

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
LISBON TOWN HALL  
TUESDAY, OCTOBER 2, 2018  
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 8:03 P.M.

MEMBERS PRESENT: Robert Adams, Ron Giroux, Gary Ritacco, Kim Sperry, Benjamin Hull, III, Trevor Danburg, Sharon Gabiga, Cheryl Blanchard, John Dempsey, Timothy Minor (ALT)

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

2. Previous Minutes – Motion by K. Sperry second by T. Danburg to approve the previous Public Hearing Minutes and Regular Meeting Minutes of 9/4/2018 and the 9/11/2018 minutes of the Zoning Map Subcommittee Workshop. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Letter: from Laurie Tirocchi, Town Clerk to Chairman Robert Adams dated 9/23/2018 re: re-adoption of zoning regulations with the new text amendments. Noted for the record: Mr. Murphy has been working on updating the regulations with the Clerk to the Boards and will be bringing it before the Commission in January.
- b. Copy, Letter: from Zoning Board of Appeals to Nicholas Verguson, dated 10/1/2018 re: approval of application #18-02.
- c. Memo, from Town of Plainfield, Planning and Zoning Commission re: Land Use Workshop with Halloran & Sage, Tuesday, October 9, 7 PM.
- d. Copy, Letter: from CT Department of Transportation to Mark Cohen, Brenmor Properties dated 9/17/2018 re: Acceptable driveway proposals
- e. Notice, from Barber Farm Subdivision re: lot #9 inadvertently sent \$3000.00 twice for open space fee.
- f. Profit & Loss Report, (July – August, 2018) #51730 (Purchased Services) \$54,000.00 / LI #51750 (Supplies & Expenses) - \$2002.59

4. Bills and action thereon - NONE

5. Reports:

- a. ZEO – NONE
- b. Regulations
  - 1. MS4 Storm Water Regulation/Ordinance Update – Brief update by Mr. Murphy.

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- c. Zoning Map Subcommittee - NONE
  - 1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016 – Workshop scheduled for Tuesday, October 23, 6:00 P.M. subject: Route 12 Land Use and Zoning Amendments.
- 6. Old Business:
  - a. Regional Planning Commission – R. Giroux reported that they will be meeting on October 22.
  - b. Special Permit Application – Nadeem Khalid – Gulf Station, 102 River Road, for installation of Drive Through and other Site Improvements –
    - Motion by R. Giroux second by G. Ritacco to approve the special permit application request for proposed improvements for the drive-thru facility, parking design, canopy orientation and related modifications associated with the former Gulf location at 102 River Road, Lisbon, CT with the following conditions:
      - 1. In accordance with section 10.13 of the zoning regulations the applicant shall provide along with the 6 ' wide sidewalk along Route 12, a 10 ' wide permanent pedestrian easement to the Town of Lisbon for the area encroaching within the property. The final plan shall conform to the Town of Lisbon and CONNDOT requirements.
      - 2. The canopy shall be modified to incorporate no more than 1700 s.f. in area to conform in size and scale to the original canopy installed after grant of a variance reducing the front yard setback to 11'. Said canopy shall be located no closer than 16.5 ' to the street line per agreement with the applicant.
      - 3. The form and content of the pedestrian easement shall be approved by the Town Attorney and provided to the Town prior to recording the plans and the easement instrument in land records.
      - 4. Any minor deviations from the approved design shall be submitted to the Planning and Zoning Commission for review and approval by the Town Planner prior to construction of proposed deviations. Staff may approve such deviation where the planner concludes that the aesthetics and/or structural integrity of the minor change does not compromise the original design approval.
      - 5. Lighting improvements and adjustments eliminate glare onto adjoining properties and/or roadways.

6. An acceptable edge-line rumble strip or stripe to alert drivers of proximity to the walk through vibration and/or sound, shall be included along the western portion of the paved travel-way between the canopy and the new public sidewalk.
7. In accordance with conditions of this special permit, the applicant shall provide surety in the amount established in the estimate provided, and in a form acceptable to the Town Attorney to cover the costs of the proposed improvements.
8. A provision for irrigating the new landscaped area near the building shall be addressed.
9. Technical items of staff shall be addressed, including incorporation of all supplemental design changes incorporated during the hearing process, incorporation of the provisions for building remodeling and architectural improvements into the *construction sequence*, and installation of the frontage walk along Route 12, as conditioned herein.

