

**TOWN OF LISBON**  
**Ordinances / Resolutions**

**May 2023**

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Added / Corrected Adopted & Publication Dates

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## **DEAD POULTRY AND POULTRY HOUSES**

Ordinance relative to the disposal of dead poultry and the maintaining of poultry houses in an unsanitary condition.

SECTION 1: It shall be unlawful for any person to leave dead poultry, not intended for human consumption, unburied upon the surface of the ground or in any building longer than forty-eight hours.

SECTION 2: It shall be unlawful for any person to maintain or operate any poultry house in such a manner as to cause the emission of noxious odors detrimental to any person or the public or to the health, welfare, comfort and safety of such person or the public. The maintenance or operation of a poultry house in such a manner is declared to be a public nuisance and may be abated in the manner provided by Section 385 of the General Statutes.

SECTION 3: The Health Officer of the Town shall have the power on his own initiative or upon a complaint in writing signed by at least ten electors of the Town, to investigate the cause of noxious odors being emitted from any poultry maintained or operated in the Town. If he finds that any poultry house is being maintained or operated in violation of Section 2 of this ordinance, he may cause same to be abated.

SECTION 4: The word "person" as used in this ordinance shall mean and include any individual, firm, corporation, partnership, association, company or organization of any kind.

SECTION 5: Any person who violates Section 1 hereof, or who fails to comply with an order of the Health Officer made pursuant to Section 3 hereof within five days after service thereof, shall be fined not less than \$5.00 nor more than \$50.00 and every day such violation exists shall constitute a separate offense and be punishable as such hereunder.

Adopted 7-2-1958

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **ORDINANCE CONCERNING NUMBER OF JUSTICES OF THE PEACE**

Be it ordained, by the electors of the Town of Lisbon and those entitled to vote in Town Meetings, at a duly warned Town Meeting, that the number of Justices of the Peace for the Town of Lisbon shall be ten (10).

In accordance with Public Statutes, the above shall become effective fifteen (15) days after publication.

Adopted 7-20-1964

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **AN ORDINANCE CONCERNING THE ISSUANCE OF BUILDING PERMITS AND THE REGULATION OF SEWAGE DISPOSAL SYSTEM INSTALLATIONS AND THE APPROVAL OF SUCH INSTALLATIONS BY THE SEWAGE INSPECTOR.**

Be it adopted by the Town Meeting of the Town of Lisbon:

### **SECTION 1. APPLICATION FOR BUILDING PERMIT**

#### **a. When required.**

It shall be unlawful to construct, alter, remove or demolish or to commence the construction, alteration, removal or demolition of a building or structure, or part thereof, without first filing with the Town Clerk an "APPLICATION FOR BUILDING PERMIT" on forms provided by the Town Clerk, and obtaining a "BUILDING PERMIT" before commencement of such work. However, in the event that such construction, alteration, removal, or demolition shall not exceed a cost of \$200.00, then, in that event, a

"BUILDING PERMIT" shall not be required. Nor shall a "BUILDING PERMIT" be required to perform work which may be classed a normal maintenance even though this work may exceed a cost of \$200.00.



At any time a new sewage system is to be installed, whether there is to be a building construction, alteration, removal or demolition, or not, and regardless of the cost of such sewage system, a "BUILDING PERMIT" shall be required.

b. Acceptance

No application for a permit shall be accepted by the Town Clerk unless accompanied by a fee of \$1.00 which fee shall belong to the Town Clerk.

In addition to the established fee of \$1.00 for a " BUILDING PERMIT" each application for a "BUILDING PERMIT" in which sewage is to be disposed of in a private sewage disposal system shall be accompanied by the further fee of \$7.50 which shall belong to the Sewage Inspector.

c. Contents of Application

Each application for a "BUILDING PERMIT" shall contain the full names and Post Office address of the owner. It shall describe the lot and premises by street number, road or by such other description as to fully identify the property. It shall describe the proposed work as "New Construction", "Alterations", "Demolition", "Removal", "New Sewage System Only" etc. Each application shall be signed and dated by the applicant.

Each application for a "BUILDING PERMIT" in which the addition of a sewage system is called for shall have attached thereto a sketch or drawing of the facilities to be installed and the proposed location of such sewage system. This drawing shall have inscribed upon it the water supply system and a dimension shall be give of the distance between the nearest point of the sewage system to the water supply system. The house, if any, shall also be spotted on the property,

## SECTION 2. BUILDING PERMIT

a. Action on application

It shall be the duty of the Town clerk to examine the "APPLICATION FOR BUILDING PERMIT" at the time of submission for errors and omissions, sign the application as "received", and issue the "BUILDING PERMIT".

## SECTION 3. SEWAGE SYSTEM INSTALLATIONS

- a. It shall be unlawful to construct, maintain, or occupy any premises which are not equipped with adequate facilities for the disposal of sewage in a sanitary manner. The construction or reconstruct of all such facilities shall henceforth

be in accordance with this ordinance and relevant provisions of the State Public Health Code.

- b. All standards prescribed by Section 19-13-B3-B2 of the Connecticut Department of Health Public Health Code Regulations, and all future amendments there to shall be applied by the Sewage Inspector in regulating the disposal of sewage and the construction of private sewage disposal facilities.
- c. All inconsistent legislation heretofore adopted by the Town of Lisbon is hereby repealed as far as it is inconsistent with this ordinance.
- d. These regulations and the various parts, sections, and clauses thereof are hereby declared to be severable. If any part, sentence, section, or clause is adjudged to be unconstitutional or invalid, it is hereby provided that the remainder of these provisions shall not be affected thereby.
- e. All hereafter constructed private sewage disposal facilities shall be of the water carriage type. The construction of pit privies and similar toilet devices, excepting the repair of existing facilities, is expressly prohibited, provided, however, that such facilities, if properly constructed and maintained may be used at public beaches and public parks. In the case of temporary facilities such as carnivals, building construction projects, etc., a special permit must first be obtained from the sewage Inspector for the institution of these facilities, which permit will be granted in writing. A fee \$7.50 shall be paid to the Sewage Inspector for this permit; said fee shall belong to the Sewage Inspector.
- f. Upon the completion of a private sewage disposal facility installation and the subsequent notification of the Sewage Inspector, the Sewage Inspector shall inspect the facility to determine that it has been installed in accordance with this ordinance and the pertinent State Public Health Code regulations. The sewage Inspector shall approve the installation it complies with this ordinance and the State Public Health Code or shall disapprove the same if it does not, stating his reason or reasons for such disapproval. This shall be done by his wiring the words "Installation Approved", or Installation Disapproved" on the original sketch or drawing submitted as part of the "Application for Building Permit". All portions of a completed installation are to remain exposed for the Sewage Inspector's inspection and shall not be back filled until permission is granted by the inspector.
- g. No building or structure shall be used for human occupancy until the Sewage Inspector or his representative approves the facilities of the private sewage disposal system as outlined in "f" above.

#### SECTION 4. SEWAGE INSPECTOR

- a. The Health Officer of the Town of Lisbon shall be the Sewage Inspector and is hereby authorized to appoint an assistant or deputy to carry out the duties herein established.
- b. Duties
  - (1) the Sewage Inspector shall examine all applications for permits requiring the installation of private sewage disposal systems.
  - (2) He shall familiarize himself with the ordinance and with Sections 19 -13 – B3 – B20 of the Connecticut State Department of Health Public Health Code Regulations.
  - (3) He shall examine all sewage facilities after installation and during construction if he deems it necessary, to see that they conform to the requirements of this ordinance, and the State Code.
  - (4) He shall have the right to entry upon the premises in order to carry out his inspection of the sewage system.

#### SECTION 5. VIOLATIONS

- a. Any person found guilty of violating any provision of this Ordinance shall be fined not less than \$10.00, nor more than \$25.00, and every day such violation exists shall constitute a separate offense and be punishable as such hereunder, UNLESS corrective action has been commenced within forty-eight (48) hours of the violation.
- b. No oversight or dereliction of duty on the part of the Sewerage Inspector or his assistant shall legalize any system that does not conform to this ordinance.

#### SECTION 6. EFFECTIVE DATE

- a. These regulations shall take effect fifteen (15) days from the date of adoption. These regulations were adopted on the 22<sup>nd</sup> day of November 1965.

Adopted 11-22-1965  
As Amended 2-7-1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **DESIGNATION OF ANNUAL BUDGET MEETING**

Pursuant to the authority of Section 7-388 of the General Statutes, the first Monday in May shall be designated as the date for the Annual Budget Meeting of the Town of Lisbon.

Resolved February 7, 1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **AN ORDINANCE CONCERNING AN INCREASE IN THE BOARD OF EDUCATION TO NINE MEMBERS**

Be it ordained, by the electors of the Town of Lisbon and those entitled to vote in Town Meeting duly assembled:

SECTION 1. The Board of Education shall hereby consist of nine (9) members.

SECTION 2. At the next town election, the terms of all members of the Board of Education shall terminate and nine (9) members shall be elected for a term of two (2) years, three shall be elected for a term of four (4) years, and three (3) shall be elected for a term of six (6) years, thereafter at each biennial Town Election, three (3) members of such board shall be elected for a term of six (6) years.

SECTION 3. This ordinance shall take effect fifteen (15) days after publication in accordance with General Statutes.

Adopted 8/29/1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

**AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "TRAILER  
CAMPS OR MOBLIE HOME PARKS" DATED SEPTEMBER 17, 1957,  
AND TO REPEAL AN ORDINANCE ENTITLES "ORDINANCE  
REGULATING TRAILER AND MOBLIEHOMES IN THE TOWN OF  
LISBON" DATED MARCH 24, 1961**

1. No automobile, automobile trailer, truck, truck trailer, trolley car, railroad car or other vehicle, with or without wheels designed, altered, or used for human occupancy as a home or camp, all of which terms shall hereinafter be designated by the word "vehicle" shall be parked and occupied for residence purpose off public highways in the Town for a period exceeding five (5) days without an occupancy permit issued by the Town Clerk.
2. \*2. No such permit shall be issued by the Town Clerk until written approval of the Town Health Officer certifying compliance with State sanitary regulations, and that the presence of such vehicle will not imperil the public health, has been filed with the Town Clerk in respect to the proposed site to be occupied by such vehicle and in respect to the sanitary facilities of such vehicle.
3. No such occupancy permit shall be issued for an initial period exceeding thirty (30) days and such permit shall be renewable for a period not exceeding an additional thirty (30) days. The permit shall state the location of the vehicle and the maximum number of persons occupying such vehicle.
4. No such vehicle shall be parked and occupied within fifty (50) feet of a public highway unless concealed from view from such highway.
5. Any person who violates the provisions of this ordinance shall be fined not more than \$100.00. Each day when such vehicle is parked in violation of this ordinance shall constitute a separate offense.
6. An ordinance entitles "Ordinance Regulating Trailers and Mobile Homes in the Town of Lisbon", dated March 24, 1961, is herewith repealed upon the effective date of this ordinance.

7. In the event any section of the herein adopted ordinance is in conflict with, or contrary to, an ordinance entitled "Trailer Camps or Mobile Home Parks", dated September 17, 1957, the provisions of this ordinance shall be deemed controlling.
8. If any section, paragraph, subdivision, clause, or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.
9. This ordinance shall take effect fifteen (15) days after publication in accordance with Public Statutes.

Adopted 5-6-1966  
Published 5-9-1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

\* Section 2 repealed see Ordinance dated 5-17-1972, Section 2

**AN ORDINANCE CONCERNING THE ADOPTION OF ZONING AND  
PLANNING IN THE TOWN OF LISBON, CREATING A PLANNING AND  
ZONING COMMISSION AND PROVIDING FOR ITS APPOINTMENT  
AND ELECTION**

Be it ordained by the electors of the Town of Lisbon at a duly warned Town Meeting:

SECTION 1: The provisions of Chapter 124 (Zoning) of the General Statutes of the State of Connecticut, Revision of 1958, as amended, are hereby adopted.

SECTION 2: (A) There shall be a Zoning Commission of the Town of Lisbon to consist of five (5) members who shall be electors of the Town of Lisbon and shall hold no salaried municipal office.

- (B) The following are hereby appointed as the original members of the Zoning Commission of the Town of Lisbon for the following terms:

LEONARD GOLDBERG until the biennial election to be held the First Monday of October 1971:

WILLIAM GRANT, SR and CARL BENKER until the biennial election to be held on the first Monday of October, 1969;

EVE HARRIS and WALTER MISH until the biennial election to be held on the first Monday of October, 1967.

Thereafter as the term of each member of the Zoning Commission expires, the successor or successors shall be elected at the biennial election of the Town of Lisbon to serve for a term of six(6) years.

- (C) In the event any member of the Zoning Commission shall cease to be a resident of the Town of Lisbon, his office shall be deemed vacant.

A vacancy from whatever cause arising shall be filled by the Zoning Commission for the unexpired portion of the term by the appointment of an elector of the Town of Lisbon of the same political party as his predecessor.

### SECTION 3:

- (A) There is hereby created a Zoning Board of Appeals consisting of five (5) regular members and three (3) alternate members, who shall be electors of the Town of Lisbon.

- (B) GEORGE MILLER and RAYNOLD LEMAIRE are hereby appointed as regular members and LARRY BOULEY is hereby appointed as an alternate member of the Zoning Board of Appeals until the biennial election to be held the first Monday of October, 1971; FRANCIS TWAROG and GILBERT VERTERFEUILLE are hereby appointed as regular members and LEO BAWZA is hereby appointed as an alternate member of the Zoning Board of Appeals until the biennial election to be held on the first Monday of October, 1969; and CHARLES PASTERYAK is hereby appointed as a regular member and DOROTHY OLDFIELD is hereby appointed as an alternated member of the Zoning Board of Appeals until the biennial election to be held on the first Monday of October, 1967; and thereafter as the term of each regular or alternate member of the Zoning Board of Appeals expires, the successor or successors shall be elected at the biennial election of the Town of Lisbon to serve for a term of six (6) years.

SECTION 4: The provisions of Chapter 126 (Municipal Planning Commission) of the General Statutes of the State of Connecticut, Revision of 1958, as amended, are hereby adopted. The Zoning Commission of the Town of Lisbon, is hereby designated as the Planning and Zoning Commission of the Town of Lisbon, and shall have all the powers and duties of both a Planning Commission and a Zoning Commission as provided by the General Statutes of the State of Connecticut, as amended.

The Planning and Zoning Commission of the Town of Lisbon shall consist of nine (9) members who shall be the five (5) members of the Zoning Commission previously appointed and in addition thereto RALPH FITCH who shall serve for a term until the biennial election to be held on the first Monday of October, 1967; EDWARD HOREKIK, JR who shall serve for a term until the biennial election to be held on the first Monday of October, 1969, and ROMAN BUFFIN and WILLIAM PECHKA who shall serve for a term until the biennial election to be held on the first Monday of October, 1971; and, thereafter, their successors shall be elected at the biennial election of the Town of Lisbon to serve for a term of six(6) years.

SECTION 5: This ordinance shall take effect fifteen (15) days after publication in accordance with the General Statues.

Adopted 5-6-1966  
Published 5-9-1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **AN ORDINANCE REGULATING THE ADDITION OF ANY NEW STREET OR HIGHWAY TO THE SYSTEM OF THE TOWN OF LISBON**

### **SECTION 1. DEFINITIONS**

"Street" means a newly established project road or any abandoned or legally closed highway or road being open for public use.



"Board" means the Board of Selectmen.

## SECTION 2. PROCEDURE FOR LAYOUT AND ACCEPTANCE

1. Layout- Whenever any street is proposed and before any construction clearing or excavating is initiated, the owner or developer shall present to the board, three certified copies of plans and profiles prepared by a Licensed Connecticut Engineer or Land Surveyor together with topography map of the area and a written application for approval of such street. The plans shall conform to the specifications hereinafter stated and subject to Sec. 12-25 of the 1959 Supplement of the 1958 revision of the General Statutes of Connecticut. Such plans shall include all drainage needs, as prepared by a Certified Licensed Connecticut Engineer, and culverts and catch basins.

The board at a regular meeting shall discuss the proposed plans with the owner, developer and/or agents and if approved, approved with changes or disapproved, shall return one copy of the plan with note of its action to the owner within thirty (30) days from the receipt of the application. When approved by the Board one copy of the plans shall be filed with the Town Clerk.

2. Final Acceptance by Board: Upon completion of construction of proposed street and before acceptance by the Board of said street into the Town Highway system, certifying that (a) the work had been completed according to the profile submitted and in accordance with all specification hereinafter stated. (b) the drainage system is adequate for the project development. Upon receipt of such certificate and the Town Meeting having voted to accept such proposed road, such road may be finally accepted by the Board into the Town Road system.

3. Record of Acceptance: Final acceptance of all roads by the Board of Selectmen shall be entered into the minutes book of the Town Clerk of the Town of Lisbon as proof of such acceptance.

## SECTION 3. CONSTRUCTION SPECIFICATIONS

1. Width: Any street shall contain a minimum "right of way" of fifty (50) feet unless laid out with prior written approval of a majority of the Board. Such

street shall be conveyed by Warranty Deed to the Town of Lisbon. The road bed of any street shall have a minimum width of twenty-four (24) feet.

2. No dead end street shall be approved by the Board except that a turn about of fifty (50) foot radius be constructed. There shall be no brush, trees or boulders within six (6) feet of the side of the road bed. Such road beds shall be excavated to a depth of twelve (12) inches and be freed of boulders and all ledge shall be cut an additional twelve (12) inches.

3. Grade and Contour:

- (a) Streets shall be adjusted to the contour of the land but no grade shall be less than 0.5% or more than 12%, with exceptions subject to the written approval of the Board of Selectmen.
- (b) The profile of such new street shall have no abrupt changers of grade.
- (c) Slope shall be finished in a neat manner and where streets are out or filled, the side slope shall not be steeper than one (1) foot vertical to two (2) feet horizontal, unless the permanence of the slope shall be otherwise provided by the owner or developer to the satisfaction of the Board.

4. Drainage:

- (a) All shoulders two (2) feet on each side of the road bed shall be so constructed that control of surface water and sub-surface water is maintained; all shoulders and water-ways shall be surfaced with bituminous concrete and compacted to two (2) inch thickness. Catch basins and culverts pipe of a minimum diameter of 15" shall be installed at each corner of all intersections and catch basins at a maximum of every three-hundred (300) feet on each side of the road except as may be varied by written permission of the Board. All catch basins to be connected to cause a continuous flow of controlled surface and sub-surface water to an ultimate destination of natural flow, brook, pond, river. All culvert pipe shall be reinforced concrete pipe, A.C.C.M. pipe or aluminum.

5. Curbs: Curbs or curb mix bituminous concrete shall be constructed at each side of the road to a height of 6". Such curbs to be uniform constructed using compacting equipment identified as curbing machine.

6. Drainage Right: All necessary drainage rights and/or easements for maintaining drainage over or under adjoining lands to an ultimate destination

of natural flow as Paragraph 3 "Drainage" shall be procured by the developer at no cost to the Town of Lisbon.

7. Utilities: All utilities shall be in place before final grading and compacting of streets.

8. Gravel: Gravel shall be uniformly applied to a compacted depth of twelve (12) inches on all normal areas and in wet land to be a compacted depth of twenty-four (24) inches. All gravel shall be process stone or gravel of a uniform size of not more than (5) inches in diameter for sub-surface and not more than two (2) inches for finished application, two four (4) inch course.

9. Initial Surfacing and Sealing:

(a) The road bed shall be graded with a crown on the average of one-fourth (1/4) inch per foot.

(b) The final gravel fill and grading shall be done under the supervision of the Board at the developers and owners expense.

(c) Pavement: There shall be applied to all surfaces of the road bed a two (2) inch layer of bituminous concrete, presently identified as Formula 138, machine laid and compacted with a five-ton roller.

10. Guard-rails: Guard rail post and railing shall be installed as directed by the Board.

11. Monuments: Standard monuments or merestones shall be set on the property lines in sufficient number to fix the exact location on the road. Monuments shall be of stone or reinforced concrete, not less than three (3) feet long and four (4) inches square at the top with a brass or copper plug or drill hole or cross in the top center. These shall be set on true line subject to a field check to the Town Engineer or First Selectman. They shall be set thirty-two (32) inches into the ground after all grading has been completed.

If ledge is encountered, a brass plug one-half (1/2) inch in diameter, three (3) inches long, shall be installed in the ledge and well cemented with a Portland cement mortar. Location of monument shall be shown on the map to be filed and a certificate signed before a Notary by the petitioner and his registered surveyor indicating that the monuments have been placed correctly in said locations.

12. All materials: All materials used in the construction of any street shall be in accordance with State of Connecticut, State Highway Department Standard

Specifications for Roads, Bridges and incidental Construction, except that portion that covers size of gravel.

13. Name of Streets: New streets shall be named subject to the approval of the Board of Selectmen.
14. Surety Bond: The Board shall require that a surety Bond of each or collateral shall be deposited with the Town Treasurer in an amount sufficient to cover any incomplete work before a certificate pertaining to the status of such road can be issued by the Board of Selectmen or any officer of the Town of Lisbon.
15. Exceptions: Any road over 50% complete may be accepted by the Board under the Town policy in effect before the passage of the Ordinance.
16. Previous Street Regulations and/or Ordinances: This ordinance shall supplant any previous regulations and/or Ordinance and shall become effective fifteen (15) days after its publication in a local newspaper having circulation in the Town of Lisbon.

Adopted 8-29-1966

Published 9-3-1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

### **RESOLUTION: OFFICIAL PUBLIC HEALTH NURSING AGENCY FOR TWO OR MORE TOWNS**

Whereas, it is the opinion of the majority of the people of this community that a generalized public health nursing service is needed and that until such time as these services shall be made available through a district department of health, such services may more efficiently be provided by action in combination with a nearby town or towns.

Whereas, the Town of Lisbon is eligible for Grant in Aid for public health nursing through the State Department of Health in accordance with Public Law #496.

Resolved, that a public health nursing service be established in cooperation with a nearby town or towns able and willing to participate in the organization and administration of this service.

Resolved, that the sum of \$1,500.00 be included in the budget of the Town of Lisbon for the year of 1966 and placed at the disposal of the Treasurer of such nursing services, when duly established and its' Treasurer bonded, to defray the Town's share of the first year of operation of the service.

Resolved, that application for Grant in Aid be made by the Director of Health to the Commissioner of Health, Connecticut State Department of Health.

Resolved, that a temporary committee of not less than four (4) and not more than (5) members, including a representative of the Town government and the Board of Education be named and authorized to cooperate with the authorized representatives of a nearby town or towns in the development of a joint health nursing service.

Resolved, that said temporary committee for the Town of Lisbon shall consist of the following persons:

Charles Palmer (Town Official)  
Charles Pasteryak (Board of Education)  
Walter Mish  
Olive Smith  
Dorothy Oldfield

Resolved, that this temporary committee be governed by rules of order to be adopted at its first official meeting which shall be held within one month of the adoption of this resolution and that a report of progress on the committee's work shall be filed on or before the first day of each month with the local Director of Health.

Resolved, that upon the establishment of a joint public health nursing service with a nearby town or towns, the administration of such service shall be vested in a body proportionately representative of the cooperating towns in accordance with the last completed Connecticut State Department of Health estimated population,

that the administrative body shall be governed by rules of order and bylaws to be adopted within one month of its' first official business meeting. These bylaws shall provide for the functions of the administrative body, its' future membership, any auxiliary or advisory subcommittees, and for bonding of Treasurer, annual auditing of finances and submission of an annual financial and statistical report to the selectmen of each cooperating town.

Adopted 6-29-1966

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

### **AN ORDINANCE REGULATING THE CONSTRUCTION OF ENTRANCES INTO TOWN ACCEPTED ROADS**

BE IT ORDAINED by the Electors of the Town of Lisbon at a duly warned meeting, that:

1. No person, firm or corporation shall construct or otherwise make any entrances by way of driveway or other similar roadways into a Town accepted road without first procuring from the Selectmen of the Town of Lisbon a permit authorizing said entrances.
2. The board of Selectmen shall issue to such applicant a permit authorizing the entrance into such Town accepted road if they should find that the proposed entrance does not impede or interfere with the flow or the projected flow of water on said Town accepted road.
3. Any person found guilty of violating any provisions of the ordinance shall be fined not more than fifty (\$50.00) dollars, for each offence, and every day such violation exists shall constitute a separate offence and be punishable as provided hereunder.

4. This ordinance shall take effect fifteen (15) days after publication in accordance with the General Statutes.

Adopted 6-25-1969

Published 7-1-1969

Attest: Florence Pawlikowski

Town Clerk/ Lisbon

#### **SEWAGE AND MOBILE HOME PERMIT FEES**

RESOLVED, that the fees for obtaining permits from the Town of Lisbon will hereinafter be as follows:

Sewage Permits shall be \$15.00. Renewals \$7.50. Mobile Homes Permits for an initial 30 days period shall be \$15.00 and there shall be an additional charge of \$15.00 to renew a mobile home permit.

