

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, MAY 1, 2012
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 7:00 PM.

MEMBERS PRESENT: Robert Adams, Ronald Giroux, Kim Sperry, Lawrence Alice,
Gary Ritacco, Benjamine Hull, III, Sharon Gabiga, John Dempsey,
Ryan Donaldson, David Gagnon (Alt)
MEMBERS ABSENT: Larry Thibeault (Alt)
STAFF PRESENT: James D. Rabbitt, AICP, Senior Planner-SCCOG, Lisbon Town Planner

2. Previous Minutes

A motion was made by J. Dempsey second by L. Alice to accept minutes as presented.
VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

- a. Letter, to R. Adams from Rick Hamel, dated 4/30/2012 re: automatic extension of subdivision permit at 332 North Burnham Hwy
- b. Letter, to R. Adams from Board of Selectmen, dated 4/17/2012 re: resignation of Ben Hull, Zoning Enforcement Officer.
- c. c: Letter, to ZBA Applicant A. Thibeault from R. Babbitt, Chairman Zoning Board of Appeals, dated 4/18/2012 re: Approval of application #12-01.
- d. Memo, re: Land Use Workshop scheduled for May 23, 2012, 7:00 PM
- e. Memo, Lisbon Quarterly, request for submissions. Motion by K. Sperry second by R. Giroux to move to "Any Other Business" VOTE: UNANIMOUS MOTION CARRIED
- g. Brochure, CT Transportation Institute

4. Bills and action thereon –

- a. South Eastern CT Counsel of Governments, 4/16/2012, \$17,913.42. Motion was made by L. Alice second by R. Giroux to pay. VOTE: UNANIMOUS MOTION CARRIED
Motion was made by J. Dempsey second L. Alice to increase line item 51730 by \$14,000.00. VOTE: UNANIMOUS MOTION CARRIED
- b. The Bulletin, 4/6/2012, \$115.43 re: Notice of Decision (Armetta). Motion by J. Dempsey second G. Ritacco to pay. VOTE: UNANIMOUS MOTION CARRIED
- c. Towne Engineering, INC., 4/4/2012, #21770 \$280.97, re: Gavin Estates. Motion was made by R. Giroux second by J. Dempsey to pay. VOTE: UNANIMOUS MOTION CARRIED

5. Reports:

- a. ZEO – Oral report by Carl Brown
- b. Regulations – NONE
- c. Zoning Map Subcommittee – NONE
- d. Regional Planning Commission – NONE

APPLICATION FOR CHANGE OF ZONING REGULATIONS ~~OR BOUNDARIES~~
Lisbon Planning and Zoning Commission

To be completed by the Applicant:

Date March 5, 2012

Name of applicant Town of Lisbon Planning and Zoning Commission

Mailing address 1 Newent Road, Lisbon CT


Name of owner of record N/A

Mailing address N/A

Description of and purpose for proposed change: (In addition to a written description, the applicant shall submit a map clearly showing the boundaries of the proposed change when the change involves a zoning district boundary.)

Insert new section regard public hearing notification

Section 11.5.4 (see attached)

Signature of applicant 

To be completed by Commission:

Application No. _____

Fee Paid \$ N/A

Date of Submission 3/5/2012

Date of Receipt 3/6/2012

Date of Public Hearing 4/3/2012; 5/1/2012

Date of Commission Action 5/1/2012

Approved with effective date of July 1, 2012 Denied _____

A sample sign shall be available to applicants in the town hall
Reason for Change _____

Insert new section regarding public hearing notification
section 11.5.4

See attached language

Signature 

Robert Adams, Chairman

Planning and Zoning Commission - Regulations Text Amendment
Effective date: July 1, 2012

11.5.4 Public Hearing Signs - notification of Application for Special Permit. Before a public hearing is held on any application, the applicant shall install two (2) public hearing notice signs 18"x24" on the property(s) associated with the application to the Commission. The two signs shall be placed not less than 10 nor more than 30 days before the public hearing. The sign shall state the time, date and location of the public hearing.

- a. The sign shall be firmly secured to the ground or structure to prevent vandalism and shall be along the most visible portion of road frontage. The sign shall be erected in a manner so as to be visible to traffic moving in both directions and be perpendicular to the roadway, except in the case of signs at the end of cul-de-sacs. If there is more than one frontage of the parcel on an improved street or streets, one sign for each frontage shall be posted;
- b. The signs shall advertise the date, time, and place of the public hearing;
- c. The Zoning Enforcement Officer shall file a report with the Commission that the sign was observed in place in accordance with the above;
- d. An applicant who fails to display the sign shall be required to withdraw and file a new application and fee;
- e. The sign shall be taken down one (1) week after the public hearing is closed;
- f. Any sign not removed shall be ordered to be removed by the Zoning Enforcement Officer, who is authorized to rescind and revoke any approval for non-compliance;

NOTICE PUBLIC HEARING

An application has been submitted to the Town of Lisbon Planning and Zoning Commission which requires a public hearing to be held regarding this property.