***FINDINGS AND CONCLUSIONS***

The proposed modifications to the original drive-thru, in conjunction with the proposed circulation improvements, canopy reorientation and pedestrian safety improvements are found to be appropriate for the designated location in this Business Village District and comply with the special permit objectives criteria provided in sections 11.1 and 11.3, and the business village development standards of section 10.13. In addition, the Commission has modified the requirements relative to location and numbers of deciduous trees and landscaping due to site constraints, existing structures, and location of utilities in approving the landscaping components of the plan.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Zoning Permit Application – Nadeem Khalid – Gulf Station, 102 River Road, for installation of new Building, Free Standing and Canopy Signage –  
Motion by R. Giroux second by J. Dempsey to approve the zoning permit application request of Nadeem Khalid for 102 River Road, Lisbon, CT for requested signage demolition, reconfiguration and remodeling, with the following modifications:
  1. The Gulf Gasoline Price Sign proposed shall be LED specification.
  2. A note shall be included on the signage plans noting that sign demolition activities shall be accomplished prior to the issuance of a Certificate of Zoning Compliance for retail operations.
  3. Architectural improvements shall be subject to review by the Planning and Zoning Commission.

**TOWN OF LISBON  
SPECIAL PERMIT APPLICATION**

**CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:**

- APPLICANT: NADDEM KHALIL TELEPHONE: 860-817-4435  
ADDRESS 2138 SILASDEAN HWY ROCKYHILL, CT 06067 EMAIL: NADDEMK@SAMSANDDESIGNS.COM
- APPLICANT'S AGENT (IF ANY): \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
ADDRESS \_\_\_\_\_ EMAIL: \_\_\_\_\_
- OWNER / TRUSTEE: BOB MANAGONT BOB JEP INVESTMENT LLC TELEPHONE: 860-817-4435  
ADDRESS 2138 SILASDEAN HWY ROCKYHILL, CT 06067 EMAIL: \_\_\_\_\_
- ENGINEER/ SURVEYOR/ ARCHITECT: CMARS ENGINEERING LLC TELEPHONE: 203-483-8789  
ADDRESS 58-ORCHARD HILL RD BRANFORD CT 06405 EMAIL: \_\_\_\_\_

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND SITE PLAN PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, AND/OR ITS CONSULTANT(S) TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT [Signature] PRINTED NAME OF APPLICANT/AGENT NADDEM KHALIL  
DATE: 5-28-18

SIGNATURE/RECORD OWNER [Signature] PRINTED NAME/RECORD OWNER NADDEM KHALIL  
DATE: 5/28/18

**PARCEL IDENTIFICATION INFORMATION**

STREET ADDRESS AND/OR LOCATION OF PROPERTY:

MAP / BLOCK / LOT: 20-009-0000  
VOLUME/ PAGE: 168-185

PROJECT NAME: GOLF STATION ACREAGE: 5.16 ZONING DISTRICT: BV+1V  
LOT IN SQUARE FEET: 224,769 TOTAL FLOOR AREA IN SQUARE FEET: \_\_\_\_\_

**PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:**

INSTALLATION DRIVE THROUGH CONCRETE OF COMMERCIAL USE AND CONCRETE  
TO CUSTOMERS  
INCLUDING INSTALLATION OF SITE IMPROVEMENT SUCH AS TANK, PUMPS,  
CANOPY, LAND SCAPING, DUMPSTER ENCLOSURE ETC.

APPLICATION SUBMITTAL DATE: 5/29/18 FEE(S) PAID: \$560.00

OFFICIAL DAY OF RECEIPT: 6/5/18

\*P & Z COMMISSION ACTION: APPROVED w/CONDITIONS DATE: 10/2/2018

CHAIR'S SIGNATURE: [Signature] Robert Adams, Chairman

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH THE PROVISIONS OF SECTION 2.3.3 AND ANY CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

\_\_\_\_\_  
Zoning Enforcement Officer

DATE: \_\_\_\_\_

Rev. 12/17

(\* Any conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached. No approved special permit shall be effective until a copy of the Notice of Approval and Grant of Special Permit is duly recorded in the land records of the Town.)

**RECEIVED**  
MAY 29 2018

TOWN OF LISBON  
PLANNING AND ZONING COMMISSION

NOTICE OF APPROVAL AND GRANT OF SPECIAL PERMIT

This is to certify that on October 2, 2018 the Planning and Zoning Commission of the Town of Lisbon granted a Special Permit in accordance with the provisions of sections 5C.2.1 and 11 of the Lisbon Zoning Regulations as follows:

1. Owner of Record: P&P Investment Group, 2138 Silas Deane Highway, Rocky Hill, CT 06067
2. Applicant: Nadeem Khalid, 2138 Silas Deane Highway, Rocky Hill, CT 06067
3. Description of premises including street address, map, block and lot(s):  
102 River Road, Lisbon, Connecticut; Map/Block/Lot: 20/009/0000
4. Description of special permit including relevant regulations authorizing activities and any conditions of approval:

For installation of Drive Through and other Site Improvements with the following conditions:

