

**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:**

Today's Realty, LLC proposes to build a 9,400± SF metal frame contractor maintenance and office facility, including a paved parking are, associated utilities, external bulk storage and processing areas, and a cut/fill balance of the southerly third of the property for material processing . Construction is expected to be completed in Spring 2022.

PROJECT NAME: Today's Realty, LLC Office/Maintenance Facility ACREAGE: 6.857± ZONING DISTRICT: IP-1  
LOT IN SQUARE FEET: 298,687± TOTAL FLOOR AREA IN SQUARE FEET: 9,400±

**PARCEL IDENTIFICATION INFORMATION**

STREET ADDRESS OF PROPERTY IF AVAILABLE: 240 Paper Mill Road - Lisbon, Connecticut  
MAP /BLOCK /LOT: Map 5 / Block 6 / Lot 0  
VOLUME/ PAGE: To Be Recorded (Conveyed to Today's Realty, LLC on 02 August 2021)

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

- > APPLICANT: Today's Realty, LLC (Keith Mackin - Owner)  
TELEPHONE: (860) 334-2898 EMAIL: todayconstructionllc@gmail.com
- > APPLICANT'S AGENT (IF ANY): \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_
- > OWNER / TRUSTEE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_
- > ENGINEER/ SURVEYOR/ARCHITECT: Stadia Engineering Associates, Inc.  
TELEPHONE: (860) 237-4773 EMAIL: jrossman@stadiaeng.com

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: [Signature] PRINTED NAME OF APPLICANT/AGENT: Keith Mackin  
DATE: 8/10/21

SIGNATURE/RECORD OWNER: [Signature] PRINTED NAME/RECORD OWNER: Keith Mackin  
DATE: 8/10/21

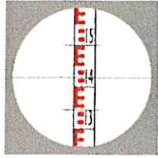
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APPLICATION SUBMITTAL DATE: \_\_\_\_\_ FEE(S) PAID: \_\_\_\_\_  
OFFICIAL DAY OF RECEIPT: \_\_\_\_\_  
\*P & Z COMMISSION ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_  
CHAIR'S SIGNATURE: \_\_\_\_\_

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)



08 August 2021

Mr. Robert D. Adams – Chairman  
Town of Lisbon Planning & Zoning Commission  
1 Newent Road  
Lisbon, Connecticut 06351

**RE: Application for Site Plan Review – Supplemental Application Information – Lisbon, Connecticut**

Dear Mr. Adams:

Following is additional information provided in support of the application for site plan review for the property owned by Today's Realty, LLC.

Application Information

Applicant / Owner

Today's Realty, LLC  
185 Old Canterbury Turnpike  
Norwich, Connecticut 06360

Project Site

240 Paper Mill Road  
Lisbon, Connecticut 06351

Project Narrative

The project development comprises of a single metal frame office and equipment maintenance facility and various associated activities for the sole use of Today's Realty, LLC at 240 Paper Mill Road. The property is located on a vacant lot zoned Industrial (IP-1), along the eastern side of Paper Mill Road, across from land owned by Sprague Paperboard, Inc. The subject has an interior lot also owned by Sprague Paperboard, Inc. along its frontage, and has delineated inland wetlands and watercourses along the northeastern portion of the site.

The applicant seeks to construct a 9,400± SF metal frame office and enclosed equipment maintenance facility, and a paved parking lot with access to Paper Mill Road on the norther portion of the property. Due to the unique geometry and hardships of the site, variances of the following Section of the Zoning Regulations have been requested: Section 8.5 – Yard Requirements, Section 13 – Parking and Loading, and Section 14 - Landscaping.

In addition to the facility and parking lot, the majority of the remaining buildable land will be a gravel surface used for material processing and storage, with a cut/fill balance requiring a concrete block retaining wall in the southern third of the property. The gravel surface shall be used for the breakdown and storage of concrete, asphalt and woody debris into crushed concrete, ground asphalt and wood chips.

The existing vegetation along the northern edge of the site will be left to retain the natural screening between the adjacent property and the development activities. Existing vegetation and land at the southern portion of the site, however, will be cleared in order to facilitate the construction of the retaining wall and fill that will be the area of material processing and storage.

A subsurface septic area is included in the submission, to be detailed and submitted at a later date to the Uncas Health District upon approval.

