

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, SEPTEMBER 5, 2023
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 7:01 PM.

MEMBERS PRESENT: Robert Adams, Randy Brown, Trevor Danburg, Ronald Giroux, Benjamin Hull, III, Timothy Minor, Kim Sperry, Kelly Clatt (ALT)

MEMBERS ABSENT: Jason Lebel, Veronica Lutzen, Nathaniel Beardsworth (ALT)

STAFF PRESENT: Michael J. Murphy, AICP, Consultant Planner- SCCOG, Lisbon Town Planner
Carl Brown, Zoning Enforcement Officer / Building Official

OTHERS PRESENT: Mark Robinson, Chairman, Fire Station Building Committee

Chairman Adams seated alternate Kelly Clatt for Jason Lebel.

2. Previous Minutes –Motion by T. Danburg second by B. Hull to accept the August 1, 2023 Regular Meeting minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Letter, from Town Planner to Riverview Management Company (Authorized Agent for Lisbon Investors, LLC) dated 8/24/2023 re: Compliance with Approved Site Plans for Lisbon Lowe's (with regard to trees)
- b. Letter, from Commission to Spirit Halloween dated 8/2/2023 re: Approval, Zoning Permit (Temporary Signage) Application
- c. Letter, from Commission to River Road I, LLC dated 8/2/2023 re: Approval, 90-Day Extension Request
- d. Memo, to Treasurer from Town Planner date 8/24/2023 re: Receipt of \$5,000.00 cash bond, Sunfox Campground, 15 Kenyon Road
- e. Copy, Letter to First Selectman from Southeastern Connecticut Water Authority (SCWA) dated 7/12/2023 re: request for appointees to the Representative Advisory Board to SCWA
- f. Newsletter, CT Federation of Planning and Zoning Agencies – Summer 2023
- g. Budget Report July 2023 – June, 2024 (as of 8/24/2023) – 51730 = \$60,000.00; 51750 = \$4,790.06

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4. Bills and action thereon

- a. Halloran Sage \$80.00, inv#11417295 dated 8/7/2023 re: General Matters. Motion to pay by R. Giroux second by T. Danburg. VOTE: UNANIMOUS; MOTION CARRIED
- b. LocalIQ (Bulletin), \$240.72, inv#9148069, dated 8/7/2023 re: 8/10/2023 NoD. Motion to pay by T. Danburg second R. Giroux. VOTE: UNANIMOUS; MOTION CARRIED

5. Reports

- a. ZEO –Carl Brown, ZEO / BO, reported actions and updates on the following properties: 423 North Burnham Highway; Walmart Parking Lot (Donation Box); Graham Terrace
- 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. 99 River Road – Mr. Murphy reported that he has been in contact with Peter Stein, the property's owner, and noted that he has been working with SECCoG toward a brown fields grant to determine the extent of any additional clean up in consideration of potential future development.
 - 2. Target/Lowe's Trees – Mr. Murphy reported that a letter was sent to Riverview Management Company (Authorized Agent for Lisbon Investors, LLC) and they responded saying that the trees were removed by Target facilities personnel due to disease. Mr. Murphy noted that they are working on a schedule for new plantings.
 - 3. Housing Equity Surveys – Mr. Murphy thanked the Commission for taking the time to complete the surveys for SECCoG.
 - 4. Public Act 23-40 – Mr. Murphy reported that the State legislature has changed its requirements for approval of car dealership location approvals and the Zoning Enforcement Officer will now approve the locations.
 - 5. Enforcement Actions – Mr. Murphy reported that a resident in the Ames Road Subdivision (Brenmor) has complained about "audacious Halloween decorations and behaviors" at a property outside of the development on Ames Road. Mr. Murphy noted that this is not covered under zoning and is more of a public nuisance issue.

Motion by T. Danburg second by T. Minor to change the order of the agenda and go to item 7. "New Business" before returning to item 6. "Old Business". VOTE: UNANIMOUS; MOTION CARRIED

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6. Old Business

- a. Regional Planning Commission – NONE
- b. Discussion – Framework and Format for Cannabis Regulations – Mr. Murphy reviewed his preliminary draft regulations with the Commission. He presented the Commission with a questionnaire for the members to complete, hoping this would help to clarify the Commission members' positions on cannabis regulations and zoning. He noted that he would propose to rename the "IP-2 Zone" as simply "Industrial" (I). He then proposed adding auto dealerships and restaurants to the "I" zone for consistency purposes. He questioned if the Commission would want to allow for dispensaries in mixed-use residential projects in the BV zones, although currently this is not permitted. Lastly, Mr. Murphy asked how the Commission would want to treat cannabis restaurants (restaurants that add cannabis to their dishes). Discussion produced various opinions on these matters and Mr. Murphy asked that the Commission consider these questions and provide him with their answers to better help him develop proposed text amendments.