1. In accordance with section 10.13 of the zoning regulations the applicant shall provide along with the 6 ' wide sidewalk along Route 12, a 10 ' wide permanent pedestrian easement to the Town of Lisbon for the area encroaching within the property. The final plan shall conform to the Town of Lisbon and CONNDOT requirements.
2. The canopy shall be modified to incorporate no more than 1700 s.f. in area to conform in size and scale to the original canopy installed after grant of a variance reducing the front yard setback to 11'. Said canopy shall be located no closer than 16.5 ' to the street line per agreement with the applicant.
3. The form and content of the pedestrian easement shall be approved by the Town Attorney and provided to the Town prior to recording the plans and the easement instrument in land records.
4. Any minor deviations from the approved design shall be submitted to the Planning and Zoning Commission for review and approval by the Town Planner prior to construction of proposed deviations. Staff may approve such deviation where the planner concludes that the aesthetics and/or structural integrity of the minor change does not compromise the original design approval.
5. Lighting improvements and adjustments eliminate glare onto adjoining properties and/or roadways.
6. An acceptable edge-line rumble strip or stripe to alert drivers of proximity to the walk through vibration and/or sound, shall be included along the western portion of the paved travel-way between the canopy and the new public sidewalk.



7. In accordance with conditions of this special permit, the applicant shall provide surety in the amount established in the estimate provided, and in a form acceptable to the Town Attorney to cover the costs of the proposed improvements.
8. A provision for irrigating the new landscaped area near the building shall be addressed.
9. Technical items of staff shall be addressed, including incorporation of all supplemental design changes incorporated during the hearing process, incorporation of the provisions for building remodeling and architectural improvements into the *construction sequence*, and installation of the frontage walk along Route 12, as conditioned herein.

#### ***FINDINGS AND CONCLUSIONS***

The proposed modifications to the original drive-thru, in conjunction with the proposed circulation improvements, canopy reorientation and pedestrian safety improvements are found to be appropriate for the designated location in this Business Village District and comply with the special permit objectives criteria provided in sections 11.1 and 11.3, and the business village development standards of section 10.13. In addition, the Commission has modified the requirements relative to location and numbers of deciduous trees and landscaping due to site constraints, existing structures, and location of utilities in approving the landscaping components of the plan.

Date: October 9, 2018

By: \_\_\_\_\_



Robert D. Adams, Chairman  
Lisbon Planning and Zoning Commission

**NOTE:** The Connecticut General Statutes and the Lisbon Zoning Regulations require that this NOTICE be recorded on the Land Records of the Town of Lisbon located in the office of the Town Clerk, indexed under the name of the record owner in order to become effective.

Received for Record: \_\_\_\_\_ at \_\_\_\_\_

Attest: \_\_\_\_\_

Lisbon Town Clerk

**TOWN OF LISBON  
ZONING PERMIT APPLICATION**

PLEASE CHECK THE APPROPRIATE LINE(S) AND COMPLETE THE REQUIRED APPLICATION(S):

- ☐ SITE PLAN REVIEW OF PROPOSED DEVELOPMENT IN ACCORDANCE WITH SECTION 2.5 AND SECTION 12  
☐ PLANNING AND ZONING COMMISSION ADMINISTRATIVE REVIEW OF CHANGES TO COMMERCIAL/INDUSTRIAL  
BUILDINGS AND PROPERTIES IN ACCORDANCE WITH SECTION 2.8 AND SECTION 10.13  
☒ SITE PLAN REVIEW OF ASSOCIATED SIGNAGE IN ACCORDANCE WITH SECTION 15.8

PROJECT DESCRIPTION:

INSTALLATION OF NEW BUILDING, FREE STANDING AND CANOPY SIGNAGE  
TOTAL SQUARE FOOTAGE OF SIGNAGE IS 90 SQUARE FEET

PROJECT NAME: GULF ACREAGE: 5.16 ZONING DISTRICT: BV+1V  
LOT IN SQUARE FEET: 224,769 TOTAL FLOOR AREA IN SQUARE FEET: 2410

**PARCEL IDENTIFICATION INFORMATION**

STREET ADDRESS OF PROPERTY IF AVAILABLE: 102 - RIVER RD  
MAP / BLOCK / LOT: 20 - 009 - 0000  
VOLUME / PAGE: 168 - 185

**CORRESPONDENCE WILL BE SENT TO APPLICANT OR DESIGNATED AGENT. ALSO SEE NOTES 1, 2 AND 3 BELOW:**

- APPLICANT: NADEEM KHALID  
TELEPHONE: 860-817-4435 EMAIL: NADEEMK@SM/STOODSFORKS.COM  
➤ APPLICANT'S AGENT (IF ANY): \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
➤ OWNER / TRUSTEE: PCP INVESTMENT LLC  
TELEPHONE: 860-817-4435 EMAIL: \_\_\_\_\_  
➤ ENGINEER/ SURVEYOR/ARCHITECT: CMARS ENGINEERING LLC  
TELEPHONE: 203-483-8789 EMAIL: \_\_\_\_\_

