

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, NOVEMBER 12, 2013
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, Lawrence Alice, Kim Sperry, Gary Ritacco, Ryan Donaldson, Benjamine Hull, III
David Gagnon (Alternate)

MEMBERS ABSENT: John Dempsey, Sharon Gabiga, Larry Thibeault (Alt)

STAFF PRESENT: James D. Rabbitt, AICP, Senior Planner-SCCOG, Lisbon Town Planner

2. Previous Minutes – Motion to accept previous minutes by L. Alice second by G. Ritacco.

VOTE: UNANIMOUS. MOTION CARRIED

3. Correspondence

- a. Copy: Minutes, Conservation Commission, dated October 10, 2013 re: PSK Realty Compliance
- b. Lisbon Quarterly, request for Submissions
- c. Letter, Spectra Energy re: Call Before You Dig
- d. Newsletter, CT Council of Planning and Zoning Agencies

4. Bills and action thereon –

- a. SECCG, \$15,277.12, dated 10/7/2013 Motion by G. Ritacco second by L. Alice to pay.

VOTE: UNANIMOUS MOTION CARRIED

- b. The Bulletin, \$105.33, dated 11/12/2013. Motion by R. Donaldson second by R. Giroux to pay.

VOTE: UNANIMOUS MOTION CARRIED

- c. CLA Engineers, \$1260.00, inv # 15, dated 11/4/2013. Motion by R. Giroux second by L. Alice to pay.

VOTE: UNANIMOUS MOTION CARRIED

- d. Murtha Cullina, \$44.00, inv # 476406, dated 10/23/2013. Motion by R. Giroux second by R. Donaldson to pay.

VOTE: UNANIMOUS MOTION CARRIED

- e. Murtha Cullina, \$198.00, inv # 476406, dated 10/23/2013. Motion by G. Ritacco second by R. Giroux to pay.

VOTE: UNANIMOUS MOTION CARRIED

- f. Murtha Cullina, \$484.00, inv # 476406, dated 10/23/2013. Motion by R. Giroux second by G. Ritacco to pay.

VOTE: UNANIMOUS MOTION CARRIED

- g. CLA Engineers, \$517.50, dated 10/1/2013. Motion by R. Giroux second by D. Gagnon to pay.

VOTE: UNANIMOUS MOTION CARRIED

- h. The Bulletin, \$308.80, dated 9/24/2013. Motion by R. Giroux second by B. Hull to pay.

VOTE: UNANIMOUS MOTION CARRIED

- i. The Bulletin, \$319.40, dated 10/15/2013. Motion by R. Giroux second by B. Hull to pay.

VOTE: UNANIMOUS MOTION CARRIED

5. Reports:

- a. ZEO – NONE
- b. Regulations – NONE
- c. Zoning Map Subcommittee – NONE
- d. Regional Planning Commission – 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: 9/30/13

Applicant Pamela Reeves Address 22 Virginia Rd Oakdale CT 06370
Property Owner Bozrah Properties Address 109 Caroline Rd Bozrah CT 06334
Location of Property 17 River Road Rd., St., or Ave.
Land Records Map of 15 Lot# 13 Vol. 152 Page 846
Lot Size in Square Feet 120 Total Building Floor Area in Square Feet 3820
Existing Use of Land or Building Offices Zone BV-1
Proposed Use of Land or Building Services (taylor/drop off dry cleaning)

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

Signature of Applicant

Pamela Reeves

To be completed by the Commission:

Application No. _____ Fee Paid \$ 560.00
Date of Submission September 30, 2013
Date of Receipt October 1, 2013
Date of Action November 12, 2013
Approved With Conditions (see attached) Denied _____
Reason for denial or modification _____

Signature

Robert D. Adams

Robert D. 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 – November 12, 2013

