

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, NOVEMBER 14, 2023
7:00 P.M.

1. Call to Order

The regular meeting of the Planning and Zoning Commission was called to order by Acting-Chair Kim Sperry at 7:00 PM.

MEMBERS PRESENT: Robert Adams, Benjamin Hull, III, Jason Lebel, Timothy Minor, Kim Sperry,
Nathanial Beardsworth (ALT)

MEMBERS ABSENT: Randy Brown, Trevor Danburg, Ronald Giroux, Veronica Lutzen,
Kelly Clatt (ALT)

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

Acting-Chair Sperry seated alternate Nathanial Beardsworth for Trevor Danburg

2. Previous Minutes – Motion by T. Minor second by B. Hull to accept the October 3, 2023 Regular Meeting minutes as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Referral, from City of Norwich re: SUB #437: 145 Taftville-Occum Road, 432 Canterbury Tpk and 180 Lawler Lane, proposed 12-lot subdivision. Motion to add under agenda item b.ii. "Referrals – City of Norwich" by J. Lebel second by B. Hull. VOTE: UNANIMOUS; MOTION CARRIED
- b. Copy, Letter from Habitat for Humanity dated 10/13/2023 re: consideration of derelict properties.
- c. Copy, letter from BoS to Martin L. Heft, Undersecretary dated 11/1/2023 re: Public Act 23-142 2023 Compliance (as it pertains to Daycare)
- d. Copy, Letter, from Commission to ZBA Chairman Beck dated 10/4/2023 re: ZBA Application #23-02
- e. Copy, Letter, from ZBA to Ryan Pellegrini, 15 Nora Street dated 10/25/2023 re: Approval Application #23-02
- f. Copy, Letter, from Conservation Commission to Matthew Carroll, 8 Meadowbrook Circle dated 10/20/2023 re: Approval Application #23-04
- g. Copy, Letter, from Commission to Leonora Szruba, Chair, Commission on Aging dated 10/5/2023 re: Approval, Application for Zoning Permit (Signage), Lisbon Senior Center
- h. Copy, letter from the Commission to Town of Griswold dated 10/5/2023 re: no intermunicipal impact regarding miscellaneous changes, edits and corrections to Griswold Zoning Regulations
- i. Copy, letter from the Commission to Town of Preston dated 10/4/2023 re: no intermunicipal impact regarding ZTA #2023-06
- j. Copy, Letter from Fuss & O'Neill to Thomas W. Sparkman, First Selectman dated 9/29/2023 re: Notice of Remedial Actions – Sprague Paperboard, Inc., 232 Paper Mill Road, Lisbon
- k. Copy, Memo re: America 250/CT
- l. Newsletter, CT Federation of Planning and Zoning Agencies Fall 2023

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m. Budget Report July 2023 – November 10, 2023 – 51730 = \$60,000.00; 51750 = \$4,390.70

4. Bills and action thereon

- a. LocaliQ (Bulletin), \$158.64, inv#9392726, dated 10/10/2023 re: 10/10/2023 NoD. Motion to pay by J. Lebel second by T. Minor. VOTE: UNANIMOUS; MOTION CARRIED
- b. SECCoG, \$11,914.43 dated 10/6/2023 re: First Quarter Planner Services. Motion to pay by J. Lebel second by T. Minor. VOTE: UNANIMOUS; MOTION CARRIED
- c. Halloran Sage, \$60.00 Inv # 11421851, dated 10/10/2023. Motion to pay by T. Minor second by J. Lebel. 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 but submitted a very brief report on the following: 423 N. Burnham; Newent Road Camper; Great Clips Sign on River Road.
- 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. Certificates of Zoning Compliance – Mr. Murphy reported that a number of Certificates of Zoning Compliance, mostly for signage, have been finalized and sent to the applicants.
 - 2. FEMA Letter – Mr. Murphy reported that FEMA has sent flood data to towns that were downgraded. The information was reviewed and he did not recommend any changes.
 - 3. ZBA – Mr. Murphy noted that with the most recent ZBA application, the application was ambiguous with its intent, although the variance was given for seven feet as was noticed in the legal ad. The Commission considered adding requirements for “Notices to Abutters” to the next agenda for further discussion.
 - 4. Ceccarelli Site Plan Modifications – Mr. Murphy reported that Nicholas Ceccarelli submitted a Field Site Plan Modification form and that it has been signed off on to approve minor changes.
 - 5. Regional Planning Conferences – Mr. Murphy reported on the items covered at the conference, including Post Construction Soil Profiles and scandalous comments on social media platforms and their legal implications for land use boards.

