

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
LISBON TOWN HALL  
TUESDAY, OCTOBER 4, 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 7:04 PM.

MEMBERS PRESENT: Robert Adams, Trevor Danburg, Ronald Giroux, Benjamin Hull, III, Jason Lebel,  
Veronica Lutzen, Kim Sperry, Kelly Clatt (ALT)

MEMBERS ABSENT: Randy Brown, Timothy Minor, Nathaniel Beardsworth (ALT)

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

Chairman Adams seated Kelly Clatt, Alternate, for member Timothy Minor.

Motion by R. Giroux second by T. Danburg to change order of business and go to agenda items 6.a - e before returning to the regular order of business. VOTE: UNANIMOUS, MOTION CARRIED

2. Previous Minutes – Motion by K. Sperry second by J. Lebel to accept the September 6, 2022 Regular Meeting and Public Hearing minutes and Workshop minutes of September 20, 2022 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Email, from Michael J. Murphy, AICP, Lisbon Town Planner to Kay Flynn of CT Liquor Law dated 9/27/2022 re: Retail Marijuana – Motion by J. Lebel second by T. Danburg to add “Retail Marijuana” to agenda item 8.a. VOTE: UNANIMOUS; MOTION CARRIED
- b. 2023 Schedule of Meetings – Motion by T. Danburg second by B. Hull to add “2023 Schedule of Meetings” to agenda item 8.b. VOTE: UNANIMOUS; MOTION CARRIED
- c. Potential FOIA Training – Motion by T. Danburg second by J. Lebel to add “FOI Training” to agenda item 8.c. VOTE: UNANIMOUS; MOTION CARRIED
- d. Copy, Letter from Board of Selectmen to FEMA dated 9/15/2022 re: Designation of Carl Brown as the Town’s NFIP Administrator
- e. Copy, Letter from PZC to Albert & Nancy Gosselin dated 9/12/2022 re: Approval, Subdivision Modification Application – 40 Lee Road
- f. Copy, Letter from PZC to Ulta Beauty dated 9/12/2022 re: Approval, Zoning Permit Application – 160 River Road
- g. Budget Report – September 27, 2022– LI#51730 Purchased Services - \$60,000.00/ LI#51750 Supplies & Expenses - \$4,308.23

4. Bills and action thereon

- a. Local IQ (Bulletin), \$620.34; dated 9/15/2022, inv#7797352 re: NoPH – Regulation Amendments - Motion by T. Danburg second by J. Lebel to pay. VOTE: UNANIMOUS; MOTION CARRIED

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, OCTOBER 4, 2022  
Page 2 (Bills, cont)

- b. Local IQ (Bulletin), \$179.16; dated 9/12/2022, inv#7780536 re: NoD, Ulta& Gosselin - Motion by J. Lebel second by T. Danburg to pay.

VOTE: UNANIMOUS; MOTION CARRIED

5. Reports

- a. ZEO – It is noted for the record that Carl Brown, ZEO / BO, was not present at the meeting.
- b. Regulations – NONE
- 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. Fire Station – Mr. Murphy reported that Staff will be inspecting the site of the new fire station soon.
  - 2. Lisbon Landing – Mr. Murphy noted that the owners have been working on updating traffic striping and signage and he will be inspecting it soon.
  - 5. PZC Training Session – Mr. Murphy noted that although the training session (workshop) of September 20, 2022 was not well attended, some good information was given to those that were present.
  - 6. FEMA – Mr. Mr. Reported that Commission and Building Department forms, updated to reflect FEMA requirements, have been uploaded to the Town website. He also reported that the Conservation Commission will be working to modify their application forms as well to highlight floodplain activity.
  - 7. 363 River Road – Mr. Murphy noted that they are under construction.
  - 8. Crossing at Lisbon and Lisbon Landing - Mr. Murphy reported that Great Clips is now established at the Crossing at Lisbon; Tokyo Nail Spa is scheduled to occupy the former WW (Weight Watchers) location at Lisbon Landing; Target has removed the construction trailer.

6. Old Business

- a. Regional Planning Commission – NONE
- b. Zoning Text Amendments Application – Lisbon Planning and Zoning Commission – Changes to Sections 10.15.1 (Intent & Purpose); 10.15.3 (Cost and Special Flood Hazard Area); 10.15.6.b.2. (Administration –Certification of Plans); 10.15.6.b.4 (Notification of Other Agencies); 10.15.7.b.1-8 (Specific Standards); and 10.15.7.c.3. (Standards for Streams Without Established Base Flood Elevations, Floodways and/or Flood Mapping) – Motion by K. Sperry second by R. Giroux to approve the application of the Planning and Zoning Commission of the Town of Lisbon adopting the proposed zoning text amendments to Sections 10.15.1 (Intent & Purpose); 10.15.3 (Definitions); 10.15.6.b.2 and 4 (Administration); 10.15.7.b Inclusive (Specific Standards); and 10.15.7.c.3 (Standards for Streams Without Established Base Flood Elevations, Floodways and/or Flood Mapping)

**FINDINGS**

The proposed amendment is found to be:

- 1) Consistent with the comprehensive plan of zoning for the Town;
- 2) Consistent with environmental policies in the 2016 Plan of Conservation and Development

**TOWN OF LISBON**  
**REGULATION AMENDMENT APPLICATION – REVISED 9/13/2022**

**CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:**

➤ APPLICANT: Town of Lisbon Planning and Zoning Commission	TELEPHONE: 860-376-3400
ADDRESS: Town of Lisbon, 1 Newent Road, Lisbon, CT 06351	EMAIL: <a href="http://www.lisbonct.com/webforms/contact-us">www.lisbonct.com/webforms/contact-us</a>
➤ APPLICANT'S AGENT (IF ANY): Michael J. Murphy, AICP, Lisbon town Planner	TELEPHONE: 860-885-8697
ADDRESS: Town of Lisbon, 1 Newent Road, Lisbon, CT 06351	EMAIL: <a href="http://www.lisbonct.com/webforms/contact-us">www.lisbonct.com/webforms/contact-us</a>
➤ OWNER / RUSTEE: _____ N/A _____	TELEPHONE: _____ N/A _____
ADDRESS: _____ N/A _____	EMAIL: _____ N/A _____
➤ ENGINEER/ SURVEYOR/ ARCHITECT: _____ N/A _____	TELEPHONE: _____ N/A _____
ADDRESS: _____ N/A _____	EMAIL: _____ N/A _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S).

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER PROPERTY FOR THE PURPOSE OF INSPECTION IF PERTINENT TO THE APPLICATION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT *Michael J. Murphy* PRINTED NAME OF APPLICANT/AGENT: Michael J. Murphy, AICP

DATE: August 29, 2022

SIGNATURE/RECORD OWNER \_\_\_\_\_ N/A \_\_\_\_\_ PRINTED NAME/RECORD OWNER \_\_\_\_\_ N/A \_\_\_\_\_

DATE: \_\_\_\_\_ N/A \_\_\_\_\_

**REGULATIONS PROPOSED FOR AMENDMENT:**

ZONING X SUBDIVISION \_\_\_\_\_

PROPOSED AMENDMENT(S) (Section, title, and text-attach sheets as necessary):

Zoning Regulation Text Changes to Sections 10.15.1 (Intent & Purpose); 10.15.3 (Definitions); 10.15.6.b.2 and 4 (Administration); 10.15.7.a.13, 14 (Specific Standards); 10.15.7.b Inclusive (Specific Standards) and 10.15.7.c.3 (Standards for Streams Without Established Base Flood Elevations, Floodways and/or Flood Mapping)

**REASONS FOR EACH AMENDMENT REQUEST:**

The intent and purpose of these regulation text changes is to apply special regulations to land identified as being prone to flooding by the Federal Emergency Management Agency (FEMA) and in order to permit the Town of Lisbon to continue to participate in the National Flood Insurance Program (NFIP).

