

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
LISBON TOWN HALL  
TUESDAY, APRIL 4, 2023  
7:00 P.M.

1. Call to Order

The regular meeting of the Planning and Zoning Commission was called to order by Vice-Chairman Ronald Giroux at 7:00 PM.

MEMBERS PRESENT: Ronald Giroux, Benjamin Hull, III, Jason Lebel, Veronica Lutzen, Randy Brown, Timothy Minor, Kim Sperry, Kelly Clatt (ALT)

MEMBERS ABSENT: Robert Adams, Trevor Danburg, Nathaniel Beardsworth (ALT)

Vice-Chairman Giroux seated alternate Kelly Clatt for Trevor Danburg.

2. Previous Minutes – Motion by K. Sperry second by J. Lebel to accept the March 7, 2023 Regular Meeting minutes and Public Hearing minutes as presented. VOTE: UNANIMOUS; MOTION CARRIED

3. Correspondence

- a. Copy, Letter from CONNDOT dated 3/21/2023 re: Offsite Roadway Improvements – 143 River Road
- b. Copy, Letter from the Commission to River Road I, LLC dated 3/10/2023 re: Special Permit Approval, 143 River Road
- c. Copy, Letter from Commission to First Selectman dated 3/10/2023 re: Zoning Text Amendments Approval
- d. Final Plan Review – Sunfox Campground dated 3/23/2023
- e. Copy, Letter from FEMA to First Selectman, received 3/27/2023 re: Revised Flood Insurance Study (FIS) for New London County
- f. Copy, Norwich Bulletin Article dated 3/20/2023 re: Bill Revives Transit Debate
- g. Budget Report – 51730 = \$31,917.99; 51750 = \$1,625.70

4. Bills and action thereon

- a. LOCALiQ (Bulletin), \$209.94, inv#8572212 dated 3/13/2023 re: NoD (143 River Road; Text Amendments – 4.1.3 and 11.5.3). Motion to pay by K. Sperry second by J. Lebel. VOTE: UNANIMOUS; MOTION CARRIED
- b. Halloran Sage, \$100.00, inv#11405549, dated 3/9/2023 re: General matters. Motion to pay by K. Sperry second by V. Lutzen. VOTE: UNANIMOUS; MOTION CARRIED

5. Reports

- a. ZEO –It is noted for the record that Carl Brown, ZEO / BO, was not present.
- b. Regulations – NONE

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- 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 – It is noted for the record that Michael J. Murphy, AICP, Lisbon Town Planner was not present.
6. Old Business
- a. Regional Planning Commission – NONE
  - b. Subdivision Application – Rollin & Patricia Nye, Applicants – 181 Bundy Hill Road – It is noted for the record that Robert Bielert, LS of DGT Associates was present, as well as the applicants Rollin and Patricia Nye. Mr. Bielert submitted three sets of revised plans and a property description. It is noted for the record that the applicant received the Planner's comments prior to this meeting. He noted that he plans to submit a written statement to the Planner certifying that this does not constitute a "re-subdivision". This application therefor does not require a public hearing. Motion by K. Sperry second by R. Brown to table until the next meeting and Staff comments are received. VOTE: UNANIMOUS; MOTION CARRIED
7. New Business
- a. Receipt of New Applications
    - i. Zoning Text Amendment Application – Town of Lisbon, Planning and Zoning Commission, Applicant - Sections 10.15 (Special Flood Hazard Area Regulations) to include 10.15.3 (Definitions and Cost); 10.15.4 (General Provisions) to include Section 10.5.4.b. Basis for Establishing the Special Flood Hazard Areas – Motion by K. Sperry second T. Minor to schedule a public hearing for Tuesday, May 2, 2023 at 6:30 PM. VOTE: UNANIMOUS; MOTION CARRIED
    - ii. Subdivision Text Amendment Application – Town of Lisbon, Planning and Zoning Commission, Applicant – Section 6.10 (Flooding Considerations) to include: Sections 6.10.1-7; Section 6.11 (Flood Elevations); and 6.12 (Floodway Encroachments) – Motion by K. Sperry second T. Minor to schedule a public hearing for Tuesday, May 2, 2023 at 6:45 PM. VOTE: UNANIMOUS; MOTION CARRIED
    - iii. Zoning Permit Application, Signage – ARNCO Signs, Applicant - 193 River Road, Suite 260 – It is noted for the record that Jeremy Waycott of Arnco Sign Company, Inc. 1133 South Broad Street, Wallingford, CT 06492 was present. It is also noted for the record that revised signage plans had been submitted April 3, 2023 and were in the file and distributed to the Commission. Mr. Waycott noted that he previously submitted a request for waiver of site plan requirements, a copy of which is in the file. Motion by K. Sperry second by J. Lebel to approve the request of ARNCO Signs for a waiver of site plan requirements of section 12 as the information is not needed to reach a decision on the application. VOTE: UNANIMOUS; MOTION CARRIED  
Motion by K. Sperry second by J. Lebel to approve the request of ARNCO Signs for a zoning permit to install a 14 square feet externally lighted front wall sign and a black 7.16 square feet non-illuminated rear wall sign as shown on revised plans received on 4/3/2023. VOTE: UNANIMOUS; MOTION CARRIED