Due to the small scale of this commercial building and associated activities, there is no staging or phasing proposed for the development of the site.

There are no Flood Hazard areas on or adjacent to the site, as depicted by the Federal Emergency Management Agency (FEMA), Map No. 09011C0206G, effective date: 18 July 2011. Additionally, there are no significant risks of degradation of surface or ground water supplies within this project.

A review by the Connecticut Department of Transportation (CONNDOT) is not required for this project, and an encroachment permit is not required as Paper Mill Road is not a State Highway. According to the CONNDOT posted speed limit (30 MPH), the 85<sup>th</sup> percentile 250LF, which can be achieved without additional improvements within the Right of Way.

Due to the nature of the submittal, no estimate of costs for improvements shown on the site plan will be calculated until approval, in order to encompass any and all modifications required by the Planning and Zoning Commission.

The majority of the site is being designed as a porous material surface, and will have no significant increases to runoff rates, and no adverse impacts to the adjoining property owners for any downstream drainage systems and watercourses. The small paved parking lot area will gravity drain towards Paper Mill Road, which has an existing drainage system that will deal with any excess runoff. No additional drainage systems are being included in the design of the maintenance facility and associated activities.

No easements or dedications are proposed or required for this project.

#### Regulated Wetlands:

The minimum building distance to a delineated inland wetland area is one hundred and ninety feet, and all other site activities maintain a minimum distance of fifty feet at closest approach. These activities include the aforementioned gravel surface for the processing and storage areas, vegetation removal and the subsurface septic area. Between the delineated inland wetlands and any site activities is an approximately eighteen feet slope, which shall remain. Site inland wetlands were field delineated by Ian Cole, R.S.S. during June 2021.

### Site Plan Review Information

#### Site Amenities:

There will be six parking spots (including one handicap accessible spot) for use by employees. Due to it not being retail in nature, the required parking for the building can be reduced.

There will be one site identification sign affixed to the concrete block retaining wall in the southern portion of the site to notify oncoming traffic of the office and maintenance facility ahead. The facility does not have any retail aspect to it and no customers for wholesale material purchasing, so it does not require advertising.

At this time, all utility and service structures are located within the office and maintenance facility.

Site Lighting will be limited to building mounted down light fixtures serving the adjacent parking facility and pedestrian walkways adjacent to the building. Therefore, no lighting plan is included in the submittal.

Due to the unique geometry and hardships of the site, a variance has been requested to minimize the amount of street trees and landscaping in order to allow the parking lot and retaining wall areas fit within the site. In reducing the amount of street trees, it is not required to have a full plan prepared by a professional Landscape Architect.

#### Architectural Drawings/Elevations:

Floor plans and elevations for the proposed metal frame office and maintenance facility have been provided by C.E.D.S, copies of which are included in the attached plans.



\* Refer to attached "Supplemental Application Information" for additional notes regarding specified items.

TOWN OF LISBON  
SITE PLAN CHECKLIST

RECEIVED  
3 pgs  
SEP 16 2021  
9:30 am  
TOWN CLERKS OFFICE  
TOWN OF LISBON  
Aimee Pucchi

A. INFORMATION TO BE SUBMITTED WITH THE APPLICATION FOR SITE PLAN REVIEW  
ASSOCIATED WITH ZONING PERMIT AND/OR SPECIAL PERMIT APPROVAL