---

APPLICATION SUBMITTAL DATE: 8/30/2022 FEE(S) PAID: N/A

OFFICIAL DAY OF RECEIPT: 9/16/2022

P & Z COMMISSION ACTION: APPROVED W/ EFFECTIVE DATE DATE: 10/4/2022

CHAIR'S SIGNATURE: *Robert Adams* NOV 1, 2022

Adopted ✓ Modified and Adopted \_\_\_\_\_ Denied \_\_\_\_\_

**ROBERT ADAMS, CHAIRMAN**

10.15 Special Flood Hazard Area Regulations

10.15.1 Intent and Purpose - The intent and purpose of this section is to apply special regulations to land identified as being prone to flooding by the Federal Emergency Management Agency (FEMA) and in order to permit the Town of Lisbon to participate in the National Flood Insurance Program (NFIP). These special regulations hereby promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by including provisions designed to:

- a. Restrict or prohibit uses which are dangerous to health, safety and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
- b. Require that uses vulnerable to floods, including facilities, which serve such uses, be protected against flood damages at the time of initial construction;
- c. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of floodwaters;
- d. Control filling, grading, dredging and other development, which may increase erosion or flood damage;
- e. Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards to other lands.

10.15.2 Objectives - The objectives of these Regulations are:

- a. To protect human life and health;
- b. To minimize expenditure of public money for costly flood control projects;
- c. To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- d. To minimize prolonged business interruptions;
- e. To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- f. To help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize flood blight areas;
- g. To insure that potential homebuyers are notified that property is in a flood area.

10.15.3 Definitions - Unless specifically defined below, words or phrases used in this section shall be interpreted as to give them the meaning they have in common usage and to give these Regulations the most reasonable application.

Base Flood: A flood having a one percent chance of being equaled or exceeded in any given year.

Base Flood Elevation (BFE): The elevation of the crest of the base flood or 100-year flood. The height in relation to mean sea level expected to be reached by the waters of the base flood at pertinent points in the floodplains of coastal and riverine areas.

Basement: That portion of a building having its floor subgrade (below ground level) on all sides.

Cost. As related to substantial improvements, the cost of any reconstruction, rehabilitation, addition, alteration, repair or other improvement of a structure shall be established by a detailed written contractor's estimate. The estimate shall include, but not be limited to: the cost of materials



(interior finishing elements, structural elements, utility and service equipment); sales tax on materials, building equipment and fixtures, including heating and air conditioning and utility meter; labor; built-in appliances; demolition and site preparation; repairs made to damaged parts of the building worked on at the same time; contractor's overhead; contractor's profit and grand total; and the cost of septic systems. Items to be excluded include: cost of plan specifications, survey costs, permit fees, water supply wells, landscaping, sidewalks, fences, yard lights, irrigation systems, and detached structures such as garages, sheds, and gazebos.

Development: Any man-made change to improved or unimproved real estate, including but not limited to the construction of buildings or structures; the construction of additions, alterations or substantial improvements to buildings or structures; the placement of buildings or structures; mining, dredging, filling, grading, paving, excavation, or drilling operations, or storage equipment; the storage, deposition, or extraction of materials; and the installation, repair or removal of public or private sewage disposal systems or water supply facilities.

Elevated Building: A non-basement building built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns (post and piers), shear walls, or breakaway walls.

Existing Manufactured Home Park or Subdivision: A manufactured home park or subdivision for which the construction facilities for servicing the lots on which the manufactured home are to be affixed (including, as a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before January 22, 1982, the effective date of the floodplain management regulations adopted by the community.

Expansion to an Existing Manufactured Home Park or Subdivision: The preparation of additional sites by the construction of facilities for servicing the lots on which the manufacturing homes are to be affixed (including the installation of utilities, the construction of streets, and either final site pouring of concrete pads).

Federal Emergency Management agency (FEMA): The federal agency that administers the National Flood Insurance Program (NFIP).

Finished Living Space: As related to fully enclosed areas below the base flood elevation (BFE), a space that is, but is not limited to, heated and/or cooled, contains finished floors (tile, linoleum, hardwood, etc.) has sheetrock walls that may or may not be painted or wallpapered, and other amenities such as furniture, appliances, bathrooms, fireplaces and other items that are easily damaged by floodwaters and expensive to clean, repair or replace.

Flood or Flooding: A general and temporary condition of partial or complete inundation of normally dry land areas from either the overflow of inland or tidal waters, as the case may be, or the usual and rapid accumulation or runoff of surface waters from any source.

Flood Insurance Rate Map (FIRM): An official map of a community on which the Federal Emergency Management Agency has delineated both the Areas of Special Flood Hazard and the applicable risk premium zones.

Flood Insurance Study: The official report by the Federal Emergency Management Agency, containing flood profiles, the water surface elevation of the base flood, and other flood data.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

Floor: The top surface of an enclosed area in a building (including basement), i.e., top of slab in concrete slab construction or top of wood flooring in wood frame construction.

Functionally Dependent Facility: A facility, which cannot perform or be used for its intended purpose unless it is located in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include seafood processing facilities, long-term storage, manufacture, sale or service facilities.

Highest Adjacent Grade: The highest natural elevation of the ground surface, prior to construction, next to the proposed walls of a structure.

Historic Structure: Any structure that is; (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historic significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (1) By an approved state program as determined by the Secretary of the Interior or (2) Directly by the Secretary of the Interior in states without approved programs.

Lowest Floor: The lowest floor of the lowest enclosed area, including basement.

Incremental Fill: Fill, including any material or structure used for the purpose of changing the elevation or contour of property subject to these Regulations or which would have the effect of displacing water or flood storage capacity of the property, proposed to be brought onto the property or deposited, erected or developed on such property. Shifting of existing contours without the addition of new fill from off site and which does not reduce the existing flood storage capacity of the subject property shall not be considered incremental fill.

Manufactured Home: A structure that is transportable in one or more sections, built on a permanent chassis, and designed to be used with or without a permanent foundation when connected to the required utilities. The term also includes recreational vehicles, park vehicles, or travel trailers and similar transportable structures placed on a site for 180 consecutive days or longer and intended to be improved property.

Manufactured Home Park or Subdivision: A parcel or contiguous parcels of land divided into two (2) or more manufactured home lots for rent or sale.

Market Value: As related to substantial improvement and substantial damage, the market value of the structure shall be determined by the property's tax appraisal value of the structure minus land value prior to the start of the initial repair or improvement, or in the case of damage, the value of the structure prior to the damage occurring.

Mean Sea Level: For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

National Geodetic Vertical Datum: As corrected in 1929 is a vertical control used as a reference for establishing varying elevations within the floodplain.

New Construction: Structures for which the "start of construction" commenced on or after January 22, 1982 and includes any subsequent improvements to such structures.

New Manufactured Home Park or Subdivision: A manufactured home park or subdivision for

which the construction of facilities for servicing the lots on which the manufactured homes or to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after January 22, 1982, the effective date of the floodplain management regulation adopted by the community.

Recreational Vehicle: A vehicle which is: built on a single chassis; 400 square feet or less when measured at the largest horizontal projections; designed to be self-propelled or permanently towable by a light duty truck; and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

Special Flood Hazard Area: The area within a community subject to a one percent or greater chance of flooding in any given year, as identified on the community's FIRM. SFHA's are determined utilizing the base flood elevations (BFE) provided on the flood profile in the flood insurance study (FIS) for a community. BFE's provided on Flood Insurance Rate Maps (FIRM) are only approximate (rounded up or down) and should be verified with the BFE's published in the FIS for a specific location.

Start of Construction: includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, or improvement was within 180 days of the permit date. Should the permittee fail to commence work within this time frame, a new permit shall be required. The actual start means the first placement of permanent construction of a structure (including a manufactured home) on a site, such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation or placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for construction or erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure: A walled and roofed building that is principally above ground, a manufactured home, a gas or liquid storage tank, or man-made facilities or infrastructures.

Substantial Damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement: Any combination of repairs, reconstruction, alterations or improvements to a structure taking place during a one year period in which the cumulative costs equals or exceeds fifty percent of the market value of the structure. The market value of the structure should be: (a) the appraised value of the structure prior to the start of the initial repair or improvement, or (b) in the case of damage, the value of the structure prior to the damage occurring. For the purpose of this definition, substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include any project for improvement of a structure required to comply with existing health, sanitary, or safety code specifications, which are solely necessary to assure safe living conditions.

Variance: A grant of relief from the requirements of these Regulations, which permits activities and construction otherwise prohibited by these Regulations where specific enforcement would result in unnecessary hardship.

Violation: Failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without required permits,

lowest floor elevation documentation, flood-proofing certificates or required floodway encroachment calculations is resumed to be in violation until such time as that documentation is provided.

Water Surface Elevation: The height, in relation to the National Geodetic Vertical Datum (NGVD) of 1988 (or other datum where specified), of floods of various magnitudes and frequencies in the floodplains of riverine areas.

#### 10.15.4 General Provisions

- a. Applicability: These Regulations shall apply to all areas of flood prone zone within the jurisdiction of the Town of Lisbon.
- b. Basis for Establishing the Special Flood Hazard Areas: The Special Flood Hazard Areas(SFHA) includes all areas identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study (FIS) for New London County, Connecticut, dated July 18, 2011, and accompanying Flood Insurance Rate Maps (FIRM), dated July 18, 2011, and other supporting data applicable to the Town of Lisbon, and any subsequent revisions thereto, are adopted by reference and declared to be a part of these regulations. Since mapping is legally adopted by reference into this regulation, it must take precedence when more restrictive until such time as a map amendment or map revision is obtained from FEMA. The area of special flood hazard includes any area shown on the FIRM as Zones A and AE, including areas designated as a floodway on a FIRM. Areas of special flood hazard are determined utilizing the base flood elevations (BFE) provided on the flood profiles in the Flood Insurance Study (FIS) for a community. BFEs provided on a Flood Insurance Rate Map (FIRM) are only approximate (rounded up or down) and should be verified with the BFEs published in the FIS for a specific location.
- c. Issuance of the Zoning Permit and Certificate of Zoning Compliance. Neither a zoning permit nor a Certificate of Zoning Compliance shall be issued unless the applicant has successfully demonstrated that the proposed or completed activity is in compliance with the requirements of this Section and other applicable Regulations.
- d. Permit Expiration. Permits issued under the jurisdiction of Section 10 of these Regulations shall expire if actual construction of a permitted structure does not commence within 180 days of the permit approval date.
- e. Abrogations and Greater Restrictions. These Regulations are not intended to repeal, abrogate or impair any existing easements, covenants, or deed restrictions. However, where these Regulations and other ordinances, easements, covenants or deed restrictions conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
- f. Interpretation. In the interpretation and application of these Regulations all provisions shall be considered as minimum requirements; liberally construed in favor of the governing body; deemed neither to limit nor repeal any other powers granted under state statutes.
- g. Warning and Disclaimer of Liability. The degree of flood protection required by this ordinance is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the special flood hazard areas or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the Town of Lisbon or any officer or employee thereof for any flood damages that result from reliance on these Regulations or any administrative decision made there under.

#### 10.15.5 Uses in Flood Zone. Construction, reconstruction, extension of any building or structure, or any



other development, including but not limited to mining, dredging, filling, grading, paving, excavation or drilling operations shall be prohibited in the Special Flood Hazard Area, except in conformance with these Regulations. Permitted uses as identified in these Regulations are allowed in the flood zone provided they meet the additional requirements of this Section. Such uses may also be subject to the approval of other federal or state agencies.

#### 10.15.6 Administration

- a. Designation of Administrator. The Zoning Enforcement Officer (ZEO) shall administer and implement the provisions of these Regulations. The ZEO may seek assistance and advice from qualified professionals in reviewing and evaluating any application.
- b. Application.
  1. Permit Procedures. Prior to the issuance of any applicable permits and commencement of development within any special flood hazard area, the applicant shall provide information which shows that any proposed building sites will be reasonably safe from flooding and that the requirements of this Section have been satisfied. The applicant will provide all necessary federal or state permits and copies of such permits will be maintained on file with the permit application. The ZEO may require that the applicant submit additional information as needed to determine compliance with these Regulations.
  2. Certification of Plans. Where required under this Section, a registered professional engineer or architect shall certify that the design and methods of construction are in accordance with accepted standards of practice for floodproofing and are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces, and other factors associated with the base flood to establish compliance with ~~for meeting~~ the provisions of this Section. A record of such certificate indicating the specific elevation (in relation to mean sea level) shall be provided to the Zoning Enforcement Officer/Flood Plain Administrator.
  3. Establishment of Flood Area Boundaries.
    - a. The Zoning Enforcement Officer shall obtain, review, and reasonably utilize any base flood elevation or floodway data available from Federal, State, or other sources in order to administer these regulations.
    - b. The Zoning Enforcement Officer shall make the necessary interpretation, where needed, as to the exact location of boundaries of the areas of special flood hazard (for example, where there appears to be a conflict between a mapped boundary and actual field conditions).
  4. Notification of Other Agencies. The Zoning Enforcement Officer shall notify adjacent communities and the State Coordinating Office (Connecticut Department of Energy and Environmental Protection, Land and Water Resources Division) prior to any alteration or relocation of a watercourse, and evidence of such notification shall be sent to the Federal Emergency Management Agency. Maintenance shall be provided within the altered or relocated portion of said watercourse so that the flood carrying capacity is not diminished.
  5. Records Maintenance. The Zoning Enforcement Officer shall record and maintain: a) the as-built elevation of the lowest floor (including basement) of all new or substantially improved structures; b) the elevation to which the new or substantially improved structures have been flood-proofed; c) certification as to floodway heights; d) any and all certifications required under these Regulations;

e) all records pertaining to the provisions of this section.

10.15.7 Development Standards

The following standards must be satisfied for any application for development to be approved:

a. General Standards.

1. New construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
2. New construction and substantial improvements shall be constructed with materials resistant to flood damage.
3. New construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
4. All new construction and substantial improvements to structures shall be constructed to ensure that electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
5. New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the system into floodwaters.
7. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
8. In any portion of a watercourse, which is altered or re-located the flood carrying capacity, shall be maintained.
9. Aboveground Storage Tanks – Above –ground storage tanks (oil, propane, etc.) which are located outside or inside of the structure must either be elevated above the base flood elevation (BFE) on a concrete pad, or be securely anchored with tie-down straps to prevent flotation or lateral movement, have the top of the fill pipe extended above the BFE, and have a screw fill cap that does not allow for the filtration of flood water.
10. Portion of Structure in Flood Zone – If any portion of a structure lies within the Special Flood Hazard Area (SFHA), the entire structure is considered to be in the SFHA. The entire structure must meet the construction requirements of the flood zone. The structure includes any attached additions, garages, decks, sunrooms, or any other structure attached to the main structure. Decks or porches that extend into a more restrictive flood zone will require the entire structure to meet the standards of the more restrictive zone.
11. Structures in Two Flood Zones – If a structure lies within two or more flood zones, the construction standards of the most restrictive zone apply to the entire structure (i.e., V zone is more restrictive than A zone; structure must be built to the highest BFE). The structure includes any attached additions, garages, decks, sunrooms, or any other structure attached to the main structure. Decks or porches that extend into a more restrictive flood zone will require the entire structure to meet the standards of the more restrictive zone.)
12. Structures Entirely or Partially Over Water – New construction, substantial improvements and repair to structures that have sustained substantial damage cannot be constructed or located entirely or partially over water unless it is a functionally dependent use or facility.
13. Compensatory Storage. The water holding capacity of the floodplain, except those areas, which are tidally influenced, shall not be reduced. Any reduction caused by filling, new construction or substantial improvements involving an increase in footprint to the structure, shall be compensated for by deepening and/or widening

of the floodplain, storage shall be provided on-site, unless easements have been gained from adjacent property owners; it shall be provided within the same hydraulic reach and a volume not previously used for flood storage; it shall be hydraulically comparable and incrementally equal to the theoretical volume of flood water at each elevation, up to and including the 100-year flood elevation, which would be displaced by the proposed project. Such compensatory volume shall have an unrestricted hydraulic connection to the same waterway or water body. Compensatory storage can be provided off-site if approved by the municipality.

14. Equal Conveyance: Within the floodplain, except those areas which are tidally influenced, as designated on the Flood Insurance Rate Map (FIRM) for the community, encroachments resulting from filling, new construction or substantial improvements involving an increase in footprint of structure, are prohibited unless the applicant provides certification by a registered professional engineer demonstrating, with supporting hydrologic and hydraulic analyses performed accordance with standard engineering practice, that such encroachments shall not result in any (0.00 feet) increase in flood levels (base flood elevation). Work within the floodplain and the land adjacent to the floodplain, including work to provide compensatory storage shall not be constructed in such a way so as to cause an increase in flood stage or flood velocity.

- b. Specific Standards. In all Special Flood Hazard Areas A and AE zones, the following standards shall apply in addition to the General Standards above.