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND MAP(S) PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

2. THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION, ITS STAFF, OR ITS CONSULTANT TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT NADEEM KHALID PRINTED NAME OF APPLICANT/AGENT NADEEM KHALID  
DATE: 5-28-18

SIGNATURE/RECORD OWNER NADEEM KHALID PRINTED NAME/RECORD OWNER NADEEM KHALID  
DATE: 5/28/18

APPLICATION SUBMITTAL DATE: 5/29/18 FEE(S) PAID: \$250.00

OFFICIAL DAY OF RECEIPT: 6/5/18

\*P & Z COMMISSION ACTION: APPROVED w/ MODIFICATIONS DATE: 10/2/2018

CHAIR'S SIGNATURE: Robert Adams Robert Adams, Chairman

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH ANY DIRECTIVES, MODIFICATIONS AND/OR CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

\_\_\_\_\_  
Zoning Enforcement Officer DATE: \_\_\_\_\_

(\* Any modifications, directives or conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached)

MAY 29 2018

MAN

# TOWN OF LISBON

## 2019 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 + Zoning  
(Name of Board/Commission/Committee)

will be held on the following dates:

January 1/8

July 7/2

February 2/5

August 8/6

March 3/5

September 9/3

April 4/2

October 10/1

May 5/7

November 11/5/12

June 6/4

December 12/3

The above meetings will be held at 7:00 o'clock p m in the

Lisbon Town Hall in Lisbon.

Signed:

[Signature] Chairman

[Signature] 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 31<sup>st</sup> 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 1, 2018 a schedule of the regular meetings to be held in 2019.



MINUTES  
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The commission notes for the record that the applicant has not relinquished its rights to non-conforming signing and related structures existing on site. It understands that the removal and/or modification of existing non-conforming signage on site is intended to be dependent on the improvements associated with the request for special permit approval before the commission.

VOTE: UNANIMOUS, MOTION CARRIED

- d. Application for Special Permit – K&H Properties, 397 N. Burnham Highway, for the removal of earth products in accordance with section 10.4 of the regulations – Re-Schedule Public Hearing – Motion by T. Danburg second by G. Ritacco to re-schedule the Public Hearing to December 4, 2018 at 6:30 P.M.

VOTE: UNANIMOUS, MOTION CARRIED

7. New Business

- a. Receipt of New Applications – NONE  
b. Referrals

1. Zoning Board of Appeals – Application #18-03, Anthony Hamsey, 8 Gavin Way, for variance of section 8.4, Yard Requirements, to add on a 32' x 8' front porch. No comment from the Commission, but Chairman Adams noted for the record that the application should be updated to reflect the existing hardship.

- c. 2019 Meeting Schedule – Motion by R. Giroux second by T. Danburg to accept the following 2019 meeting schedule: January 8; February 5; March 5; April 2; May 7; June 4; July 2; August 6; September 3; October 1; November 12; December 3.

VOTE: UNANIMOUS, MOTION CARRIED

- d. Confirm Date and Location of Land Use Training Session for PZC and ZBA – The Land Use Training Session for PZC and ZBA will be held on Tuesday, October 16, 2018 at the Lisbon Senior Center, 11 Newent Road at 7:00 P.M.

8. Any other business which may properly come before the commission

9. Public Comment – NONE

10. Adjournment - Motion made by T. Danburg second by K. Sperry to adjourn at 9:08 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, clerk

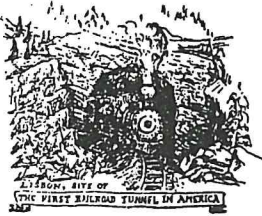
Approved: \_\_\_\_\_  
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 10/10/2018 AT 9:00am

ATTEST, LAURIE TIROCCHI, TOWN CLERK

*Laurie Tirocchi, Asst*



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, October 2, 2018, the following actions were taken:

1. Application for Special Permit by Nadeem Khalid - 102 River Road, for installation of a drive-through and other commercial site improvements.  
APPROVED WITH CONDITIONS
2. Application for Zoning Permit by Nadeem Khalid – 102 River Road, for installation of new Building, Free Standing and Canopy Signage.  
APPROVED WITH MODIFICATIONS

Dated at Lisbon, Connecticut this 10<sup>th</sup> day of October, 2018

Robert D. Adams, Chairman  
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON  
CT ON 10/10/2018 AT 9:00am  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
*Margaret Wehly, Asst*