Adopted 11-27-1970

Published 12-2-1970

Attest: Florence Pawlikowski

Town Clerk/ Lisbon

#### **SOCIAL SECURITY FOR FULL-TIME SALARIES FOR TOWN CLERKS**

BE IT ORDAINED by the Electors of the Town of Lisbon at a duly warned Town Meeting that the Selectmen are empowered and authorized to take all necessary and appropriate steps to have the office holder of the position of Town Clerk for

the Town of Lisbon included within the Social Security coverage as provided by the Federal Government, with said coverage to be effective as of January 1, 1972, and the Selectmen are further authorized and empowered to make the employer's portion of the payments due under said plan effective as of January 1, 1972.

This ordinance shall take effect fifteen (15) days after publication in accordance with the General Statutes.

Adopted 3-15-1972

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

### **SOCIAL SECURITY FOR FULL-TIME SALARIED FOR ELECTED POSITIONS**

The Selectmen of the Town of Lisbon are hereby authorized to apply to the State Retirement Commission for a modification to the Social Security Agreement to services in full-time salaried elective positions, which extension of coverage is not to include services in any class or classes of part-time positions and services in any class or classes of positions the compensation for which is on a fee basis, which extended coverage to full-time salaried elective positions shall be effective as of January 1, 1971.

Adopted 5-15-1972

Attest: Florence Pawlikowski  
Town Clerk/Lisbon



**AN ORDINANCE ESTABLISHING THE TOWN CLERK & RESISTRIAR  
OF  
VOTERS TERMS**

BE IT ORDAINED by the Electors of the Town of Lisbon at a duly warned Town Meeting, that in accordance with Public Act 494, January Session, 1971, The Town Clerk for the Town of Lisbon shall at the next succeeding regular election for such office and thereafter be elected for a term of four (4) years from the first Monday of January succeeding said election.

Adopted 7-17-1972

Attest: Florence Pawlikowski

Town Clerk/Lisbon

**AN ORDINANCE ESTABLISHING THE RESISTRIAR OF VOTERS &  
TOWN CLERK TERMS**

BE IT ORDAINED by the Electors of the Town of Lisbon at a duly warned Town Meeting, that in accordance with Public Act 494, January Session, 1971, The Registrar of Voters for the Town of Lisbon shall at the next succeeding regular election for such office and thereafter be elected for a term of four (4) years from the first Wednesday after the first Monday of January succeeding said election.

Adopted 7-17-1972

Attest: Florence Pawlikowski

Town Clerk/Lisbon

**AN ORDINANCE ENTITLED "MOTORS ON BLISSVILLE POND"  
ENACTED MAY 6, 1958, IS HEREBY RECINDED AND REPEALED AND  
IN LIEU THEREOF THE FOLLOWING ORDINANCE IS ENACTED:**

For the protection of bathers and the preservation of game fish in Blissville Pond in Lisbon, the ordinance establishes the following regulations:

No boat, craft or other type of vehicle shall be operated on Blissville Pond within the Town of Lisbon while powered by any motor, regardless of the horsepower of said motor.

The penalty for any violation of the Ordinance shall be a \$25.00 fine per violation.

Adopted 5-15-1972

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

**MODIFICATION TO AGREEMENT FOR PARTICIPATION BY  
MUNICIPALITY IN THE OLD-AGE, SURVIVORS, DISABILITY, AND  
HEALTH INSURANCE SYSTEM**

WHEREAS, the Town meeting of the Town of Lisbon, County of New London, State of Connecticut, at a meeting held May 15, 1972 voted to modify its agreement to extent coverage to full-time, salaried, elective positions and to continue to exclude:

Services in any class or classes of part-time positions;

Services in any class or classes of positions, the compensation for which is on a fee basis.

Effective date of coverage: January 1, 1971

WHEREAS, the same has been approved by the State Retirement Commission the agreement is hereby modified in manner and form as above stated.

STATE RETIREMENT COMMISSION

By J. Frederick Bitzer, Chairman

TOWN OF LISBON, Municipality

By Jeremiah Shea, 1<sup>st</sup> Selectman

Gilbert J Milone, Selectmen

Examined and approved as to form: C. Perrie Phillips

Adopted 5-15-1972

Attest: Florence Pawlikowski

Town Clerk/Lisbon

**\*SECTION 2—OF THE ORDINANCE ENTITLED “TRAILER CAMPS  
OR MOBLIE HOME PARKS” DATED May 6, 1966, IS HEREBY  
REPEALED AND RECINDED AND THE FOLLOWING IS ENCATED AS  
SECTION 2 THEREOF:**

2. Permits under this ordinance shall be issued by the Building Inspector of the Town of Lisbon an no such permit shall be issued until written approval of the Town Health Officer certifying compliance with State Sanitary Regulations, and that the presence of such vehicle will not imperil the public health, has been filed with the Building Inspector in respect to the proposed site to be occupied by such vehicle and in respect to the sanitary facilities of such vehicle.

The above ordinance shall take effect fifteen (15) days after publication in accordance with General Statutes.

Adopted 5-15-1972

Published 5-17-1972

Attest: Florence Pawlikowski

Town Clerk/Lisbon

#### **MEMBERSHIP OF BOARD OF ADMISSION OF ELECTORS**

At a special Town meeting held on December 8, 1975, it was voted to change the membership of the Board of Admission of Electors for the Town of Lisbon from the Selectmen, Town Clerk and the Registrars of Voters to the TOWN CLERK and REGISTRAR OF VOTERS ONLY.

Adopted 12-8-1975

Attest: Florence Pawlikowski

Town Clerk/Lisbon

#### **RESOLUTION: APPLYING FOR FLOOD INSURANCE**

WHEREAS, certain areas of TOWN OF LISBON are subject to periodic flooding (and/or mudslides) from QUINEBAUG and SHETUCKET RIVERS, ASPINOOK and BLISSVILLE PONDS, causing serious damage to properties within these areas; and

WHEREAS, relief is available in the form of Federally subsidized flood insurance as authorized by the National Flood Insurance Act of 1968; and

WHEREAS, it is the intent of the VOTERS, THROUGH A TOWN MEETING to require the recognition and evaluation of flood and/or mudslide hazards in all official actions relating to land use in the flood plain (and/or mudslide) areas having special flood (and/or mudslide) hazards; and

WHEREAS, this body has the legal authority to adopt land use and control measures to reduce future flood losses pursuant to SECTION 7-154 of the Connecticut General Statutes Annotated.

NOW, THEREFORE, BE IT RESLOVED, that these VOTERS, through A TOWN MEETING hereby:

1. Assures the Federal Insurance Administration that it will enact as necessary, and maintain in force for those areas having flood or mudslide hazards, adequate land use and control measures with effective enforcement provisions consistent with the Criteria set forth in Section 1910 of the National Flood Insurance Program Regulations; and
2. Vest BUILDING INSPECTOR with the responsibility, authority, and means to:
  - (a) Delineate or assist the Administrator, at his request, in delineating the limits of the areas having special flood (and/or mudslide) hazards on available local maps of sufficient scale to identify the location of building sites.
  - (b) Provide such information as the Administrator may request concerning the present uses and occupancy of the flood plain (and/or mudslide) areas.
  - (c) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map and identify flood plain or mudslide areas, and cooperate with neighboring communities with respect to management of adjoining flood plain (and /or mudslide) areas in order to prevent aggravation of existing hazards.
  - (d) Submit on the anniversary date of the community's initial eligibility an annual report to the Administrator on the progress made during the past year within the community in the development and implementation of flood plain (and/or mudslide) area management.

3. Appointed BUILDING INSPECTOR to maintain for public inspection and to furnish upon request a record of elevations (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved
4. structures located in the special flood hazard areas. If the lowest floor is below grade on one or more sides, the elevation of the floor immediately above must also be recorded.
5. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the program.

Adopted 12-8-1975

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

### **RESOLUTION: OF THE BUILDING PERMIT SYSTEM ADOPTED**

WHEREAS, the TOWN OF LISBON has adopted and is enforcing STATE BUILDING CODES, and

WHEREAS, Section 19-395 et section of the Connecticut General Statutes Annotated of the aforesaid prohibits any person, firm, or corporation from erecting, constructing, enlarging, altering, repairing, improving, moving or demolishing any building or structure without first obtaining a separate building permit for each building or structure from the BUILDING INSPECTOR, and

WHEREAS the BUILDING INSPECTOR must examine all plans and specifications for the propose construction when application is made to him for building permits.

NOW, THEREFIORE, BE IT RESOLVED by the VOTERS, THROUGH A TOWN MEETING OF THE TOWN OF LISBON as follows:

1. That the BUILDING INSPECTOR shall require the issuance of a permit for any excavation, grading, fill, or construction in the community; and That the BUILDING INSPECTOR shall require review of each permit application to
2. determine whether the proposed site and improvements will be reasonably safe from mudslides. If a proposed site and improvements are in location that may have mudslides hazards, a further review must be made by persons qualified in geology
3. and soils engineering; and the proposed new construction, substantial improvements, or grading must (i) be adequately protected against mudslide damage and (ii) not aggravate the existing hazard.

Adopted 12-8-1975

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

### **AN ORDINANCE ESTABLISHING FEES FOR THE ISSUANCE OF A BUILDING PERMIT**

1. No building permit shall be issued by the Building Inspector of the Town of Lisbon until said applicant has paid to the Town of Lisbon a building permit fee in an amount as determined by paragraph 2, below.
2. The following shall be the fees charged for the issuance of a building permit:

a. New Construction:

(1) Single story buildings; Ranch types, Cottage type & Additions

\$3.00 per 100 sq. ft.-up to 2,000 sq. ft.  
\$1.50 per 100 sq. ft. thereafter

550 sq. ft. to 649 sq. ft. = \$18.00  
650 sq. ft. to 749 sq. ft. = \$21.00

750 sq. ft. to 849 sq. ft.	= \$24.00
850 sq. ft. to 949 sq. ft.	= \$27.00
950 sq. ft. to 1049 sq. ft.	= \$30.00
1050 sq. ft. to 1149 sq. ft.	= \$33.00
1150 sq. ft. to 1249 sq. ft.	= \$36.00
1250 sq. ft. to 1349 sq. ft.	= \$39.00
1350 sq. ft. to 1449 sq. ft.	= \$42.00
1450 sq. ft. to 1549 sq. ft.	= \$45.00
1550 sq. ft. to 1649 sq. ft.	= \$48.00
1650 sq. ft. to 1749 sq. ft.	= \$51.00
1750 sq. ft. to 1849 sq. ft.	= \$54.00
1850 sq. ft. to 1949 sq. ft.	= \$57.00

(2) Buildings with 2 Stories (or More) raised Ranch, Cape Cod, A-frame, Colonial, etc.

\$3.00 per 100 sq. ft.

(full sq. area of first floor; ½ sq. area each additional story)

(3) Misc. Buildings; Garage & swimming pools

\$3.00 per 100 sq. ft.- minimum \$3.00	
up to 149 sq. ft.	= \$ 3.00
150 sq. ft. to 249 sq. ft.	= \$ 6.00
250 sq. ft. to 349 sq. ft.	= \$ 9.00
350 sq. ft. to 449 sq. ft.	= \$12.00
450 sq. ft. to 549 sq. ft.	= \$15.00
550 sq. ft. to 649 sq. ft.	= \$18.00
650 sq. ft. to 749 sq. ft.	= \$21.00
750 sq. ft. to 849 sq. ft.	= \$24.00

(4) Assembly & Institutional buildings

\$3.00 per 100 sq. ft. up to 20,000 sq. ft.  
\$1.50 per 100 sq. ft. thereafter.

(5) High hazard, Mercantile, Industrial & Business Buildings

\$3.00 per 100 sq. ft. up to 10,000 sq. ft.



\$1.50 per 100 sq. ft. thereafter.

(6) Storage Buildings, including Greenhouses & Barns

\$1.50 per 100 sq. ft. up to 10,000 sq. ft.

\$ .75 per 100 sq. ft. thereafter.

Minimum charge: \$3.00

(7) Pole Barns

\$.50 per 100 sq. ft.

b. Demolition - \$3.00

c. Removal of Buildings

Non-residential buildings w/out use of Town roads, same lot, \$5.00

Non-residential buildings with use of Town roads, one location to another location, \$50.00

Dwelling from one location to new location \$50.00 (plumbing & electrical inc.)

d. Electrical Plumbing, Heating, Air-conditioning

\$3.00 for work in excess of \$200.00

No fee for work at less than \$200.00

\*See ordinance on existing permits.

e. Renovations, Alterations, Repairs (Porch-Existing Enclosure, Fireplace, Carport, Aluminum Siding, Fence, Patio Chimney.)

Up to	\$ 200	0
\$200 to	\$ 1000	\$ 3.00
\$1001 to	\$ 2000	\$ 4.50
\$2001 to	\$ 3000	\$ 6.00
\$3001 to	\$ 4000	\$ 7.50
\$4001 to	\$ 5000	\$ 9.00
\$5001 to	\$ 6000	\$10.50
\$6001 to	\$ 7000	\$12.00
\$7001 to	\$ 8000	\$13.50
\$8001 to	\$ 9000	\$15.00
\$9001 to	\$10000	\$16.50

\$1.50 each additional \$1,000.

3. No building permit shall be issued except in accordance with the building code of the Town of Lisbon.
4. This ordinance shall be effective fifteen (15) days after publication.

Adopted 2-28-1979

Published 3-3-1979

Attest: Florence Pawlikowski

Town Clerk/Lisbon

#### **AN ORDINANCE INCREASING MEMBERSHIP ON THE COMMISSION FOR AGING**

At a special Town meeting of the Town of Lisbon held on September 6, 1979, it was voted to authorize the Board of Selectmen to increase the membership on the Commission for Aging from five (5) electors and residents of the Town of Lisbon to for more than nine (9) electors and residents of the Town of Lisbon.

Adopted 9-6-1979

Attest: Florence Pawlikowski

Town Clerk/Lisbon

## **A RESOLUTION CREATING A COMMISSION OF THE AGING**

RESOLVED: That the Town of Lisbon hereby creates a Commission on the Aging and that:

1.Said Commission shall consist of five (5) electors and residents of the Town of Lisbon; and that:

2.The members shall be appointed by the Board of Selectmen and shall serve for 2 years terms expiring on March 1<sup>st</sup> of each odd numbered years, and

3.The First Selectman shall be a member of said Commission, ex-officio, and

4.The purpose analyze the needs of Lisbon's elderly and aging in relation to housing, nutrition, employment, health, recreational, social services, transportation, and other matters and problems within the jurisdictional concern of the Commission. The Commission shall also plan, coordinate, develop and implement programs to meet the need and to improve the conditions of the elderly and aging on the Town of Lisbon and shall provide coordination and linkage of such plans and programs among existing services. The Commission shall act as an advocate for the elderly and aging and shall make recommendations from time to time to the Board of Selectmen and at the annual town meeting regarding services for elderly and aging persons.

Adopted 2-28-1979

Published 3-3-1979

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **AN ORDINANCE ESTABLISHING A CONSERVATION COMMISSION**

1. There shall be established in the Town of Lisbon a conservation commission that shall consist of five members who shall be appointed by the chief executive officer of the Town of Lisbon, and who shall be electors of the Town of Lisbon.
2. The chief executive officer shall initially appoint five members to the commission, two of whom shall serve until December 1, 1981; two of whom shall serve until December 1, 1982 and one of whom shall serve until December 1, 1983. Therefore, terms shall be for two years and the chief executive officer is empowered to fill any vacancy and may remove any member for cause.
3. The commission shall have the power to develop, conserve, supervise and regulate the natural resources, water resources (including inland wetlands and watercourse) within the Town of Lisbon, and shall further have such other duties as may be subscribed in section 7-131a, Connecticut General Statutes, as amended.
4. The actions, orders and regulations of the Lisbon Conservation Commission established by resolution of the town meeting of May 28, 1974, are ratified and deemed to be the actions, orders and regulations the commission created by this ordinance, provided the resolution on May 28, 1974, is revoked upon effective date of the ordinance and the appointment of members hereunder.
5. This ordinance shall be effected 15 days after publication of the same in a newspaper of general circulation in said town.

Adopted 1-21-1981

Published 1-26-1981

Attest: Florence Pawlikowski  
Town Clerk/ Lisbon

**AN ORDINANCE ADOPTIONG THE PROVISIONS OF SECTION 7-344  
OF THE CONNECTICUT GENERAL STATUTES. (Waiving Publication of  
Annual Budget)**

1. Pursuant to the provisions if section 7-344, Connecticut General Statutes, the Town of Lisbon having a population according to the last federal census of less than five thousand does herewith waive publication of an annual budget report, subject to there being available in copies of same in an amount equal to ten percent of the population according to the last federal census.
2. This ordinance shall be effected 15 days after publication of the same in a newspaper of general circulation in said town.

Adopted 1-21-1981  
Published 1-26-1981

Attest: Florence Pawlikowski  
Town Clerk/ Lisbon

**ORDINANCE AUTHORISING PROPERTY TAX EXEMPTION FOR  
SOLAR ENERGY HEATING OR COOLING SYSTEM AND  
GENERATING SYSTEM**

1. Pursuant to Section 12-81 (56) and (57) of the Connecticut General Statutes (as amended by Public Act 77-409), an exemption from property tax is authorized for a building, the construction of which is commenced on or after October 1, 1979 and before October 1, 1991, which equipped with a solar energy heating or cooling system (as defined in Section 12-81 (56))..... and for any

solar energy electricity generating system (as defined in section 12-81 (57), or any building system is added on or after October 1, 1976 and before October 1, 1991.

2. The extent of the exemption is the amount by which the assessed valuation of such real property is equipped with such a system exceeds the assessed valuation of such real property equipped with the conventional portion of the heating or cooling system, exclusive of any portion of such system related to solar energy.
3. This exemption shall only apply to the first fifteen assessment years following construction of such building or addition of any such system to a building.
4. Application for such exemption must be filed in accordance with Section 12-81 (56) and/or (57), as amended, within thirty days following the annual assessment date.
5. This ordinance shall be effected 15 days after publication of the same in a newspaper of general circulation in said town.

Adopted 4-30-1980

Attest: Florence Pawlikowski  
Town Clerk/ Lisbon

### **TAX FREEZE ORDINANCE**

Be it ordained that the total budget expenditures for any given fiscal year shall not be increased over the preceding budget year by an actual dollar amount in excess of revenue generated by the projected increase in the grand list, the receipt of additional state and federal income and other miscellaneous income. The increase in monies generated from an increase in the grand list shall be calculated by using the previous year's mill rate. This provision is subject to the following:

- (a) In the event that the long term bonded debt and associated debt service or long term public obligation shall increase the budget as the result of town meeting action or public referendum, the budget may be increased by this amount and the additional funding may be raised by taxation.
- (b) In the event a specific revenue account other than property taxes is projected to decrease, the limit on total budget expenditures shall be reduced by the amount of the projected decrease unless the service funded thereby is upon recommendation of the Board of Selectmen and approval of the Board of Finance and Town Meeting action deemed necessary to the public health, safety or welfare.
- (c) In the event of an increase in the grand list due to re-evaluation the actual dollar amount of increase in the projected budget shall be limited to the dollar amount of increase in the previous year's budget or the average amount of increase of the previous three years' budgets, whichever is larger.
- (d) This limitation on budget expenditures for any fiscal year shall not apply to any expenditure necessary to pay:
  - (1) Deficits or projected deficits from any prior year's budget or notes given to pay the same.
  - (2) Expenditures and appropriations for special projects that will be funded by bonds, notes or other form of borrowing.
  - (3) Debt service on bonds, notes or other obligations of the town.
  - (4) Judgments or settlement or claims against the town.
  - (5) Expenditures mandated by the state or federal government.
  - (6) Expenditures occasioned by natural disasters, civil disorders or other emergencies, when the Board of Finance, upon recommendation of the Board of Selectmen determines such expenditure is necessary to alleviate a serious condition endangering the public health, safety or welfare.
  - (7) Expenditure increases which will be paid solely from grants, gifts or revenues other than property taxes.

This ordinance shall take effect fifteen (15) days after publication.

Adopted 9-27-1982  
Published 9-30-1982

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

## **AN ORDINANCE ESTABLISHING A STREET NUMBERING SYSTEM**

The following ordinance was adopted at a Special Town Meeting of the Town of Lisbon held on September 28, 1983.

Be it ordained that:

For the purpose of creating order in the streets of the Town of Lisbon, to ensure that the Town has proper and useful planning, to promote public safety and convenience and to ease and speed essential emergency services the town adopts the following ordinance:

1. The numbering system, as shown on a set of maps on file in the office of the Assessor and Town Clerk entitled "Town of Lisbon – Street Numbering System, 1983" is hereby adopted as specified in section 7-148 of the General Statutes as the Street Numbering System of the Town of Lisbon.
2. To ensure that street numbering system is correct and understandable and that there is no confusion in street names, the following streets and roads shall henceforth be officially recognized by the names indicated herein:
  - a. A road beginning at the intersection of Blissville Road and Ice House Road running westerly to an intersection with River Road, a distance of approximately 1650 feet shall be known as Lower Blissville Road;
  - b. A road beginning at an intersection of Town House Road, Newent Road and North Burnham Highway running southerly to the center line of Shetucket River, formally;  
Route 169, shall be known as South Burnham Highway;
  - c. A road running from the end of Preston Allen Road westerly to an intersection with Paper Mill Road, formerly Preston Allen Road Extension, shall be known as Preston Allen Road;
  - d. A road running from an intersection with Kinsman Hill Road southerly and under the Hartford, Providence and Fishkill Railroad to an intersection with Paper Mill Road, formerly known as Kinsman Hill Road, shall be known as Kinsman Hill Road Extension;
  - e. A road running from an intersection with Kinsman Hill Road westerly to an intersection with Paper Mill Road, formerly Kinsman Hill Road Extension, shall be known as Kinsman Hill Road;



- f. A road running from an intersection of Town House Road, Newent Road and South Burnham Highway northerly to the Canterbury Town Line, formerly Route 169, shall be known as North Burnham Highway;
  - g. A road running from an intersection of Town House Road, North Burnham Highway and South Burnham Highway easterly to an intersection with River Road, formerly Route 138, shall be known as Newent Road;
  - h. A road running from the Griswold Town Line, at a bridge over the Quinebaug River southerly to the Norwich Town Line, at a bridge over the Shetucket River, formerly Route 12, shall be known as River Road.
- 3. Certain streets and roads have been numbered which are not Town Roads. This has been done for consistency and convenience and can not be interpreted as acceptance of the street by the Town.
  - 4. This ordinance shall be effective fifteen (15) days after publication of the same in a newspaper of general circulation in said Town.

Adopted 9-28-1983

Published 10-6-1983

Attest: Florence Pawlikowski  
Town Clerk/Lisbon

**AN ORDINANCE ESTABLISHING FEES FOR THE PROCESSING OF  
APPLICATIONS BY THE PLANNING AND ZONING COMMISSION,  
THE ZONING BOARD OF APPEALS AND THE INLAND WETLANDS  
COMMISSION OF THE TOWN OF LISBON**

The following ordinance was adopted at a Special Town Meeting of the Town of Lisbon held on September 3, 1986.

Section 1 Purpose. The purpose of this ordinance is to establish a schedule of reasonable fees for the processing of applications to the Planning and Zoning Commission, the Zoning Board Appeals, and the Inland Wetlands Commission of the Town of Lisbon, as authorized by Section 8-1c of the Connecticut General Statutes.

Section 2 Fees. The following application fees are required:

- 2.1 For subdivisions involving only the division of land and no construction of roads, drainage or other features: \$10 per lot or \$50, whichever is greater;
- 2.2 For subdivisions involving construction other than roads: \$25 per lot or \$50 whichever is greater.
- 2.3 For subdivisions involving the construction or reconstruction of roads: \$1 per foot of roadway, as measured along the centerline of the road for the total distance of the construction or reconstruction.
- 2.4 In addition to the fees prescribed in subsections 2.1, 2.2, and 2.3, above, \$50 for any public hearing that may be required by the Planning and Zoning Commission in connection with a proposed subdivision.
- 2.5 For changes in the Zoning Regulations, the Zoning Map or the Subdivision Regulations: \$75.
- 2.6 For special exceptions: \$75.
- 2.7 For zoning permits requiring site plans: \$50.
- 2.8 For an appeal or a variance request to the Zoning Board of Appeals: \$75.
- 2.9 For a permit to conduct a regulated activity in a wetland or watercourse: \$25.
- 2.10 For changes in the Inland Wetlands and Water Courses Regulations or the Inland Wetland and Water Courses Map: \$50.