- Complete application on the form provided by the Town.
- Proof that application has been made to, or permit obtained from, the Conservation Commission for any regulated activity under Connecticut General Statute §22a-42.
- Fee in accordance with the Town of Lisbon Fee Ordinance, as amended
- A soil erosion and sediment control plan and accompanying information in accordance with sections 10.16 and/or 10.4 of the zoning regulations, inclusive and as amended, for development when the disturbed area of such activity or development as the case may be, is cumulatively more than one-half acre.  
*It is the developer's or contractor's obligation to maintain consistency with all Storm-water discharge permits issued by the DEEP within the municipal boundary pursuant to Connecticut General Statutes §22a-430 and 22a-430b and obtain authorization under DEEP's General Permit for the Discharge of Storm-water and Dewatering Wastewaters Associated with Construction Activities ("Construction General Permit") if their development or redevelopment project disturbs one or more acres of land, either individually or collectively, as part of a larger common plan, and results in a point source discharge to the surface waters of the state. A copy of the Storm-water Management Plan or Storm-water Pollution Control Plan (required by the Construction General Permit) as the case may be, shall be provided to the Town of Lisbon by the applicant upon request.*
- Renderings and elevations of proposed buildings 1) in the case of special permit applications and 2) to address the requirements of section 10.13, inclusive, regarding development in the Business Village and Industrial districts. In the case of all site plan reviews for other uses and zones, a rendering of any proposed building shall be supplied, with siding materials specified (front, side, and rear elevations shall also be shown).
- For all wireless telecommunications facilities proposed provide reports, design drawings and other information required under section 10.17, inclusive.
- \*  Where significant risk of degradation of surface or ground water supplies may exist, submission of an evaluation of the impact of the proposals on existing and potential surface and ground drinking water supplies, prepared by a qualified hydrogeologist or other professional acceptable to the commission.
- \*  An estimate of the costs for improvements shown on the site plan and provided for in the special permit.
- The Commission may require evaluation reports by commission-approved independent professionals and other experts, including and not limited to: traffic engineers, hydrologists, soil scientists, geologists.
- \*  Storm water drainage calculations for pre and post development.

- Provide proof that applications will be made, or have been obtained, for any required Certificates of Public Convenience and Necessity required by Connecticut state statute.
  
- B. ITEMS TO BE INCLUDED ON THE SITE PLAN: PLAN SIZE SHALL BE 24" x 36" at 1"=40'. THE SITE PLAN SHALL BE PREPARED BY A CONNECTICUT REGISTERED PROFESSIONAL SURVEYOR, ENGINEER, OR OTHER APPROPRIATE PROFESSIONAL; P.E. STAMP IS REQUIRED FOR ANY GRADING, PAVING, DRAINAGE, ROAD CONSTRUCTION, OR MUNICIPAL IMPROVEMENT WORK.
  - Name and address of owner of record, address of property, name of applicant.
  - Legend
  - Type size no smaller than .08" or equivalent of 80 LEROY.
  - North arrow (orientations shall be consistent), graphic scale, name of person preparing plan, date of drawing, any revision dates with description of revisions.
  - Property boundaries, dimensions, and area.
  - Map references and prior permits, variances, and the like.
  - Signature/Date Block for the chairperson of the Planning and Zoning Commission
  - Site data table to address section 8, including lot size, density, frontage, yards, buildable area, parking, building coverage, impervious area coverage, and building height, as the case may be.
  - Zone of site and of all property within 500 feet. A 1"=1000' Location Map copied from the official zoning map can address this item. All Adjacent Land Zoned IP-1
  - Names and addresses of current owners of property within five hundred feet of the parcel as shown in Assessor's records including properties across from any street/road, river, and /or municipal boundary.
  - Dimensions of all yards, as required by these Regulations.
  - Existing and proposed contour lines at intervals of no more than two feet (T-2 or T-3 accuracy). Topography taken from USGS Quadrangle interpolation is not acceptable. The commission may require the applicant to submit design drawing(s) including cross sections and elevation, of all proposed activity as a component of the site plan.
  - Locations and specifications of all existing and proposed structures and uses including, but not limited to, buildings, stonewalls, fences, sidewalks, driveways and internal roads, parking and loading areas, exterior storage areas, trash disposal areas, signs, abutting streets, utility structures, and hydrants. Provide construction details as necessary.
  - All new utilities (i.e. electric, cable, phone) necessary for development shall be installed underground.
  - Locations and descriptions of water supply/distribution and sewage disposal facilities, including test pit data. Where septic systems are proposed, include note: The preliminary soils testing information presented herein is sufficient for the purpose of approval of this site plan by the Lisbon Planning and Zoning Commission. Prior to

issuance of a building permit, the Uncas Health District may require additional soils testing and/or detailed review of the septic system design.

