawn in order to revise the applicant's plans with the Conservation Commission.
10. Adjournment - Motion made by R. Giroux second by B. Hull 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 03/07/2022 AT 11:20am  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
*Maryanne Wakely. Asst*