Section 3 Timing of Payment of Fees. All required fees shall accompany applications, except that a fee for a public hearing on a proposed subdivision provided for in Section 2.4, above, shall be paid at least twenty days prior to the date scheduled for such hearing.

Checks or money orders shall be made payable to the Town of Lisbon.

Section 4 Effective Date. The fees prescribed by this ordinance shall take effect fifteen days after the date said ordinance is adopted.

Attested: September 3, 1986

Barbara Burzycki  
Town Clerk/Lisbon

## **REFORM OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF LISBON**

WHEREAS, it is the desire of the Town of Lisbon to preserve property values and to control land use through a Planning and Zoning Commission; and

WHEREAS, the Town recognizes the need to reform the Planning and Zoning Commission to add a planning emphasis, reduce politicization of the Commission and insure full representation of the wishes of the residents and owners of property in the Town of Lisbon.

NOW, THEREFORE, BE IT ORDAINED, by the electors of the Town of Lisbon:

SECTION 1: There shall continue to be a Planning and Zoning Commission (hereinafter referred to as "Commission") acting in accordance with Chapters 124 and 126 of the Connecticut General Statutes.

SECTION 2: The Commission shall consist of nine members, all of whom shall be resident electors of the Town holding no salaried municipal office and appointed by the First Selectman.

SECTION 3: The terms of current members of the Commission shall end and the terms of successor members shall commence at the time members chosen in accordance

With this Ordinance are duly sworn in.

SECTION 4: No more than five of the nine members of the Commission shall be from the same political party.

SECTION 5 : Four members shall be appointed for terms which will expire at the time of the biennial municipal election in November 1987, at which time they will be succeeded by elected individuals. Five members shall be appointed for terms which will expire at the time of the biennial municipal election in November 1989, at which time they will be succeeded by elected individuals.

SECTION 6: The term of each member of the Commission elected in 1987 and succeeding elections shall be four years.

SECTION 7: The members of the Commission shall choose a chairman and a secretary, both of whom shall serve in said capacity for two years.

SECTION 8: In the event any member of the Commission shall cease to be a resident of the Town of Lisbon or any member is removed for cause or submits to the chairman of the Commission a letter of resignation, a member's office shall be deemed vacant.

SECTION 9: A vacancy shall be filled by majority vote of the Commission for the unexpired portion of the term within thirty days of the creation of the vacancy

and the replacement member shall be an elector of the Town of Lisbon of the same political party as his or her predecessor.

SECTION 10: If the Commission fails to fill a vacancy of a member chosen pursuant to Chapter 124 of the Connecticut General Statutes within said time period, the First Selectman shall make the appointment of an elector of the Town of Lisbon of the same political party as his or her predecessor.

SECTION 11: There shall be three alternate members of the Commission appointed by the First Selectman to fill in for absent members. Not more than two of said alternates shall be of the same political party and all of them shall be resident electors of the Town holding no salaried municipal office.

SECTION 12: One alternate shall be appointed for a term which will expire at the time of the biennial municipal election in November 1987. The other two alternates shall be appointed for a term which will expire at the time of the biennial municipal election in November 1989.

SECTION 13: The terms of each of said alternates shall commence at the time they are sworn in, and the term of each alternate elected in 1987 and succeeding elections shall be four years.

SECTION 14: When a regular member of the Commission is absent, the chairman of the Commission shall designate an alternate, choosing alternates in rotation so that they shall act as nearly equal a number of times as possible and if any alternate is not available in accordance with such rotation, such fact shall be recorded in the minutes of the meeting.

SECTION 15: Each member and alternate shall disqualify himself or herself from participation in any decision in which he or she has a conflict of interest.

SECTION 16: The members and alternates may be removed by the First Selectman for cause after public hearing and after vote by a two-thirds majority of the Commission recommending said hearing.

SECTION 17: Unjustified absenteeism, such as the failure to attend three consecutive meetings or six meetings within one year without justification, shall be included as just cause for removal.

SECTION 18: The commission, upon vote of the members, may be divided into a zoning section and a planning section, each to consist of four members and the Chairman, no more than three of whom, including the Chairman, shall belong to the same political party.

SECTION 19: The members shall meet at the call of the Chairman and at such other times as the Commission may determine.

SECTION 20: The Commission shall vote on whether or not to update the eighteen-year-old master plan and the regulations within thirty days of the effective date of this ordinance and at least one time every five years thereafter.

SECTION 21: This Ordinance supersedes the provisions of Section 1, 2 and 4 of the Ordinance adopted in 1966, entitled "An Ordinance Concerning the Adoption of Zoning Commission and providing for its Appointment and Election". The regulations and boundaries legally adopted by the Planning and Zoning Commission of the Town of Lisbon established by said 1966 Ordinance shall continue in full force and effect until modified, repealed or superseded by decisions of the Commission created by this Ordinance, and the books and records shall be turned over to said Commission at the time the members are sworn in.

SECTION 22: This Ordinance shall take effect fifteen (15) days after publication of the same in a newspaper of general circulation in the Town of Lisbon.

SECTION 23: If any section, paragraph, change or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to this section, paragraph, change or provision so adjudged and the remainder of this ordinance shall be deemed valid and effective.

Approved 1-16-1987

Barbara Burzycki  
Town Clerk/Lisbon

#### **AN ORDINANCE AMENDING THE CONSERVATION COMMISSION**

1. The Conservation Commission in the Town of Lisbon, created by an ordinance adopted January 21, 1981, shall consist of five members who shall be appointed by the Board of Selectmen of the Town of Lisbon. All members of the Conservation Commission shall be electors of the Town of Lisbon.
2. The Board of Selectmen shall have the power to fill any vacancy and may remove any member for cause, pursuant to the Connecticut State Statutes. All terms on the Commission shall be for two (2) years from the date of appointment.

3. The commission shall have the power to develop, conserve, supervise and regulate the natural resources, water resources (including inland wetlands and watercourses) within the Town of Lisbon, and shall further have such other
4. Duties as may be subscribed in section 7-131a(b), of the Connecticut General Statutes, as amended.
5. The actions, orders and regulations of the Lisbon Conservation Commission established by resolution of the Town meeting of May 28, 1974, are ratified and deemed to be the actions, orders and regulations the commission created
6. By this ordinance, provided the resolution of May 28, 1974, is revoked upon the effective date of this ordinance.
7. This ordinance shall become effective fifteen (15) days after publication of the same, in a newspaper of general circulation in said town.

Attested: 5-4-1987  
Barbara Burzycki  
Town Clerk/Lisbon

**AN ORDINANCE RELATING TO FEES FOR SEWERAGE, WELL AND  
MOBILEHOME PERMITS AND AMENDING AN ORDINANCE  
ADOPTED NOVEMBER 27, 1970**

The following fees shall be charged for the following permits:

A. Initial Sewer Permit	\$ 45.00
B. Renewal of Sewer Permit	25.00
C. Well Permit	20.00
D. Mobile home Permit (Initial 30 day permit)	100.00
E. Mobile home Permit Renewal	100.00

This ordinance shall be effective fifteen (15) days following publication.

Adopted 3-15-1988  
Barbara Burzycki  
Town Clerk/ Lisbon

**AN ORDINANCE RELATING TO MEMBERSHIP ON THE BOARD OF  
FINANCE AND AMENDING AN ORDINANCE ADOPTED ON  
MAY 23, 1951** *2001 corrected to  
date*

Section 1:

There shall be a Board of Finance consisting of six (6) electors and taxpayers of the Town of Lisbon. In addition there shall be three (3) alternate members of the Board of Finance who shall be electors and taxpayers of the Town.

Section 2:

- a. The existing members of the Board of Finance shall serve until their existing terms expire. In the event of the death or resignation of an existing member of the Board of Finance, his successor shall be chosen pursuant to Section 7-343, Connecticut General Statutes.
- b. The Board of Selectmen upon the effective date of this ordinance shall appoint three (3) alternate members to the Board of Finance. One member so appointed shall serve until the next biennial election held in 1989; one member so appointed shall serve until the biennial election held in 1991; and one member shall serve until the biennial election held in 1993.

Section 3:

Commencing with the biennial election held in November 1989, two (2) regular members and one (1) alternate member shall be elected to a term of six (6) years; and each biennial election thereafter two (2) regular members and one (1) alternate shall be elected to a term of six (6) years. Each member of the Board of Finance shall serve for the terms for which he is elected and until his successor is qualified.



#### Section 4.

Membership on the Board of Finance shall be subject to Section 9-167a. (Minority Representation), Connecticut General Statutes. However, not more than three (3) regular members and two (2) alternate members of the Board of Finance shall at any time be members of the same political parties.

#### Section 5:

The ordinance shall be effective fifteen (15) days following publication.

Adopted 3-15-1988

Barbara Burzycki  
Town Clerk/ Lisbon

### **AN ORDINANCE ESTABLISHING BUILDING PERMIT FEES**

Be it ordained that the following fees shall be charged for the issuance of the following classes of building permits.

1. No building permit shall be issued by the Building Inspector of the Town of Lisbon until said applicant has paid to the Town of Lisbon a building permit fee in an amount as determined by paragraph 2 below.
2.
  - A. New Construction:
    1. One and two family dwellings –  
\$3.00 per 1,000.00 of estimated cost of construction
    2. Three or more family dwellings –  
\$3.00 per 1,000.00 up to \$500,000.00  
\$1.50 per 1,000.00 thereafter
    3. Residential accessory buildings or structures –  
\$5.00 per 1,000.00

4. All other buildings and structures –  
\$5.00 per 1,000.00 up to 1,000,000.00; then \$2.00 per 1,000.00 up to 10,000,000.00 then 1.00 per 1,000.00 thereafter.
- B. Demolition:
  1. Residential and their accessory building –  
\$50.00
  2. All other buildings and structures –  
\$100.00
- C. Relocation of buildings and structures:
  1. Within the Town of Lisbon, same as Section 2-A
  2. Relocated outside the Town of Lisbon -  
100.00
- D. Signs:
  1. \$5.00 per 1,000
- E. Renovations, alterations and repairs:
  1. Same as Section 2-A
- F. Plumbing, Heating, Electrical, Mechanical and Fire Protection:
  1. 5% of the building permit fee per trade when applicable
  2. \$5.00 per 1,000.00
- G. The minimum fee required for the issuance of a permit shall be \$5.00.
- H. Certificate of Occupancy:  
\$10.00 per certificate  
.75 per copy
- I. Work performed upon municipally owned building shall be exempt from paragraph #2 above.
- J. The Building Inspector shall have the authority to accept, reject or establish any and all estimates.

This ordinance shall be effective fifteen (15) days following publication.

Adopted 3-15-1988  
Barbara Burzycki  
Town Clerk/ Lisbon

**AN ORDINANCE RELATING TO THE ACCEPTANCE OF NEW  
STREETS AND HIGHWAYS AMENDING AN ORDINANCE ADOPTED  
AUGUST 29, 1966**

Be it ordained, that an ordinance adopted at a Town Meeting of August 29, 1966, entitled "An Ordinance Regulating the Addition of any New Street or Highway to the system of the Town of Lisbon,," is amended by adding the following:

**SECTION 4 INSPECTION BY TOWN'S ENGINEER**

1. Appointment: The Board may in their discretion retain an engineering firm and/or surveying firm for the purpose of reviewing the plans for all new roads, streets or highways proposed for construction in the Town of Lisbon.
2. Inspection: The Board may require as a condition of acceptance by the town, that any proposed road, street or highway be inspected at various times during the course of construction by the engineering and/or surveying firm retained by the town.
3. Reports: The Board may request that the engineering and/or surveying firm employed by the town prepare a report for the Board that shall contain a recommendation for either the acceptance and/or denial of said road, street or highway by the town.
4. Costs: All costs incurred by the town for the employment of engineers and/or surveyors in the review, inspection and preparation of reports for the Board which relate to a street, road or highway being proposed by acceptance into the Town's road system shall be reimbursed to the Town as a condition of acceptance by the owner and/or developer of such street, road or highway. Such reimbursement to the Town shall not exceed 5 percent of the total cost of such construction.

The ordinance shall be effective fifteen (15) days following publication.

Adopted November 10, 1988  
Barbara J. Burzycki, CCTC  
Town Clerk of Lisbon

## **AN ORDINANCE CREATING THE OFFICE OF ASSESSOR**

1. Pursuant to the provisions of section 9-198, Connecticut General Statutes there is created for the Town of Lisbon the Office of Assessor that shall consist of a single Assessor that shall have all of the powers, duties, rights and obligations as by law appertains and which have heretofore been imposed upon the Board of Assessors.
2. The existing terms of the current members of the Board of Assessors shall terminate upon the effective date of this ordinance.
3. The Board of Selectmen shall appoint a single Assessor whose term of office shall commence on the effective date of this ordinance and whose term shall, subject to the terms of this ordinance, be indefinite. The individual so appointed, and all subsequent appointees, shall be capable and qualified to discharge the duties of said.
4. The Board of Selectmen shall determine and establish the qualifications for said Assessor, the annual compensation for said Assessor, and may be good cause remove said Assessor from office. In addition the Board of Selectmen shall appoint and fill any vacancy occurring in the office of Assessor by either a temporary or permanent Assessor; and said Board of Selectmen shall further make provisions for clerical assistance to said Assessor, subject to the limits of annual appropriations therefore.
5. This ordinance shall take effect fifteen (15) days following publication.

Adopted April 20, 1989

Barbara J. Burzycki, CCTC  
Town Clerk of Lisbon

**AN ORDINANCE TO ESTABLISH FULL VOTING FOR THE OFFICE OF  
SELECTMEN**

Each elector in the Town of Lisbon shall be entitled to vote for the full number of candidates for the Office of Selectmen to be elected at each election for such Board.

This ordinance shall be effective fifteen days following publication of the same in a newspaper of general circulation in the Town of Lisbon.

Adopted April 20, 1989

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**AN ORDINANCE ADOPTING THE PROVISIONS OF SECTION 7-170 TO  
7-176, PERMITTING THE OPERATION OF A BAZAAR AND RAFFLE IN  
THE TOWN OF LISBON**

1. The Town of Lisbon does herewith adopt the provisions of Section 7-170 to 7-176, Connecticut General Statutes which shall permit the operation of bazaars and raffles in the Town of Lisbon.
2. This ordinance shall take effect fifteen (15) days following publication.

Adopted July 24, 1989

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**AN ORDINANCE ESTABLISHING FEES FOR THE PROCESSING OF APPLICATIONS BY THE LISBON CONSERVATION COMMISSION**

Section 1 Purpose: The purpose of this ordinance is to establish a schedule of reasonable fees for the processing of applications to the Lisbon Conservation Commission as authorized by Section 8-1c of the Connecticut General Statutes.

Section 2 Fees: The following application fees are required:

2.1 PERMITTED AND NON-REGULATED USES as in Section 4 of these regulations.

PERMITTED USES AS OF RIGHT. . . . . NO CHARGE

NON-REGULATED USES. . . . . NO CHARGE

2.2 REGULATED USES as in Section 6 of these regulations:

SINGLE FAMILY, ONE LOT RESIDENTIAL . . . . . \$25.00

PLUS \$5.00 per 1/2 acre, or part thereof, of wetlands or watercourses; PLUS \$100 per 1,000 square feet, or part thereof, of wetlands and watercourses encroached upon by proposed activity;

ALL OTHER USES . . . . . \$50.00

PLUS \$10.00 per lot, PLUS \$5.00 per 1/2 acre, or part hereof, of wetlands r watercourses; PLUS \$100.00 per 1,000 square feet, or part thereof, of wetlands and watercourses encroached upon by proposed activity.

2.3 SIGNIFICANT ACTIVITY as in Section 7.4 of these regulations:

In addition to above fees as applicable \$100.00

2.4 REGULATION OR MAP AMENDMENT PETITIONS as in Section 14.3 of these regulations \$100.00

2.5 PUBLIC HEARING FEE as in Section 10.3 of these regulations  
\$50.00

Section 3

Timing of Payment of Fees All required fees shall accompany applications, except that a fee for a public hearing as provided for in Section 2.5 above, shall be paid at least twenty days prior to the date scheduled for such hearing. Checks or money orders shall be made payable to the Town of Lisbon.

Section 4

Effective Date The fees prescribed by this ordinance shall take effect fifteen days after the date said ordinance is adopted, and the new ordinance shall supercede some of an ordinance adopted September 3, 1986, which relates to fees to the Lisbon Conservation Commission (Wetlands Commission).

Adopted September 21, 1989

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**ORDINANCE FOR FULL VOTING FOR OFFICE OF SELECTMEN  
(REPEALED)**

The following ordinances were adopted at a Special Town Meeting of the Town of Lisbon held on January 29, 1990.

1. To adopt the provisions of section 9-188, Connecticut General Statutes, relating to the election of selectmen.

2. To repeal an ordinance adopted April 20, 1989, entitled "An Ordinance to Establish Full Voting for the Office of Selectmen."

The above ordinances shall take effect fifteen (15) days after publication.

Adopted January 29, 1990

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

### **AN ORDINANCE TO ESTABLISH A JOINT HEALTH DEPARTMENT WITH THE TOWN OF GRISWOLD**

The proposal is for a Health Department and not a Health District. A Health District is one which is full time and is composed of a Health Board which is comprised or proportional representation of the towns that belong to the Board.

The Health Department is an association between the towns in which there is representation as respect to per capital and there is shared costs.

In a Health District we are allowed a per capita allowance which is basically a \$1.50 and is dependent on the sizes of the town.

In general the towns lose autonomy when it forms a Health District because then the votes are based on the pro rated representation which is based on the population. In the Department concept the towns simply form an agreement and they are, of course, free to pull out at the end of the contract.

In this proposal the Sanitarian (college educated, state certified and regulated and certified in food services) would be shared by the two or more towns and the costs of the whole service would be pro rated.



Director of Health	\$ 7,000
Sanitarian	30,000
Secretary	
Health Insurance	5,800
Pension	3,200
Travel	2,500
Workmen's Compensation	2,900

The population figures add to about 14,000 for both towns and Griswold has 72.6% and Lisbon has 27.4% . This works out to about \$42,000 for Griswold and 16,000 for Lisbon. To bring this figure into perspective we collected in excess of \$20,000 in fees from both towns and if this deducted from the total sum of \$58,000 we come to a figure of \$38,000. If this is divided by the population figure of 14,000 we come out with a figure of about \$2.70 per capita.

To make this proposal more of an inducement we have to change our fee structures. At present we are receiving too small a fee for housing projects, condos, engineered systems, review of building proposals, etc.

Resolved March 29, 1990

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**AN ORDINANCE ADOPTING THE PROVISIONS OF SECTION 7-163a  
CONNECTICUT GENERALL STATUTES, EXCULPATING THE TOWN  
OF LISBON FROM CERTAIN MUNICIPAL LIABILITY**

BE IT ORDAINED THAT THE following ordinance adopting the provisions of section 7-136a, Connecticut General Statutes (GCS) , and providing for the removal of ice and snow from public sidewalks by property owners, is herewith adopted by the Town of Lisbon.

(A) Notwithstanding the provisions of section 13a-149 or any other general statute or special act, the Town of Lisbon shall not be liable to any person injured in person or property caused by the presence of ice or snow on a public sidewalk unless such municipality is the owner or person in possession and control of land abutting such sidewalk, other than land used as a highway or street, provided such municipality shall be liable for its affirmative acts with respect to such sidewalk.

(B) 1. The owner or person in possession and control of land abutting a public sidewalk shall have the same duty of care with respect to the presence of ice or snow on such sidewalk toward the portion of the sidewalk abutting his property as the municipality had prior to the effective date of any ordinance adopted pursuant to the provisions of this section and shall be liable to persons injured in person or property where a breach of said duty is the proximate cause of said injury.

2.No action to recover damages for injury to the person or to property caused by the presence of ice or snow on a public sidewalk against a person who owns or is in possession and control of land abutting a public sidewalk shall be brought but within two years from the date when the injury is first sustained.

(C) This ordinance shall take effect from and after its passage and publication as provided by law.

Adopted: 01-17-91

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**AN ORDINANCE PROHIBITING PARKING ON TOWN ROADS DURING  
WINTER STORMS AND PROVIDING PENALTIES FOR THE  
VIOLATION THEREOF.**

The Town of Lisbon hereby ordains:

Section 1.

Purpose: It is hereby declared to be in the best interest of public safety, convenience and welfare of the Town to regulate and restrict the parking of vehicles on Town right-of-ways within the control and limits of said Town, during a period of snow emergencies, so as not to impede the transportation and movement of food, fuel, medical care, fire, health, police protection, and other vital facilities of the Town.

Section 2

Definition for the purpose of this Ordinance, the following definitions shall apply:

- (a) The words “motor vehicle” or “vehicle” shall be defined as in Connecticut General Statutes Section 14-1(30), as amended.
- (b) The words “parked vehicle” shall be defined as in Connecticut General Statutes Section 14-1(34), as amended.
- (c) The word “street” shall mean any public highway, road or street in the Town of Lisbon.
- (d) The words “snow emergency” are hereby defined to be a period of time as forecast by the contracted weather service or the United States Weather Bureau, during which period vehicular and/or pedestrian traffic is expected to be hazardous or congested due to the elements, and during which period the parking of vehicles could hinder, delay or obstruct the safe flow of such traffic and/or the proper cleaning, clearing and making safe the public highways of the Town.

Section 3. Declaration of “Snow Emergency” A “snow emergency” shall be declared by the Director of Public Works or his designee, either before, during or after a fall of snow, sleet or freezing rain, when in his sound judgment and discretion the circumstances warrant determination of such an emergency in the interest of safety upon the public roads of the Town.

the Director of Public Works shall cause public announcement of such determination of snow emergency prior to the time of becoming effective, after which time a snow emergency shall be in effect. The Director of Public Works shall determine when such emergency no longer exists and shall make public announcement of the same.

Section 4. Parking Restricted It shall be unlawful at any time during the period of any snow emergency under provisions of this ordinance for the owner of a vehicle or person in whose name it is registered, to allow, permit or suffer said vehicle to remain parked on any street in the Town of Lisbon.

Section 5. Owner In any prosecution or proceeding hereunder, the registration plate displayed on the vehicle shall constitute prima facie evidence that the owner of such plate is also the owner of the vehicle upon which it is displayed.

Section 6. Whenever any motor vehicle shall be found parked on any Town road during a period when parking is prohibited as herein set forth, such vehicle may be removed or conveyed under the direction of the First Selectman by means of towing the same.

Such removal shall be at the risk of the owner, and before the owner or person in charge of such vehicle shall be permitted to remove the same from the custody of the Board of Selectmen, he shall furnish evidence of his identity and ownership or right to possession and shall sign a receipt for said vehicle; and he shall pay a reasonable towing charge and a reasonable storage charge.

Section 7. Penalties Any person found in violation of this Town Ordinance will be subject to the issuance of an infraction summons and be subject to a fine in accordance with the State of Connecticut Superior Court schedule.

The above ordinance shall take effect fifteen (15) days after publication.

Adopted 01-17-91

Published 01-22-1991

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

## **AN ORDINANCE CONCERNING ESTABLISHMENT OF FIRE ZONES**

The Town of Lisbon hereby ordains:

**Section 1. Definition** A fire zone is a designated, unobstructed passageway sufficient in size to permit free passage of fire and other emergency equipment from a public highway to all necessary areas or portions of any private or public property as hereinafter set forth.

**Section 2. Establishment** Whenever the Fire Marshall shall determine that the reasonable safety of persons occupying or using any premises, public or private, having a capacity of at least fifteen (15) persons requires the establishments of a fire zone for orderly access of fire and other emergency equipment, he shall establish such fire zone by written order and cause to be made public announcement of such fire zone establishment. He shall cause a copy of such order to be delivered to the owner or owners, or agents thereof, of any private land on which such fire zone is established and file a copy of such order with the Board of Selectmen.

**Section 3. Appeal from Establishment** Any person aggrieved by such order may file with the Board of Selectmen within thirty (30) days after date of such order written notice of appeal, setting forth therein reasons of aggrievement. After hearing the Board of Selectmen may affirm, modify or vacate such order.

**Section 4. Marking Required** Upon establishment of a fire zone, the Fire Marshall shall cause to be erected or installed, adequate signs, markings and other devices to delineate such fire zone. Signs, markings, and other devices erected or installed on privately owned premises shall be at the cost of the owner.

**Section 5. Parking Prohibited** No person shall park, or permit to stand, a motor vehicle in a fire zone which has been established in accordance with this ordinance, except when actually picking up or discharging passengers. Any person violating this ordinance shall be fined not more than one hundred dollars (\$100.00). The registered owner of a motor vehicle shall be presumed to be the operator of such vehicle.

**Section 6. Towing Authorized** Any motor vehicle found standing in a fire zone which has been established in accordance with this ordinance may be towed, upon direction of any constable or State Police officer to any public or private parking

facility, and all expense of such towing and of any subsequent storage shall be borne by the registered owner of such vehicle.

Section 7 Citation Whenever a vehicle is found standing in violation of this Ordinance, any constable with the authority given by the Traffic Commission or State Police Officer shall serve upon the owner or operator of such vehicle an infractions summons.

The above ordinance shall take effect fifteen (15) days after publication.

Adopted 01-17-1991

Published 01-22-1991

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**AN ORDINANCE CONCERNING THE SEPARATION, RECOVERY,  
COLLECTION, REMOVAL, STORAGE AND DISPOSITION OR  
RECYCLABLES GENERATED IN THE TOWN OF LISBON, CT**

Be it ordained by the voters and those eligible to vote at Town Meeting.

Section 1. The Board of Selectmen of the Town of Lisbon is hereby authorized to enact from time to time such regulations as it shall deem in the public interest regarding the separation, recovery, collection, removal, storage or disposition of recyclable in accordance with Connecticut General Statutes Section 22a- 241a et seq. As amended and applicable state regulations. Such regulations shall become effective immediately upon passage, shall be either published immediately after passage once in a daily newspaper having circulation in the Town of Lisbon, or distributed to every household and shall be immediately posted in a conspicuous place in the Town Hall.

Section 2. "Recyclable" are defined as those materials listed by the Connecticut Department of Environmental Protection as may be amended from time to time. For the purpose of this ordinance, recyclable are currently defined as:

- a. "CARDBOARD" means corrugated boxes and similar corrugated and craft paper materials which have a minimum of contamination by food or other materials.
- b. "GLASS FOOD CONTAINER" means glass bottle or jar of any size or shape used to package food or beverage products suitable for human or animal consumption.
- c. "METAL FOOD CONTAINER" means an aluminum, bi-metal, steel, tin-plated steel, or other metallic can, plate or tray of any size or shape used to package food or beverage products suitable for human or animal consumption.
- d. "NEWSPAPER" means used or discarded newsprint which has a minimum of contamination by food or other materials.
- e. "OFFICE PAPER" means used or discarded high-grade white paper and manila paper including, but not limited to, paper utilized for file folders, tab cards, writing, typing or printing, computer printing and photo-copying which is suitable for recycling and which has minimum of contamination. For the purposes of Section 22a-241b-1 to 22a-241b-4, office paper generated by households is excluded.
- f. "LEAVES" means the foliage of trees.
- g. "SCRAP METAL" means used or discarded items which consist predominately of ferrous metals, aluminum, brass, copper, lead, chromium, tin, nickel or alloys thereof, including but not limited to, white goods and metal food containers.
- i. "STORAGE BATTERY" mean lead acid batteries or other batteries used in motor vehicles such as automobiles, airplanes, boats, recreational vehicles, tractors and like applications.  
"WASTE OIL" means crankcase oil that has been utilized in internal combustion engines.

Section 3. Recyclable shall be segregated from non-recyclable refuse and grouped in accordance with the Region's Material Preparation Instructions. These recycling instructions will be prominently displayed at the Town Designated Recycling Site.

Section 4. Recyclable shall be separated from non-recyclable and maintained in an orderly condition so as not to constitute a nuisance or otherwise be objectionable.

- a. Apartments of more than four (4) units, condominiums and businesses serviced by private collectors shall have an area designated for recyclable.
- b. Such commercial enterprises as are defined in subparagraph a. shall be responsible for the proper disposal of the recyclable materials collected.
- c. The Town may, at its option, assist commercial and industrial concerns within the Town of Lisbon with the disposal of State designated recyclable either through the provision of municipal pick up or help in arranging the services of the commercial hauler. Any costs incurred by the use of a commercial or industrial establishment. Fees may be established, and periodically adjusted, by the Board of Selectmen for the disposal of certain items such as, but not limited to, tires, white goods, etc.

Section 5. No person having custody or control of residential, industrial or business premises from which recyclables are collected in the Town of Lisbon shall permit or cause recyclables, within his control, to become a hazard to public travel, health, or safety, or to become a nuisance of any sort.

Section 6. The Town of Lisbon shall maintain or designate a center for collection of Class A waste, white goods and appliances, tires, waste oil, wood pallets, boxes or furniture, ferrous material and scrap metal. All such objects to be disposed of shall be brought to the center for collection at the designated Town Site.

Section 7. No person shall deposit land clearing bulky waste (stumps, trunks, treetops, etc.) or building demolition waste at the Town's collection center. Building demolition waste SHALL and land clearing bulky waste MAY be transferred to the Town Designated Bulky Waste Facility.

Section 8. Any person violating any of the above provisions of this Ordinance or the regulations enacted hereunder shall be fined not more than one hundred dollars (\$100.00) for each offense. In addition, the Town of Lisbon, and its agents, reserves the right to collect recyclables where the spirit or letter of this Ordinance or the regulations enacted hereunder is ignored. The Board of Selectmen shall have full discretionary authority in deciding all disputed questions arising under the provisions of this Ordinance or the regulations enacted hereunder.

Section 9. All ordinances or parts of ordinances, resolutions, regulations or other documents inconsistent with the provisions of this ordinance are hereby repeal to the extent of such inconsistency.

Section 10. This Ordinance and the various parts, sentences, sections and clauses thereof, are hereby declared to be severable. If any part, sentence, section or



clause is adjudged invalid, it is hereby provided that the remainder of this Ordinance shall not be affected thereby.

Section 11. Notice of the passage of this ordinance shall be published within seventy-two (72) hours once in a daily newspaper having circulation in the Town of Lisbon. This Ordinance shall become effective on the fifteenth (15<sup>th</sup>) day after publication at the aforesaid notice of passage.

Adopted 01-17-1991  
Published 01-22-1991

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

## **AN ORDINANCE ESTABLISHING BUILDING PERMIT FEES**

Be it ordained that the following fees shall be charged for the issuance of the following classes of building permits:

1. No building permit shall be issued by the Building Inspector of the Town of Lisbon until said applicant has paid to the Town of Lisbon a building permit fee in an amount as determined by the Building Official..
2. NEW CONSTRUCTION: \$10.00 for the first \$2,000.00 of estimated cost of construction and \$6.00 per \$1,000.00 or fraction thereof beyond the initial \$2,000.00.
3. TRADES PERMITS: \$10.00 for the first \$2,000.00 of estimated cost of construction and \$6.00 per \$1,000.00 or fraction thereof beyond the initial \$2,000.00.

4. DEMOLITION:

- a) Residential and their accessory building \$50.00
- b) All other buildings and structures \$100.00

5. RELOCATION OF BUILDINGS AND STRUCTURES:

- a) Within the Town of Lisbon, same as New Construction in #2 above.
- b) Relocated outside the Town of Lisbon - \$100.00

6. CERTIFICATE OR OCCUPANCY:

- a) Residential - \$10.00 per certificate
- b) Commercial - \$25.00 per certificate
- c) Inspection fee - \$5.00 for accessory building or structures
- d) Extra copies for certificate - .75 per copy

7. PLAN REVIEW: shall be 10% of the total fees collected

8. RENOVATIONS, ALTERATIONS, REPAIRS AND SIGNS: Same as New Construction in #2 above.

9. Work performed upon municipally owned buildings shall have permits pulled, but no fees collected.

10. The Building Inspector shall have the authority to accept, reject or establish any and all estimates.

This ordinance shall be effective fifteen (15) days following publication.

Dated at Lisbon, Connecticut, this 22<sup>nd</sup> day March, 1991.

Adopted 03-21-1991

Published 03-27-1991

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

## **ORDINANCE TO CREATE A REGIONAL COUNCIL OF GOVERNMENTS**

### **Adoption of Act:**

The Town of Lisbon hereby adopts Sections 4-124I through 4-124p of the Connecticut General Statutes Annotated, providing for the formation of the Southeastern Connecticut Regional Council of Governments, and does hereby join such Regional Council is duly established in accordance with said statutes, upon the adoption of said statutes by not less than sixty percent (60%) of the eligible municipalities within the Southeastern Connecticut Planning Region, as defined by the Secretary of Office of Policy and Management or his designee, and upon certification by the Secretary of Office of Policy and Management or his designee, that a Regional Council of Governments has been duly establish.

### **Rescinding of participation:**

When the Regional Council of Governments is duly established and the transition period called for in Section 4-124-1 (b) of the Connecticut General Statute, as amended, has been completed, the Town of Lisbon does hereby rescind the Town's participation in the Southeastern Connecticut Regional Planning agency.

### **Notification of State Authorities:**

The Town Clerk is directed immediately to prepare and file with the Secretary of the Office of Policy and Management a certified copy of this ordinance to establish a Southeastern Connecticut Regional Council of Governments.

This ordinance shall be effective fifteen (15) days following publication.

Dated at Lisbon, Connecticut, this 16 day of June 1992.

Adopted 06-15-1992

Published 06-17-1992

Barbara J Burzycki, CCTC  
Town Clerk of Lisbon

**ORDINANCE CREATING THE FLOOD AND EROSION CONTROL  
BOARD**

Be it ORDAINED by the electors of the Town of Lisbon at a duly warned Town Meeting, the Board of Selectmen are empowered and authorized to be the Flood and Erosion Control Board pursuant to and in accordance with the authority contained in Section 25-84 to 25-94 of the General Statutes of Connecticut.

This ordinance shall take effect fifteen (15) days after publication in accordance with the General Statutes.

Dated at Lisbon, Connecticut, this 13<sup>th</sup> day of June 1994.

Adopted May 10, 1994  
Published June 14, 1994

Betsy M. Barrett  
Town Clerk of Lisbon

## **AN ORDINANCE FOR DESIGN & CONSTRUCTION STANDARDS FOR ACCEPTANCE OF TOWN ROADS FOR THE TOWN**

The following ordinance was adopted by the Town of Lisbon at a Special Town Meeting June 29, 1995:  
Effective 7-19-1995

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Purpose

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SECTION 2: General Provisions

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SECTION 4: Road Design and Construction Standards

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APPENDIX: Construction Details  
Application for Road Construction Permits  
Application for Excavation Permit

### PURPOSE

In order to protect the public health and safety, to promote the general welfare, to preserve property values and to assure the orderly growth and development to the Town, the following standards and procedures for the construction of all roads, drainage structures and appurtenances thereto have been adopted by a Town meeting pursuant to

the authority contained in the Construction and Acceptance of Roads in the Town of Lisbon.

## SECTION I

### DEFINITIONS

- 1.1 Applicant means and person, firm, corporation, partnership or association who shall apply to the Board of Selectmen for a road construction permit.
- 1.2 Form 814 means a certain document entitled "Department of Transportation: Standard specification for Roads, Bridges and Incidental Construction, Form 814," as may be amended from time to time.
- 1.3 Road means and included streets, highways, avenues, lanes laid out and intended as vehicular access way.
- 1.4 Arterial Street shall mean a major thoroughfare whose main function is to carry large volumes of traffic between major points.
- 1.5 Collector Street shall mean a street whose primary function is to carry moderate traffic volumes between local streets and arterial streets. It may also provide access to abutting properties.
- 1.6 Road Ordinance means "An ordinance concerning the Construction and Acceptance of Roads in the Town of Lisbon for Public Use."

## SECTION 2

### GENERAL PROVISIONS

- 2.1 General. No road or other improvements appurtenant thereto shall be constructed in the Town of Lisbon until a road construction permit has been issued by the Board of Selectmen. Said permit is required for the construction of:
  - (a) New road to be accepted by the Town.
  - (b) The completion of road in subdivision approved by the Planning & Zoning Commission prior to and after the effective date of the road ordinance.
  - (c) The construction or modification of pavement, drainage or other improvements within or in support of any existing town road or highway.

2.2 Standards. In addition to the design and construction standards hereinafter Specified, the following shall also be applicable:

2.2.1 Approved Subdivision. The design and construction standards applicable to streets in subdivision approved by the Planning & Zoning Commission prior to the effective date of the road ordinance shall be the standards applicable at the time of such approval, provided that such approval is still in effect.

2.2.2. Other Streets. In the case of construction within or in support of an existing town road or highway, or the construction of streets shown on a subdivision map filed in the office of the Lisbon Town Clerk prior to adoption of subdivision regulations, the board of Selectmen may approve other or lesser design and construction standards as deemed appropriated by the board tot be consistent with other improved portions of such streets.

2.2.3 Alternate Standards. The Board of Selectmen may approve alternate digging and construction standards when

(a) Such standards are prepared by a licensed professional engineer and

(b) The board determines that such standards will be in accord with the purpose and intent of the road ordinance.

2.3 Inspection. All work subject to a road construction permit shall be subject to inspection and approval by the Board of Selectmen or its authorized agent at the expense of the applicant. Said board or its authorized agent shall have free access to the work at all times and shall be deemed authorized to take material samples, cores and other tests as deemed necessary to determine compliance with these standards. The Board of Selectman may require the applicant, at his expense, to have such tests made and certified by a Professional Engineer licensed in the State of Connecticut or other parties of its determination.

2.4 Intent. It is the intent of this document that the policies, rules, procedures, standards and specification established herein ar3e coordinated with and support the following:

2.4.1 The Subdivision Regulations of the Town of Lisbon as the same may be amended from time to time which are hereby incorporated in the document by reference; and

2.4.2 The Zoning Regulations of the Town of Lisbon as the same may be amended from time to time.

2.5 Form of Conveyances. Conveyances shall describe the land involved and the privileges of the Town in a form acceptable to the Board of Selectmen and shall be duly execute. Such conveyances shall be accompanied by:

- (a) a copy of the abstract of title,
- (b) a certificate of title,
- (c) waiver of mechanics' liens in form acceptable to the Town Counsel,
- (d) a letter signed by the Tax Collector certifying that any taxes due the Town of Lisbon have been paid.

### SECTION 3

#### PROCEDURE

3.1 Permit Application. Application for a road construction permit shall be made to the Board of Selectmen, in writing, and shall be accompanied by the following:

3.1.1 Maps and Plans. Three (3) copies of approved plans showing the right-of-way for streets and drainage easements and plans showing the construction details prepared and showing the information required by this subdivision regulations and any other requirements as stipulated by the Board of Selectmen.

3.1.2 Fee. A fee of One Hundred (100.00) Dollars shall accompany the application.

3.2 Road Construction Permit. The road construction permit shall be issued by the Board of Selectmen in writing, and the Board's approval of the construction plans shall be endorsed thereon. Such approval and issuance are subject to the following:

3.2.1 Prior Approval. In the case of roads within subdivision, the approval of the Planning & Zoning Commission of the record subdivision map.

3.2.2 Inspection Fee. Payment to the Town of Lisbon of an inspection fee equal to seven (7) percent of the cost of construction as estimated by the Board of Selectmen for purposes of the completion bond, or Town Hundred (\$200.00) Dollars whichever is greater.

3.2.3 Time Limit and Validity. The road construction permit shall be valid for a period of two (2) years.

The Board of Selectmen may revoke or suspend a permit when the Board or its authorized agent determines that the work is not being carried out in accordance with the approved plans.

3.3 Notification and Inspection. The holder of a road construction permit shall notify the Board of Selectmen and the Town Engineer of his intention to begin the authorized



work at least three (3) days prior to so doing, which notification shall be in writing and shall include a schedule showing when each stage of work, as hereinafter specified, is to begin. If, due to weather conditions or other cause, it is found necessary to stop work for a period exceeding one (1) week, the permittee shall so notify the Board of Selectmen in writing; and he shall notify the Board in writing of his intention to resume work at least three (3) days prior to so doing. In addition, the permittee shall notify the Board of Selectmen and the Town Engineer, in writing at least 48 hours before, each of the following stages of work are begun.

3.3.1 Prior to commencing site clearance and after the construction work has been staked out;

3.3.2 Prior to commencing excavation and grading of streets and installation of embankments;

3.3.3 Prior to commencing installation of drainage and other utilities;

3.3.4 Prior to backfilling structures and drainage pipes, facilities and other utilities;

3.3.5 .Prior to placement of the base course on the subgrade of a street;

3.3.6 Prior to commencing construction of the pave surface of a street; and

3.3.7 Prior to commencing construction of any sidewalks or other appurtenant items.

The Board of Selectmen shall have three (3) days in which to inspect the work in each of the above described stages. No work shall begin on the succeeding stage of construction until the required inspection has been made and approved by the Board of Selectmen in writing. The Board of Selectmen may issue a stop work order and may suspend or revoke the road construction permit if in its judgement the construction project or any stage thereof is not being carried out in accordance with the road ordinance and the requirements of this document, or if unforeseen field circumstances are encountered for which the approved plans are insufficient; the Board shall withdraw such stop work order and reinstate the permit when it determines that there is compliance therewith.

3.4 Petition for Acceptance. The petition for acceptance of the road by the Town of Lisbon shall be presented to the Board of Selectmen in writing and shall be signed by the owner of record. The petition shall be accompanied by the following:

3.4.1 Map. A copy of the map on file in the office of the Town Clerk shows the right-of-way of the road and any easement. For roads within subdivision, a copy of the record subdivision map, approved by the Planning & Zoning Commission, may be substituted for such submission.

3.4.2 As-Built Plans. A copy of the construction plans showing the road drainage, and other improvements AS BUILT. In lieu of such submission, the construction plans, updated and certified as correct by a professional engineer, may be substituted.

3.4.3 Maintenance Board. An executed agreement and bond, approved by the Board of Selectmen, to guarantee remedy of unforeseen deficiencies in the construction of the road and other improvements shall be prepared. Said bond shall remain in force for a period of one (1) year from the date on which the road is accepted by Town Meeting. The amount of face value of the bond shall be estimated by the Board of Selectmen as not less than 5 percent nor more than 50 percent of the current cost of the original improvements. The Board of Selectmen may require the bond to be held for an additional period of one year, when in the opinion of the Town Engineer, this is warranted due to unusual construction circumstances.

## SECTION 4

### ROAD DESIGN AND CONSTRUCTION STANDARDS

4.1 General. The standards hereinafter set forth are minimum standards as the same are applicable to each road classification as assigned by the Planning & Zoning Commission under the subdivision regulations.

4.2 Width of Right-of-Way. Roads shall have the following minimum width of right-of-way according to their classification, and as necessary for anticipated traffic capacity, type of traffic, turning movements and construction requirements.

4.2.1 <u>Local Residential</u>	50 feet
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In the event that the applicant does not own the land adjoining the right-of-way established for a road, said right-of-way shall have such extra width or area as is necessary to accommodate all road construction within the right-of-way without encroachment on the adjoining land. In lieu of extra width or area, the applicant may obtain rights to slope on the adjoining land provided that such rights are in form approved by the Board of Selectmen.

4.3 Width of Pavement. Roads shall have the following width of pavement centered between the road lines. When curbs are required the wide this that area lying between the faces of the two curbs.

4.3.1 <u>Local Residential</u>	26 feet
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28 feet when curbed

4.3.2 Turnarounds

50 foot radius

52 foot radius when curbed

4.4 Grade. The minimum grade for any street shall be 1.0 percent. The maximum grade shall not exceed the following:

4.4.1 Local Residential

10 percent

4.4.2 Turnarounds

5 percent

4.4.3 Arterial & Collector Streets

8 percent

4.5 Vertical Curves. Vertical curves shall provide a minimum stopping sight distance of 200 feet on Local Residential streets. The design speed shall be subject to the approval of the Board of Selectmen.

4.6 Intersections. The following standards shall apply to street intersections:

4.6.1 Spacing. No more than two (2) roads shall intersect at one point. Centerlines of intersections shall be spaced not less than 500 feet apart, except when conditions justify a variance.

4.6.2 Angle of Intersection. Roads shall intersect one another at or as near to a right angle as is practical; no intersection shall be at an angle of less than 60 degrees and not more than 120 degrees for a distance of at least 100 feet from the line of intersection.

4.6.3. Approach Grades. The approach grades at intersections shall be no more than two (2) percent for side roads for 100 feet. Side roads at intersectional sight distances of at least 300 feet for Local roads. The driver's eye shall be assumed to be behind the curb line and sight distance shall be in accordance with the "Geometric Design Guide for Local Roads and Streets " published by the American Association of State Highway Officials.

4.7 Horizontal Alignment. Connecting curves between tangents shall be provided for all deflection angles in excess of five (5) degrees. Suitable tangents shall be provided between curves with a minimum tangent distance of 150 feet between reverse curves.

4.7.1 Local Residential

150 feet (Minimum radius as measured along the roadway center line)

4.7.2 Arterial & Collector Streets 350 feet (Minimum radius as measured along the roadway center line)

4.8 Construction. Roads shall be constructed in accordance with the following standards:

4.8.1 Survey. A centerline survey of the road shall be run in the field and suitable construction ties established to all control points. Stations shall be established at 50 foot intervals and all points of curvature and points of tangency. A construction stake shall be placed perpendicular, or radial in the case of curves, at each station on both sides of the road, and clear of all construction. The construction stake shall be marked with the station, offset to centerline and cut or fill to profile grade as measured from the top of the stake. A stake sheet showing the stations, profile grade, stake offsets and grades and cuts and fills shall be prepared and presented to the Board of Selectmen before construction begins. Permanent bench marks shall be established and recorded with the Board of Selectmen throughout the length of the project at 500 foot intervals or as directed by the Board. The datum for bench marks shall be Town, State or U.S. datum; an assumed datum may be used only with the written permission of the Board of Selectmen. Changes in horizontal or vertical alignment of the road from the approved plans shall not be made except with written permission of the Board of Selectmen. Grade stakes shall be protected and preserved until the construction work is approved by the Board of Selectmen.

4.8.2 Clearing. The entire area of the right-of-way required to be graded in accordance with the standard cross-section shall be cleared of trees, stumps, brush, roots, large rocks, ledge and other unsuitable materials, except that trees suitable for street trees shall be left standing as directed by the Board of Selectmen or the Planning & Zoning Commission in the case of a subdivision.

4.8.3 Subgrade. For the full width of the required pavement, plus 2' where curbs are used, all loam, organic material, soft clay, spongy material, boulders, ledge and other unsuitable material shall be removed and replaced by materials approved by the Board of Selectmen. All fill that is placed to an elevation of less than three (3) feet above the water table at the time of filling shall consist of stone, gravel or other free-draining soil approved by the Board of Selectmen. Where ledge rock is encountered, it shall be removed to a depth of one (1) foot below subgrade and the area back filled with crushed stone or gravel. Embankments shall be constructed of crushed stone, gravel or the suitable material deposited in successive layers, for the full width of the embankment. The subgrade shall be rolled with a minimum 10-ton roller or equivalent before placing the base course. All Underground drainage and utilities shall be installed prior to completion of the subgrade for receiving the base course.

4.8.4 Base Course. A base course not less than 16 inches (the bottom 12" to meet Grade A standards and the top 4" to meet Grade C standards of ate DOT Form 814) in depth and for the full width of pavement plus 2' where the curbs are used shall be constructed of processed stone or processed gravel in accordance with Form 814. The base course shall be rolled with a minimum 10-ton roller and shaped with a cross slope of  $\frac{1}{4}$  inch per foot from the centerline. (Standard Proctor tests shall be run on the base course in accordance with accepted engineering practice unless such tests are waived by the Board of Selectmen.) Any areas of the base course which have become impervious due to concentration of fine materials shall be scarified and recompactd.

4.8.5 Surface Course. The paved surface shall have a cross slope of  $\frac{1}{4}$  inch per foot from the centerline and shall be constructed of two (2) courses of bituminous concrete, each one and one-half (1-1/2) inches in depth after compaction to the full required width plus 2' where curbs are used. An emulsion tack coat is required when 3 successive days pass between the laying of base course and successive courses. Construction methods shall conform to Form 814; materials shall conform to Form 814, Bituminous Concrete Paving Mixtures Binder Course Grading II. The course shall be Class I Bituminous Concrete.

4.8.6 Curbs. Granite, or concrete curbs, shall be provided in areas deemed appropriate by the Board of Selectmen, or, in the case of subdivision, by the Planning & Zoning Commission. Such curbs shall be located on the outer edge of the completed pavement. Concrete curbs shall have a cross-section approved by the Board of Selectmen, a base height (8) inches, a total height of 20 inches of which six (6) inches shall be located above the finished surface course of the street and be of material conforming to Form 814. Concrete joint spacing shall be of maximum of (6) six feet center to center for all concrete curbs either poured in place or pre-cast. Concrete or granite curbs shall be used unless otherwise officially waived by the Board of Selectmen or Planning and Zoning Commission in the case of subdivisions.