6. Old Business

- a. Regional Planning Commission – NONE
- b. Text Amendment Application – Cannabis Establishments – Town of Lisbon, Applicant, 1 Newent Road Motion by J. Lebel second by T. Minor to confirm and schedule a public hearing for December 5, 2023 at 6:55 PM. VOTE: UNANIMOUS MOTION CARRIED

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- c. Text Amendment Application – Update Zoning Districts – Town of Lisbon, Applicant, 1 Newent Road – Motion by J. Lebel second by B. Hull to confirm and schedule a public hearing for December 5, 2023 at 6:55 PM. VOTE: UNANIMOUS MOTION CARRIED

Robert Adams entered at 8:18 PM.

7. New Business

- a. Receipt of New Applications
 - i. Text Amendment Application – Zoning Map Revision - Town of Lisbon, Applicant, 1 Newent Road – Motion by R. Adams second by T. Minor to schedule a public hearing for December 5, 2023 at 6:45 PM. VOTE: UNANIMOUS MOTION CARRIED
 - ii. Text Amendment Application – Daycare Establishments - Town of Lisbon, Applicant, 1 Newent Road – Motion by J. Lebel second by T. Minor to schedule a public hearing for January 2, 2024 at 6:30 PM. VOTE: UNANIMOUS MOTION CARRIED
 - iii. Text Amendment Application – Gasoline Pumps location in BVIII Zone – MSI, LLC, Applicant - Motion by J. Lebel second by B. Hull to schedule a public hearing for January 2, 2024 at 6:45 PM. VOTE: UNANIMOUS MOTION CARRIED
- b. Referrals
 - i. City of Norwich – Proposed Regulation Amendments for Child Care Establishments – Motion by R. Adams second by T. Minor to send a letter of no intermunicipal impact. VOTE: UNANIMOUS MOTION CARRIED
 - ii. City of Norwich – Application #IWWCC #22-05M – 439 Canterbury Turnpike – see 7.b.iii.
 - iii. City of Norwich re: SUB #437: 145 Taftville-Occum Road, 432 Canterbury Tpk and 180 Lawler Lane, proposed 12-lot subdivision – Motion by B. Hull second T. Minor to recommend that the City carefully define the study area and the area of influence portions of the Traffic Impact Studies for the subdivision and the individual lots as they develop to evaluate all impacted intersections, and to include application #IWWCC #22-05M with this motion. VOTE: UNANIMOUS MOTION CARRIED
 - vi. Town of Preston – Proposed Regulation Amendment Instituting a Temporary Moratorium on Short Term Rentals – Motion by T. Minor second by J. Lebel to send a letter of no intermunicipal impact. VOTE: UNANIMOUS MOTION CARRIED
- c. FY 23/24 Budget Request – Motion by T. Minor second by B. Hull to table. VOTE: UNANIMOUS MOTION CARRIED
- d. 2024 Schedule of Meetings – Motion by T. Minor second by J. Lebel to accept the following 2024 schedule of meetings (see attached): January 2, February 6; March 5; April 2; May 7; June 4; July 2; August 6; September 3; October 1; November 12; December 3. VOTE: UNANIMOUS MOTION CARRIED

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

9. Public Comment – NONE

TOWN OF LISBON

2024 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 AND ZONING COMMISSION
(Name of Board/Commission/Committee)

will be held on the following dates:

January 2

July 2

February 6

August 6

March 5

September 3

April 2

October 1

May 7

November 12

June 4

December 3

The above meetings will be held at 7 o'clock P m in the
Town Hall in Lisbon.

Signed:



Chairman



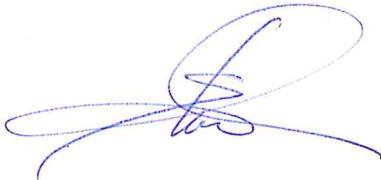
Secretary

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 31st 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.

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10. Adjournment – Motion made by T. Minor second by J. Lebel to adjourn at 9:23 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, Clerk

Approved: _____

Kim Sperry, Acting-Chair

RECEIVED FOR RECORD AT LISBON, CT
ON 11/20/2023 AT 10:19am
ATTEST. MICHELLE GRANT, TOWN CLERK