**TOWN OF LISBON  
ZONING PERMIT APPLICATION**

**PLEASE CHECK THE APPROPRIATE LINE(S) AND COMPLETE THE REQUIRED APPLICATION(S):**

- ☐ SITE PLAN REVIEW OF PROPOSED DEVELOPMENT IN ACCORDANCE WITH SECTION 2.5 AND SECTION 12  
☐ PLANNING AND ZONING COMMISSION ADMINISTRATIVE REVIEW OF CHANGES TO COMMERCIAL/INDUSTRIAL  
BUILDINGS AND PROPERTIES IN ACCORDANCE WITH SECTION 2.8 AND SECTION 10.13  
☐ SITE PLAN REVIEW OF ASSOCIATED SIGNAGE IN ACCORDANCE WITH SECTION 15.8

PROJECT DESCRIPTION: install front led wall sign 2'-7" x 9' 52 sq ft install rear non illuminated wall sign  
1'- 11-3/4" x 6'- 9". 13 sq ft

PROJECT NAME GNC ACREAGE: \_\_\_\_\_ ZONING DISTRICT: 1p-1  
LOT IN SQUARE FEET \_\_\_\_\_ TOTAL FLOOR AREA IN SQUARE FEET: \_\_\_\_\_

**PARCEL IDENTIFICATION INFORMATION**

STREET ADDRESS OF PROPERTY IF AVAILABLE: 193 River Road Suite 260

MAP/BLOCK/LOT: 14/042/0003

VOLUME/PAGE: 147/548

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

- APPLICANT: Arnco Sign Co Inc TELEPHONE: 203 238 1224  
ADDRESS: 1133 south broad st wallingford ct 06492 EMAIL: arncojer@aol.com  
➤ APPLICANT'S AGENT (IF ANY): Eric merliss and Jeremy Waycott TELEPHONE: 2032381224  
➤ ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
➤ OWNER / TRUSTEE: lisbon investors TELEPHONE: fnovilla@riverviewm.com  
ADDRESS: 3200 w market st Fairlawn oh EMAIL: 330 424 9573  
➤ ENGINEER/ SURVEYOR/ ARCHITECT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
➤ ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

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 MAP(S) 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 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

DATE: 03-20-23

PRINTED NAME OF APPLICANT/AGENT

Jeremy Waycott

SIGNATURE/RECORD OWNER

DATE: 3/13/23

PRINTED NAME/RECORD OWNER

Lisbon Investors, L.L.C.

Gary T. Gardner, Vice Pres & Asst. Secy.

APPLICATION SUBMITTAL DATE: MARCH 10, 2023

FEE(S) PAID: \$ 210.00

OFFICIAL DAY OF RECEIPT: APRIL 4, 2023

\*P & Z COMMISSION ACTION: APPROVED

DATE: APRIL 4, 2023

CHAIR'S SIGNATURE: Robert Adams

ROBERT ADAMS CHAIRMAN

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH ANY DIRECTIVES, MODIFICATIONS AND/OR CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer

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

(\*Any modifications, directives or conditions attached to PZC action, or any reasons for denial, shall be reflected in the record attached).

Rev. 8/2022

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- b. Referrals - NONE
- 8. Any other business which may properly come before the Commission – NONE
- 9. Public Comment - NONE
- 10. Adjournment - Motion made by K. Sperry second by R. Brown to adjourn at 7:30 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, Clerk

Approved: \_\_\_\_\_  
Ronald Giroux, Vice - Chairman

RECEIVED FOR RECORD AT LISBON, CT  
ON 4/10/23 AT 9:58 AM  
ATTEST. MICHELLE GRANT, TOWN CLERK  
*Janetha Grant* 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, April 4, 2023, the following action was taken:

1. Zoning Permit Application (Signage) in the IP-1 Zone – Arnco Sign Company, Inc. for GNC, 193 River Road Suite 260, Applicant APPROVED

Dated at Lisbon, Connecticut this 10<sup>th</sup> day of April, 2023.

Robert D. Adams, Chairman  
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON, CT  
ON 4/10/23 AT 9:40 AM  
ATTEST. MICHELLE GRANT, TOWN CLERK  
*Janeth Ferrer Asst.*