- \*  HVAC equipment location(s) and other service structures such as propane tanks, transformers, mailboxes, bus shelters, etc.
- \*  A storm drainage plan which includes necessary calculations and existing and proposed drainage structures on the site and those off-site that may be affected by the proposed activity. Post-development and pre-development calculations should be submitted.
  - Location of wetlands and watercourses and wetlands buffer, with the signature of the soil scientist who identified such features. All wetlands shall be field located.
- \*  A landscape plan prepared by a professional landscape architect (i.e., American Association of Landscape Architects, including the planting, location and species to be used, the ground cover and surface treatments proposed, and identification of the types and location of existing vegetation to remain in place on the site. The number, location and size of the landscaping material shall be as required by section 14 of the zoning regulations.
  - Location of any existing mature trees to be retained or credited to meet landscape requirements. Include clearing limit lines.
- \*  Staging or phasing plans proposed for site development.
- \*  Flood Hazard areas, as shown on FEMA maps.
- \*  Sight line information at proposed driveway cut(s).
- \*  Indication that plans have been submitted to CONNDOT for review or that review is not required. A CONNDOT encroachment permit is required for all work in the State R.O.W.
- \*  Lighting plan to address the requirements of section 12.6.9 of the zoning regulations, including location(s), height size, orientations and details. Light posts proposed may not exceed 20' in height.
  - Location, size, height, and orientation of all proposed signs, including wall, freestanding, directional and traffic signage in accordance with section 15 of the zoning regulations.
  - Note stating: *Fire Lanes, if requested by the Fire Marshal, shall be installed and maintained on site in accordance with town ordinance or standards in force.*
  - Note stating: *The contractor will notify the Tree Warden before removing or pruning any trees that stand on Town of Lisbon property.*
  - Note stating: *Call Before You Dig at 811 or 1-800-922-4455 will be contacted prior to initiation of this project.*
  - Note stating: *All curb/handicapped ramp designs shall conform to ANSI, ADA, CT Basic Building Code, Town of Lisbon standards in force as directed by the Town Building Official.*
- \*  Easements or dedications proposed or required.
  - Any other information deemed necessary by the commission to determine compliance with these regulations.



CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT	
1	Level	Public Water	1	Paved	VAC CM LN	Code	Assessed
TODAYS REALTY LLC						5-2	100,380
185 OLD CANTERBURY TPKE						143400	6073
NORWICH CT 06360							Lisbon, CT

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	VI	SALE PRICE	VC
TODAYS REALTY LLC	181	39	08-03-2021	Q	V	70,000	00
JOHNSON DENNIS	168	800	05-10-2018	U	V	23,100	30
FUSION PAPERBOARD CONNECTICUT LLC	150	547	06-14-2012	U	V	0	29
CASCADES BOX BOARD GROUP CT LLC	142	166	01-04-2010	U	U	0	29
SPRAGUE PAPERBOARD INC	88	269	04-09-1999	U	U	0	29
Total						83650	83650

ASSESSING NEIGHBORHOOD		Street Index Name	Parcel Number	Batch
NBHD	0001			

PREVIOUS ASSESSMENTS (HISTORY)		Year	Code	Assessed	Year	Code	Assessed
		2020	5-2	83,650	2019	5-2	111,540
Total				83650			111540

This signature acknowledges a visit by a Data Collector or Assessor

APPRaised VALUE SUMMARY		Appraised Bldg. Value (Card)	Appraised XF (B) Value (Bldg)	Appraised OB (B) Value (Bldg)	Appraised Land Value (Bldg)	Special Land Value	Total Appraised Parcel Value	
		0	0	0	143,400	0	143,400	
Total Appraised Parcel Value								143,400

BUILDING PERMIT RECORD		Permit ID	Issue Date	Type	Description	Amount	% Comp	Date Comp	Comments	DATE	TYPE	RESULT	
										04-28-2021	Field Review	50	
										03-12-2020	BAA Change	20	
										09-14-2018	Misc Assessor change	23	
										08-18-2016	Vacant Land Insp.	11	
										06-09-2016	Vacant Land Insp.	11	
Total Appraised Parcel Value													143,400

LAND LINE VALUATION SECTION		Use co	Description	Zone	D	Fronta	Depth	Units	Unit Price	I. Fact	S.A.	Ac DI	C. Fact	St. Idx	Adj	Notes	Special Pricing	S Adj	Adj Unit Pric	Land Value	
1	3030	Comm Land	IP-1					2,000 AC	100,000	1,000	C		0.90	C1	0.75	TOPO	0	1,000		135,000	
1	3030	Comm Land						4,980 AC	2,500	1,000	0		0.90	C1	0.75	TOPO	0	1,000		8,400	
Total Card Land Units																					6,980 AC
Total Land Value																					143,400