4.8.7 Slopes. All earth surfaces of slopes and areas that have been disturbed in any way due to grading and construction of the roads shall be covered with a minimum of four (4) inches of top soil and suitably seeded or planted and mulched to prevent soil erosion. The Board of Selectmen may require the removal or lowering of embankments adjacent to street intersections in order to assure adequate sight distance at the intersection. No cut or fill sections beyond the right-of-way shall extend into property outside the subdivision or property not owned by the applicant unless appropriate slope rights are obtained for the Town. In the absence of such slope rights, appropriate retaining walls shall be constructed within the subdivision to prevent encroachment upon adjoining property provided these do not obstruct sight lines.

4.8.8 Under-drains. The Board of Selectmen may require the installation of suitable under-drains beneath the street pavement or in the right-of-way where necessary to protect the stability of the pavement.

4.8.9 Guide Rails. Suitable guide railing shall be installed along all road where there will be a "fill" embankment with a depth of four (4) feet or more within 20 feet of the edge of the pavement except that, upon written approval of the Board of Selectman, guide rails will not be required where embankment slopes are no steeper than 6 to 1.

4.8.10 Sidewalk Ramps. Sidewalk ramps shall be constructed on all new streets at crosswalks or on existing streets at crosswalks when either the curb or sidewalk is reconstructed or repaired.

4.9 Cross Section . Local residential roads shall be designed with a cross-section in accordance with the cross-section details that are a part of these specifications and as stated above.

4.10 Soils Report. When deemed necessary by the Board of Selectmen, a soils report shall be prepared for any roadway construction by a competent licensed professional engineer. The content of such report and the qualifications of the preparer shall be subject to the Board of Selectmen or its authorizing agent's review and approval.

## SECTION 5

### DRAINAGE DESIGN AND CONSTRUCTION STANDARDS

5.1 Storm Drainage Design. Storm drainage for roads shall be planned and designed in accordance with the following standards:

5.1.1 Pipe and Ditches. Sufficient pipe shall be installed to carry existing water courses in the street right-of-way and to drain both the proposed street or streets and extensions thereof or other streets which, based on topography, will be served by the same drainage system. No open ditches or channels shall be provided in the street right of-way except with the express written permission of the Board of Selectmen; and adequate provision is made to maintain the standard cross-section and for protective guide posts or rails as may be required to insure the public safety. Road drainage systems shall be coordinated with general drainage requirements for the use and development of the adjoining land.

5.1.2 Design Storm. Flows for roadways and roadway storm drains shall be designed using a minimum 25 years design storm frequency. Flows developed for drainage areas with no established water course shall be based on a 50 year design storm frequency.



Drainage basins with designated water courses shall use a design frequency of 50 years for average annual daily stream flows of less than 5 c.f.s., and 100 years for average annual daily stream flows greater than 5 c.f.s. It shall be the applicant's responsibility to adequately demonstrate whether a stream flow is less than or greater than 5 c.f.s. using stream gauging stations, published government documents and other acceptable statistical rainfall data as determined by the Town Engineer.

5.1.3 Design Methods. The Rational Method may be used for drainage areas of 200 acres or less. For areas greater than 200 acres, the SCS method, FHWA method or USGS method shall be used as approved by the Board of Selectmen and/or the Town Engineer.

5.1.4 Pipe Design. The minimum size of a storm water pipe shall be 15 inches in diameter. Co-efficients used in design for reinforced concrete pipe shall be  $N = 0.021$ . The minimum slopes of pipes shall be 0.5 percent. Pipe size and slope shall be such that the head on the invert will not exceed 2.0 diameters at design storm and this head shall be contained without damage to any adjacent property. Pipe, except for under-drains, shall be laid on straight alignments, both horizontally and vertically, with manholes and catch basins providing access at all deflection points or at the junction of two or more lines. The open end of any pipe shall be provided with an end-well, culvert end or other appropriate device. The minimum cover over the top of the pipe shall be three (3) feet. Culverts under street shall extend to the edge of the right-of-way.

Spacing of Catch Basin. Catch basin shall be connected to a storm water pipe and shall be provided in sufficient number and suitable location to properly drain the surface. Surface water shall not travel on any street a distance of more than 300 feet unless otherwise approved by the Board of Selectmen. No surface water shall travel across any intersections. Spacing and number of basins must be supported by complete gutter flow analysis.

Discharge. The discharge of all storm water shall be into suitable streams or rivers or into Town of State drains or ditches or other Town facilities with adequate capacity to carry the additional water. Where the discharge shall be into private property adjoining the street, proper easements and discharge rights shall be secured by the applicant for the Town before approval of the drainage plan. Discharge shall be done in a manner that protects watercourses and wetlands from pollution and shall not increase flood hazard due to increase in runoff. Plunge pools and other devices shall be employed to reduce velocities as directed by the Town Engineer.

Drainage Construction. Storm drainage shall be constructed in accordance with the following standards:

Pipe. Storm water pipe shall conform to one of the following standards:

In general, asphalt-coated corrugated metal pipe shall be used where culvert gradients are in excess of 10 percent of unsuitable base is encountered, such as organic soils areas. Said pipe shall conform to Form 814, shall be minimum 16 gauge and have paved invert.

Reinforced concrete pipe shall be Class IV and conform to Form 814.

Methods. Prior to laying pipe, the trench shall be excavated to the required depth, the bottom of which shall be graded to afford a uniformly firm bearing for the pipe throughout its length. Where rock is encountered, it shall excavated to not less than 12 inches below the bottom of the trench and this depth shall be refilled with crushed stone and thoroughly tamped and shaped. Where the foundation material is poor, it shall be removed and back filled with gravel or crushed stone approved by the Board of Selectmen. All pipe shall be carefully laid, true to the lines and grades given, hubs upgrade and with the spigot ends fully entered into adjacent hubs. Preferably, joints in concrete pipes shall have rubber gaskets; otherwise joints shall be thoroughly wetted and filled with a Portland cement mortar and caulked. Asphalt-coated corrugated metal pipe shall be carefully joined and firmly clamped together be approved connecting bands which shall be properly bolted in place before any backfill is placed. "Backfill will consist of clean will graded soil free from large stones, frozen lumps, wood or other debris. Backfill shall be placed in layers of not more than 6 inches and adequately compacted. Any suitable material removed in excavating for the trench may be used as backfill. Fill approximately the same elevation at the same time. Rock fill or stones larger than 2 inches shall not be placed closer than 2 feet from the pipe on the sides as well as the top."

Appurtenances. Catch basins, manholes, drop inlets, endwalls and other appurtenances to the storm drainage system shall be constructed in accordance with Form 814 and the "Connecticut State Highway Department Standard Sheets."

Cleaning. All pipes and drainage structures shall be thoroughly cleaned prior to acceptance of the road and drainage system by the Town of Lisbon.

## SECTION 6

### OTHER IMPROVEMENTS

Special Structures Bridges, box culverts, deep manholes and other special structures shall be designed and constructed, where required, in accordance with good engineering practice and Form 814, and as approved by the Planning & Zoning Commission and the Board of Selectmen.

Sidewalks Sidewalks where required shall be minimum of four (4) feet in width, and, when provided in connection with a road, shall be located within the street right-of-way



lines as shown on the typical cross-section. The sidewalk shall be constructed in accordance with one of the following standards as approved by the Board of Selectmen.

**Concrete** Cement concrete sidewalks shall be laid on a four (4) inch gravel base, tamped and rolled and shall be constructed of four (4) inch thick concrete having expansion joints with pre-molded fillers spaced every 10 feet and suitable weakened plan joints. Sidewalks will be ramped at intersections at a 1" vert. To 12" horiz. Slope to meet State Building Code Requirements for handicapped access.

**Driveways** Sidewalks crossing driveways that are subject to heavy vehicular traffic shall be laid on a gravel base 12 inches thick.

**Driveway Pads** Bituminous concrete driveway pads from the edge of R.O.W. line to the street are required. Pads shall be a minimum 12' wide, laid on twelve (12) inch gravel base, tamped and rolled, and shall be constructed of bituminous concrete two (2) inches thick after compaction. The bituminous materials and the construction shall conform to Form 814. Driveway aprons shall be pre-approved by the Selectman and/or Planning and Zoning Commission as to location.

**Street Signs** Street signs shall be installed at all intersections in locations approved by the Board of Selectmen. Traffic signs shall also be installed as required by the Board. Such signs shall be of a design and material approved by the Board of Selectmen.

**Underground Utilities** Electric, telephone lines and facilities in new streets shall be installed underground unless the Planning & Zoning Commission has determined that such underground installation is inappropriate or unfeasible. Wherever possible, such lines and facilities shall be installed after the street right-of-way has been graded but prior to installation of the base course for the pavement.

**Monuments** Monuments shall be provided by the applicant on both sides of the street right-of-way and shall be set at the beginning and termination of each street and at each point of curvature and tangency. Monuments shall be of stone or reinforced concrete 36 inches in length and four (4) inches square at the top with a cross or other measuring feature in the top center. Monuments shall be set 34 inches in the ground after all project grading is complete. If ledge is encountered, a brass plug, ½ inch by 3 inches, shall be set in the ledge and secured with a hole of 1/2 inch minimum diameter may be set if the ledge is fully exposed. The cost of such monuments shall be included in the bond.

## SECTION 7

### EXISTING TOWN ROAD ALTERATIONS

**Excavations, cuts, fills and Changes of Grade** All excavations, cuts, bills, changes of grade and other work performed within existing Town road rights-of-way shall conform to the specifications throughout this road ordinance.

**Permit Required** No person shall excavate in, fill, cut or change the grade or cause any excavation, fill cut or change of grade to be made of any highway or street maintained by the Town without first having obtained a permit from the First Selectman or the director of public works.

**Bond, Insurance Required** No permit to excavate, fill or change the grade of any such highway or street shall be granted to any person until he shall have filed with the First Selectman or director of public works, a surety bond in the amount equal to the cost, as estimated by the director of public works of the restoration of any highway or street to as good a condition as it was before such excavation, fill, cut or change of grade, with the same surface material, and that he will comply with the plan of the work to be done, as filed with and approved by the First Selectman or director of public works, and also such Person shall have given the First Selectman or director of public works satisfactory evidence of insurance protecting both the Town and the permittee against personal injuries and property damage in an amount to be determined by the First Selectman or director of public works depending upon the location, amount of traffic estimated length of time the work will require, type of material to be excavated or cut, and any other conditions which might affect the risk involved.

**Areas Included in Street or Highway** As used herein highway or street shall include any portion of the entire width of the right-of-way, including the traveled portion and the shoulders of any unimproved or undeveloped portion of the highway or street.

**Advanced Notice of Construction** Under this permit program, the Town shall be provided three (3) days advance notice of planned start of construction within Town road right-of-ways.

## SECTION 8

### SUBMISSION REQUIREMENTS

**Road Plan and Profile Map** A 1 inch to 40 foot, horizontal scale road plan with the corresponding stationing segment of center line profile, at a vertical scale of 1 inch to 4 feet will be submitted. Such plans shall be prepared by the Professional Engineer, Licensed to practice in the State of Connecticut, whose seal, name and registration number shall be clearly placed there on.

The Horizontal Scale Plan shall have:

- (a) 50 foot stationing
- (b) Curve information (PT, PC, PI)
- (c) All drainage structures utilizing a sequenced numbering system, consistent with all submitted designs (Inverts In, Inverts Out, Top of Frame Elevations)
- (d) Pipes – slope, size and type
- (e) Utilities – placement (Electric, Telephone, Cable TV, Water and Sewer) where applicable.

- (f) Specific soil erosion control measures.
- (g) Side Walk placement.
- (h) Accurate existing (not to be represented by less than 2 foot contour intervals) and a proposed finished grading plan.
- (i) Monumentation.
- (j) All proposed driveway returns and aprons.
- (k) Location of road test pits every 150 feet.

The Vertical Profile shall have:

- (a) All vertical curve information (Pvt, Pvc, Pvi, high points).
- (b) Drainage structures in profile.
- (c) Accurate existing and proposed center line grades and existing grade at edge of pavement both right and left sides.

**Drainage report** In the construction and layout of new streets in a subdivision, adequate provisions shall be made for the disposal of surface and storm water.

The Report will include:

- (a) Rational method or TR-55 of analysis for areas under 200 acres or TR-20 for areas over 200 acres.
- (b) Total drainage area delineated on U.S.G.S. or equivalent mapping.
- (c) Two (2) maps depicting entire drainage area that will attribute specific areas of concentration to the appropriate drainage structure.
- (d) A gutter flow analysis (Storm sewer design analysis shall be submitted on State of Connecticut standard forms or equivalent.)

A soil erosion and sediment control plan shall contain proper provisions to adequately Control accelerated erosion and sediment and reduce the danger from storm water runoff on the proposed site based on the best available technology. Such principles, methods and practices necessary for certification are found in the "Connecticut Guidelines for Soil Erosion and Sediment Control (1985)", as amended. Alternative principles, methods and practices may be used with prior approval of the Commission, or the Board of Selectmen.

Said plan shall contain, but not be limited to:

A narrative describing:

1. The development; as defined in these regulations.
2. The schedule for grading and construction activities:
  - a. start and completion dates;

- b. sequence of grading and construction activities;
  - c. sequence for installation and/or application of soil erosion and sediment control measures, including temporary stabilization;
  - d. sequence and specifications for final stabilization of project site, including all final landscaping;
  - e. contingency or emergency plans in case of failed erosion and sediment control systems and installations.
3. The design criteria for proposed soil erosion and sediment control measures and storm water management facilities.
  4. The construction details for proposed soil erosion and sediment control measures and storm water management facilities.
  5. The installation and/or application procedures for proposed soil erosion and sediment control measures and storm water management facilities.
  6. The operations and maintenance program for proposed soil erosion and sediment control measures and storm water management facilities.
  7. Identification of designated – site individual responsible for installation, monitoring and correction of sediment control plan requirements, and authorized to take corrective actions as required to ensure compliance with certified plans.
  8. The character of existing vegetation and the effect the development will have on the natural vegetation.

B A site plan map at a sufficient scale to show:

1. The location of the proposed development and adjacent properties;
  2. The existing and proposed topography including soil types, wetlands, watercourses and water bodies;
  3. The existing structures on the project site, if any;
  4. The proposed area alterations including cleared, excavated, filled or graded areas and Proposed structures, utilities, roads and existing new or altered property lines;
- The location of and design details for all proposed soil erosion and sediment control measures and storm water management facilities;
- The sequence of grading and construction activities;

The sequence for installation and/or application of soil erosion and sediment control measures;

The sequence for final stabilization of the development site;

Existing vegetation patterns, and limits and extent of vegetation clearing beyond grading limits;

Certification block entitled “Erosion and sediment Control Plan Certified by Vote of the Lisbon Planning and Zoning Commission.

C Any other information deemed necessary and appropriate by the applicant or requested by the Commission or its designated agent.

#### MINIMUM ACCEPTABLE STANDARDS

Plans for soil erosion and sediment control shall be developed in accordance with these Regulations using the principles as outlined in Chapters 3 and 4 of the "Connecticut Guidelines for Soil Erosion and Sediment Control" (1985), as amended.

The minimum standards for individual measures are those in the "Connecticut Guidelines for Soil Erosion and Sediment Control" (1985), as amended. The commission may grant exceptions when requested by the applicant if technically sound reasons are presented in writing.

The appropriate method from Chapter 9 of the "Connecticut Guidelines for Soil Erosion and Sediment Control" (1985), as amended, shall be used in determining peak flow rates and volumes of run-off unless an alternative method is approved by the Commission.

#### .SECTION 9

#### VALIDITY

Validity This ordinance shall be governed by the laws of the State of Connecticut. In the event that any provision or clause of this ordinance conflicts with applicable law, such conflict shall not affect other provisions of this ordinance which can be given effect without the conflicting provisions, and to this end the provisions of this ordinance are declared to be serviceable.

APPLICATION FOR ROAD CONSTRUCTION PERMIT  
TOWN OF LISBON, CONNECTICUT

To: Board of Selectmen  
Town of Lisbon, Connecticut

I hereby apply for a permit to construct a road, drainage or other improvements in accordance with the design and construction specifications of the Town of Lisbon.

Location \_\_\_\_\_

Owner \_\_\_\_\_

Address \_\_\_\_\_

Developer \_\_\_\_\_ Tel # \_\_\_\_\_

Address \_\_\_\_\_

General Contractor \_\_\_\_\_

Address \_\_\_\_\_ Tel # \_\_\_\_\_

Name of Surety Company \_\_\_\_\_

Amount of Surety Bond \_\_\_\_\_

Approximate Time Required to Complete Work \_\_\_\_\_

Desired Date To Start Work \_\_\_\_\_

Issue Permit To \_\_\_\_\_

Address \_\_\_\_\_ Tel # \_\_\_\_\_

Submit town (2) copies of street rights-of-way and any easements for drainage:

Map Title \_\_\_\_\_

Engineer \_\_\_\_\_

Before permit is issued, I agree to furnish required bonds and any required inspection fees as outlined in the design and construction specifications of the Town of Lisbon. An application fee of \$100.00 is submitted herewith.

Signed \_\_\_\_\_  
Applicant

TOWN OF LISBON  
APPLICATION FOR EXCAVATION PERMIT  
EXISTING TOWN ROAD

Application is hereby made for a permit to excavate at:

\_\_\_\_\_ Street/Road (Lot No. \_\_\_\_\_)

for the purpose of \_\_\_\_\_

Property is owned by \_\_\_\_\_

Permit to extend from \_\_\_\_\_ 19\_\_ to \_\_\_\_\_ 19\_\_

A sketch of Excavation must be shown on the back of this Permit or accompanied by plans.

SPECIAL CONDITIONS: Any excavation remaining open overnight must be properly fenced and lighted.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Site Inspected and Approved for Excavation:

\_\_\_\_\_  
Highway Foreman

\_\_\_\_\_  
Date

Under the Code of Ordinance for the Town of Lisbon a current Certificate of Insurance and a @2,000.00 Surety Bond must be on file on the Public Works Department or First Selectman Office before Excavation Permit will be issued.

The undersigned hereby agrees that in case permission is given to excavate as requested in this application, that he (it) will hold the Town of Lisbon harmless and free from liability whatever for damages caused by reason of such excavation; and further, that if at any time within one year from the date of the permit to excavate, the excavation has not been properly filled and the street restored to as good condition as it was before the excavation, they may repair the same and charge the expense thereof tot the undersigned.

NO WORK MAY BE DONE ON THIS APPLICATION UNTIL THREE DAYS AFTER DATE OF FILING.

Date Applied: \_\_\_\_\_ Signed: \_\_\_\_\_

Company: \_\_\_\_\_

Date Issued: \_\_\_\_\_ Address: \_\_\_\_\_

Application Approved \_\_\_\_\_

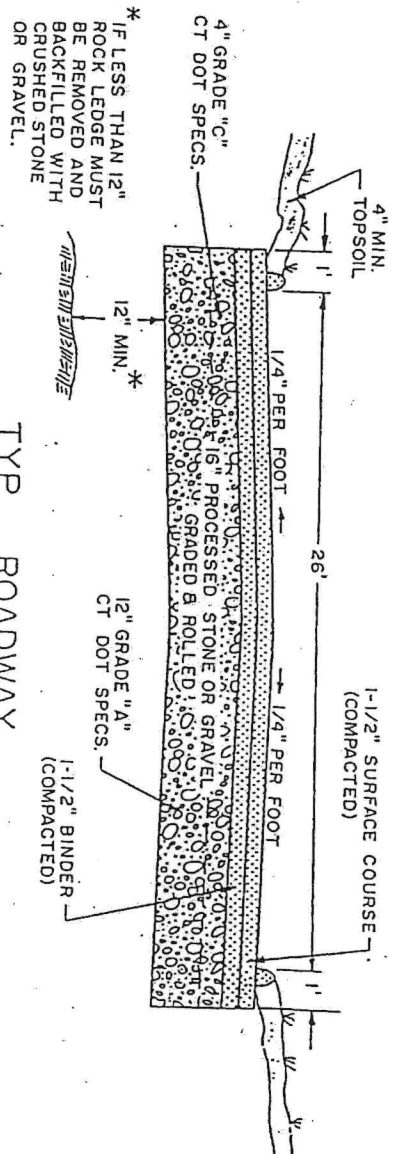
Phone No: \_\_\_\_\_

Final Inspection: \_\_\_\_\_

Public Works Director/  
First Selectman

Highway Foreman

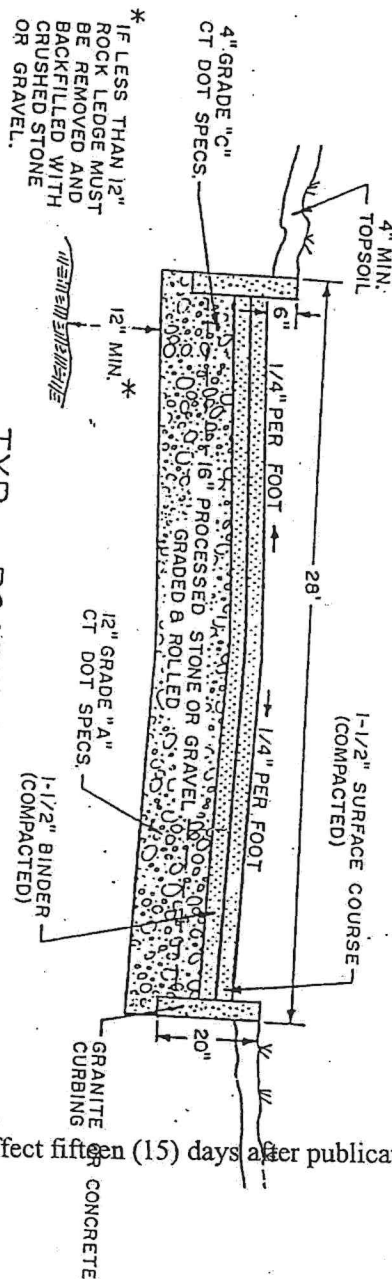
Date



TYP. ROADWAY  
SECTION  
 N.T.S.



TYP. ROADWAY  
SECTION  
N.T.S.



This Ordinance takes effect fifteen (15) days after publication.

Adopted 6-29-1995  
Betsy M. Barrett  
Town Clerk, Lisbon



Special Town Meeting on June 9, 1998

AN ORDINANCE REGARDING ADULT-ORIENTED BUSINESSES

Section I. Short Title

This ordinance shall be known as the "Adult-Oriented Business Ordinance for the Town of Lisbon".

Section II . Policy Statement

The Town of Lisbon, Connecticut finds:

- A. Adult-oriented establishments located in the Town of Lisbon require special supervision from the Town's public safety and zoning enforcement agencies in order to protect and preserve the health, safety, and welfare of the patrons of such establishments, as well as the health, safety and welfare of the Town's citizens.
- B. Statistics and studies performed by a substantial number of cities and towns in the United States indicate that:
  - 1. Large number of persons, primarily male, frequent such adult-oriented establishments, especially those which provide closed booths, cubicles, studios and rooms for the private viewing of so-called adult motion pictures and/or video tapes and/or live entertainment; and
  - 2. Persons under the age of eighteen may be attracted to adult-oriented establishments and seek to enter or loiter about them without the knowledge or permission of their parents and guardian; and
  - 3. Closed booths, cubicles, studios and rooms within adult-oriented establishments have been used by patrons, clients or customers of such adult-oriented establishments for the purpose of engaging in certain sexual acts; and
  - 4. Male and female prostitutes have been known to frequent such establishments in order to provide sex for hire to the patrons, clients or customers of such establishments within such booths, cubicles, studios and rooms; and
  - 5. Doors, curtains, blinds and/or other closures installed in or on the entrances and/or exits of such booths, cubicles, studios and rooms which are closed while such patrons using such booths, cubicles, studios and rooms to engage in sexual acts therein with prostitutes, thereby promoting and encouraging prostitution and the commission of sexual acts which cause blood, semen and urine to be deposited on the floors and/or walls of such booths, cubicles, studios and rooms, which

deposits could prove detrimental to the health and safety of other persons who may come into contact with such deposits; and

6. Such establishments attract an undesirably large number of transients as customers, leading to an increase in crime, particularly prostitution, and an adverse effect particularly on residential neighborhoods; and
  7. The reasonable regulation and supervision of such adult-oriented establishments tends to discourage such sexual acts and prostitution, and thereby promotes the health, safety and welfare of the patrons, clients and customers of such establishments.
- C. The continued unregulated operation of adult-oriented establishments including, without limitation, those specifically cited at paragraph II, B. 1., hereof, is and would be detrimental to the general welfare, health and safety of citizens of Lisbon.
- D. The Constitution and laws of the State of Connecticut grant to the Town powers, especially police power, to enact reasonable legislation and measures to regulate and supervise adult-oriented establishments as hereinafter defined in order to protect the public health, safety and welfare.
- E. It is not the intent of the Town of Lisbon, in enacting this Ordinance, to deny any person rights to speech protected by the United States and/or State Constitutions, nor is it the intent of the Town Council to impose any additional imitations or restrictions on the contents of any communicative materials, including sexually oriented films, video tapes, books and or other materials. Further, by enacting this Ordinance, the Town does not intend to deny or restrict the rights of any adult to obtain and/or view any sexually oriented materials protected by the United States and/or State Constitutions, nor does it intend to restrict or deny any constitutionally protected rights that distributors or exhibitors of such sexually oriented materials may have to sell, distribute or exhibit such materials.

