

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, FEBRUARY 4, 2014
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 P.M.

MEMBERS PRESENT: Robert Adams, Ronald Giroux, Kim Sperry, Ryan Donaldson, Benjamin Hull, III, David Gagnon, Trevor Danburg, Sharon Gabiga, Gary Ritacco (entered 7:29 P.M.), James Labonne (Alternate)

MEMBERS ABSENT: Lawrence Alice (Alternate)

STAFF PRESENT: James D. Rabbitt, AICP, Senior Planner-SCCOG, Lisbon Town Planner
Attorney Kari Olson, Murtha Cullina, LLP, Lisbon Town Attorney
Thomas W. Sparkman, First Selectman

2. Previous Minutes – Motion to accept previous minutes by R. Giroux second by D. Gagnon.

VOTE: UNANIMOUS, MOTION CARRIED

James Labonne seated for Gary Ritacco by Chairman R. Adams.

3. Correspondence

a. Letter, from Thomas Sparkman, First Selectman, dated 1/25/2014 re: proposed purchase of 25 Newent Road by Town for \$180,000.00. Motion by K. Sperry second by R. Giroux to add it to agenda item 8.a.

VOTE: UNANIMOUS, MOTION CARRIED

b. Lisbon Quarterly

4. Bills and action thereon –

a. Murtha Cullina, inv #481792, \$22.00, dated 1/23/2014. Motion by R. Giroux second by T. Danburg to pay.

VOTE: UNANIMOUS MOTION CARRIED

b. Murtha Cullina, inv #481792, \$44.00, dated 1/23/2014. Motion by R. Giroux second by S. Gabiga to pay.

VOTE: UNANIMOUS MOTION CARRIED

c. Murtha Cullina, inv #481792, \$2367.58, dated 1/23/2014. Motion by K. Sperry second by R. Giroux to pay.

VOTE: UNANIMOUS MOTION CARRIED

d. Murtha Cullina, inv #481792, \$4193.00, dated 1/23/2014. Motion by R. Giroux second by J. Labonne to pay.

VOTE: UNANIMOUS MOTION CARRIED

e. SECCG, services rendered 10/1/2013-12/31/2013, \$14,951.56. Motion by K. Sperry second by R. Giroux to pay.

VOTE: UNANIMOUS MOTION CARRIED

5. Reports:

a. ZEO – NONE

b. Regulations –

1. Fines – NONE

c. Zoning Map Subcommittee – NONE

d. Regional Planning Commission – NONE

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6. Old Business:

a. Zoning Enforcement - NONE

1. Pending Litigation

- a. Executive Session (as needed) - Motion to enter into executive session by R. Giroux second by T. Danburg at 7:12 P.M., Town Planner, Town Attorney and First Selectman to remain. VOTE: UNANIMOUS MOTION CARRIED

i. John Gwiazdowski – 180 Newent Road

ii. Rick Gwiazdowski – 555 River Road

iii. Brenmore Properties – 8-30g Ames Road Subdivision

Gary Ritacco entered 7:29 P.M. Out of executive session, 8:30 P.M. No vote, no motions made.

- b. Plan of Conservation and Development – Motion by G. Ritacco second by R. Giroux to table.

VOTE: UNANIMOUS MOTION CARRIED

- c. Concord Equity Group – Request for Waiver of Open Space Fees – Denied (No motion made)

7. New Business:

- a. Receipt of New Applications – Application by John Singranelli for a change of use at 17 River Road per site plan prepared by Boundaries, LLC (dated October 2013) and associated application materials – To allow for real estate offices serving no more than three (3) employees plus owner. Motion by R. Giroux second by T. Danburg to approve the application for the northern tenant space as stated above with the following conditions as outlined by Staff J. Rabbitt:

1. A note shall be added to the plans stating that any change of use requires application to and approval from the Town of Lisbon Planning and Zoning Commission.

2. A note shall be added to the plans stating that the northern tenant space has been approved for a Real Estate Office with no more than three (3) employees, plus an owner (4 total). Consequently, four (4) professionals working in the Real Estate sales/trade industry may occupy the northern space (1,200 square feet). It shall be noted that the approval for a Real Estate Office replaces the previously approved Hair Salon and any changes to the occupancy of the northern space shall require an application and approval per condition #1 above.

3. A note shall be added to the plans stating that: no outside retail display and/or storage are permitted.

4. The applicant shall add a signature block to the plans for the Planning and Zoning Commission Chairman.

5. The applicant shall be required to file revised signed mylars for the approved plan with the Town Clerk.

6. Signage - A 30" x 72" sign is to be installed on the front facade wall. Final design to be submitted to the Town Planning and Zoning Commission, to be reviewed/approved for consistency with the general appearance of the building by Staff. VOTE: UNANIMOUS MOTION CARRIED

- b. Referrals – NONE

TOWN OF LISBON ZONING PERMIT APPLICATION

(For all buildings and uses except single- and two-family homes and accessory buildings or uses.)

To be completed by the Applicant:

Date: 02-03-14

Applicant John Cingolani Jr. Address 23 Pleasant View Ave Lisbon
Property Owner Bozich Properties Address 109 Caroline Rd. Bozich
Location of Property 17 River Rd Lisbon Rd., St., or Ave.
Land Records Map of .15 Lot# 13 Vol. 152 Page 846
Lot Size in Square Feet 12 Total Building Floor Area in Square Feet 3820 total - 1500 in project
Existing Use of Land or Building offices Zone BU-1 Spec

Proposed Use of Land or Building offices - Real Estate serving no
more than three (3) employees plus owner. Installation
of sign on side of building

(The Applicant shall submit site plans as prescribed in Section 10 of the Lisbon Zoning Regulations.)

Signature of Applicant [Signature]

To be completed by the Commission:

Application No. _____

Fee Paid \$560.00

Date of Submission 2/3/2014

Date of Receipt 2/4/2014

Date of Action 2/4/2014

Approved WITH ATTACHED CONDITIONS

Denied _____

Reason for denial or modification _____

Signature [Signature]

Robert Adams, Chairman

(A permit issued on the basis of this application certifies conformance with the Lisbon Zoning regulations. Other permits may be required, such as those concerning driveways, wetlands, water and sewer facilities, fire protection, building code and health code. Obtaining the additional permits is the responsibility of the applicant.)

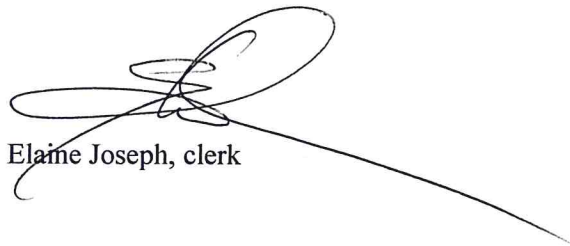
CONDITIONS OF APPROVAL – 2/4/2014

Application by John Cingranelli, Jr., for a change-of-use at 17 River Road per site plan prepared by Boundaries, LLC (dated October 2013) and associated application materials
– To allow for real estate offices serving no more than three (3) employees plus owner.

1. A note shall be added to the plans stating that any change of use requires application to and approval from the Town of Lisbon Planning and Zoning Commission.
2. A note shall be added to the plans stating that the northern tenant space has been approved for a Real Estate Office with no more than three (3) employees, plus an owner (4 total). Consequently, four (4) professionals working in the Real Estate sales/trade industry may occupy the northern space (1,200 square feet). It shall be noted that the approval for a Real Estate Office replaces the previously approved Hair Salon and any changes to the occupancy of the northern space shall require an application and approval per condition #1 above.
3. A note shall be added to the plans stating that: no outside retail display and/or storage are permitted.
4. The applicant shall add a signature block to the plans for the Planning and Zoning Commission Chairman.
5. The applicant shall be required to file revised signed mylars for the approved plan with the Town Clerk.
6. Signage - A 30" x 72" sign is to be installed on the front facade wall. Final design to be submitted to the Town Planning and Zoning Commission, to be reviewed/approved for consistency with the general appearance of the building by Staff.

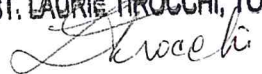
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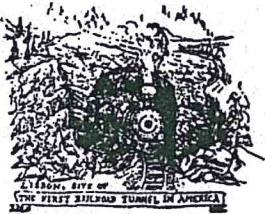
8. Any other business which may properly come before the commission
 - a. Proposed purchase of 25 Newent Road by Town for \$180,000.00 – Motion by G. Ritacco second by K. Sperry to give the Board of Selectmen approval to purchase 25 Newent Road (pursuant to CGS 8-24), that its purchase would be in the best interest of the Town and is consistent with the Town's Plan of Conservation and Development. VOTE: UNANIMOUS MOTION CARRIED
9. Public Comment - NONE
10. Adjournment - Motion made by R. Giroux second by G. Ritacco to adjourn at 8:57 P.M. VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, clerk

Approved: _____
Robert D. Adams, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 02/12/14 AT 10:05am
ATTEST: LAURIE TIROCCHI, TOWN CLERK




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, February 4, 2014 the following action was taken:

Zoning Permit - Application by John Cingranelli, Jr., for a change of use at 17 River Road, listed in the Assessor's records as Map 15, Lot #13, Vol. 152, pg. 846, per site plan prepared by Boundaries, LLC (dated October 2013).

APPROVED WITH CONDITIONS

Dated at Lisbon, Connecticut this 12th day of February 2014

Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON
CT ON 02/12/14 AT 10:05am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
L. Tirocchi