1. Residential Construction. All new construction, substantial improvements, and repair to structures that have sustained substantial damage which are residential structures shall have the bottom of the lowest floor, including basement, elevated one (1.0) foot above the base flood elevation (BFE). Electrical, plumbing, machinery or other utility equipment that service the structure must be elevated one (1.0) foot above the BFE.
2. Mobile Manufactured Homes and Recreational Vehicles: All mobile manufactured homes (including a recreational vehicle placed on a site for 180 consecutive days or longer) to be newly placed or undergoing a substantial improvement shall be elevated so that the bottom of the frame is located one (1) foot or more above the base flood elevation. That mobile manufactured home must also meet all the development standards per Section 10.15.7. This includes mobile manufactured homes located outside a mobile manufactured home park or subdivision, in a new mobile manufactured home park or subdivision, in an existing mobile manufactured home park or subdivision, in an expansion of an existing mobile manufactured home park or subdivision, or on a site in an existing mobile manufactured home park in which a mobile manufactured home has incurred substantial damage as a result of a flood. All mobile manufactured homes shall be placed on a permanent foundation which itself is securely anchored and to which the structure is securely anchored so that it will resist flotation, lateral movement and hydrostatic pressures. Anchoring may include, but not be limited to, the use of over-the-top or frame ties to ground anchors. All mobile manufactured homes shall be installed using methods and practices that minimize flood damage. Adequate access and drainage should be provided. Elevated construction standards include piling foundations placed no more than ten (10) feet apart, and reinforcement provided for piers more than six (6) feet above ground level. Recreational vehicles placed on sites shall either be on the site for fewer than 180 consecutive days and be fully licensed and ready for highway use or meet all the general standards of Section 10.15.7 a and the elevation and anchoring requirement listed above for a mobile manufactured home. A recreation vehicle is ready for highway use if it is on its wheels or jacking system, is attached

to the site only by quick disconnect type utilities and security devices and has no permanently attached additions. The foundation and anchorage of manufactured homes to be located in floodways shall be designed and constructed in accordance with ASCE 24.

An evacuation plan indicating alternate vehicular access and escape routes shall be filed with appropriate Disaster Preparedness Authorities for manufactured home parks and manufactured home subdivisions located in the SFHA.

Commercial, Industrial or Non-residential Structures: All new construction, substantial improvements, and repair to structures that have sustained substantial damage which are commercial, industrial or non-residential structures shall:

- a. Have the bottom of the lowest floor, including basement, elevated one (1) foot above the base flood elevation (BFE); or
- b. In lieu of being elevated, non-residential structures may be dry flood-proofed to one (1) foot above the BFE provided that together with all attendant utilities and sanitary facilities the areas of the structure below the required elevation are watertight with walls substantially impermeable to the passage of water, and provided that such structures are composed of structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. A registered professional engineer or architect shall review and/or develop structural design specifications and plans for the construction, and shall certify that the design and methods of construction are in accordance with acceptable standards of practice for meeting the provisions of this section. Such certification shall be provided to the Zoning Enforcement Officer on the FEMA Floodproofing Certificate, Form 81-65, as amended.
- c. Electrical, plumbing, machinery or other utility equipment that service the structure must be elevated one (1) foot above the BFE.

2. Openings Requirements. It is required, for all new construction and that are used solely for parking of vehicles, building access or storage in substantial improvements, that fully enclosed areas below the lowest floor areas other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior wall by allowing the entry and exit of floodwaters in accordance with the specifications in CFR 60.3 (c) (5) and FEMA Technical Bulletin 1.
3. Floodways. Located within special flood hazard areas are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris and potential projectiles and have erosion potential, no encroachments, including fill, new construction, substantial improvements and other developments shall be permitted unless certification (with supporting technical data) by a Connecticut registered professional engineer is provided demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice, that encroachments shall not result in any (0.00 feet) increase in flood levels during occurrence of the base flood discharge. Fences located in the floodway must be aligned with the flow and be of an open design.
4. Increase in Base Flood Elevation. A permit may be given which allows encroachments resulting in increase in base flood elevations only if the community first obtains a conditional floodway revision by meeting the requirements of C.F.R. 44, Chapter 1, Subsection 65.12.
5. Flood Insurance Risk Premium Rates. For the purpose of the determination of applicable flood insurance risk premium rates, 1) the applicant shall provide the



as built elevation (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved structures and whether or not such structures contain a basement; 2) the applicant shall obtain, if the structure has been flood proofed, the as built elevation (in relation to mean sea level) to which the structure was flood proofed; and 3) a record of all such information shall be maintained with the Floodplain Administrator.

c. Standards for Streams Without Established Base Flood Elevations, Floodways, and/or Flood Mapping

1. The Zoning Enforcement Officer shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a Federal, State or other source, including data developed pursuant to the Lisbon Subdivision Regulations as criteria for requiring that new construction, substantial improvements, or other development in Zone A on the Community's FIRM meet the standards of these Regulations.
2. In A zones where base flood elevations have been determined but before a floodway is designated, no new construction, substantial improvement, or other development (including fill) shall be permitted which will increase base flood elevations more than one foot at any point along the watercourse when all anticipated development is considered cumulatively with the proposed development.
3. The Zoning Enforcement Officer may require that the applicant submit floodway data for watercourses without FEMA-published floodways. When such data is provided by an applicant or whenever such data is available from any other source (in response to the Town's request or not), the Town shall adopt a regulatory floodway based on the principle that the floodway must be able to convey the waters of the base flood without increasing the water surface elevation more than one foot at any point along the watercourse. The Town shall notify FEMA of the changes by submitting such technical or scientific data as soon as practicable, but no later than six (6) months after the date such information becomes available.

10.15.8 Variance of Section 10.15

The Zoning Board of Appeals shall hear and decide appeals and requests for variances from the requirements of ~~these~~ this Section 10.15. The Zoning Board of Appeals shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this ordinance and the items listed below. Upon consideration of these factors and the purposes of these Regulations, the ZBA may attach such conditions to the granting of variances, as it deems necessary to further the purposes of these Regulations.

The Zoning Enforcement Officer shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency upon request.

a. General Considerations for Granting Variances

1. The danger that materials may be swept onto other lands to the injury of others.
2. The danger to life and property due to flooding or erosion damage.
3. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
4. The importance of the services provided by the proposed facility to the community.
5. The necessity of the facility to waterfront location, in the case of a functionally dependent facility.
6. The availability of alternative locations, which are not subject to flooding or erosion damage for the proposed use.
7. The compatibility of the proposed use with existing and anticipated development.

8. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area.
9. The safety of access to the property in times of flood for ordinary and emergency vehicles.
10. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site.
11. The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets and bridges.
12. Potential for pollution of waters or contamination of soils.

b. Floodway Prohibition.

Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

c. Specific Variance Situations

1. Historic Structures. Variances may be issued for the reconstruction or restoration of structures on the National Register of Historic Places or the State Inventory of Historic Places without regard to the procedures set forth in the remainder of this section. No renovations or alterations may be made to an historical structure without due consideration and effort to incorporate design concepts, which, while preserving the historical character of the building, will also serve to reduce the potential for future flood damage and threat to human life and property.
2. Functionally Dependent Uses. Variances may be issued for new construction and substantial improvement and other development necessary for the conduct of a functionally dependent use provided the structure or other development is protected by methods that minimize flood damage, creates no additional threat to public safety and meets the requirements of Section 10.15.8.d. Criteria for Variances.

d. Criteria for Variances

Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief; and in the instance of a historical building, a determination that the variance is the minimum necessary as not to destroy the historic character and result in the loss of historic designation of the building. In addition, variances shall only be issued upon:

1. A showing of good and sufficient cause.
2. A determination that failure to grant the variance would result in exceptional hardship.
3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create a nuisance, cause fraud or victimization of the public, or conflict with existing local laws or Regulations.
4. Only hardships, which are based on unusual physical characteristics of the property in question, characteristics which are not shared by adjacent parcels, shall qualify to meet subsection 2 above. Claims of hardship based on the structure, on economic or on personal circumstances are not sufficient cause for the granting of a variance under these Regulations.

e. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation (BFE) and that the cost of flood insurance will be commensurate with the increased risk resulting from the lowest floor elevation.

