TOWN OF LISBON
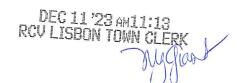## REGULATION AMENDMENT APPLICATION

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

➢ APPLICANT: Town of Lisbon Planning and Zoning Commission   TELEPHONE: 860-376-3400
   ADDRESS: 1 Newent Road, Lisbon, CT 06351   EMAIL: ejoseph@lisbonct.com
➢ APPLICANT'S AGENT (IF ANY): Michael J. Murphy, AICP, Lisbon Town Planner   TELEPHONE: 860-376-3400
➢ ADDRESS: 1 Newent Road, Lisbon, CT 06351   EMAIL: mmurphy@seccog.org
➢ OWNER / RUSTEE: Town of Lisbon   TELEPHONE: 860-376-3400
   ADDRESS: 1 Newent Road, Lisbon, CT 06351   EMAIL:_____
➢ ENGINEER/ SURVEYOR/ ARCHITECT: _____   TELEPHONE:_____
➢ ADDRESS: _____   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).

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

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 _____ PRINTED NAME OF APPLICANT/AGENT Michael J. Murphy, AICP

DATE: December 8, 2023

SIGNATURE/RECORD OWNER_____ PRINTED NAME/RECORD OWNER Thomas W. Sparkman, First Selectman

DATE: 12/11/2023

REGULATIONS PROPOSED FOR AMENDMENT:

ZONING_____X_____   SUBDIVISION_____

PROPOSED AMENDMENT(S) (Section, title, and text-attach sheets as necessary):

Add Section 16.2.2 - <u>Notification of Abutters by Applicant</u>, as noted below, for notification of abutters requirements for applications for variances/appeals to the Lisbon Zoning Board of Appeals. (see attached language).

REASONS FOR EACH AMENDMENT REQUEST:

To require applicants to the Zoning Board of Appeals to notify abutters when an application has been submitted and will be heard at a Public Hearing.

APPLICATION SUBMITTAL DATE: _____   *FEE(S) PAID*: _____

OFFICIAL DAY OF RECEIPT: _____

P & Z COMMISSION ACTION: _____   *DATE*: _____

CHAIR'S SIGNATURE: _____

Adopted_____ Modified and Adopted_____ Denied_____

16.2. <u>Administration.</u>

16.2.1 <u>Procedures.</u> The ZBA shall receive, hear and act upon applications for variances and appeals of the Enforcement Officer in accordance with Chapter 124 Title 8 of the General Statutes. Procedures for requests for approval of location of motor vehicle facilities shall be in accordance with Chapter 246 Title 14 of the General Statutes. When an application for variance is joined with an appeal of an order of the Enforcement Officer, the Board shall first decide the issues presented by such appeal. The ZBA shall also hear and act upon variance applications made pursuant to Section 10.15.8.

16.2.2 <u>Notification of Abutters by Applicant</u>. Before a public hearing is held on an application for a variance or an appeal of an order or decision of the Zoning Enforcement Officer, the applicant shall present proof that notice has been mailed to each of the property owners of abutting parcels, including parcels across the street, based on current ownership and address records of the Tax Assessor not less than (ten 10 nor more than (thirty (30) days before the public hearing. Said notice shall be mailed in the form of U.S. Postal Service Certificates of Mailing.) Notices sent by Certified Mail-Return Receipt Requested are acceptable but are neither required or advisable).

16.2.~~2~~3 <u>Decisions.</u> Any decision of the ZBA may be subject to such conditions or restrictions necessary to insure that the granting of the application or request shall be in harmony with the intent of these Regulations. The Board shall state in the record the reasons for its decision. When a variance is granted, the Board shall describe specifically in the record the exceptional difficulty or hardship on which its decision is based.

16.2.~~3~~4 <u>Filing</u>. Notice of any grant of variance, special exception or approval of motor vehicle facility location shall become effective upon filing notice of such action in the Lisbon Land Records.

<u>Legend</u>

~~Abc~~   Language to be removed or changed
Bold   New language