### Section III. Definitions.

For the purpose of this Ordinance, the words and phrases used herein shall have the following meanings, unless otherwise clearly indicated by the context:

- A. "Adult bookstore" means an establishment having any portion of its stock and trade in books, films, video cassettes, or magazines and other periodicals which are distinguished or

characterized by their emphasis on matter depicting, describing or relating to "specified sexual activities" or "specified anatomical areas". This definition shall not apply to any establishment in which such materials are concealed so as not to permit the observation of "specified sexual activities" or "specified anatomical areas" by the general public.

- B. "Adult amusement machine" includes any amusement machine that is regularly used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to "specified sexual activities" or "specified anatomical areas", as defined below, for observation by patrons.
- C. "Adult entertainment" means any exhibition of any motion pictures, videotapes, live performances, displays or dances of any type, which has as a significant or substantial portion of such performances any actual or simulated performance of "specified sexual activities" or exhibition and viewing of "specified anatomical areas".
- D. "Adult mini-motion picture theater" means an enclosed building with a capacity of less than fifty (50) persons regularly used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to "specified sexual activities" or "specified anatomical areas" for observation by patrons therein.
- E. "Adult motion picture theater" means an enclosed building with a capacity of fifty (50) or more persons regularly used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to "specified sexual activities" or "specified anatomical areas" as defined below for observation by patrons therein.
- F. "Adult-oriented establishment" shall include, without limitation, "adult bookstores", "adult motion picture theaters", "adult mini-motion picture theaters", and commercial establishments containing one or more "adult amusement machines". "Adult-oriented establishment" further means any premises to which the public, patrons or members are invited or admitted and which are so physically arranged as to provide booths, cubicles, rooms, studios, compartments or stalls separate from the common areas of the premises.
- G. "Amusement Machine" includes any machine which upon the payment of a charge or upon the insertion of a coin, slug, token, plate or disk, or card, may be operated by the public for use as a game, entertainment or amusement, whether or not registering a score and whether or not electronically operated.

- H. "Employee" means any and all persons, including independent contractors, who work in or at or render any services directly related to the operation of an adult-oriented establishment.
- I. "Entertainer" means any person who provides entertainment within an adult-oriented establishment as defined in this section, whether or not a fee is charged or accepted for entertainment and whether or not entertainment is provided as an employee or an independent contractor.
- J. "Inspector" means any Town of Lisbon Constable, Resident Trooper or official the Town may delegate the duty to perform functions under this Ordinance.
- K. "Minor" shall be deemed to refer to a person under the age of eighteen (18) years.
- L. "Owner/operator" means any person, partnership or corporation operating, conducting or maintaining an adult oriented establishment.
- M. "Specified anatomical areas" means:
1. Less than completely and opaquely covered:
    - a. human genitals and pubic region;
    - b. buttocks'
    - c. female breasts below a point immediately above the top of the areola; and
  2. Human male genitals in a discernibly turgid state, even if completely opaquely covered.
- N. "Specified sexual activities" means:
1. Human genitals in a state of sexual stimulation or arousal;
  2. Acts of human masturbation, sexual intercourse or sodomy;
  3. Fondling of erotic touching of human genitals, public region, buttocks or female breasts.
- O. "Sexual anatomical acts" and "specified sexual activities" as used in this Ordinance do not include materials depicted in any medical publications or films, in any bona fide educational publications or films, any art or photography publications which devote at least twenty-five (25%) of the lineage of each issue to articles and advertisements dealing

with subjects of art or photography, in any news periodical which reports or describes current events and which, from time to time , publishes photographs of nude or semi-nude persons in connection with the dissemination of the news, or in publications or films which describe and report different cultures which, from time to time, publish or show photographs or depictions of nude or semi-nude persons when describing cultures in which nudity or semi-nudity is indigenous to the population.

#### Section IV. Operating Requirement.

- A. No owner/operator or employee of an adult-oriented establishment shall allow or permit any minor to enter into such establishment or to loiter upon the grounds and parking lot of such establishment.
- B. Each adult oriented establishment shall display prominently a sign in the dimensions of twenty-four inches by twenty-four inches outside each entrance bearing the words "Adult Oriented Establishment - Persons Under 18 Not Admitted" in white letters against a red background, white letters must be a minimum height of three inches for lettering.
- C. No adult-oriented establishment shall be conducted in such a manner that permits the observation of any material depicting specified sexual activities or specified anatomical areas from the outside of the building that houses the adult-oriented establishment.
- D. Every adult-oriented establishment doing business in the Town on and after the effective date of this Ordinance shall be well lighted at all times and be physically arranged in such a manner that the entire interior portion of the booths, cubicles, rooms or stalls, wherein adult entertainment is provided shall be clearly visible from the common areas of the premises. Visibility into such booths, cubicles, rooms or stalls shall not be blocked or obscured by doors, curtains, partitions, drapes, or any other obstruction whatsoever. After the effective date of this Ordinance, it shall be unlawful to install enclosed booths, cubicles, rooms or stalls within adult-oriented establishments for the purpose of viewing adult entertainment.
- E. On and after the effective date of this Ordinance, the owner/operator of each adult-oriented establishment shall be responsible for and shall provide that any room or other area used for the purpose of viewing adult entertainment shall be well lighted and readily accessible at all times and shall be continuously open to view in its entirety. The premises shall be equipped with overhead lighting fixtures in that patrons are permitted access at an illumination of



not less than one (1.0) foot candle as measured at the floor level. It shall be the duty of the owner/operator, the Town and its agents to ensure that the illumination described above is maintained at all times that any patron is present on the premises.

- F. Every act or omission by an employee constituting a violation of the provisions of this Ordinance shall be deemed the act or omission of the owner/operator of the owner/operator, or as a result of the owner/operator's negligent failure to supervise the employee's conduct, and the owner/operator shall be punishable for such act or omission in the same manner as if the owner/operator committed the act or caused the omission.
- G. An owner/operator shall be responsible for the conduct of all employees while on the licensed premises, and any act or omission of any employee constituting a violation of the provisions of this Ordinance shall be deemed the act or omission of the owner/operator for purposes of determining whether the owner/operator shall be subject to the penalties imposed by this Ordinance.
- H. All adult-oriented establishments shall be open to inspection at all reasonable times by inspectors or such other persons as the Town may designate.
- I. No adult-oriented establishment shall be permitted on a site that is less than five hundred (500) feet from an area zoned residential or from a non-conforming residential use. The 500 feet shall be the straight horizontal distance from any boundary line of a parcel of land upon which a building housing an adult-oriented establishment to any boundary of a zoning district that is zoned for proposed or existing residential use or to said nonconforming residential use.
- J. No adult-oriented establishment shall be permitted on a site that is less than five hundred (500) feet from an existing adult-oriented establishment. The 500 feet shall be the straight horizontal distance from any boundary line of a parcel of land upon which a building housing an adult-oriented establishment exists to any other proposed building housing an adult-oriented establishment.
- K. No adult oriented establishment shall be permitted on a site that is less than five hundred (500) feet from a public park, preexisting school including a licensed day care center (whether public or private) or place of religious worship meaning to include churches, parish houses and convents. The 500 feet shall be the straight horizontal distance from any boundary line of a parcel of land upon which the proposed building housing the adult-oriented



establishment is located to the boundary line of the parcel of land upon which the building used as a public park, school or place of religious worship is situated.

- L. The provisions of Sections IV-I, IV-J and IV-K shall not be deemed to prohibit any use preexisting the enactment of this Ordinance. Any preexisting use which shall be discontinued for a period of thirty (30) days shall thereafter conform to Sections IV-I, IV-J and IV-K.

**Section V: Violations/Penalties:**

- A. Any person, partnership, corporation or other entity who is found to have violated this ordinance shall be fined a sum not exceeding one hundred dollars (\$100.00) for each such violation.
- B. Each violation of this ordinance shall be considered a separate offense, and any violation continuing more than one hour of time shall be considered a separate offense for each hour of violation.
- C. Nothing contained in this section shall be deemed to limit any remedy the Town may have for the enforcement of this ordinance.

**Section VI: Savings Clause.**

Should any court of competent jurisdiction declare any section, clause or provision of this ordinance to be unconstitutional, such decision shall affect only such section, clause or provision so declared unconstitutional, and shall not affect any other section, clause or provision of this ordinance.

This ordinance shall take effect fifteen (15) days after publication.

Betsy M. Barrett  
Town Clerk, Lisbon

published  
6-16-98

Special Town Meeting on 2-18-1999  
Published 2-25-1999

AN ORDINANCE AMENDING AN ORDINANCE  
(AS AMENDED) RELATING TO THE CONSERVATION  
COMMISSION BY PROVIDING FOR ALTERNATES

Be it ordained that an ordinance adopted January 21, 1981, creating a Conservation Commission, and thereafter amended by an amendatory ordinance dated May 7, 1987, is further amended as follows:

1. The Board of Selectmen shall appoint two alternate members of the Conservation Commission, who shall serve for terms of two (2) years from the date of their appointment, and such alternative members shall be subject to all terms of the ordinance of January 21, 1981, as amended on May 7, 1987. Further, the Board of Selectmen shall have the power to remove any alternative for cause, and shall have the power to fill any vacancy in the office of alternate.

2. This amendatory ordinance shall become effective fifteen (15) days after publication in a newspaper of general circulation in said Town.

Dated at Lisbon, Connecticut,  
this 18 day of February, 1999.

Betsy M. Barrett  
Town Clerk

**AN ORDINANCE ESTABLISHING FEES FOR THE PROCESSING OF  
APPLICATIONS BY THE PLANNING AND ZONING COMMISSION,  
THE ZONING BOARD OF APPEALS AND THE INLAND WETLANDS  
COMMISSION OF THE TOWN OF LISBON**

**Section 1 Authorization and Purposes**

- 1.1 To establish a schedule of fees, pursuant to Section 8-1c of the Connecticut General Statutes which requires new development to fund the actual municipal administrative costs of reviewing, evaluation, processing and monitoring land use applications, and ensures that fees do not cause new developments to subsidize, municipal expenses which are not directly attributable to reviewing, evaluating and processing land use applications. To establish a flat fee for minor land use application, so that the fee system is not unduly burdensome in administration. To improve the services provided land use applications. To encourage land use applicants to become familiar with and review municipal development regulations, to submit land use applications, which comply with municipal regulations, and to submit plans and proposals with fewer errors and omissions.

**Section 2 Definitions**

- 2.1 Land Use Application: Any application to the Planning and Zoning Commission including but not limited to an application for any of the following: amendment to the zoning map or the text of the zoning regulations; zoning permits; special permit; a special exception; permit to conduct subdivision or resubdivision; variance; site plan approval; certificate of zoning compliance.
- 2.2 Applicant: Any person or entity that submits a land use application, or his or her agent or successor in interest.

### Section 3 Fees Charged for Land use Applications

3.1 Fees for land use application except building permit fees shall be calculated per schedule A attached.

Section 4 Timing of Payment of Fees. All required fees shall accompany all land use applications, except fees associated with the inspections and supervision of public improvements. Checks or money orders shall be made payable to the Town of Lisbon.

### Section 5 Validity

5.1 If any section, Subsection, clause or phrase of this ordinance is, for reason found to be invalid by a Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance.

5.2 This ordinance shall become effective fifteen (15) days after publication of the same, in a newspaper of general circulation in said town.

# TOWN OF LISBON PLANNING AND ZONING COMMISSION

## LAND USE APPLICATION FEE SCHEDULE

### SUBDIVISION OR RESUBDIVISION:

Application for Change to Subdivision Regulations	\$250
Planning and Engineering Review	\$500 Flat fee plus the following: \$200 per lot
Inspection and supervision of Road Construction & Utilities	\$500 Flat fee plus: 5% Estimated Cost of Work, to be computed by the Town Engineer.
Re-inspection of Road Construction & Utilities	\$200 per visit

### SITE PLAN REVIEW:

#### **Residential**

Single family	\$100
Multi-family	\$100 plus: \$50 per unit

#### **Commercial/Industrial**

Building size of 25,000 square feet or less	\$250
Building size of 25,000-50,000 square feet	\$300
Building size 50,000-100,000 square feet	\$400
Building size over 100,000 square feet	\$500

#### **Other:**

Administrative site plan	\$50
Revisions to site plans	Residential \$25 Commercial/Industrial \$150

### SPECIAL PERMITS:

Residential	\$150
Commercial/Industrial	\$200

### **ZONE CHANGE**

	\$200
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### REGULATION AMENDMENT

Zoning or Subdivision	\$200
Plan of Development	\$100

<b>ZONING FEES CONTINUED:</b>	
Home occupancy	\$25
Excavation	\$100 plus \$100 per acre
Sign Permit	\$10 plus \$2 per square foot
Certificate of Zoning Compliance	\$25
Copy of Regulations (zoning or subdivision)	\$10
Copy of Zoning Map	Cost to reproduce
Copy of Plan of Development	Cost to reproduce
<b>OTHER FEES:</b>	
Fees not listed above will be determined by the Planning and Zoning Commission: The fees will represent the costs associated with the review of project.	TBD

This ordinance shall take effect 15 days after publication.

Betsy M. BARrett, Town Clerk

Adopted: Fees – 2-18-1999 / Ordinance – 4/7/1999

Published: 4-20-1999

## AN ORDINANCE CREATING A WATER POLLUTION CONTROL AUTHORITY FOR THE TOWN OF LISBON

IT IS HEREBY ORDAINED by the electors of the Town of Lisbon assembled at Town Meeting:

1. The provisions of Chapter 103, Municipal Sewerage Systems, of the General Statutes of Connecticut (1999), as amended, are hereby adopted by the Town of Lisbon.

2. There shall be a Water Pollution Control Authority of the Town of Lisbon (hereinafter referred to as the "WPCA"). The WPCA shall have all of the powers, purposes and objectives set forth in Chapter 103, Municipal Sewerage Systems, of the General Statutes of the State of Connecticut (1999), as amended, except that no power of condemnation shall be exercised by the WPCA without the approval of the Board of Selectmen and Town Meeting.

3. Except as provided in paragraph 4 of this Ordinance, the WPCA shall consist of five (5) resident electors of the Town of Lisbon, who shall be appointed by the Board of Selectmen. The terms of office of two (2) of the initial members shall expire on December 31, 2002. The terms of office of two (2) other initial members shall expire on December 31, 2003. The term of office of one (1) initial member shall expire on December 31, 2004. As the term of each member of the WPCA expires, his or her successor shall be appointed to serve a term of four (4) years by the Board of Selectmen. Any vacancy in the membership of the WPCA shall be filled for the unexpired portion of the term by the Board of Selectmen. In the event that any member of the WPCA ceases to be a resident or an elector of the Town of Lisbon, his or her office shall be deemed vacant.

4. From the effective date of this Ordinance until the earlier of (i) May 1, 2000, or (ii) such time as the Board of Selectmen has appointed five members to the WPCA in accordance with paragraph 3 of this Ordinance, the Board of Selectmen shall constitute, and shall be empowered to act as, the WPCA for the Town of Lisbon pursuant to section 7-246 of the Connecticut General Statutes. If the Board of Selectmen has appointed fewer than five members to the WPCA by May 1, 2000, in accordance with paragraph 3 of this Ordinance, the positions for which appointments have not been made shall be deemed to be vacant.

5. The WPCA shall elect from its membership a Chairman and Secretary. Each WPCA shall have the authority to hire necessary personnel, provided that any funds necessary for such hiring have been properly appropriated through the Town's budget process.

6. The members of the WPCA shall serve without compensation. No action of the WPCA shall be valid unless authorized by a vote taken by at least a quorum of its members. Except for those circumstances in which the Board of Selectmen is acting as the WPCA pursuant to paragraph 4 of this Ordinance, the presence of three (3) voting members of the WPCA shall constitute a quorum to conduct business and take action. A majority vote of a quorum of WPCA members shall be sufficient to take any proposed action. The WPCA shall maintain accurate accounting and financial records and shall make an annual report to the Board of Selectmen.

7. A member of the WPCA may be removed for misconduct in office by the Board of Selectmen after a hearing. A record of the proceedings shall be maintained. A copy of the charges shall be served upon the member at least ten (10) days prior to the hearing.

8. In accordance with Section 7-157(b) of the Connecticut General Statutes, a summary of this ordinance shall be published in lieu of publishing the entire ordinance.

Public hearing date:

Adoption date: 2-29-2000

Publication date: March 7, 2000

Effective date:

This ordinance shall take effect fifteen days after publication.  
Betsy M. Barrett, Town Clerk

1/20/00



**AN ORDINANCE APPROVING THE EXECUTION OF AN AGREEMENT  
BETWEEN THE TOWN OF LISBON AND THE BOROUGH OF JEWETT CITY  
CONCERNING USE OF WATER POLLUTION CONTROL FACILITIES**

IT IS HEREBY ORDAINED by the electors of the Town of Lisbon assembled at Town Meeting:

1. The Town of Lisbon, acting by and through its Water Pollution Control Authority, may enter into an agreement with the Jewett City Department of Public Utilities concerning the connection of property within Lisbon to the Borough's water pollution control facilities, provided the agreement is in the form of the draft agreement dated January 20, 2000, a copy of which is attached hereto as Schedule A and incorporated herein by reference.

2. In accordance with Section 7-157(b) of the Connecticut General Statutes, a summary of this ordinance shall be published in lieu of publishing the entire ordinance.

Special Town Meeting: 9-28-1999  
~~Public Hearing Date:~~

Adoption Date: 2-29-2000

Publication Date: 3-7-2000

Effective Date: 3-22-2000

**AGREEMENT TO PROVIDE SEWERAGE SYSTEM**  
**SERVICE TO THE TOWN OF LISBON**  
**(Draft of January 20, 2000)**

This Agreement to provide sewerage system service to the Town of Lisbon is made by and between the Town of Lisbon, acting by and through the Lisbon Water Pollution Control Authority, and the Borough of Jewett City, acting by and through the Jewett City Department of Public Utilities, pursuant to Sections 7-273 and 7-339a through 7-339l, inclusive, of the Connecticut General Statutes.

**WHEREAS**, the Lisbon Water Pollution Control Authority (hereinafter referred to as the "LWPCA") is the lawfully constituted water pollution control authority for the Town of Lisbon (hereinafter referred to as "Lisbon");

**WHEREAS**, the Jewett City Department of Public Utilities (hereinafter referred to as the "JCDPU") is the lawfully constituted water pollution control authority for the Borough of Jewett City (hereinafter referred to as the "Borough");

**WHEREAS**, the LWPCA and the JCDPU have all of the powers and duties of water pollution control authorities within their respective areas of jurisdiction, pursuant to Chapter 103 of the Connecticut General Statutes;

**WHEREAS**, the JCDPU has adopted regulations and standards governing the use of and connections to the municipal sewerage system constructed and operated principally within the Borough (the "Borough System");

**WHEREAS**, the LWPCA and the JCDPU anticipate entering into an agreement allowing Lisbon to construct, develop and/or maintain, or to permit others to construct, develop and/or maintain, a municipal sewerage pipeline and necessary pumping facilities within Lisbon, which pipeline would be connected to the Borough System; and

**WHEREAS**, the LWPCA and the JCDPU wish to cooperate to manage the wastewater flows and connections by users within Lisbon in order to maximize the economic, social and environmental benefits of the wastewater discharge capacity the JCDPU grants to Lisbon.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements set forth below, the LWPCA and JCDPU agree as follows:

1. Lisbon, acting by and through the LWPCA, may construct, or allow to be constructed, a pipeline and pumping facilities (hereafter collectively referred to as the "Lisbon pipeline") for the collection and transport of municipal sewerage originating within Lisbon. Upon the payment by Lisbon of an intermunicipal connection fee of \$4,400,000 (Four Million Four Hundred Thousand Dollars), the JCDPU will allow Lisbon's pipeline to be connected to the Borough System in accordance with the provisions set forth herein.

2. Prior to allowing any user within Lisbon to connect to the Lisbon pipeline, Lisbon will notify the JCDPU in writing of such proposed connection. If the JCDPU, within 30 days after receipt of such notice, determines that such connection would cause a violation of any of the terms of this Agreement, it shall notify Lisbon in writing that it disapproves such connection. Upon receiving any such notice of disapproval, Lisbon shall not allow the proposed connection to be made to the Lisbon pipeline unless the JCDPU subsequently approves such connection in writing or a final determination is made by a court or other entity having jurisdiction that such connection would not violate the terms of this Agreement. Notwithstanding the foregoing provisions, the JCDPU may, but shall not be obliged to, designate in writing certain classes or categories of users for which it will not require Lisbon to provide prior notices of connection. The JCDPU may establish specific discharge limitations and requirements, including but not limited to total and peak flows, for individual nonresidential users within Lisbon, and Lisbon shall be required to enforce any such limitations and requirements.
3. The aggregate average daily flow from the Lisbon pipeline to the Borough System shall not exceed 208,000 gallons, unless the LWPCA and the JCDPU subsequently agree in writing to an increase in the permitted volume of flow. Lisbon shall install and maintain, in accordance with requirements established by the JCDPU, a flow meter at the point of entry of the Lisbon pipeline into the JCDPU's sewage treatment plant. Except to the extent the parties may subsequently agree in writing, Lisbon shall test the meter for accuracy at least once every three months and shall report the results of each test to the JCDPU. Such testing shall be performed by a qualified professional person or testing service. The JCDPU may independently test the meter at any time and, if the results of the test indicate that the meter is providing inaccurate readings, Lisbon shall reimburse the JCDPU for the cost of the test.
4. Notwithstanding any other provision of this Agreement, no connection shall be made by Lisbon to its pipeline or to the Borough System that would result in the violation of any order, regulation or requirement of the Connecticut Department of Environmental Protection, of any other federal or state governmental agency or officer having jurisdiction over such connections, or of regulations or standards now in effect or established by the JCDPU consistent with this Agreement. Lisbon shall indemnify the JCDPU for all costs and expenses the JCDPU may incur as a result of any and all such violations, or of any other violations of this Agreement, that are caused by the flows from the Lisbon pipeline. However, in the event of any conflict between (i) any regulations or standards established by the JCDPU and (ii) any applicable state or federal law, regulation or order, neither Lisbon nor the LWPCA shall be deemed to be in violation of this Agreement if the applicable provisions of such state or federal law, regulation or order require or cause Lisbon or the LWPCA to deviate from any regulation or standard established by the JCDPU.

5. The design, construction, installation, operation, maintenance and repair of any and all sewer lines and facilities located within Lisbon, as well as that portion of the Lisbon pipeline constructed within the Borough of Jewett City from the Lisbon-Borough boundary to the point of entry into the JCDPU's sewage treatment plant, shall be the responsibility of Lisbon alone, and Lisbon shall have sole liability for any claims that may arise therefrom.
6. Notwithstanding the provisions of paragraph 5 of this Agreement, the nature, concentration, and other physical attributes of the flows from the Lisbon pipeline shall be governed by the Borough sewer use regulations and standards as implemented by the JCDPU, provided that such regulations and standards, other than total flow volumes, shall be the same for Lisbon users as they are for other users of the Borough System, except as otherwise provided in paragraphs 7 and 8 of this Agreement.
7. The JCDPU shall charge user fees to Lisbon on a *pro rata* basis under the same terms and conditions as the JCDPU would employ if the users were located within the Borough, with the following exception: the parties recognize (i) that the JCDPU charges users within the Borough on the basis of the volume of total water usage, rather than wastewater generation; (ii) that Lisbon may not be able to determine total water usage for individual users within Lisbon; and (iii) that data from other communities indicate that the volume of wastewater disposal may be estimated to be approximately 85-90 percent of the total volume of water used. Consequently, since fees for wastewater disposal for Lisbon will be measured by the volume of wastewater, rather than by total water usage as in the Borough, the JCDPU will apply a surcharge of 15 percent to Lisbon over the fees it would charge if the fees were based upon total water usage.
8. User fees shall be billed by the JCDPU on a quarterly basis (i.e., once every three months). Lisbon shall be directly responsible to the JCDPU for the payment of all such fees. Bills are due when rendered. If the fees are not paid within 30 days, the JCDPU may charge interest at such rates as may be allowed by state law for delinquent payments by individual users within the Borough. Any dispute by Lisbon over the amount of such bills shall not entitle Lisbon to withhold such payments, but if Lisbon disputes the amount of such bills and it is subsequently determined, whether by the parties themselves or by any court or other entity having jurisdiction over such dispute, that the bills were not in the appropriate amounts, the JCDPU may be obliged to refund any amounts that are determined to have been overpaid by Lisbon. Lisbon may, in turn, collect user and permit fees from each of the users who are located within Lisbon. The amount of the fees charged by the LWPCA to users located within Lisbon may be higher than those charged by the JCDPU in order to defray the costs separately incurred by Lisbon to administer and assure compliance with the provisions of this agreement and all applicable laws and regulations. The LWPCA may also charge individual connection fees to the users located within Lisbon, which fees shall be retained by Lisbon. The JCDPU shall not charge individual connection fees to Lisbon, but

Lisbon shall pay the intermunicipal connection fee specified in paragraph 1 of this Agreement. Nothing herein shall require the JCDPU to give notice of the time, place and purpose of any public hearing for rate changes required pursuant to the provisions of Section 7-255 of the Connecticut General Statutes, nor will the JCDPU be required to file a copy of its proposed changes with the Town Clerk of the Town of Lisbon pursuant to that section.