Zoning Permit – Bozrah Properties (17 River Road) – Pamela Reeves, Applicant

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. The plans shall be revised to reflect that the Commission has only approved a one (1)-chair hair salon with a maximum of one employee/owner. In addition to the one cutting station, the salon may also have one (1) drying station and one (1) sink/washing station, in addition to the other uses detailed on the site plans (Tailor/drop dry cleaner and special health food market).
3. A note shall be added to the plans stating that: no outside retail display and/or storage is 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 of the approved plan with the Town Clerk.
6. The applicant shall revise ADA detail to comply with federal standard.
7. The applicant shall have 30 days to complete all of the improvements shown on the site plan or the land owner(s) will voluntarily vacate the newly leased space (Tailor).

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6. Old Business:

a. Zoning Permit – Bozrah Properties (17 River Road) - Application by Pamela Reeves for a change of use at 17 River Road per site plan prepared by Boundaries, LLC (dated October 2013) Motion by L. Alice second by K. Sperry to approve the application as stated above with the following conditions:

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. The plans shall be revised to reflect that the Commission has only approved a one (1)-chair hair salon with a maximum of one employee/owner. In addition to the one cutting station, the salon may also have one (1) drying station and one (1) sink/washing station, in addition to the other uses detailed on the site plans (Tailor/drop dry cleaner and special health food market).
3. A note shall be added to the plans stating that: no outside retail display and/or storage is 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 of the approved plan with the Town Clerk.
6. The applicant shall revise ADA detail to comply with federal standard.
7. The applicant shall have 30 days to complete all of the improvements shown on the site plan or the land owner(s) will voluntarily vacate the newly leased space (Tailor).

VOTE: G. RITACCO OPPOSED. R. DONALDSON OPPOSED. MOTION CARRIED

b. Zoning Enforcement -

1. Pending Litigation

a. Executive Session (as needed) – NONE

7. New Business:

a. Receipt of New Applications – NONE

b. Referrals – NONE

- b. FYI 2013/2014 Budget – Motion by L. Alice second by K. Sperry to budget \$45,000.00 "Purchase Services" and \$40,000.00 "Separate Line – Update Planning and Development".

VOTE: UNANIMOUS MOTION CARRIED

Motion by L. Alice second by K. Sperry to budget \$5,000.00 "Supplies and Expenses".

VOTE: UNANIMOUS MOTION CARRIED

8. Any other business which may properly come before the commission - Motion by K. Sperry second R. Giroux to add "fines" under "regulations" for December agenda. Ask for Kari Olson, Town Counsel, to be present at next meeting.

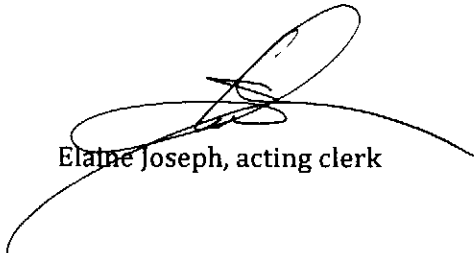
VOTE: UNANIMOUS MOTION CARRIED

9. Public Comment - Jessie Benjamine, 184 Newent Road, gave comment about fire exits for new applications.

10. Adjournment - Motion made by R. Donaldson second by R. Giroux to adjourn at 8:44 P.M.

VOTE: UNANIMOUS MOTION CARRIED

Approved: _____
Robert D. Adams, Chairman

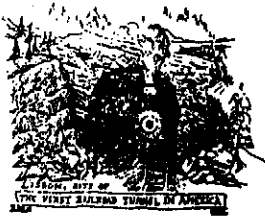

Elaine Joseph, acting clerk

RECEIVED FOR RECORD AT LISBON

CT ON 11/19/2013 AT 1:30pm

ATTEST: LAURIE TIROCCHI, TOWN CLERK

Laurie Tirocchi



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, November 12, 2013 the following action was taken:

Zoning Permit - Application by Pamela Reeves 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 19th day of November 2013

Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON
CT ON 11/19/2013 AT 1:30pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi, att.