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, OCTOBER 4, 2022  
Page 3 (Old Business, cont)

- 3) Intended to enforce and implement the National Flood Insurance Program requirements.  
The effective date of the amendments shall be November 1, 2022.

VOTE: UNANIMOUS; MOTION CARRIED

- c. Subdivision Text Amendment Application- Lisbon Planning and Zoning Commission-Change to Include a New Section 6.13 Regarding Requirements for Submission of New Technical or Scientific Flood Data – Motion by K. Sperry second by R. Giroux to approve the application of the Planning and Zoning Commission of the Town of Lisbon, adopting the proposed subdivision text amendment to section 6.13 regarding flood protection and requirements for submission of new base flood data.

**FINDINGS**

The proposed amendment is found to be:

- 1) Consistent with environmental policies in the 2016 Plan of Conservation and Development
- 2) Intended to enforce and implement the National Flood Insurance Program requirements

The effective date of the amendments shall be November 1, 2022.

VOTE: UNANIMOUS; MOTION CARRIED

- d. Special Permit Application for expansion of existing seasonal campground under section 10.8 – Sunfox Campground, LLC, Applicant, 15 Kenyon Road–Motion by T. Danburg second by J. Lebel to approve the application by Dave Nowakowski and Sunfox Campground for Special Permit approval expansion of 29 campsites at Sunfox Camgound, 15 Kenyon Road, Lisbon, CT with the following conditions:
1. The approval for sewage disposal facilities shall apply only to the 29 sites in this phase.
  2. Any sanitary facilities shall be provided in numbers and locations as specified by the Public Health Code. Any such additions that may be required in the future shall be subject to review and approval by Town staff, or the commission if such addition constitutes a substantive change.
  3. Garbage containers shall be fly, rodent, and watertight. A detail shall be included on the final plan.
  4. The special flood hazard area boundaries determined by the professional engineer based on the normal depth method shall be shown with a distinct boundary graphic on the final plan. Residents occupying existing sites 13, 15, 17, 19, 21, 23, 25, 27, 29, and proposed new sites 15-18 shall be advised of the proximity of the base flood elevation and its restrictions.
  5. Due to proximity of the flood plain to sites 15-18, these sites, if occupied by recreational vehicles, shall be occupied no more than 180 consecutive days and vehicles shall be fully licensed and ready for highway use, or the units shall meet all the general standards of section 10.15.7a.
  6. The applicant shall provide new base flood elevation technical or scientific data for the Blissville Brook floodplain to the Town of Lisbon in a form acceptable to D.E.E.P. prior to recording the plan in land records.
  7. A note shall be added to the plan regarding a March 1 annual renewal of the permit upon compliance with the provisions of section 10.8.20.

**TOWN OF LISBON**  
**REGULATION AMENDMENT APPLICATION**

CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:

➤ APPLICANT: Town of Lisbon Planning and Zoning Commission	TELEPHONE: 860-376-3400
ADDRESS: Town of Lisbon, 1 Newent Road, Lisbon, CT 06351	EMAIL: <a href="http://www.lisbonct.com/webforms/contact-us">www.lisbonct.com/webforms/contact-us</a>
➤ APPLICANT'S AGENT (IF ANY): Michael J. Murphy, AICP, Lisbon Town Planner	TELEPHONE: 860-885-8697
ADDRESS: Town of Lisbon, 1 Newent Road, Lisbon, CT 06351	EMAIL: <a href="http://www.lisbonct.com/webforms/contact-us">www.lisbonct.com/webforms/contact-us</a>
➤ OWNER / RUSTEE: _____ N/A _____	TELEPHONE: _____ N/A _____
ADDRESS: _____ N/A _____	EMAIL: _____ N/A _____
➤ ENGINEER/ SURVEYOR/ARCHITECT: _____ N/A _____	TELEPHONE: _____ N/A _____
ADDRESS: _____ N/A _____	EMAIL: _____ N/A _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S).

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/ OR ITS CONSULTANT(S) TO ENTER PROPERTY FOR THE PURPOSE OF INSPECTION IF PERTINENT TO THE APPLICATION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT  PRINTED NAME OF APPLICANT/AGENT: Michael J. Murphy, AICP

DATE: August 29, 2022

SIGNATURE/RECORD OWNER \_\_\_\_\_ N/A \_\_\_\_\_ PRINTED NAME/RECORD OWNER \_\_\_\_\_ N/A \_\_\_\_\_

DATE: \_\_\_\_\_ N/A \_\_\_\_\_

**REGULATIONS PROPOSED FOR AMENDMENT:**

ZONING \_\_\_\_\_ SUBDIVISION X \_\_\_\_\_

PROPOSED AMENDMENT(S) (Section, title, and text-attach sheets as necessary):

Subdivision Regulation Text Changes: add new Section 6.13 regarding the requirements for submission of new technical or scientific data to FEMA.

**REASONS FOR EACH AMENDMENT REQUEST:**

The intent and purpose of these regulation text changes is to apply special regulations to land identified as being prone to flooding by the Federal Emergency Management Agency (FEMA) and in order to permit the Town of Lisbon to continue to participate in the National Flood Insurance Program (NFIP).

APPLICATION SUBMITTAL DATE: 8/30/2022 FEE(S) PAID: EXEMPT

OFFICIAL DAY OF RECEIPT: 9/16/2022

P & Z COMMISSION ACTION: APPROVED W/ EFFECTIVE DATE DATE: 10/4/2022

CHAIR'S SIGNATURE:  NOV 1, 2022  
ROBERT ADAMS, CHAIRMAN

Adopted ☒ Modified and Adopted \_\_\_\_\_ Denied \_\_\_\_\_



Planning and Zoning Commission – Subdivision Regulation Text Amendments to Address FEMA Requirements

Adopted: October 4, 2022

Effective Date: November 1, 2022

- 6.10 Flooding Considerations. The Commission shall determine that proposed subdivisions are reasonably safe from flooding. When a subdivision is proposed in an A zone on the Town's Flood Insurance Rate Map, dated July 18, 2011, or any subsequent revisions thereof, it shall be reviewed to assure the following:
- 6.10.1 That all proposals are consistent with the need to minimize flood damage within flood-prone areas.
  - 6.10.2 That all public utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damage.
  - 6.10.3 That adequate drainage is provided to reduce exposure to flood hazards.
  - 6.10.4 That new and replacement water supply systems are designed to minimize or eliminate infiltration of flood waters into the systems.
  - 6.10.5 That new and replacement sanitary sewer systems are designed to minimize or eliminate infiltration of flood waters into the systems or discharge from the systems into the flood waters.
  - 6.10.6 That on-site sewage disposal systems are located to avoid impairment of them or contamination from them during flooding.
  - 6.10.7 That the flood-carrying capacity is maintained within any altered or relocated portion of any watercourses.
- 6.11 Flood Elevations. All applications for subdivisions greater than five (5) acres or fifty (50) lots (whichever is less) shall include with such applications base flood (100-year flood) elevation data for that portion of the subdivision which permits development, including fill, within A Zones on the Town's Flood Insurance Rate Map, dated July 18, 2011, or any subsequent revision thereof.
- 6.12 Floodway Encroachments. Within the floodway, designated on the Flood Insurance Rate Map for New London County, dated July 18, 2011, or any subsequent revision thereof, a copy of which is on file with the Commission, all encroachments, including fill, new construction, substantial improvements to existing structures, and other development, are prohibited unless certification, with supporting technical data, by a Connecticut registered professional engineer is provided by the applicant demonstrating, through hydraulic and hydraulic analyses performed in accordance with standard engineering practice, that such encroachment shall not result in any (0.00 feet) increase in flood levels during occurrence of the base flood discharge.
- 6.13 Requirements for Submission of New Base Flood Data. Due to the potential for changes in base flood elevations from physical changes affecting flooding conditions, the Commission may require that the applicant submit new technical or scientific data regarding same. When such data is provided by an applicant or whenever such data is available from any other source (in response to the Town's request or not), the Town shall notify FEMA of the changes by submitting such technical or scientific data as soon as practicable, but no later than six (6) months after the date such information becomes available.

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, OCTOBER 4, 2022  
Page 4 (Old Business, cont)

8. The intersection of internal roadways at campsites #1 and #11 shall be modified to allow for an inside radii up to 23' to improve the ability for RV turning movements and exits.
9. The current 3,200 s. f. activity center shall conform to any Building Code requirements.
10. The existing internal woods pathway in this new phase shall be retained to the extent practicable to facilitate access from sites and the road system to new sanitary facilities and garbage disposal sites.
11. The applicant shall provide surety in the amount of \$835,000.00 in a form acceptable to Town Counsel, of which \$5000.00 shall be provided as a cash bond to address any E&S control emergencies at the site. Said bond instruments shall be provided to the Town prior to recording the plan in land records.
12. The applicant shall provide a copy of the Storm-water Pollution Control Plan (SWPCP) upon its submittal to DEEP to address NPDES requirements.
13. Technical items of staff shall be addressed including, but not limited to, modifications to address current Phase 1 size, the estimated construction schedule, and requirements for a preconstruction meeting and inspection(s).

**FINDINGS AND CONCLUSIONS**

The commission finds that this proposed application, as conditioned, meets the special permit objectives of sections 11.1, 11.3, 11.4, and 11.5, inclusive, relating to *intent, appropriateness of use, impacts to residential areas* and standards for *review and decision*, respectively. This conditional approval also confirms that the commission finds that the application complies with supplementary sections 10.8 (Seasonal Campgrounds), 10.15 (Special Flood Hazard Area), and 10.16 (E & S/Storm-water) as required. These findings are made after careful review and consideration of the record established by the application materials, detailed review of the proposal by the planning, engineering and other state and district agency staff, testimony by properly qualified professionals, and review of the public hearing record.

VOTE: B. HULL NO; MOTION CARRIED

- e. Special Permit Application – Today's Realty, Applicant, 240 Paper Mill Road, to construct a contractor maintenance and office facility – Motion by B. Hull second by V. Lutzen to approve the special permit of Today's Realty LLC, 240 Paper Mill Road in accordance with sections 6.4 and 11, and subject to the standards of section 10.10 to allow for construction of a 10,000 s.f. contractor maintenance facility for material processing and storage of concrete, asphalt and woody debris into crushed concrete, ground asphalt and wood chips with the following conditions:
  1. The applicant shall provide a professionally engineered plan and updated drainage report for approval by the Commission which:
    - a. Clearly establishes the drainage pattern along the entire frontage of the property upon construction of parking and retaining wall areas.

**TOWN OF LISBON  
SPECIAL PERMIT APPLICATION**

**CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:**

- APPLICANT: SUNFOX CAMPGROUND, LLC - DAVID NOWAKOWSKI TELEPHONE: 860-376-1081  
ADDRESS 15 KENYON ROAD EMAIL: dave@sunfoxcampground.com
- APPLICANT'S AGENT (IF ANY): \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
ADDRESS \_\_\_\_\_ EMAIL: \_\_\_\_\_
- OWNER / TRUSTEE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
ADDRESS \_\_\_\_\_ EMAIL: \_\_\_\_\_
- ENGINEER/ SURVEYOR/ ARCHITECT: CHA Companies-Pete Parent TELEPHONE: 860-885-1052
- ADDRESS 101 East River Drive, 1st Floor, East Hartford, CT 06108 EMAIL: pparent@chacompanies.com

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND SITE PLAN PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE

SIGNATURE OF APPLICANT/AGENT [Signature] PRINTED NAME OF APPLICANT/AGENT DAVID NOWAKOWSKI  
DATE: 9/22/22

SIGNATURE/RECORD OWNER [Signature] PRINTED NAME/RECORD OWNER DAVID NOWAKOWSKI  
DATE: 9/22/22

**PARCEL IDENTIFICATION INFORMATION**

STREET ADDRESS AND/OR LOCATION OF PROPERTY:

15 KENYON ROAD

MAP /BLOCK /LOT: Map 73 Block 9 Lot 38

Map 9 Block 38 Lot 0000

VOLUME/ PAGE: Volume 156, Page 563

PROJECT NAME: SUNFOX CAMPGROUND EXPANSION ACREAGE: 63.1 ZONING DISTRICT: R-60  
LOT IN SQUARE FEET: 2,748,636 TOTAL FLOOR AREA IN SQUARE FEET: \_\_\_\_\_

**PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:**  
SEE ATTACHED

=====

APPLICATION SUBMITTAL DATE: 4/25/2022 FEE(S) PAID: \$560.00

OFFICIAL DAY OF RECEIPT: 5/3/2022

\*P & Z COMMISSION ACTION: APPROVED w/ CONDITIONS DATE: 10/4/2022

CHAIR'S SIGNATURE: [Signature] ROBERT ADAMS, CHAIRMAN

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH THE PROVISIONS OF SECTION 2.3.3 AND ANY CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

\_\_\_\_\_  
Zoning Enforcement Officer

DATE: \_\_\_\_\_

Rev. 12/17

(\* Any conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached. No approved special permit shall be effective until a copy of the Notice of Approval and Grant of Special Permit is duly recorded in the land records of the Town.)



TOWN OF LISBON  
PLANNING AND ZONING COMMISSION  
NOTICE OF APPROVAL AND GRANT OF SPECIAL PERMIT

This is to certify that on October 4, 2022 the Planning and Zoning Commission of the Town of Lisbon granted a Special Permit in accordance with the provisions of section 10.8 of the Lisbon Zoning Regulations as follows:

1. Owner of Record: Sunfox Campground, LLC, 15 Kenyon Road, Lisbon, CT 06351
2. Applicant: Sunfox Campground, LLC, (David Nowakowski) 15 Kenyon Road, Lisbon, CT 06351
3. Description of premises including street address, map, block and lot(s):  
15 Kenyon Road (Assessor's Office Map ID 09/038/0000)
4. Description of special permit including relevant regulations authorizing activities and any conditions of approval:

To expand the existing seasonal campground with an additional 29 campsites under section 10.8 with the following conditions:

1. The approval for sewage disposal facilities shall apply only to the 29 sites in this phase.
2. Any sanitary facilities shall be provided in numbers and locations as specified by the Public Health Code. Any such additions that may be required in the future shall be subject to review and approval by Town staff, or the commission if such addition constitutes a substantive change.
3. Garbage containers shall be fly, rodent, and watertight. A detail shall be included on the final plan.
4. The special flood hazard area boundaries determined by the professional engineer based on the normal depth method shall be shown with a distinct boundary graphic on the final plan. Residents occupying existing sites 13, 15, 17, 19, 21, 23, 25, 27, 29, and proposed new sites 15-18 shall be advised of the proximity of the base flood elevation and its restrictions.
5. Due to proximity of the flood plain to sites 15-18, these sites, if occupied by recreational vehicles, shall be occupied no more than 180 consecutive days and vehicles shall be fully licensed and ready for highway use, or the units shall meet all the general standards of section 10.15.7a.
6. The applicant shall provide new base flood elevation technical or scientific data for the Blissville Brook floodplain to the Town of Lisbon in a form acceptable to D.E.E.P. prior to recording the plan in land records.
7. A note shall be added to the plan regarding a March 1 annual renewal of the permit upon compliance with the provisions of section 10.8.20.
8. The intersection of internal roadways at campsites #1 and #11 shall be modified to allow for an inside radii up to 23' to improve the ability for RV turning movements and exits.
9. The current 3,200 s. f. activity center shall conform to any Building Code requirements.
10. The existing internal woods pathway in this new phase shall be retained to the extent practicable to facilitate access from sites and the road system to new sanitary facilities and garbage disposal sites.
11. The applicant shall provide surety in the amount of \$835,000.00 in a form acceptable to Town Counsel, of which \$5000.00 shall be provided as a cash bond to address any E&S control emergencies at the site. Said bond instruments shall be provided to the Town prior to recording the plan in land records.
12. The applicant shall provide a copy of the Storm-water Pollution Control Plan (SWPCP) upon its submittal to DEEP to address NPDES requirements.
13. Technical items of staff shall be addressed including, but not limited to, modifications to address current Phase 1 size, the estimated construction schedule, and requirements for a preconstruction meeting and inspection(s).

*(Continued page 2)*




(Page 2, continued)

### FINDINGS AND CONCLUSIONS

The commission finds that this proposed application, as conditioned, meets the special permit objectives of sections 11.1, 11.3, 11.4, and 11.5, inclusive, relating to *intent, appropriateness of use, impacts to residential areas* and standards for *review and decision*, respectively. This conditional approval also confirms that the commission finds that the application complies with supplementary sections 10.8 (Seasonal Campgrounds), 10.15 (Special Flood Hazard Area), and 10.16 (E & S/Storm-water) as required. These findings are made after careful review and consideration of the record established by the application materials, detailed review of the proposal by the planning, engineering and other state and district agency staff, testimony by properly qualified professionals, and review of the public hearing record.