7. New Business

- a. Receipt of New Applications – NONE
- b. Referrals – NONE
- c. Discussion – Proposed Fire Station Signage, for Informational Purposes Only – Chairman Mark Robinson of the Fire Station Building Committee was present to represent the Committee. Mr. Murphy noted that the signage as proposed by the Committee's architect has not followed the Town's zoning regulations. He notes that the proposed sign is 24 square feet but that our regulations only allow for 16 square feet. He suggested that the Committee should return to the architect with the Town's regulations as guidance, and have them provide a sign no more than 4'x4' and six feet in height that has limited message changes and light color schemes. Chairman Robinson noted that this is why he has come before the Commission, to seek guidance to help facilitate its design. He supplied samples of other signs at fire stations in neighboring towns, all of which are LED and have message capabilities. He noted it is the Fire Station Building Committee's intent to broadcast Town messages on the sign, as well as relevant messages from the Fire Station. Mr. Murphy noted that in interpreting the regulations, the commission would need to determine if it is possible to have messaging so long as color remains consistent and it doesn't change every few seconds, creating a distraction to motorists. Moving signs, lights or lettering is not permitted by the current regulations. Mr. Giroux stated that he would like to see the Commission work with the Committee to move forward with a sign that is progressive and using current technology, noting these types of signs have become the standard with municipal

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buildings. He believes the current regulations are outdated and he would support a text change by the Committee, if needed. Mr. Minor had concerns that permitting this type of sign for a municipal entity would open the door to this kind of signage in commercial zones. Chairman Adams stated he would be in support of a sign with established background and text colors without graphic elements. Mrs. Sperry noted that the Fire Station is part of the Town Hall campus and that existing signage is muted. She stated that she has concern that permitting this kind of sign for one municipal entity will then foster the desire for other municipal entities, all within the campus, to follow suit. Mr. Murphy noted that ultimately, besides the nature of the signage for campus buildings, there are four issues with the current proposed design: height, square footage, lighting intensity and type, and the element of movement. He recommended that Mr. Robinson have the architect review Section 15.3 and come back with revisions that better follow the regulations, or consider a zoning regulation text change that would permit this broader concept he is proposing.

d. Today's Realty, LLC, 240 Paper Mill Road – 90-Day Extension Request – It is noted for the record that Keith Mackin, owner, was present. Mr. Mackin presented the Commission with a Performance Bond in the amount of \$50,000.00. Mr. Murphy noted that the \$10,000.00 cash bond has not yet been received. Mr. Mackin asked if the Commission would consider a line of credit instead of the cash bond. Mr. Murphy will research the regulations to see if that would meet their standards. Motion was made by T. Danburg second by R. Giroux to allow a 90-day extension for recording the mylars on the land records. VOTE: UNANIMOUS MOTION CARRIED

e. Request for Reduction of Required Bond Amount – River Road I, LLC, 143 River Road – It is noted for the record that Nicholas Alletto, owner, was present. Mr. Murphy noted that the original bond requirement of \$225,000.00, including a \$10,000.00 cash bond which has already been received, was no longer necessary considering there must be a DOT bond in place. He noted that the performance bond to \$80,000.00 would cover the Town for all stabilization. Staff will make sure work is bonded for or completed before any C.O.s are issued. The rest would be covered under the DOT bond. Motion by T. Danburg second by T. Minor to reduce the River Road, I bond to \$80,000.00 with a \$10,000.00 cash bond, for a total of \$90,000.00.

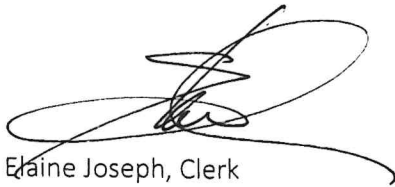
VOTE: UNANIMOUS MOTION CARRIED

8. Any other business which may come before the Commission – NONE

9. Adjournment - Motion made by R. Giroux second by R. Brown to adjourn at 9:15 P.M.

VOTE: UNANIMOUS MOTION CARRIED

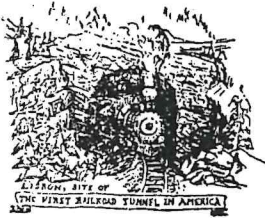
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Elaine Joseph, Clerk

Approved: _____
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON, CT
ON 9/8/23 AT 10:32 AM.
ATTEST. MICHELLE GRANT, TOWN CLERK
janet hofure 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, September 5, 2023, the following actions were taken:

1. Today's Realty, 240 Paper Mill Road – Request for 90-Day Extension for Recording of Site Plans. APPROVED
2. River Road I, LLC, 143 River Road – Request for Reduction of Performance Bond. APPROVED

Dated at Lisbon, Connecticut this 8th day of September, 2023.

Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON, CT
ON 9/8/23 AT 10:32 AM
ATTEST. MICHELLE GRANT, TOWN CLERK
janethepure ASST