

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, MAY 3, 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 (remote), Benjamin Hull, III, Jason Lebel, Veronica Lutzen, Timothy Minor, Kim Sperry, Nathaniel Beardsworth (ALT)

MEMBERS ABSENT: Cheryl Blanchard (ALT)

STAFF PRESENT: Carl Brown, ZEO/BO

OTHERS PRESENT: Amanda Kennedy, AICP, Deputy Director, SECCoG

2. Affordable Housing Plan – Discussion – Amanda Kennedy, AICP, Deputy Director, Southeastern CT Counsel of Governments was present to discuss the draft Affordable Housing Plan. It is noted for the record that the Commission members received hard copies of the plan in their packets and that it was uploaded to the website for public review as well. Ms. Kennedy reviewed the plan with the Commissioners and asked for questions. Mrs. Sperry had concerns for language in the draft plan which suggests that “Small City Grants” may be utilized for down payments for potential home buyers, and questioned who would be responsible for administrative payments in those circumstances. She suggested that should it fall on the Town, it could be a potential burden to the tax payers. Ms. Kennedy replied that she did not have an answer but would research it. Mrs. Sperry then noted that she had concerns regarding wording with land trusts or non-profits. She noted that some communities have incentive programs for home owners to deed restrict. Ms. Kennedy stated that she is unaware of any such tax programs on the State level, as any grants provided by the State are for rehabilitating the home, with no obligation for the homeowner to keep it “affordable”. Mrs. Lutzen asked if deed restriction was a requirement to meet the 10% threshold, to which Ms. Kennedy responded that page 3 of the plan lists four kinds of housing qualifications, noting that CHFA/USDA homes are not deed restricted as they receive government subsidy. Mrs. Sperry suggested that language in the plan that recommends increasing options for the elderly was never collectively discussed by the Commission. Chairman Adams suggested the language could remain, as it implies that it “may be suitable” to increase options for the elderly. Mr. Hull asked what would happen to the Town if it doesn’t show progress toward the 10% affordable housing growth, and Ms. Kennedy answered that not reaching 10% affordable housing would allow for 8-30g development. She then noted corrections to the draft Affordable Housing Plan to include the following: Median Income to be corrected; the results of the survey on page 16 are incorrect and need correcting; page 17 will be amended to take out the language of “RFPs” on Town property; and the language regarding “small city growth” shall be removed until it is determined who pays the administrative costs for that. Chairman Adams read into the record, the Town Planner’s memo that was provided to Commissioners. It was the consensus of the Commission to table the Affordable Housing Plan, forgo having a public hearing since it is not required and the public has already had an input through the survey, amend it as discussed and add it to the June agenda for action.

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, MAY 3, 2022
Page 2 (cont)

3. Previous Minutes – Motion by T. Danburg second by T. Minor to accept the Special Meeting minutes of 4/6/2022 and Cancellation Notice of 4/5/2022 as presented. VOTE: UNANIMOUS, MOTION CARRIED
4. Correspondence
 - a. Copy, Letter, from DOT to Ceccarelli Properties, LLC dated 4/22/2022 re: Denial of DOT Permit for 363 River Road
 - b. Copy, Memo, from Michael J. Murphy, AICP, Lisbon Town Planner to Town Treasurer re: Receipt of Supplemental Fee for payment to CLA Engineers for withdrawn application, Today's Realty, LLC
 - c. Copy, Letter, dated 4/25/2022 re: Commission Response to Referral by Town of Preston (#2022-01)
 - d. Budget Report – July 1, 2021 – April 28, 2022– LI#51730 Purchased Services - \$28,516.60 / LI#51750 Supplies & Expenses - \$1,602.52
5. Bills and action thereon
 - a. SECCoG, \$1493.33, dated 4/7/2022, re: Jan – March 2022, (AHP) - Motion by K. Sperry second by J. Lebel to pay. VOTE: UNANIMOUS, MOTION CARRIED
 - b. SECCoG, \$11,377.07 dated 4/6/2022, re: Jan – March 2022 (Planner Services) - Motion by J. Lebel second by T. Danburg to pay. VOTE: UNANIMOUS, MOTION CARRIED
 - c. Halloran Sage, \$120.00, Inv#11380870, dated 4/6/2022 re: General Matters - Motion by T. Danburg second by J. Lebel to pay. VOTE: UNANIMOUS, MOTION CARRIED
 - d. Halloran Sage, \$100.00, Inv#11380871, dated 4/6/2022 re: Savin Gas - Motion by T. Danburg second by K. Sperry to pay. VOTE: UNANIMOUS, MOTION CARRIED
6. Reports
 - a. ZEO – Carl Brown, ZEO / BO, gave a report on the following properties: 96 River Road (AutoZone); complaint regarding Sunfox Campground moving their volleyball court to a location too close to a residential property and without landscaping buffers in place; 423 North Burnham Highway has begun to clean up close to the road; Home Depot has removed snow plow from its property. Mrs. Sperry has asked that the Zoning Official investigate the pedestrian walkway for faded striping and questioned who was responsible for the cables on the emergency access driveways at the Ames road Subdivision, to which the answer was “the homeowners’ association”.
 - b. Regulations – NONE
 - c. Zoning Map Subcommittee–NONE
 1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016– NONE
7. Old Business
 - a. Regional Planning Commission – NONE

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, MAY 3, 2022
Page 3 (cont)

8. New Business

a. Receipt of New Applications

- i. Special Permit Application – Today's Realty, Applicant, 240 Paper Mill Road, to construct a contractor maintenance and office facility – Schedule Public Hearing – It is noted for the record that Mr. James Rossman of Stadia Engineering submitted two copies each of the Stormwater Analysis, the Traffic Report and the Project Description. Motion by T. Danburg second by K. Sperry to set the Public Hearing for Tuesday, July 5, 2022 at 6:30 PM. 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 – Schedule Public Hearing – Motion by Trevor Danburg second by R. Brown to set the Public Hearing for Tuesday, July 5, 2022 at 6:45 PM. VOTE: UNANIMOUS, MOTION CARRIED
- iii. Special Permit Application for a 17,000 s.f. Fire Station in the R-60 Zone – Town of Lisbon, Applicant, 25 Newent Road – Schedule Public Hearing – Motion by T. Danburg second by R. Brown to set the Public Hearing for Tuesday, June 7, 2022 at 6:45 PM. VOTE: UNANIMOUS, MOTION CARRIED

b. Referrals

- i. Zoning Board of Appeals - Application for variance of Section 8.5 of the Zoning Regulations, Front Yard Set Back Requirements in the R-60 Zone – John Sparkman, Applicant, 66 Bundy Hill Road – It was a consensus of the Commission to send a letter to the Zoning Board of Appeals indicating that if this is a monetary hardship, it is not considered a hardship under the statutory test for variances.
- ii. Zoning Board of Appeals - Application for variance of Section 8.5 of the Zoning Regulations, Front Yard Set Back Requirements in the R-60 Zone – Town of Lisbon, 25 Newent Road – It was the consensus of the Commission that they have no comment regarding this referral.

9. Any other business which may properly come before the commission – NONE

10. Public Comment – David Nowakowski of Sunfox Campground, 15 Kenyon Road responded to the Zoning Official's earlier comment regarding a complaint, stating that the buffer for any recreational activity at the campground is 50'. He noted that the volleyball courts are not on his plans. Christopher Marien of 9 Kenyon Road also commented on the volleyball courts at Sunfox. He stated that they are required to be buffered by trees but that they are not. He also suggested that wetlands may have been filled in to create the volleyball courts. Chairman Adams asked for Michael Murphy, AICP, Lisbon Town Planner be contacted for clarification.

11. Adjournment - Motion made by T. Danburg second by R. Brown to adjourn at 8:20 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, Clerk

Approved: _____

Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 05/09/2022 AT 9:10am

ATTEST. LAURIE TIROCCHI, TOWN CLERK