9. The LWPCA reserves the right to assess, and to collect assessments from the owners of, any property that is located within Lisbon and that is specially benefited by the construction, installation, or operation of the Lisbon pipeline. The JCDPU shall not be authorized to assess or collect benefit assessments relating to any property that is located within Lisbon except as the parties hereto may otherwise agree in writing.
10. This Agreement shall become binding on the parties and shall be in full force as of the date it has been signed by all parties. The parties intend that this Agreement be of indefinite duration and that the Agreement shall terminate only upon further written agreement of the parties. However, in the event the provisions of any applicable state or federal law are held by a court of competent jurisdiction to require this Agreement to be of definite duration, the term of this Agreement shall be deemed to be the maximum term permitted pursuant to such law.
11. If any portion of this Agreement is held invalid by a court of competent jurisdiction, the remaining provisions shall, to the extent possible, remain in effect. Any disputes between the parties with respect to any aspect of this Agreement may be resolved in a court of competent jurisdiction or in any other manner, including but not limited to arbitration or mediation, upon which the parties may agree.
12. This Agreement may not be modified except by a written amendment signed by the parties hereto or their authorized successors or assigns. The Agreement may not be assigned by either party without the written consent of the other party, except that either party may assign its rights and interests under this Agreement to another governmental agency or authority.


IN WITNESS WHEREOF, and intending to be legally bound, the Lisbon Water Pollution Control Authority and the Jewett City Department of Public Utilities, through their duly authorized representatives, have caused this Agreement to be lawfully executed.

**JEWETT CITY DEPARTMENT  
OF PUBLIC UTILITIES**

By \_\_\_\_\_

Duly authorized

**LISBON WATER POLLUTION  
CONTROL AUTHORITY**

By  \_\_\_\_\_

Duly authorized

359897 1/14/00

Adopted 2-29-2000  
Published 3-7-2000

Betsy M. Barrett, Town Clerk

**AN ORDINANCE MANDATING THE INSTALLATION OF A RAPID ENTRY SYSTEM FOR CERTAIN BUILDINGS AND STRUCTURES.**

Be it ordained by the Town of Lisbon that:

1. **Rapid Entry Systems Required.** A rapid entry system shall be installed in all commercial and manufacturing structures in which master fire alarm systems are installed and in any other structure which in the opinion of the Fire Marshal or his designee has physical barriers which make access difficult.

2. **Rapid Entry System.**

(a) A rapid entry system is defined an approved key box system which in the opinion of the Fire Marshal or his designee is equal to or greater than the "Knox Box System".

(b) Said system shall contain all keys to locked points of entry, keys to locked electrical rooms, keys to elevator controls, and such other items as in the opinion of the Fire Marshal or his designee which will afford rapid entry to Fire Department personnel.

(c) The location of the Rapid Entry System shall be at a location approved by the Fire Marshal or his designee and shall be installed in a manner approved by the Fire Marshal or his designee.

(d) All costs of installation shall be borne by the property owner.

3. **Municipal Property.** A municipality owned property shall within one year from the effective date of this ordinance be equipped with a rapid entry system.

4. **Exempt Property.** Existing commercial and/or manufacturing structures are exempt from compliance with this ordinance EXCEPT when any existing commercial and/or manufacturing structure is remodeled, upgraded, improved and/or modified at a cost as evidenced by the building permit of more than \$500, such structure shall comply with this ordinance within 6 months following the issuance of said building permit.

5. **Certificate of Occupancy.** No certificate of occupancy shall be issued to any structure subject to this ordinance unless such structure is in compliance with this ordinance.

6. **Delegation.** The Fire Marshal may delegate implementation, policing and enforcement of this ordinance to the duly elected Chief of the Lisbon Volunteer Fire Department.

*This Ordinance shall be effective 15 days after publication of the same in a newspaper of general circulation in the Town.*

Dated at Lisbon, CT this 29 day of December , 2000.

Betsy M Barrett, Town Clerk

Published December 30, 2000



**AN ORDINANCE PROVIDING FOR  
THE SALE AND ASSIGNMENT  
OF MUNICIPAL REAL ESTATE  
TAX LIENS**

Be it ordained that pursuant to the provisions of Section 12-195h, Connecticut General Statutes, the Town of Lisbon adopts the following ordinance:

1. The Town of Lisbon is herewith authorized to sell and convey for a valuable consideration any and all liens to secure unpaid real estate taxes as filed by the Tax Collector. The consideration for such assignment shall be determined pursuant to paragraph 2, below.

2. The consideration for the sale and assignment of municipal real estate tax liens shall be negotiated by the Board of Selectmen and assignee, provided prior to the acceptance of any offer for assignment the Board of Selectmen shall advise the Tax Collector and Assessor of the proposed assignment price.

3. Said assignment shall be without recourse to the Town on a form approved by Town Counsel. Said assignee shall have all powers of enforcement as provided in section 12-195h, Connecticut General Statutes, as amended

***This ordinance shall be effective 15 days after publication of the same in a newspaper of general circulation in the Town.***

Dated at Lisbon, CT this 29 day of December , 2000.

Betsy M Barrett, Town Clerk

Published December 30, 2000



**AN ORDINANCE PROHIBITING HUNTING  
ON LAND OF THE TOWN OF LISBON**

Be it ordained by the Town of Lisbon that:

Hunting shall not be permitted on any land owned by the Town of Lisbon.

*This ordinance shall be effective 15 days after publication of the same in a newspaper of general circulation in the Town.*

Dated at Lisbon, CT this 29 day of December , 2000.

Betsy M Barrett, Town Clerk

Published December 30, 2000

**RESOLUTION**  
**FOR THE DESIGN AND CONSTRUCTION OF INTERIOR AND**  
**EXTERIOR IMPROVEMENTS TO LISBON CENTRAL SCHOOL**

ITEM 1. To consider a resolution:

- (a) to appropriate FIVE MILLION, NINE HUNDRED THOUSAND DOLLARS (\$5,900,000.) for the design and construction of interior and exterior improvements to Lisbon Central School, 15 Newent Road, Lisbon, including design and construction of an approximately 14,576 square foot new two-story building to house a library media center, mechanical equipment and fire protection storage tanks; creation of a courtyard; design and construction of approximately 1,500 square foot addition and renovations to the existing kitchen including upgrading of kitchen equipment; and design and construction of renovations to various portions of the school including window replacement, flooring replacement, restroom improvements, installation of a sprinkler suppression system conversion of interior spaces to other uses and various code improvements. The appropriation may be spent for design and construction costs, equipment, furnishings, materials, land acquisition, site improvements, architect fees, engineering fees, legal fees, net temporary interest and other financing costs and other expenses related to the project.
- (b) To authorize the issue of bonds or notes of the Town in an amount not to exceed FIVE MILLION, NINE HUNDRED THOUSAND DOLLARS (\$5,900,000); to determine, or authorize a majority of the Selectmen and the Treasurer to determine, the amount, date, interest rates, maturates, form and other particulars of the bonds or notes;
- (c) To authorize a majority of the Selectmen and the Treasurer to issue temporary notes of the Town in an amount not to exceed FIVE MILLION, NINE HUNDRED THOUSAND DOLLARS (\$5,900,000.) in anticipation of such bonds or notes;

- (d) To declare under Federal Income Tax Regulation Section 1.150-2 the Town's official intent that project costs may be paid from temporary advances of available funds and that Town reasonably expects to reimburse any such advances from proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized for the project; and to authorize a majority of the Selectmen and the Treasurer to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by the resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years;
- (e) To authorize a majority of the Selectmen and the Treasurer to make representations and enter into written agreements for the benefit of the holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes;
- (f) To ratify and confirm the appoints to the School Building Committee. To authorize that committee to approve design and construction expenditures for the project, to contract with architects, engineers, contractors and others in the name and on behalf of the Town, to choose its chairperson and secretary, to fill vacancies on the Committee, and to exercise such other powers as are necessary or appropriate to complete the project;
- (g) to authorize the Board of Education to apply for and accept state grants for the project; and to authorize the Board of Selectmen, the Treasurer, the Board of Education, the School Building Committee and other proper officers of the Town to take all other action which is necessary or desirable to complete the project and to issue bond or notes to finance the aforesaid appropriation.
- (h) to authorize the Board of Selectmen, the Treasurer, the Board of Education, the School Building Committee and other proper officers of the Town to take all other action which is necessary or desirable to complete the project and to issue bond or notes to finance the aforesaid appropriation.

April 5, 2001

Betsy M. Barrett, Town Clerk

***AN ORDINANCE PROHIBITING CIGARETTE  
VENDING MACHINES IN THE  
TOWN OF LISBON***

*Be it ordained that the following ordinance is adopted by the Town of Lisbon:*

Section 1. The Town of Lisbon finds:

- (1) Section 53-344 and 53-344a of the Connecticut General Statutes make it unlawful for any person engaged in the manufacture or sale of cigarettes to sell, barter, give or deliver cigarettes to any individual under the age of 18 years; and
- (2) Cigarettes are the most heavily advertised product in the United States and the tobacco industry spends more than \$8.24 billion on advertising and promotion of cigarettes; and
- (3) Connecticut medical costs related to treating smoking related diseases exceeds \$1 billion every year; and
- (4) Tobacco kills more people than AIDS, alcohol, car accidents, murder, suicide, drugs and fire combined; and
- (5) More than 3 million young people under the age of 18 consume more than 947 million packs of cigarettes annually in the United States, yielding gross sales to the tobacco industry each year of approximately \$1 billion; and
- (6) In Connecticut nearly one of every three high school students and 13% of middle school children used tobacco within the last 30 days; and
- (7) Every year, 12,000 Connecticut children become daily smokers; and
- (8) The average start smoking age in Connecticut is 11 years old; and
- (9) Current laws and regulations have proved ineffective and inadequate in preventing the illegal purchase of cigarettes by children under the age of 18 years, particularly from cigarette vending machines; and
- (10) Conn. Gen. State. § 12-289a(h) authorizes a town or municipality to ban or significantly restrict the placement of vending machines for cigarettes, tobacco or smokeless tobacco products.

Section 2. No person shall dispense, or cause to be dispensed, cigarettes, tobacco or smokeless tobacco products from vending machines at any location within the Town of Lisbon. A vending machine means a machine used for the purpose of automatically merchandising packaged cigarettes, tobacco or smokeless tobacco products after the proper amount of payment by the purchaser.

Section 3. The provisions of this ordinance shall not, except with respect to renewals of any contract after the effective date of this ordinance, be interpreted or applied in a manner which will impair or affect any right or obligations under any contract in existence as of the date of publication of notice of the Town meeting called for the purpose of adopting this ordinance.

Section 4. Any person found in violation of this ordinance will be subject to the issuance of an infractions summons and a fine of \$90 per day for each day in violation of this ordinance. Further, the Town may seek to enjoin a violation of this ordinance and shall be entitled to a civil penalty of \$90 per day for each day said ordinance is violated together with all costs of enforcement including reasonable attorney fees.

Section 5. This ordinance shall take effect fifteen (15) days following publication in a newspaper having a circulation in the Town of Lisbon.

Dated this 25 day of September, 2001

Betsy M Barrett, CMC

Published September 26, 2001

**AN ORDINANCE PROHIBITING TWO  
OR MORE WHEELED RECREATION  
VEHICLES ON TOWN PROPERTY**

Be it ordained by the voters and those eligible to vote at Town Meetings:

Section 1. It shall be unlawful to enter, operate and/or to be in possession of two, three, four or more wheeled recreation motor vehicles on property of the Town of Lisbon.

Section 2. There is excepted from this ordinance any motor vehicle owned by the Town of Lisbon, the State of Connecticut, and/or a recognized fire department and/or ambulance service.

Section 3. The term motor vehicle as used herein shall mean a motor vehicle as defined in section 14-1(a)(47), Connecticut General Statutes, as amended.

Section 4. The penalty for violation of this ordinance shall be \$200.00 per occurrence.

**This ordinance shall be effective fifteen (15) days following publication.**

Dated at Lisbon, CT this 27 day of November 2002.

Betsy M. Barrett, Town Clerk

Published 12-4-2002



## TOWN OF LISBON

INCORPORATED 1786

### BOARD OF SELECTMEN

1 NEWENT ROAD  
LISBON, CONN. 06351-2926  
TEL. (860) 376-3400  
FAX. (860) 376-6545



## TOWN OF LISBON

### RESOLUTION IN SUPPORT OF THE SMOKING BAN

WHEREAS, as of October 1, 2003, all restaurants and bars must be smoke-free pursuant to Connecticut state law (Public Act 03-45) and establishments with a café or tavern permit or the bar area of a bowling alley must be smoke-free by April 1, 2004.

WHEREAS, the smoking ban will protect the health of families in public areas and employees in small businesses, bars and restaurants by dramatically reducing exposure to second hand smoke.

WHEREAS, secondhand smoke is the third leading caused of preventable death in the United States, killing approximately 53,000 people each year (from heart disease, lung cancer and other cancers). Secondhand smoke is a group A carcinogen, of which there is no safe level of exposure and hotel, restaurant and bar workers are especially vulnerable to the harmful effectors of secondhand smoke because of longer exposure at work than patrons.

NOW THEREFORE BE IT RESOLVED the Town of Lisbon congratulates the State of Connecticut for enacting this important public health initiative and sincerely thanks restaurants and bars in our town for going smoke free for the health of its patrons and employees.

Adopted this 8<sup>th</sup> day of October, 2003

Thomas W. Sparkman, First Selectman

Robert T. Grant, Selectman

Robert A. Murphy

Dated 10-9-2003  
Lisbon, CT

Betsy M. Barrett  
Town Clerk

# Lisbon School District

15 Newent Road  
Lisbon, CT 06351

5131.6

## Students

### **Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances)**

Pursuant to the goal of the Board of Education to maintain a drug, tobacco and alcohol-free school district, schools shall take positive action through education, counseling, parental involvement, and medical and police referral in handling incidents in the schools involving possession, sale, and/or use of behavior affecting substances. These substances shall include but not be limited to alcohol and controlled substances as defined in the Penal Code of the State of Connecticut.

Alcohol, stimulants, street drugs, including but not limited to marijuana, heroin, cocaine; anabolic steroids, hormones and analogues, diuretics and other performance enhancing substances; including supplements and Creatine, are addressed by this policy and accompanying administrative regulations.

### **Privacy Rights**

Personal privacy rights of students shall be protected as provided by law. School properties may be inspected by school authorities to maintain health and safety. Searches to locate drugs, narcotics, liquor, weapons, poisons, and missing properties are matters relating to health and safety and may be regarded as reasonable grounds for searches by school personnel. Privileged communication between a certified or paraprofessional employee and a student concerning drug abuse shall remain confidential between student and professional, except in cases where the employee is obtaining physical evidence of a controlled substance, and/or where there is an immediate threat to, or where students' health, safety, and welfare may be jeopardized.

### **Illegal Activities**

Use, possession, sale or distribution of drugs, including prescription drugs, drug paraphernalia and/or alcoholic beverages in violation of state law or Board of Education policy is prohibited at any time on school premises or at any school-sponsored activity. If a student is under the influence of a drug or alcohol, or engaged in the illegal activity of possessing or selling drugs and/or alcohol, the police will be notified, his/her parent(s)/guardian will be contacted, he/she will be suspended from school, referred to a Crisis Intervention Team and considered for expulsion. In cases of the illegal activity of possessing or selling drugs or alcohol, students will be referred to the appropriate law enforcement authorities. If a student is arrested and is awaiting trial for possession of, or possession of with intent to sell drugs in or on school property or at a school-sponsored event, the student will not be allowed to attend school without the permission of the Superintendent, per the guidelines set forth in Policy #5114.

### **Notification of Policy**

Annually, students will be notified through the student handbook, or through other means, of disciplinary sanctions for violation of this policy.

Principals shall include statements, appropriate to student maturity, in school handbooks and on District/school websites to the effect that:



# Lisbon School District

15 Newent Road  
Lisbon, CT 06351

5131.6

## Students

### **Alcohol Use, Drugs, and Tobacco (cont)**

#### **Drug-Free Awareness Program**

The Superintendent shall assure that the school District provides a drug-free awareness program for students including the following topics:

- Health and safety-related dangers of drug abuse;
- Review of the Board of Education's policy of maintaining drug-free schools;
- Notification of the availability of drug counseling and rehabilitation programs; and
- Official penalties for drug abuse violations in schools.

#### **Inhalant Abuse**

In addition to the prohibitions pertaining to alcohol, drugs and tobacco contained in this policy, no student shall inhale, ingest, apply, use or possess an abusable glue, aerosol paint or substance containing a volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:

1. Contrary to directions for use, cautions or warnings appearing on a label of a container of glue, paint aerosol or substance; and
2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination or elation, or change, distort, or disturb the person's eyesight, thinking process, balance or coordination.

For purposes of this policy, inhalants are defined as follows, but not limited to:

Nitrous Oxide – Laughing Gas, Whippets, CO<sub>2</sub> Cartridge  
Amyl Nitrite – “Locker Room,” “Rush,” “Poppers,” “Snappers”  
Butyl Nitrite – “Bullet,” “Climax”  
Chlorohydrocarbons – Aerosol Paint Cans, Cleaning Fluids  
Hydrocarbons – Aerosol Propellants, Gasoline, Glue, Butane

Further, no student, 18 years of age or older, shall intentionally, knowingly or recklessly deliver or sell potentially abusable inhalant materials as listed above to a minor student.

No person shall intentionally use or possess with intent to use inhalant paraphernalia to inhale, ingest, or otherwise introduce into the body an abusable glue, aerosol paint or substance or other substance that contains a volatile chemical.

Students who violate this policy shall be subject to disciplinary action as outlined in this policy, up to and including suspension and a recommendation for expulsion. Violators of this policy may also be required to

# Lisbon School District

15 Newent Road  
Lisbon, CT 06351

5131.6

## Students

### **Alcohol Use, Drugs, and Tobacco (cont)**

#### **Tobacco Use by Students**

Tobacco includes, but is not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, nicotine delivery devices, chemicals, or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations with the exception of smoking cessation nicotine patches and/or chewing gum.

Students who violate this policy will be subject to disciplinary action. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar actions are treated consistently.

- (cf. 5114 – Suspension/Expulsion)
- (cf. 4131 – Conduct)
- (cf. 5131.61 – Inhalant Abuse)
- (cf. 5131.62 – Steroid Use)
- (cf. 5131.612 – Surrender of Physical Evidence Obtained from Students)
- (cf. 5131.8 – Out of School Grounds Misconduct)
- (cf. 5131.92 – Corporal Punishment)
- (cf. 5144 – Discipline/Punishment)
- (cf. 5145.12 – Search and Seizure)
- (cf. 5145.121 – Vehicle Searches on School Grounds)
- (cf. 5145.122 – Use of Dogs to Search School Property)
- (cf. 5145.124 – Breathalyzer Testing)
- (cf. 5145.125 – Drug Testing-Extracurricular Activities)
- (cf. 6164.1 – Drugs, Alcohol, Tobacco)

- Legal Reference:
- Connecticut General Statutes
  - 1-21b Smoking prohibited in certain places
  - 10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome. Training of personnel.
  - 10-154a Professional communications between teacher or nurse and student. Surrender or physical evidence obtained from students.
  - 10-220b Policy statement on drugs
  - 10-221(d) Board of Education to prescribe rules, policies, and procedures re sale or possession of alcohol or controlled drugs
  - 21a-240 Definitions dependency producing drugs
  - 21a-240(8) Definitions “Controlled Drugs,” dependency producing drugs
  - 21a-240(9) Definitions “controlled substance”
  - 21a-243 Regulation re schedules of controlled substances.

# Lisbon School District

15 Newent Road  
Lisbon, CT 06351

1331

## Community Relations

### Smoke Free Environment

#### Students

In accordance with law and to promote the health and safety of all students and staff, the District prohibits all employees, students and patrons from smoking or using tobacco or tobacco products in all school facilities, buildings and buses or other District transportation at all times, including athletic events and meetings. Tobacco includes, but is not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, nicotine delivery devices, chemicals, or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations with the exception of smoking cessation nicotine patches and/or chewing gum.

This prohibition extends to all facilities the District owns/operates, contracts for or leases to provide educational services, routine health care, daycare or early childhood development services to children, as well as facilities in which services are not provided to children.

- 1) No person shall smoke or use tobacco products in any room of any school district facility or on school grounds at any time.
- 2) Students are not permitted to smoke or use tobacco products in any school district facility or on school grounds at any time, nor while under school supervision away from the school facilities, nor while on a school bus.

(cf. 1120 Board of Education Meetings)

(cf. 1330 Use of School Facilities)

(cf. 4118.231/4218.231 Employee Smoking, Drinking, and Use of Drugs on School Premises)

(cf. 5131.6 Drugs, Tobacco and Alcohol)

Legal Reference: Connecticut General Statutes  
19a-342 Smoking prohibited in certain places. Signs required. Penalties.  
21a-242 Schedules of controlled substances.  
P.L. 107-110, Section 4303, "Non-smoking Policy for Children's Services"  
20 U.S.C. 7181-7184 The Pro Children Act of 2001

Policy adopted: 10/16/89 – Lisbon Board of Education

Policy amended: 06/20/11

Policy amended: 04/21/14



## TOWN OF LISBON

INCORPORATED 1786

### BOARD OF SELECTMEN

1 NEWENT ROAD  
LISBON, CONN. 06351-2926  
TEL. (860) 376-3400  
FAX. (860) 376-6545

TOWN OF LISBON



### RESOLUTION

#### RESOLVED:

That the Tax Collector of the Town of Lisbon be and herewith is authorized to assess against delinquent tax payers whose motor vehicles are reported to the Department of Motor Vehicles a fee as set for in Public Act 03-01, Connecticut General Statutes.

Adopted this 8<sup>th</sup> day of October, 2003.

A handwritten signature in cursive script, appearing to read "T. Sparkman".

Thomas W. Sparkman, First Selectman

A handwritten signature in cursive script, appearing to read "Robert T. Grant".

Robert T. Grant, Selectman

A handwritten signature in cursive script, appearing to read "Robert A. Murphy".

Robert A. Murphy

Dated 10-9-2003  
Lisbon, CT

Betsy M. Barrett  
Town Clerk

**RESOLUTION 05-01  
SYLVENDALE ROAD PARKING**

**WHEREAS**, the Board of Selectmen of the Town of Lisbon is the designated Traffic Authority of the Town pursuant to Section 14-297 of the Connecticut General Statutes; and

**WHEREAS**, pursuant to Section 14-307 of the Connecticut General Statutes, the Traffic Authority of the Town has the power to prohibit, limit or restrict the parking of vehicles and to erect and maintain signs in each block designating the time or terms of such prohibition or restriction on any highway or thoroughfare coming under the jurisdiction of the Town; and

**WHEREAS**, in its capacity as Traffic Authority, the Board of Selectmen has determined that the parking of motor vehicles on Sylvendale Road has caused and will continue to cause problems of safety and access unless restricted;

**NOW, THEREFORE, IT IS RESOLVED** by the Board of Selectmen, acting as Traffic Authority for the Town of Lisbon:

1. That no "on-street" parking shall be allowed along the east shoulder of Sylvendale Road; and
2. That "on-street" parking shall be allowed along the west shoulder of Sylvendale Road, but only in spaces specifically marked and designated for such parking.