Public Hearing Date: _____

Time: _____

Location: _____

A copy of the application may be examined at the Planning and Zoning Commission office in the Lisbon Town Hall, 1 Newent Road or additional information may be obtained by Calling 860-376-3400.

Subdivision
APPLICATION FOR CHANGE OF ~~ZONING~~ REGULATIONS ~~OR BOUNDARIES~~
Lisbon Planning and Zoning Commission

To be completed by the Applicant:

Date March 5, 2012

Name of applicant Town of Lisbon Planning/Zoning Commission

Mailing address 1 Newent Road Lisbon CT 0

Name of owner of record N/A

Mailing address N/A

Description of and purpose for proposed change: (In addition to a written description, the applicant shall submit a map clearly showing the boundaries of the proposed change when the change involves a zoning district boundary.)

Clarification of underground utility requirement
Revisions to section 7.5 Construction Specifications
See Attached

Signature of applicant



To be completed by Commission:

Application No. _____

Fee Paid \$ N/A

Date of Submission 3/5/2012

Date of Receipt 3/6/2012

Date of Public Hearing 4/3/2012; 5/1/2012

Date of Commission Action 5/1/2012

Approved with effective date June 1, 2012 Denied _____

Reason for Change See attached language

Signature



Robert Adams, Chairman

Revisions to - SECTION 7 - CONSTRUCTION SPECIFICATIONS

Inserted text

-
- 7.5 **Utilities.** **All new utilities (i.e. electric, cable, phone) necessary for the development of the site**
Electrical and telephone lines shall may be installed either above ground or underground, at the
discretion of the applicant.
-

APPLICATION FOR CHANGE OF ZONING REGULATIONS ~~OR BOUNDARIES~~
Lisbon Planning and Zoning Commission

To be completed by the Applicant:

Date MARCH 5, 2012

Name of applicant TOWN OF LISBON PLANNING & ZONING COMMISSION

Mailing address 1 Newent Rd Lisbon Ct

Name of owner of record N/A

Mailing address N/A

Description of and purpose for proposed change: (In addition to a written description, the applicant shall submit a map clearly showing the boundaries of the proposed change when the change involves a zoning district boundary.)

Classification of underground utility requirements
Revisions to Section 12 SITE PLAN Requirements
see attached

Signature of applicant



To be completed by Commission:

Application No. _____

Fee Paid \$ N/A

Date of Submission 3/5/2012

Date of Receipt 3/6/2012

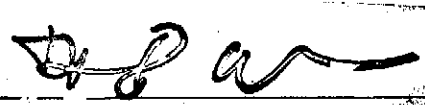
Date of Public Hearing 4/3/2012; 5/1/2012

Date of Commission Action 5/1/2012

Approved with effective date of June 1, 2012 Denied _____

Reason for Change see attached language

Signature



Robert Adams, Chairman

SECTION 12 - SITE PLAN REQUIREMENTS

Inserted text

12.6.10 Utilities. All new utilities (ie. electric, cable, phone) necessary for the development of a property shall be installed underground.

APPLICATION FOR SPECIAL PERMIT
Lisbon Planning and Zoning Commission

To be completed by Applicant:

Date 4/30/12

Name and Address of Applicant Lisbon Landing LLC, c/o WS Development
1330 Baylston Street, Chestnut Hill, MA 02467

The undersigned does hereby request a Special Permit as required by Section 2.8
of the Lisbon Zoning Regulations.

Location of Property 160 River Road, Lisbon, CT
Owner of Record of Property Lisbon Landing LLC
Description of Proposed Use Change of use per Section 2.8 of Zoning
Regulations. Revised storefront for dividing of Old Linen-N-Things
store into multiple stores, which was previously approved

(The applicant shall submit, with this completed application, a site plan as prescribed in Section 10
of the Lisbon Zoning Regulations.)

Signature of Applicant [Signature] AS AGENT FOR LISBON LANDING LLC

To be completed by the Commission:

Application No. _____

Date of Submission 4/30/2012

Fee Paid \$ 560.00

Date of Receipt 5/1/2012

Date of Action 5/1/2012

Date of Public Hearing NONE REQUIRED

Approved 5/1/2012

Denied _____

Reason for denial or modification _____

Signature [Signature]

Robert Adams, Chairman

(No approved Special Permit shall be effective until a copy of this completed form is recorded in the
land records of the Town of Lisbon. The Town clerk shall index the same in the Grantor's Index
under the name of the record owner and the record owner shall pay for such recording. Sec. 8-3d,
Connecticut General Statutes.)

