

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, JANUARY 8, 2019
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 7:08 P.M.

MEMBERS PRESENT: Robert Adams, Benjamin Hull, III Ron Giroux, Gary Ritacco, Kim Sperry, Sharon Gabiga, Cheryl Blanchard, John Dempsey, Timothy Minor (ALT)
MEMBERS ABSENT: Trevor Danburg
STAFF PRESENT: Michael J. Murphy, AICP, Consultant Planner-SCCOG,
Lisbon Town Planner

Timothy Minor was seated for Trevor Danburg, by Chairman Adams.

2. Previous Minutes – Motion by J. Dempsey second by K. Sperry to approve the previous minutes of December 4, 2018, with the following correction: item #5.a. should be “30 Lower Blissville Road”, not “30 Blissville Road”. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Publication: CT Landscape Architect
- b. Letter: from Lisbon Heights Resident (anonymous) to Planning and Zoning Commission re: property on Lisbon Heights Road with unregistered motor vehicles.
- c. Copy, Letter: from DEEP to Wheelabrator Lisbon, Inc. dated 12/14/2018 re: Water Diversion Permit Authorization
- d. Copy, Letter: from CT DOT to J. Faulise, Boundaries, LLC dated 12/3/2018 re: denial of sightline plan for 134 Newent Road (Proof of Town approval is required)
- e. Letter, from Greg Pappas to the Commission, dated 1/7/2019 re: Request to be placed on the agenda re: exhaust hood system at Ross Hill Campground.
Motion by R. Giroux second by B. Hull to add “Ross Hill Campground” under agenda item #7.
VOTE: UNANIMOUS, MOTION CARRIED
- f. Letter, from Heller, Heller & McCoy, date 12/21/2018 re: Payment of \$3000.00, Tucker Development, 44 Barber Farm Road (Lott 16).
- g. Memo, Lisbon Holiday Schedule
- h. Copy, Minutes: from WPCA re: asking that the other Land Use Boards add the WPCA for referrals, as normal protocol in case of land use changes.
- i. Budget vs. Actual, July – November 2018 – LI#51730 Purchased Services: \$37,063.24 / LI#51750 Supplies & Expenses: \$1,432.41.

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, JANUARY 8, 2019
page 2 (Correspondence, cont)

- j. Memo, from Board of Finance: FY 2019/2020 Budget Schedule
 - k. Copy, Letter: from Michael Murphy, AICP, Town Planner re: Audit, Department of Housing Block Grant
4. Bills and action thereon
- a. Halloran & Sage, \$420.00, inv#11279963 dated 12/12/2018 re: Savin Gasoline suit vs. Town of Lisbon. Motion by R. Giroux second by S. Gabiga to pay. VOTE: UNANIMOUS, MOTION CARRIED
5. Reports
- a. ZEO – Carl Brown briefly reported that another salt shed had been erected at Home Depot, behind the building.
 - b. Regulations
 - 1. MS4 Storm Water Regulation/Ordinance Update – Update by Mr. Murphy. He will be reviewing enforcement provisions with Town Attorney to develop illicit discharge aspect. Choice of attorney will be reviewed with the First Selectman. Will have updated report next meeting.
 - c. Zoning Map Subcommittee
 - 1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016 - Brief update by Mr. Murphy. He has been comparing multi-family design projects in towns such as East Lyme, Essex and Old Saybrook as models.
6. Old Business:
- a. Regional Planning Commission – NONE
7. New Business
- a. Receipt of New Applications
 - 1. Ross Hill Campground - Greg Pappas – Mr. Murphy outlined the request and his history of discussions with the ZEO and Fire Marshal. Motion by G. Ritacco second by T. Minor to note that the proposed upgrade of the property (installation of a new hood in the existing kitchen of the campground utilized by patrons only, in order to bring it up to date with present building codes and fire codes), does not require a zoning permit at this time, in that the proposed activity is a safety upgrade for the campers, and that the sale of food is restricted to campers and their guests.

VOTE: UNANIMOUS, MOTION CARRIED

Noted for the record: Rick Hamel, Town of Lisbon Fire Marshal and Carl Brown, Town of Lisbon Building Inspector/Zoning Enforcement Officer, were both present to update the

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TUESDAY, JANUARY 8, 2019
page 2 (New Business, cont)

Commission on the present status of the proposed project.

- b. Referrals - NONE
- c. Resolution to Approve Updated Compilation of Zoning Regulations to include Zoning Amendments Through 2018 – Motion by R. Giroux second by K. Sperry to approve the compilation of the Zoning Regulations to include the Zoning History through 2018 with all amendments and additional changes. VOTE: UNANIMOUS, MOTION CARRIED
- d. FY2019/2020 Budget – After a review of prior year actual expenses and anticipated needs for 2019/2020, a motion was made by R. Giroux second by J. Dempsey to approve the following budget request for FY2019/2020: Purchase Services #51730: \$54,000.00 / Supplies & Expenses #51750: \$3600.00. VOTE: UNANIMOUS, MOTION CARRIED
- e. Annual Report Narrative – Kim Sperry to forward a draft to Chairman Adams and Mr. Murphy and submit to Board of Finance by the deadline of January 31.

The Town Planner updated the Commission on the extent of work and costs necessary to prepare return of record and his discussions with Town Attorney.

Motion was made by R. Giroux second by S. Gabiga to add "Discussion of Policy of Defending Appeals Applications" to agenda item 8.a. VOTE: UNANIMOUS, MOTION CARRIED

- 8. Any other business which may properly come before the commission
 - a. Discussion of Policy of Defending Appeals Applications – Motion by R. Giroux second by G. Ritacco that the planning and zoning commission adopts the following policy: Whenever an appeal is taken to the superior court from the commission's approval of an application or permit, the commission's lawyer may notify the applicant or permit recipient or their attorney that the applicant or permit recipient shall have the primary responsibility for defending the appeal, meaning that applicant or permit recipient shall have the responsibility of preparing a draft appeal brief for the commission's attorney's review. If the applicant or permit recipient does not provide a draft brief for the commission's attorney's review in such cases, the commission's attorney may notify the court that the commission will not defend the appeal. VOTE: UNANIMOUS, MOTION CARRIED
- 9. Public Comment – NONE
- 10. Adjournment - Motion made by G. Ritacco second by T. Minor to adjourn at 7:31 P.M. VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, clerk

Approved: _____
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 1/15/19 AT 10:00am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
