

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
LISBON TOWN HALL VIRTUAL MEETING  
TUESDAY, JUNE 2, 2020  
7:00 P.M.

1. Call to Order

The regular virtual meeting of the Planning and Zoning Commission was called to order by Chairman Robert Adams, at 7:04 P.M.

MEMBERS PRESENT VIA TELECONFERENCE:

Robert Adams, Ronald Giroux, Kim Sperry, Timothy Minor, Jason Lebel, Trevor Danburg, Benjamin Hull, III, Cheryl Blanchard (ALT)

MEMBERS ABSENT: John Dempsey, Randy Brown, Gary Ritacco (ALT)

STAFF PRESENT VIA TELECONFERENCE:

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

Motion by R. Giroux second by T. Danburg to seat C. Blanchard for J. Dempsey.

2. Previous Minutes – Motion by K. Sperry second by T. Minor to accept the previous Public Hearing and Regular Meeting minutes of March 3, 2020 as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Memo, from Michael J. Murphy, Town Planner to Christopher Maynard, Treasurer, dated March 4, 2020 re: Partial Release of Performance Bond, Brenmor Properties, LLC
- b. Copy: Letter, from Zoning Board of Appeals to Town of Griswold, dated May 4, 2020 re: Referral, Application by Robert Roarke, 5 Sylvandale Road
- c. Letter, from Heller, Heller & McCoy to First Selectman, dated May 18, 2020 re: \$3,000 fee in lieu of open space, 3 Barber Farm Road (lot 30)
- d. Letter, from Heller, Heller & McCoy to First Selectman, dated April 14, 2020 re: \$3,000 fee in lieu of open space, 10 Barber Farm Road (lot 4)
- e. Letter, from Heller, Heller & McCoy to First Selectman, dated March 31, 2020 re: \$3,000 fee in lieu of open space, 31 Barber Farm Road (lot 23)
- f. Copy: Letter, from Conservation Commission to Andrew Zeeman, dated May 26, 2020 re: Approval, application #20-01
- g. Copy: Letter, from Conservation Commission to Richard Hamel, dated May 26, 2020 re: Approval, application #20-02
- h. Memo, from CT Federation of Planning and Zoning Agencies to Planning and Zoning Commissions, dated March 12, 2020 re: Annual Conference Cancellation
- i. Newsletter, CT Federation of Planning and Zoning Agencies re: Spring 2020
- j. Publication, On Common Ground, Spring 2020 Issue

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- k. Budget Report: July 1, 2019 – May 27, 2020, LI#51730 Purchased Services: \$6,796.91; LI#51750 Supplies & Expenses: \$448.72

4. Bills and action thereon

- a. The Bulletin, \$208.00, inv#00272857, dated March 12, 2020 re: Stilly's, Notice of Decision - Approved by Chairman Adams April 9, 2020
- b. SECCoG, \$16,391.03, dated April 6, 2020 re: Town Planner Services 01/01/2020 – 03/31/2020 – Approved by Chairman Adams April 15, 2020

Motion by G. Giroux second by J. Lebel to ratify bills a. and b. VOTE: UNANIMOUS, MOTION CARRIED

5. Reports

- a. ZEO – NONE
- b. Regulations - NONE
  - 1. MS4 Storm Water Regulation/Ordinance Update – Mr. Murphy gave a brief update. The Town Attorney has completed their review.
- c. Zoning Map Subcommittee –
  - 1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016 – Update Regarding Accessory Dwelling Unit Regulations. Mr. Murphy noted that the draft regulations for sections 4 and 10.2 have been added to the website for review by the Commission and the public and can be found under the corresponding agenda of June 2, 2020.

6. Old Business:

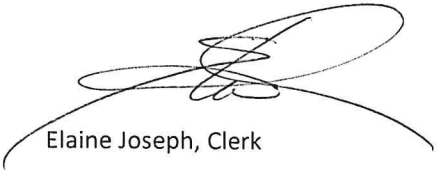
- a. Regional Planning Commission – NONE
- b. Sigfridson Subdivision/Resubdivision, Fitch Road – Extension Under Executive Order 71 to Open Public Hearing August 4, 2020 – Mr. Murphy noted for the record that he had mailed Staff comments to the applicant on June 1, 2020. He reminded the Commission that the applicant had already granted consent for a 65-day extension to his application that was received on March 3, 2020, bringing a deadline for action to July 11. Executive Order 71 allows for an additional 90-day extension at the discretion of the commission or applicant. Mr. Murphy also noted for the record that the application and supporting documents are available online, under the corresponding agenda of June 2, 2020, for review by the Commission and the public. Motion by T. Danburg second by J. Lebel to grant a 24-day extension to allow for the Public Hearing to be opened on August 4, 2020, under the Governor's Executive Order 71.

VOTE: UNANIMOUS, MOTION CARRIED

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- c. Bylaws – Review and Discussion of Proposed Revisions – Mrs. Sperry recommends that the Commission now forward the draft to the Town Attorney for review and advisement. The sub-committee questions whether or not a Commission alternate be appointed to sub committees. The planner will coordinate with commissioner Sperry to refer the draft and questions to the Town Attorney.
7. New Business
- a. Receipt of New Applications - NONE
  - b. Referrals
    - i. Zoning Board of Appeals – 5 Sylvandale Road, Robert Roarke, Applicant – for Variance of Section 8.5 (Rear Setback Requirements) – Mr. Murphy noted for the record that his Staff report was forwarded to Mr. Roarke, the ZEO and to the Commission. Motion by K. Sperry second by J. Lebel to have Mr. Murphy's Staff Report forwarded to the Zoning Board of Appeals to be read into the record at their Public Hearing scheduled for June 23, 2020. VOTE: UNANIMOUS, MOTION CARRIED
    - ii. Town of Sprague – Sprague Planning and Zoning Commission, Applicant – Addition of New Section (Section 22) to the Sprague Zoning Regulations – Motion by T. Danburg second by K. Sperry to send a letter of no intermunicipal impact. VOTE: UNANIMOUS, MOTION CARRIED
  - c. Staff Update Regarding Revisions to Applications – Mr. Murphy noted for the record that any supplemental fees received by applicants will go directly to the Clerk to the Boards, then will be deposited with the Treasurer. Mr. Murphy also noted that Executive Order 7MM allows for expedited municipal zoning amendments in order to quickly and safely respond to COVID19. He has updated zoning and subdivision applications that will be utilized by the public, including a temporary COVID-19 permit (outdoor seating), which are now on the website.
8. Any other business which may properly come before the commission – Mr. Giroux noted for the record that the Lowe's parking lot is a disaster with outside sales on weekends. The Zoning Enforcement Officer is to be notified.
9. Public Comment – It was noted for the record that no Public Comments were received by email as directed on the Town's website.
10. Adjournment - Motion made by T. Danburg second by R. Giroux to adjourn at 7:55 P.M.

VOTE: UNANIMOUS MOTION CARRIED

  
Elaine Joseph, Clerk

Approved: \_\_\_\_\_  
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON  
CT ON 6/4/2020 AT 12:40pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
