

MINUTES
SPECIAL MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
WEDNESDAY, APRIL 6, 2022
7:00 P.M.

1. Roll Call - The special meeting of the Planning and Zoning Commission was called to order by Chairman Robert Adams at 7:02 P.M.

MEMBERS PRESENT: Robert Adams, Randy Brown (remote), Trevor Danburg, Ronald Giroux, Benjamin Hull, III, Veronica Lutzen, Timothy Minor, Kim Sperry, Cheryl Blanchard (ALT, remote)

MEMBERS ABSENT: Jason Lebel, Nathaniel Beardsworth (ALT)

OTHERS PRESENT: Carly Holzschuh, AICP - Planner-SCCOG


A moment of silence was given in memory of Gary Ritacco, a longtime member of the Planning and Zoning Commission, who had recently passed away.

Chairman Adams seated Cheryl Blanchard for Jason Lebel.

2. Discussion of Affordable Housing Plan Survey – Ms. Carly Holzschuh, AICP of the Southeastern Connecticut Council of Governments, was present. She stated that a total of 207 survey responses were received. She presented the Commission with copies of a PowerPoint presentation highlighting the survey results and recommended considerations for the Plan. The Commission requested that Ms. Holzschu leave out items that do not ultimately affect the Town's numbers with the State's 8-30g requirement, such as the expansion of support for elderly/disabled tax relief programs and tax rebate programs for first time homebuyers. Ms. Holzschu stated she will have a draft Affordable Housing Plan for the May 3 meeting.
3. Previous Minutes - Motion by T. Danburg second by R. Giroux to approve the regular minutes of March 1, 2022 and special meeting minutes of March 8, 2022 as presented.
4. Correspondence
 - a. Copy, letter from the Commission to Chairman Steven Beck, Zoning Board of Appeals dated March 3, 2022 re: referral response, application #22-01, 240 Paper Mill Road
 - b. Copy, letter, from Zoning Board of Appeals to Keith Mackin, Today's Realty dated March 25, 2022 re: approval of application #22-01
 - c. Copy, Notice of Certificate of Variance as recorded on the land records, 240 Paper Mill Road
 - d. Copy, letter, from Conservation Commission to Sunfox Campground, dated March 23, 2022 re: approval of application #22-01, 15 Kenyon Road
 - e. Copy, letter, from CONNDOT to AutoZone, Harry E. Cole & Son, representative, dated March 18, 2022 re: denial of work in State right of way at 98 River Road
 - f. Copy, letter from Heller, Heller & McCoy to First Selectman dated March 2, 2022 re: \$3000.00 fee in lieu of open space, 15 Barber Farm Road (lot 28)
 - g. Copy, letter from Heller, Heller & McCoy to First Selectman dated March 9, 2022 re: \$3000.00 fee in lieu of open space, 297 River Road (lot 18)
 - h. Copy, Memorandum, from City of Norwich received March 3, 2022 re: Text Amendments to Zoning Regulations/Ordinances

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- i. Copy, Memo from Michael J. Murphy, AICP, Lisbon Town Planner to Treasurer dated March 10, 2022 re: \$20,000.00 Cash Bond, Cecarelli Properties, LLC, 363 River Road
 - j. Copy, letter, to Town of Sprague from Zoning Board of Appeals, dated March 7, 2022 re: Revisions to application #22-01, Zoning Board of Appeals, for Variance of Yard Setback Requirements, 240 Paper Mill Road
 - k. Copy, email from Office of Governor Ned Lamont dated March 30, 2022 re: Legislation allowing relaxed rules for outdoor dining at restaurants to continue for 13 months
 - l. Budget Report – July 1, 2021 – January, 2022– LI#51730 Purchased Services - \$28,516.60 / LI#51750 Supplies & Expenses - \$1,602.52
5. Bills and action thereon
- a. Halloran Sage, \$259.00 dated March 4, 2022 inv #11377573 re: Savin Gas Appeal. Motion by T. Danburg second by B. Hull to pay. VOTE: UNANIMOUS, MOTION CARRIED
 - b. Halloran Sage, \$500.00 dated March 4, 2022 inv #11377572 re: General Matters. Motion by R. Giroux second by T. Danburg to pay. VOTE: UNANIMOUS, MOTION CARRIED
6. ZEO Report – NONE
7. Zoning Permit Application - Signage – National Sign Corporation, Applicant, 160 River Road (Kohls + Sephora) – WITHDRAWN
8. Zoning Amendment Application – Motion by T. Danburg second by R. Giroux to schedule a public hearing for Tuesday, June 7, 2022 at 6:30 PM. VOTE: UNANIMOUS, MOTION CARRIED
9. Request of Statutory Review of Application for Package Store Liquor Permit – Lisbon Wines and Spirits, 160 River Road – Chairman Adams noted for the record that the State has apparently now allowed for two package stores in towns of less than 5000 residents. He also noted that because the Town currently does not have regulations governing package stores, this would come under 6.4.22 – Retail Use. It is the consensus of the of the Commission to turn the application over to the Zoning Official and Town Clerk for signing, but that should the State give the applicant a permit, they would need to come back to the Commission with an application for signage.
10. Adjournment – Motion by T. Danburg second by V. Lutzen to adjourn at 7:52 PM. VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, Clerk

Approved by: _____
Robert D. Adams, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 4/8/2022 AT 9:07am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi