

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
LISBON TOWN HALL  
TUESDAY, AUGUST 6, 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 7:56 P.M.

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

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

2. Previous Minutes – Motion by R. Giroux second by G. Ritacco to accept the previous minutes of July 2, 2019 (Public Hearing and Regular Meeting) with the following corrections to the Public Hearing minutes: Page 2, paragraph 3, “Site-Line” should be “Sight Line”; page 4, paragraph 9, second to last sentence, note for the record that Mr. Petruniw asked if blasting notifications will be done, not Mr. Murphy. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

a. Request for Additional Appropriation

– Motion by R. Giroux second by T. Danburg to add “Additional Appropriation Request” to agenda item 8.a. VOTE: UNANIMOUS, MOTION CARRIED

b. Copy, Contract & Agreement, SECCoG re: Technical Assistance FY 19/20

c. Copy, Letter, from PZC to Town of Preston dated 7/11/2019 re: Letter of No Impact, text amendment application

d. Copy, Letter, from Heller, Heller & McCoy, dated 7/17/2019 re: \$6000.00 (paid under protest) Fee in Lieu of Open Space, Burnham Hill Associates, LLC

e. Copy, Letter, from Zoning Board of Appeals to Pete’s Auto Lisbon, LLC, 16 River Road (Pete Oddo), dated 7/26/2019 re: Application #19-01 - Location Approval (noted for the record by Michael Murphy, Town Planner: in communities of less than 20,000 residents, Location Approvals go through the Zoning Board of Appeals)

f. Copy, Letter from Cedarwood Development, Inc., dated 7/29/2019 re: Delivery of \$5000.00 Cash Bond for Mattress Firm Project (Crossing at Lisbon)

g. Copy, Letter, from First Selectman Thomas W. Sparkman to Cedarwood Development, Inc. re: acknowledging receipt of \$5000.00 cash bond

h. Memo, from First Selectman Thomas W. Sparkman to all Boards, Commissions and Cost

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
TUESDAY, AUGUST 6, 2019  
page 2 (Correspondence, cont)

- Centers, dated 7/30/2019 re: Transition of old website to new website to take place August 6
- i. Copy, Letter, from Heller, Heller & McCoy, dated 7/12/2019 re: Tucker Development Group, \$3000.00 Fee in Lieu of Open Space (40 Barber Farm Road)
- j. CT Federation of Planning and Zoning Agencies Newsletter, Summer 2019
- k. Memo, Fall 2019 Lisbon Quarterly Submissions due 8/28/2019
- l. Budget Report

4. Bills and action thereon

- a. SECCoG, \$14,675.14, dated 7/1/2019, re: 4/1/2019 – 6/30/2019 Planner Services. Motion by G. Ritacco second by C. Blanchard to pay. VOTE: UNANIMOUS, MOTION CARRIED
- b. The Bulletin, \$185.36, inv#00264265, dated 7/10/2019 re: Berkshire Bank & Spirit of Halloween NoD. Motion by S. Gabiga second by K. Sperry to pay. VOTE: UNANIMOUS, MOTION CARRIED
- c. Halloran & Sage, \$1680.00, inv#11299411, dated 7/19/2019 re: Savin Gasoline suit vs. Town of Lisbon. Motion by G. Ritacco second by R. Giroux to pay. VOTE: UNANIMOUS, MOTION CARRIED
- d. CLA Engineers, Inc., \$187.50, inv#5, dated 7/1/2019 re: Review, proposed gravel removal site. Motion by K. Sperry second by R. Giroux to pay. VOTE: UNANIMOUS, MOTION CARRIED

5. Reports

- a. ZEO – Brief report by Carl Brown, ZEO: Lowes is working on removing items from the parking lot.
- b. Regulations - NONE
  - 1. MS4 Storm Water Regulation/Ordinance Update – Brief update by Michael Murphy, Town Planner. He informed the Commission that communities around the country are getting penalized for not being in compliance, as the EPA and individual states are enforcing this mandate.
- c. Zoning Map Subcommittee - NONE
  - 1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016 - NONE

6. Old Business:

- a. Regional Planning Commission – Brief update by Mr. Giroux regarding AirBnBs in the region.

MINUTES  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
TUESDAY, AUGUST 6, 2019  
page 3 (Old Business, cont)

- b. Special Permit Application, for Earth Products Removal – K&H Properties, Applicant – 397 North Burnham Highway - TABLED
- c. Update Regarding Fee in Lieu of Open Space, Burnham Hill Associates, 332 N. Burnham Hwy - Mr. Murphy reported that the audio from the 2007 meetings pertaining to Mr. Hamel's Subdivision Application will be transcribed for further consideration by the September meeting, and that Mr. Hamel agreed to table the matter until then.

7. New Business

a. Receipt of New Applications

- i. Special Permit Application, Contractor's Home Enterprise – Joshua Armstrong, Applicant 180 Newent Road – Schedule Public Hearing – Motion by R. Giroux second by T. Danburg to accept the application for review and schedule a public hearing for September 3, 2019 at 6:45 p.m. VOTE: UNANIMOUS, MOTION CARRIED
- ii. Special Permit Application, Cottage Food Enterprise – Katrina Labonte, Applicant, 8 Strnad Road – Schedule Public Hearing – Motion by G. Ritacco second by K. Sperry to accept the application for review and to schedule a public hearing for September 3, 2019 at 6:50 p.m. VOTE: UNANIMOUS, MOTION CARRIED

b. Referrals

- i. Board of Selectmen Referral under CGS 8-24, Proposed Construction of Town Micro Grid - Thomas Sparkman, First Selectman, gave a brief overview of the \$4.5 million grant that the Town needs approval to apply for. Motion by K. Sperry second by G. Ritacco to send a letter in support of applying for the grant, to the Board of Selectmen. VOTE: B. HULL- NO; MOTION CARRIED
- ii. Board of Selectmen Referral under CGS 8-24, Proposed Acquisition of Land at 199 River Road (4.9 acres) – Mr. Sparkman gave a brief overview of the property that the current owner would like to donate to the Town. The property does not abut any other Town owned land or designated open space. Motion by R. Giroux second by G. Ritacco to recommend to the Board of Selectmen that they do not accept the offer for the land.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Daniel Gauthier, 140 Ross Hill Road – Request for Commission Interpretation Regarding Boundary Adjustment and Application of Subdivision and Zoning Regulations. - Mr. Gauthier was not present. Motion by G. Ritacco second by R. Giroux to table.

VOTE: UNANIMOUS, MOTION CARRIED

MINUTES  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
TUESDAY, AUGUST 6, 2019  
page 4 (cont)

Motion by G. Ritacco second by T. Danburg to add "16 River Road" to the agenda under item 8.b.

VOTE: UNANIMOUS, MOTION CARRIED

8. Any other business which may properly come before the commission  
a. Additional Appropriation – Motion by G. Ritacco second by K. Sperry to approve an additional appropriation of \$2337.56 to Line Item #51730 Purchased Services in FY 18/19.

VOTE: UNANIMOUS, MOTION CARRIED

b. 16 River Road – Mr. Peter Oddo of Pete's Auto Lisbon, LLC, was present to inquire about the steps needed to be taken regarding signage for his business. Motion by G. Ritacco second by K. Sperry to authorize the Zoning Enforcement Officer to issue the Zoning Permit, provided the signage is as proposed and is limited to the existing frames.

VOTE: UNANIMOUS, MOTION CARRIED

9. Public Comment – Mr. Joshua Armstrong, 180 Newent Road, asked for the Commission to give him a phone call in advance of visiting the site leading up to the public hearing.

10. Adjournment - Motion made by R. Giroux second by T. Danburg to adjourn at 9:16 P.M.

VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, clerk

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

RECEIVED FOR RECORD AT LISBON  
CT ON 8/13/2019 AT 2:30pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