MINUTES
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TUESDAY, MAY 1, 2012
page 2. (cont.)

6. Old Business:

- a. Text Amendment Application – Zoning Regulation 11.5.4 – Public Hearing Signage – Motion was made by J. Dempsey second by R. Giroux, to approve with an effective date of 7/1/2012, and to have a sample sign be available to applicants at town hall. VOTE: UNANIMOUS MOTION CARRIED
- b. Text Amendment Application – Subdivision Regulations (Underground Utilities) – Motion was made by L. Alice, second by R. Donaldson to approve with effective date of 6/1/2012.
VOTE: UNANIMOUS MOTION CARRIED
- c. Text Amendment Application – Zoning Regulations (Underground Utilities) – Motion was made by L. Alice second by K. Sperry to approve with effective date of 6/1/2012.
VOTE: UNANIMOUS MOTION CARRIED
- d. Zoning Enforcement
 1. Pending Litigation – NONE
 - a. Executive Session (as needed) – NONE

- e. Blight Ordinance – NONE

7. New Business:

- a. Receipt of New Applications –
 1. Zoning Permit Application (Change of Use) – Applicant, D. Seurette, WS Development (Lisbon Landing) – change of use per section 2.8 of Zoning Regulations. Revised store front for dividing of old Linens-N-Things store into multiple stores, which was previously approved. Motion to approve by G. Ritacco second by L. Alice. VOTE: UNANIMOUS MOTION CARRIED
- b. Referrals – Town of Sprague – Proposed Zoning Text Changes Concerning Special Permit/Site Plan Modification. Public Hearing changed from May 2, 2012 to Wednesday, June 6, 2012.

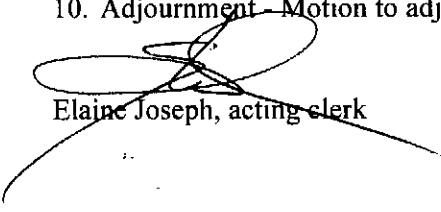
8. Any other business which may properly come before the commission –

- a. Gavin Estates Subdivision – Motion was made by R. Giroux second L. Alice to recommend that the Selectmen schedule a town meeting to accept Gavin Way as a public street with the following conditions and an effective date of May 15, 2012:
 1. The concrete sidewalks shall be temporarily tied into the temporary bituminous paved aprons to allow a continuous pathway along the west side of the road prior to May 15, 2012. The final sidewalk and aprons shall be installed within 12 months or upon the issuance of the 2nd certificate of occupancy within the development.
 2. The applicant shall provide assurance that the existing construction surety (irrevocable letter of credit) in the amount of \$85,000 can also be used as a maintenance surety until such time that an appropriate maintenance surety is posted at an amount set by the Planning and Zoning Commission in consultation with the Town Engineer. The maintenance surety shall be held for a period of one year from acceptance of the road by the Town of Lisbon.
 3. The proper meet and bounds are added to the as-builts reviewed and approved by the Town's consulting engineer.
 4. The applicant shall install all of the remaining monuments/pins by September 1, 2012.

9. Public Comment - NONE

10. Adjournment – Motion to adjourn made by L. Alice second by J. Dempsey to adjourn at 8:28 PM.

VOTE: UNANIMOUS MOTION CARRIED


Elaine Joseph, acting clerk

Approved: _____
Robert D. Adams, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 05/07/2012 AT 12:50 pm

ATTEST. LAURIE TIRACCHI, TOWN CLERK

Mayore O'Neale, 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, May 1, 2012 the following actions were taken:

1. An application to amend Section 11.5 of the Town's Zoning regulations to require an applicant for special permit to post a public hearing notice on the property (new Section 11.5.4). Applicant - Town of Lisbon Planning and Zoning Commission. APPROVED with effective date of July 1, 2012. A sample sign shall be available to applicants in the town hall.
2. An application to amend Section 7.5 of the Town's Subdivision Regulations to require underground utilities. Applicant - Town of Lisbon Planning and Zoning Commission. APPROVED with effective date of June 1, 2012.
3. An application to amend Section 12.6.10 of the Town's Zoning Regulations to require underground utilities on all new development. Applicant - Town of Lisbon Planning and Zoning Commission. APPROVED with effective date of June 1, 2012.
4. Zoning Permit Application – Change of use per section 2.8 of Zoning Regulations. Revise store front for dividing of old Linens-N-Things store into multiple stores, located at 160 River Road, Lot B – Applicant, D. Seurette, WS Development (agent for Lisbon Landing, LLC) APPROVED

Dated at Lisbon, Connecticut this 7th day of May 2012.

Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON
CT ON 05/07/2012 AT 12:50pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Margaret Markely, asst