Date: October 4, 2022

By:   
Robert D. Adams, Chairman  
Lisbon Planning and Zoning Commission

**NOTE:** The Connecticut General Statutes and the Lisbon Zoning Regulations require that this NOTICE be recorded on the Land Records of the Town of Lisbon located in the office of the Town Clerk, indexed under the name of the record owner in order to become effective.

Received for Record: \_\_\_\_\_ at \_\_\_\_\_

Attest: \_\_\_\_\_  
Lisbon Town Clerk

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, OCTOBER 4, 2022  
Page 5 (Old Business, cont)

- b. Evaluates the existing and proposed storm-water discharges from the site (and which flow through the site) on the drainage systems and waterbodies in the area, even if waterbodies are off-site.
    - c. Eliminates pavement, impervious surface areas and compacted soil areas between the new retaining wall and the front property line to allow for the establishment of stabilized vegetation and/or landscaping as necessary. Other methods to minimize and control pollutants shall be applied as necessary.
    - d. Includes spot grading of the parking area to enable storm-water to enter the central island between access points to promote bio-retention in this area.
    - e. Provides for assurances in the plan to maintain pollutant removal efficiency of new vegetated areas.
2. The applicant shall provide an updated traffic impact analysis by the traffic engineer, certified to practice in Connecticut, for approval by the Commission, which addresses:
  - a. The capacity of Paper Mill Road/Inland Road relative to background traffic
  - b. Analysis of driveway intersection locations and spacing
  - c. Updated and accurate building size, sight visibility, and any other relevant information
  - d. Truck sizes and their turning radii impacts on the entrance and exit scheme
3. The applicant shall provide a detailed cost estimate to address the requirements of the Town Engineer, to be approved by the Commission. Suitable surety shall be provided to the satisfaction of the Town Counsel.
4. The applicant shall provide a lighting plan for approval by the Commission to show existing and proposed nighttime lighting conditions at the access points and around the buildings to confirm public safety during nighttime operations and prevent offsite hazard, nuisance or glare that may result.
5. No mechanical crushing or processing of material as proposed in the material process area shall be permitted until such time as the applicant returns to the Commission with a request for a zoning permit under the provisions of section 2.8 of the regulations and provides acoustical engineering evidence that State noise regulations will be met.
6. The applicant shall address the remaining minor modifications noted in the Town Planner's staff report of 9/5/22 on the final plan.
7. A final mylar with paper prints and accompanying documentation addressing conditions 1-6 shall be provided upon establishing compliance with all conditions.
8. The Commission reserves the right to establish additional conditions or require additional modifications if the information submitted by the applicant in accordance with the foregoing

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, OCTOBER 4, 2022  
Page 6 (Old Business, cont)

conditions indicates, in the opinion of the Commission, a need for such additional conditions or modifications.

9. No construction, processing or storage activities may be commenced until the information required by these conditions had been submitted to and reviewed by the Commission and a final approval, with any necessary additional conditions or modifications, has been issued.
10. The Commission deems the foregoing conditions to be integral to its approval. If a court should later find that any of the foregoing conditions is invalid or should be stricken for any reason, this approval shall be null and void in its entirety.
11. Hours of Operation: Monday through Friday, 6:00 AM through 8:00 PM; Saturday 6:00 AM through 4:00 PM; No Sundays.

**FINDINGS AND CONCLUSIONS**

The commission finds that this proposed application, solely as it is conditioned and as it may be further modified or conditioned based upon the information required by the foregoing conditions, will meet the special permit objectives of sections 11.1, 11.3 and 11.5.2, inclusive, relating to *intent, appropriateness of use*, and standards for *review and decision*, respectively. This finding is made after careful review and consideration of the record established by the application materials, detailed review of the proposal by the planning, engineering and other agency staff, review of the public hearing record, and proper application of the standards required by the Zoning Regulations. VOTE: K. SPERRY NO; MOTION CARRIED

7. New Business
  - a. Receipt of New Applications – NONE
  - b. Referrals
    - i. Town of Preston – Proposed Preston Zoning Text Amendments to allow for adult-use marijuana dispensary facilities. It was the consensus of the Commission that there is no need to respond to this referral.
8. Any other business which may properly come before the commission
  - a. Retail Marijuana - It was the consensus of the Commission that the Commission should go before the Board of Selectmen to recommend forming an Economic Development Committee. It is also a consensus of the Commission to establish a moratorium in order to allow time to create regulations to control potential marijuana production and/or dispensary businesses. Motion by T. Danburg second by V. Lutzen to add further discussion or consideration of establishing a Marijuana **Use** Moratorium to the November 1, 2022 agenda. VOTE: UNANIMOUS MOTION CARRIED

**TOWN OF LISBON  
SPECIAL PERMIT APPLICATION**

**CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:**

- APPLICANT: Today's Realty, LLC (Keith Mackin - Owner) TELEPHONE: (860) 334-2898  
ADDRESS 185 Old Canterbury Turnpike - Norwich, Connecticut 06360 EMAIL: todaysconstructionllc@gmail.com
- APPLICANT'S AGENT (IF ANY): \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
ADDRESS \_\_\_\_\_ EMAIL: \_\_\_\_\_
- OWNER / TRUSTEE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
ADDRESS \_\_\_\_\_ EMAIL: \_\_\_\_\_
- ENGINEER/ SURVEYOR/ ARCHITECT: Stadia Engineering Associates, Inc. TELEPHONE: (860) 237-4773
- ADDRESS 516 Vauxhall Street, Suite 103 - New London, Connecticut 06320 EMAIL: jrossman@stadiaeng.com

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND SITE PLAN PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT [Signature] PRINTED NAME OF APPLICANT/AGENT Keith Mackin - Owner  
DATE: 5 April 2022

SIGNATURE/RECORD OWNER [Signature] PRINTED NAME/RECORD OWNER Today's Realty, LLC  
DATE: 5 April 2022

**PARCEL IDENTIFICATION INFORMATION**

STREET ADDRESS AND/OR LOCATION OF PROPERTY: 240 Paper Mill Road - Lisbon, Connecticut

MAP /BLOCK /LOT: Map 5 / Block 6 / Lot 0

VOLUME/ PAGE: To Be Recorded (Conveyed to Today's Realty, LLC on 02 August 2021)

PROJECT NAME: Today's Realty, LLC Office/Maintenance Facility ACREAGE: 6.857± ZONING DISTRICT: IP-1  
LOT IN SQUARE FEET: 298,687± TOTAL FLOOR AREA IN SQUARE FEET: 10,000

**PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:**

Today's Realty, LLC proposes to build a 10,000± SF metal frame contractor maintenance and office facility, including a paved parking area, associated utilities, external bulk storage and processing areas, and a cut/fill balance of the southerly third of the property for material processing. Additional project items include planting street trees along Paper Mill Road, and the construction of a concrete block retaining wall with chain link fencing to facilitate material processing. The proposed commercial building, parking lot and associated activities shall be located on the northern portion of 240 Paper Mill Road, while the majority of the gravel surface material processing and storage areas shall be located on the southern portion of the site. Portions of the Processing & Storage Areas fall within the Upland Review Area, as delineated by Ian T. Cole, R.S.S. during the month of June 2021.

APPLICATION SUBMITTAL DATE: 4/14/2022 FEE(S) PAID: \$560.00

OFFICIAL DAY OF RECEIPT: 5/3/2022

\*P & Z COMMISSION ACTION: APPROVED w/ CONDITIONS

DATE: 10/4/2022

CHAIR'S SIGNATURE: \_\_\_\_\_

[Signature] ROBERT ADAMS, CHAIRMAN

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH THE PROVISIONS OF SECTION 2.3.3 AND ANY CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

\_\_\_\_\_  
Zoning Enforcement Officer

DATE: \_\_\_\_\_

Rev. 12/17

(\* Any conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached. No approved special permit shall be effective until a copy of the Notice of Approval and Grant of Special Permit is duly recorded in the land records of the Town.)



TOWN OF LISBON  
PLANNING AND ZONING COMMISSION  
NOTICE OF APPROVAL AND GRANT OF SPECIAL PERMIT

This is to certify that on October 4, 2022 the Planning and Zoning Commission of the Town of Lisbon granted a Special Permit in accordance with the provisions of sections 6.4 and 11 and subject to the standards of section 10.10 of the Lisbon Zoning Regulations as follows:

1. Owner of Record: Keith Mackin, 185 Canterbury Turnpike, Norwich, CT 06360
2. Applicant: Today's Realty, LLC, 185 Canterbury Turnpike, Norwich, CT 06360
3. Description of premises including street address, map, block and lot(s):  
240 Paper Mill Road (Assessor's Office Map ID 05/006/0000)
4. Description of special permit including relevant regulations authorizing activities and any conditions of approval:

To construct a contractor maintenance facility for material processing and storage of concrete, asphalt and woody debris into crushed concrete, ground asphalt and wood chips, excluding mechanical crushing or processing, with the following conditions:

1. The applicant shall provide a professionally engineered plan and updated drainage report for approval by the Commission which:
  - a. Clearly establishes the drainage pattern along the entire frontage of the property upon construction of parking and retaining wall areas.
  - b. Evaluates the existing and proposed storm-water discharges from the site (and which flow through the site) on the drainage systems and waterbodies in the area, even if waterbodies are off-site.
  - c. Eliminates pavement, impervious surface areas and compacted soil areas between the new retaining wall and the front property line to allow for the establishment of stabilized vegetation and/or landscaping as necessary. Other methods to minimize and control pollutants shall be applied as necessary.
  - d. Includes spot grading of the parking area to enable storm-water to enter the central island between access points to promote bio-retention in this area.
  - e. Provides for assurances in the plan to maintain pollutant removal efficiency of new vegetated areas.
2. The applicant shall provide an updated traffic impact analysis by the traffic engineer, certified to practice in Connecticut, for approval by the Commission, which addresses:
  - a. The capacity of Paper Mill Road/Inland Road relative to background traffic
  - b. Analysis of driveway intersection locations and spacing
  - c. Updated and accurate building size, sight visibility, and any other relevant information
  - d. Truck sizes and their turning radii impacts on the entrance and exit scheme
3. The applicant shall provide a detailed cost estimate to address the requirements of the Town Engineer, to be approved by the Commission. Suitable surety shall be provided to the satisfaction of the Town Counsel.

*(Continued page 2)*

(page 2, continued)

4. The applicant shall provide a lighting plan for approval by the Commission to show existing and proposed nighttime lighting conditions at the access points and around the buildings to confirm public safety during nighttime operations and prevent offsite hazard, nuisance or glare that may result.
5. No mechanical crushing or processing of material as proposed in the material process area shall be permitted until such time as the applicant returns to the Commission with a request for a zoning permit under the provisions of section 2.8 of the regulations and provides acoustical engineering evidence that State noise regulations will be met.
6. The applicant shall address the remaining minor modifications noted in the Town Planner's staff report of 9/5/22 on the final plan.
7. A final mylar with paper prints and accompanying documentation addressing conditions 1-6 shall be provided upon establishing compliance with all conditions.
8. The Commission reserves the right to establish additional conditions or require additional modifications if the information submitted by the applicant in accordance with the foregoing conditions indicates, in the opinion of the Commission, a need for such additional conditions or modifications.
9. No construction, processing or storage activities may be commenced until the information required by these conditions had been submitted to and reviewed by the Commission and a final approval, with any necessary additional conditions or modifications, has been issued.
10. The Commission deems the foregoing conditions to be integral to its approval. If a court should later find that any of the foregoing conditions is invalid or should be stricken for any reason, this approval shall be null and void in its entirety.
11. Hours of Operation: Monday through Friday, 6:00 AM through 8:00 PM; Saturday 6:00 AM through 4:00 PM; No Sundays.

**FINDINGS AND CONCLUSIONS**

The commission finds that this proposed application, solely as it is conditioned and as it may be further modified or conditioned based upon the information required by the foregoing conditions, will meet the special permit objectives of sections 11.1, 11.3 and 11.5.2, inclusive, relating to *intent, appropriateness of use*, and standards for *review and decision*, respectively. This finding is made after careful review and consideration of the record established by the application materials, detailed review of the proposal by the planning, engineering and other agency staff, review of the public hearing record, and proper application of the standards required by the Zoning Regulations.

Date: October 4, 2022

By:   
Robert D. Adams, Chairman  
Lisbon Planning and Zoning Commission

**NOTE:** The Connecticut General Statutes and the Lisbon Zoning Regulations require that this NOTICE be recorded on the Land Records of the Town of Lisbon located in the office of the Town Clerk, indexed under the name of the record owner in order to become effective.

Received for Record: \_\_\_\_\_ at \_\_\_\_\_

Attest: \_\_\_\_\_  
Lisbon Town Clerk

## TOWN OF LISBON

### 2023 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 <u>3rd</u>	July <u>11<sup>th</sup></u>
February <u>7<sup>th</sup></u>	August <u>1<sup>st</sup></u>
March <u>7<sup>th</sup></u>	September <u>11<sup>th</sup></u>
April <u>4<sup>th</sup></u>	October <u>Oct 3rd</u>
May <u>2nd</u>	November <u>14<sup>th</sup></u>
June <u>6<sup>th</sup></u>	December <u>5<sup>th</sup></u>

The above meetings will be held at 7<sup>pm</sup> o'clock pm 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 31<sup>st</sup> 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 1st of the current year, a schedule of regular meetings to be held in the following calendar year.

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, OCTOBER 4, 2022  
Page 7 (Any Other Business, cont)

- b. 2023 Schedule of Meetings – Motion by T. Danburg second by J. Lebel to accept the following 2023 Schedule of Meetings: January 3; February 7; March 7; April 4; May 2; June 6; July 11; August 1; September 11; October 3; November 14; December 5 (see attached).
- c. FOIA Training – A training session with the Freedom of Information Commission is tentatively scheduled for November 29, 2022 at the Lisbon Town Hall.

9. Public Comment

10. Adjournment - Motion made by T. Danburg second by V. Lutzen Minor to adjourn at 9:35 P.M.

VOTE: UNANIMOUS MOTION CARRIED

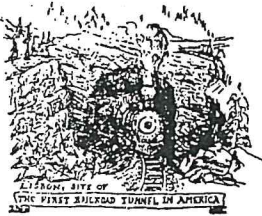


Elaine Joseph, Clerk

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

RECEIVED FOR RECORD AT LISBON, CT  
ON 10/07/2022 AT 11:57 AM  
ATTEST. MICHELLE GRANT, TOWN CLERK  
*Janet Lefure Asst.*





PLANNING & ZONING COMMISSION  
TOWN OF LISBON  
1 Newent Road  
Lisbon, Connecticut 06351

NOTICE OF DECISION  
Town of Lisbon  
Planning and Zoning Commission

At the regular meeting of the Town of Lisbon Planning and Zoning Commission held on Tuesday, October 4, 2022, the following actions were taken:

1. Application by Town of Lisbon Planning and Zoning Commission, 1 Newent Road, to amend the zoning regulations as stated in its detailed application addressing particular provisions within sections 10.15.1; 10.15.3; 10.15.6.b.2 and 4; 10.15.7.a.13, 14; 10.15.7.b Inclusive and 10.15.7.c.3.  
APPROVED WITH EFFECTIVE DATE NOVEMBER 1, 2022
2. Application by Town of Lisbon Planning and Zoning Commission, 1 Newent Road, for to amend the subdivision regulations as stated in its detailed application addressing particular provisions to Include a New Section 6.13.  
APPROVED WITH EFFECTIVE DATE NOVEMBER 1, 2022
3. Special Permit Application by Sunfox Campground, 15 Kenyon Road for an expansion to include a total of 29 additional campsites and related improvements in the R-60 Zone.  
APPROVED WITH CONDITIONS
4. Special Permit Application by Today's Realty, LLC, 240 Paper Mill Road for construction of a 10,000 +/-s.f. contractor maintenance and office facility and limited material processing and storage in the IP-1 Zone.  
APPROVED WITH CONDITIONS

Dated at Lisbon, Connecticut this 7th day of October, 2022.

Robert D. Adams, Chairman  
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON, CT  
ON 10/07/2022 AT 12:03 PM  
ATTEST: MICHELLE GRANT, TOWN CLERK  
*Michelle Grant* Asst