LISBON BOARD OF SELECTMEN

Date: \_\_\_\_\_

4/27/2005

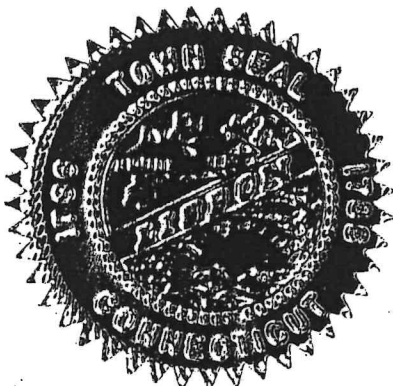
By \_\_\_\_\_



Thomas W. Sparkman  
First Selectman

Resolution approved by Board of Selectmen on \_\_\_\_\_

04/25/2005



**AN ORDINANCE REQUIRING  
REFERENDUM VOTES FOR  
THE ANNUAL TOWN BUDGET**

IT IS HEREBY ORDAINED by the electors and qualified voters of the Town of Lisbon, acting at a duly called special Town Meeting, that:

1. The budget recommendations submitted to the Annual Budget Meeting by the Board of Finance, pursuant to Sections 7-344 and 7-388 of the Connecticut General Statutes, may be discussed, but not reduced, increased or otherwise amended, at the Annual Budget Meeting. Following a reasonable period of time for discussion of the budget recommendations at the Annual Budget Meeting, the vote on such recommendations shall be adjourned to a referendum vote to be held not less than seven nor more than fourteen days thereafter, on a date to be set by the Board of Selectmen, in accordance with Section 7-7 of the Connecticut General Statutes.
2. In the event the budget recommendations submitted to the Annual Budget Meeting by the Board of Finance are not adopted by the adjourned Town Meeting/referendum, the Board of Finance shall revise its recommendations and submit them to the Board of Selectmen, who shall schedule such revised recommendations for a referendum vote to be held not less than seven nor more than fourteen days thereafter, on a date to be set by the Board of Selectmen, in accordance with the applicable provisions of state law. In the event the revised recommendations are not accepted at such referendum, the foregoing process shall be repeated until an annual budget has been adopted at referendum.
3. All referenda held pursuant to this ordinance shall be held between the hours of 6:00 a.m. and 8:00 p.m.
4. This ordinance shall take effect fifteen days after publication.

Pubic Hearing Date:

Adoption Date: 8-3-2006

Publication Date: 8-8-2006

Effective Date: 8-23-2006

**AN ORDINANCE ESTABLISHING FEES FOR THE PROCESSING OF  
APPLICATIONS BY THE PLANNING AND ZONING COMMISSION, ZONING  
BOARD OF APPEALS, AND CONSERVATION AND INLAND WETLANDS  
COMMISSION OF THE TOWN OF LISBON**

**IT IS HEREBY ORDAINED:**

1. Repeal of Prior Ordinances Establishing Application Fees

All ordinances previously adopted to establish fees for applications made to the Planning and Zoning Commission, Zoning Board of Appeals, or Conservation and Inland Wetlands Commission of the Town of Lisbon shall be deemed to be repealed as of the effective date of this ordinance.

2. Purpose and Authority

The purpose of this ordinance is establish a schedule of fees pursuant to Section 8-1c of the Connecticut General Statutes for the processing of applications (including appeals, petitions, or other requests for approval) submitted to the Planning and Zoning Commission, Zoning Board of Appeals, or Conservation and Inland Wetlands Commission of the Town of Lisbon or their respective agents. For the purposes of this ordinance, unless otherwise specifically provided herein, the term "Town" shall refer not only to the Town of Lisbon itself, but also to each of its officers, commissions, boards and agencies.

3. Fees Required by State or Federal Law

The fees established by this ordinance shall be in addition to, and not inclusive of, any fees that may be established by state or federal law for the processing of applications. Payment of any such state or federally required fees shall be made at the time of submitting the application unless a later time is specifically provided by the applicable state or federal law.

4. Types of Fees

The fees required under this ordinance shall include base fees, which are intended to defray the general administrative costs of processing an application; review fees, which are intended to defray the costs of specific professional review activities; and supplemental fees, which are intended to reimburse the Town for the actual costs of processing an application to the extent those costs may exceed the amount of the base fee and review fee. Base fees and review fees are nonrefundable fees that must be paid at the time the application is submitted, or as soon thereafter as the amounts of such fees are determined by the Town, in order for the application to receive further processing or approval. Supplemental fees must be paid within 30 days after the Town mails or delivers written notice of the amount of the fees to the applicant. The fact that the Town may have begun to process an application before such fees have been paid shall not constitute a waiver of the Town's right to cease processing the application until the required fees

have been paid. The refusal of the applicant to pay any required fees shall render the application incomplete and shall be grounds for denial of the application.

5. Multiple Fees

The fees set forth in Section 6 are separate and individual fees, to be separately charged on the basis of the type of application involved. If a particular use requires more than one type of application, the fees must be paid for each type of application. For example, the fees for a use requiring both site plan review and a special permit shall include each of the separate fees stated below for the two types of applications.

6. Amount of Base Fees and Review Fee Deposits

Applications To The Planning And Zoning Commission Or Its Agent

	<u>Base Fee</u>	<u>Review Fee</u>
A. Residential Site Plan Review		
1. Single Family	\$100	none
2. Multi-Family (elderly/age 55 and older)	\$1,000	\$100 per unit
3. Multi-Family (other)	\$500	\$100 per unit
4. Home Occupation	\$150	none
B. Non-Residential Site Plan Review		
1. Building size of less than 25,000 square feet	\$1,000	\$0.20 per square foot of total floor area
2. Building size of 25,000 - 49,999 square feet	\$2,250	\$0.15 per square foot of total floor area
3. Building size of 50,000 - 99,999 square feet	\$3,000	\$0.15 per square foot of total floor area
4. Building size of 100,000 square feet or greater	\$8,000	\$0.10 per square foot of total floor area



**Applications To The Planning And Zoning Commission Or Its Agent**  
**(continued)**

	<u>Base Fee</u>	<u>Review Fee</u>
C. Special permits		
1. Residential Uses	\$150	none
2. Non-Residential Uses (except excavation)	\$500	none
3. Excavation	\$1,000	\$0.01 per square foot of area to be disturbed
D. Amendments to Regulations	\$500	none
E. Amendments to Map/Boundaries	\$500	none
F. Certificate of Zoning Compliance	\$25	none
G. Sign Permit	\$10	\$2 per square foot of total sign area
H. Subdivision (including Resubdivision)		
1. Review of public improvements, drainage, and grading (if needed)	\$2,000	\$500 or \$50 per linear foot of improvements whichever is greater
2. Other administrative and professional review	\$1,000	\$200 per lot
3. Submission of additional plans after initial review of application by Commission	none	\$100 per plan sheet
4. Inspection of proposed improvements, grading and/or drainage during construction	\$500	Five percent (5%) of construction costs, as estimated by Commission
5. Inspection of proposed improvements, grading and/or drainage following construction	\$500	\$200 per visit

Applications To The Zoning Board Of Appeals

	<u>Base Fee</u>	<u>Review Fee</u>
A. Variance	\$325	none
B. Enforcement Appeals	\$325	none
C. Other Applications	\$325	none

Applications To The Conservation And Inland Wetlands Commission Or Its Agent

	<u>Base Fee</u>	<u>Review Fee Deposit</u>
A. Uses Permitted As of Right	none	none
B. Non-Regulated Uses	none	none
C. Regulated Uses		
1. Single-family residential uses	\$25	\$5 per half-acre, or part thereof, of wetlands, plus \$100 per 1,000 square feet, or part thereof, of wetlands or watercourse encroachment
2. All other uses	\$50	\$5 per half-acre, or part thereof, of wetlands, plus \$100 per 1,000 square feet, or part thereof, of wetlands or watercourse encroachment
3. Public hearing fee	\$175	none
D. Amendments to Regulations	\$500	
E. Amendments to Wetlands And Watercourses Map	\$500	

7. Supplemental Fees

If the Town deems it necessary to have an application, or any document or information submitted in connection with an application, whether by the applicant or by others, reviewed by legal, engineering, scientific, planning or other professional consultants in order to determine whether the activity proposed by the application, or as constructed, complies with applicable

Town regulations, or if the approval of the application would require the preparation or review of any additional documents or materials by any such consultants, the applicant may be required to pay a supplemental application fee to ensure that the Town is reimbursed for the full costs of processing the application. Such supplemental fees must be paid within 30 days after the Town mails or delivers to the applicant a written request for such fees to the applicant. The failure to pay any such fee when due may result in the denial, termination, revocation or expiration of any permit or approval to which the fee was related. All permits and approvals shall be deemed to be issued upon the condition that all fees required by this ordinance are paid when due.

8. This ordinance shall take effect fifteen days after publication.

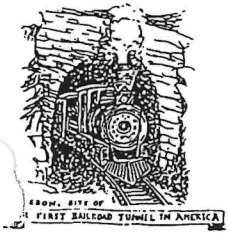
Public Hearing Date:

Adoption Date: 8-3-2006

Publication Date: 8-8-2006

Effective Date: 8-23-2006

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# TOWN OF LISBON

INCORPORATED 1786



## Resolution "Electronic Voting Equipment Agreement"

WHEREAS, the Help America Vote Act of 2002 has developed a uniform set of requirements for each voting system used in an election for federal office;

WHEREAS, included among the requirements of the Help America Vote Act is a provision that every polling place must maintain at least one voting machine created to ensure private and independent voting capabilities for persons with disabilities;

WHEREAS, the "IVS voting system" has been recognized to be in compliance with the requirements of the Help America Vote Act, including the provision of accessibility for persons with disabilities;

WHEREAS, the Office of the Secretary of the State of Connecticut has used federal funds advanced through the Help America Vote Act to purchase voting machines in compliance with this said accessibility provision of the Help America Vote Act, these being the "IVS voting system";

WHEREAS, the Town of Lisbon is a municipality in the State of Connecticut;

WHEREAS, the Town of Lisbon, through its elected officials and the employees thereof, is responsible for conducting primaries and elections, federal and otherwise, within its borders;

WHEREAS, the Town of Lisbon, through its Board of Selectmen is responsible for providing suitable voting machines for use within its own municipality;

THEREFORE, the Town of Lisbon, acting by its Board of Selectmen, hereby accepts ownership of the said "IVS voting system" and will begin to use said voting machines with the election to be held on November 7, 2007.

Dated at Lisbon, Connecticut, this 23<sup>rd</sup> day of October 2006

Thomas W. Sparkman, First Selectman

Robert T. Grant, Selectman

Raymond J. Stearns, Selectman

Dated 11-20-2006  
Lisbon, CT



## TOWN OF LISBON

INCORPORATED 1786



### Resolution "Electronic Voting Equipment Agreement"

WHEREAS, the Help America Vote Act of 2002 has developed a uniform set of requirements for each voting system used in an election for federal office;

WHEREAS, the Election Assistance Commission has determined that lever voting machines are not compliant with the requirements of the Help America Vote Act;

WHEREAS, the Office of the Secretary of the State of Connecticut has used federal funds advanced through the Help America Vote Act to purchase voting machines in compliance with this law, these being the "LHS optical scan voting machines";

WHEREAS, the Town of Lisbon, through its elected officials and the employees thereof, is responsible for conducting primaries and elections, federal and otherwise, within its borders;

WHEREAS, the Town of Lisbon, through its Board of Selectmen, is responsible for providing suitable voting machines for use within its own municipality;

THEREFORE, the legislative body of the Town of Lisbon, acting by its Board of Selectmen, hereby accepts ownership of the said "LHS optical scan voting machines: and will begin to use said voting machines" and will begin to use said voting machines with the first election of November 6, 2007.

Dated at Lisbon, Connecticut, this 23<sup>rd</sup> day of October 2006

Thomas W. Sparkman, First Selectman

Robert T. Grant, Selectman

Raymond J. Stearns, Selectman

Dated 11-20-2006  
Lisbon, CT

Betsy M. Barrett  
Town Clerk

Fee Schedule. Application fees shall be based on the following schedule:

**\*\*The surcharge currently imposed by the Connecticut DEP shall be added to all fees.\*\***

a. Regulated Activities:

Residential Uses . . . . . \$100.00 Plus \$25.00/Lot  
Plus Fee from Schedule A

Commercial Uses . . . . . \$300.00  
Plus Fee from Schedule A

All Other Uses . . . . . \$100.00  
Plus Fee from Schedule A

Approval by Duly Authorized Agent . . . . . \$50.00

Appeal of Duly Authorized Agent Decision . . . . . \$25.00

Significant Activity Fee . . . . . \$250.00

Public Hearing Fee . . . . . \$250.00

Complex Application Fee . . . . . The Inland Wetlands Agency may charge an additional fee sufficient to cover the cost of reviewing and acting on complex applications. Such fee may include, but not be limited to, the cost of retaining experts to analyze, review, and report on issues requiring such experts. The Agency or the duly authorized agent shall estimate the complex application fee which shall be paid pursuant to section 19.1 of these regulations within 10 days of the applicant's receipt or notice of such estimate. Any portion of the complex application fee in excess of the actual cost shall be refunded to the applicant no later than 30 days after publication of the agency's decision.

b. Permitted and Nonregulated Uses:

Permitted Uses as of Right . . . . . No charge

Nonregulated Uses . . . . . No charge

c. Regulation Amendment Petitions: . . . . . \$250.00  
(Does not include Notices or Regulation Advisories from DEP)

d. Map Amendment Petitions: . . . . . \$250.00  
Plus fee from Schedule B

e. Modification of Previous Approval: . . . . . \$75.00  
Renewal of Previous Approval: . . . . . \$75.00

f. Monitoring Compliance Fee . . . . . minimum of \$25.00 for 2 site visits for minor applications

g. Notice of Violation and Cease and Desist Orders

Initial Inspection Fee . . . . . \$150.00

Additional Monitoring/Compliance Inspection Fee . . . . . \$100.00

Application Fee for Regulated Activity started

without a permit . . . . . Double regular fee

Plus Fee from Schedule A

SCHEDULE A. For the purpose of calculating the permit application fee, the area in schedule A is the total area of wetlands and watercourses and the upland review area upon which a regulated activity is proposed.

SQUARE FEET OF AREA

- a. Less than 1,000 ..... \$100.00
- b. 1,000 to 5,000 ..... "a" plus ..... \$200.00
- c. More than 5,000 ..... "b" plus ..... \$300.00

SCHEDULE B. For the purpose of calculating the map amendment petition fee, linear feet in schedule B is the total length of wetlands and watercourses boundary subject to the proposed boundary change.

LINEAR FEET

- a. Less than 500 ..... \$100.00
- b. 500 to 1,000 ..... "a" plus ..... \$200.00
- c. More than 1,000 ..... "b" plus ..... \$300.00

Dated 12-24-2007  
Lisbon, CT

Betsy M. Barrett  
Town Clerk

ADOPTED 12-18-2007

\*Note: ***bold/*** \_ means "revision to be added".  
 Strikeout means "to be removed".

**Applications to the Planning and Zoning Commission or its agent (continued)**

	Base Fee	Review Fee
C. Special Permits		
1. Residential Uses	\$150.00	none
2. Non-residential Uses (except excavations)	\$500.00	none
3. Excavations	\$1,000	<b><i><u>\$1,000 or \$0.05</u></i></b> per square foot of area disturbed, <b><i><u>which ever is greater</u></i></b>
D. Amendments to the Regulations	\$500	none
E. Amendments to Map/Boundaries	\$500	none
F. Certificate of Zoning Compliance	\$25	\$2 per square foot of total sign area
G. Sign Permit	\$10	
H. Subdivision (including Re-subdivision)		
1. Review of public improvements, drainage, and grading (if needed)	\$2,000	\$500 or <del>\$50</del> <b><i><u>10.00</u></i></b> per linear foot of improvements
2. Other administrative and professional review	\$1,000	<del>\$200</del> <b><i><u>250</u></i></b> per lot
3. Submission of additional plans after initial review of application by Commission	none	\$100 per plan
4. Inspection of proposed improvements, grading and/or drainage during construction	\$500	Five percent (5%) of construction costs, as estimated by the Commission
5. Inspection of proposed improvements, grading and/or drainage following construction	\$500	\$200 per visit

Dated 12-24-2007  
 Lisbon, CT

Betsy M. Barrett  
 Town Clerk

ADOPTED 12/18/2007



**AUTHORIZING RESOLUTION OF THE  
TOWN OF LISBON**

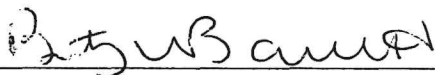
**CERTIFICATION**

I Betsy Barrett, Town of Lisbon, Town Clerk, do hereby certify that the following is a true and correct copy of a resolution adopted by the Town of Lisbon, at a Special Town Meeting, held on Tuesday, December 18, 2007, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded or revoked and is at present in full force and effect.

**RESOLVED:**

That the Town of Lisbon hereby endorses the application of the Southeastern Connecticut Council of Governments for a grant to establish a Web Based Regional Geographic Information System, submitted to the State of Connecticut Office of Policy and Management, under the Regional Performance Incentive Program referenced in Section 8 of Public Act 07-239.

The Undersigned has affixed her signature this 19<sup>th</sup> day of December, 2007.



---

Betsy Barrett, Town Clerk, Town of Lisbon

Dated 12-24-2007  
Lisbon, CT

Betsy M. Barrett  
Town Clerk

**AN ORDINANCE RESTRICTING  
THE TRANSFER BY THE TOWN TO  
PRIVATE PARTIES OF PROPERTY TAKEN  
BY EMINENT DOMAIN**

IT IS HEREBY ORDAINED by the electors and those qualified voters of the Town of Lisbon, acting at a duly called special Town Meeting, that:

Notwithstanding any other provisions of law, private property acquired by the Town of Lisbon, through eminent domain without the consent of the owner shall not be dedicated, sold, leased in substantial part, or otherwise transferred to private person(s), partnership(s), corporation(s) or any other non-governmental entity for a period of ten (10) years following the acquisition of the property by the Town of Lisbon, except that property may be transferred or leased (1) to private entities that are public utilities or common carriers such as railroad or toll road and (2) to private entities that occupy less than 20 percent of the gross floor area of all buildings on the project, such as a retail establishment on the ground floor of a public building; and (3) to remove, abate or mitigate any public nuisance or threat to public health or safety.

For the purposes of this ordinance, the words "leased in substantial part" shall refer to leases of 20 percent or more of the gross floor area of all buildings located on the property.

Adoption Date: May 20, 2008

Publication Date: May 24, 2008

Effective Date: June 7, 2008

**AN ORDINANCE REGARDING MULTIPLE MEMBERSHIPS  
ON THE BOARD OF FINANCE, BOARD OF EDUCATION, AND  
PLANNING AND ZONING COMMISSION**

IT IS HEREBY ORDAINED by the electors and qualified voters of the Town of Lisbon, acting at a duly called special Town Meeting, that:

1. Notwithstanding any contrary provisions of any previously adopted ordinance, no member or alternate member of the Board of Finance shall simultaneously serve as a member of the Board of Education or as a member or alternate member of the Planning and Zoning Commission.
2. Notwithstanding any contrary provisions of any previously adopted ordinance, no member of the Board of Education shall simultaneously serve as a member or alternate member of the Board of Finance or as a member or alternate member of the Planning and Zoning Commission.
3. Notwithstanding any contrary provisions of any previously adopted ordinance, no member or alternate member of the Planning and Zoning Commission shall simultaneously serve as a member of the Board of Education or as a member or alternate member of the Board of Finance.
4. The provisions of this ordinance shall not be deemed to cause the expiration of the term of office of any person who is a member or alternate member of the Board of Finance, a member of the Board of Education, or a member or alternate member of the Planning and Zoning Commission on the effective date of this ordinance, regardless of whether such person is also serving on another board or commission named in this ordinance on such effective date. Such persons shall be entitled to continue to serve out the terms for which they have been appointed or elected as of such effective date. However, no such person shall be entitled to reelection or reappointment to any board or commission named in this ordinance if such person is also serving on any other such board or commission.
5. This ordinance shall take effect fifteen days after publication.

Adoption Date: Feb 24, 2009

Publication Date: Feb 27, 2009

Effective Date: March 14, 2009

**AN ORDINANCE AUTHORIZING THE TOWN  
TO JOIN THE UNCAS HEALTH DISTRICT**

IT IS HEREBY ORDAINED by the electors and qualified voters of the Town of Lisbon, acting at a duly called special Town Meeting, that:

1. The Town, acting through its Board of Selectmen, is hereby authorized to join the Uncas Health District, and to take such actions as may be necessary to maintain such membership in accordance with all applicable provisions of state law.
2. Any previously adopted ordinance or resolution that may, in any manner, be deemed contrary to the foregoing authorization, including, but not necessarily limited to, the resolution adopted on March 29, 1990, authorizing the Town to form a joint health district with the Town of Griswold, shall be deemed rescinded, to the extent such ordinance or resolution may be contrary to such authorization.
3. This ordinance shall take effect fifteen days after publication.

Public Hearing Date: 03/10/2010

Adoption Date: 5-3-2010

Publication Date: 5-5-2010

Effective Date: 5-20-2010

AN ORDINANCE ESTABLISHING FEES FOR THE ISSUANCE OF A  
BUILDING PERMIT

1. No building permit shall be issued by the Building Inspector of the Town of Lisbon until said applicant has paid to the Town of Lisbon a building permit fee in the amount as determined by the Town of Lisbon Building Permit Fee Schedule.
2. Any previously adopted building permit fee schedule or resolution that may, in any manner be deemed contrary to the foregoing ordinance, including but not necessarily limited to an ordinance adopted on February 28, 1979, establishing fees for the issuance of a building permit, shall be deemed rescinded.
3. The following shall be the fees charged for the issuance of a building permit:

**TOWN OF LISBON**  
**BUILDING PERMIT FEE SCHEDULE**

**ESTIMATED VALUE:** *Building Safety Journal of the present year for new construction, or Means Residential or Commercial Cost Estimators Manual for the currant year.*

**RESIDENTIAL**

New dwellings, additions with attached or detached garages, per computed on each thousand dollar of estimated value, fifty (\$50) dollars for the first \$2000, \$12 for each portion of a thousand dollars of value over, (value times multiplier @ .012 plus \$26).  
The new dwellings mechanical permit fee is included in the above calculations.

**REMODELING AND RENOVATIONS TO STRUCTURES, SHEDS INCLUDED**

Computed on each per thousand dollar of estimated value, fifty (\$50) dollars for the first \$2000, \$12 for each portion of a thousand dollars of value, (value times multiplier @ .012 plus \$26).

*Mechanical work requires separate permits in addition to Building Permit.*

**MECHANICAL, ELECTRIC, PLUMBING, HEAT AND AC**

Computed on each per thousand dollar of estimated value, fifty (\$50) dollars for the first \$2000, \$12 for each portion of a thousand dollars of value over, (value times multiplier @ .012 plus \$26).

**POOLS, ABOVE AND INGROUND**

Computed on each per thousand dollar of estimated value, fifty (\$50) dollars for the first \$2000, \$12 for each portion of a thousand dollars of value over, (value times multiplier @ .012 plus \$26).

### **ACCESSORY STRUCTURES AND FARM BUILDINGS**

Computed on each per thousand dollar of estimated value, fifty (\$50) dollars for first \$2000, \$12 for each portion of a thousand dollars of value, (value times multiplier @ .012 plus \$26)

### **DECKS AND PORCHES, ROOFS, UP-GRADES AND REPAIRS**

Computed on each per thousand dollar of estimated value, Fifty dollars for first \$2000, \$12 for each portion of a thousand dollars of value, (value times multiplier @ .012 plus \$26).

### **DEMOLITION OF BUILDINGS:**

Residential \$50-Town plus \$50-State = \$100

Farm and Accessory Structures Computed: \$50-Town plus \$50-State = \$100

Commercial/Industrial \$100-Town, plus \$50 State, plus ESTIMATED VALUE OF ACCESSOR @ MULTIPLIER \$.012 OF VALUE.

### **COMMERICAL / INDUSTRIAL REPAIR AND RENOVATIONS/REMODELING**

Computed each portion of a thousand dollars of value Fifty dollars for first \$2000, \$12 for each portion of a thousand dollars of value, (value times multiplier @ .012 plus) plus \$26.

### **REQUESTED INSPECTIONS OTHER THAN PERMITS: \$50.**

Request for inspections other than permits must be submitted to this office in writing and must be paid prior to inspections:

- Woodstoves
- Fireplaces
- Chimneys
- Energy ratings
- Swimming pools

### **MISCELLANEOUS FEES:**

(These fees are in addition to regular permit fees.)

- \$250 for work previously completed without a building permit.
- For work started without a permit \$200, in progress of construction \$25.
- Rejected drawings to be resubmitted with a plan review fee of \$25
- Re-inspection fee for inspections incomplete after 2<sup>nd</sup> inspection or scheduled appointment not ready for inspection and not cancelled prior to inspector leaving office. \$50 per occurrence
- \$25 Fee for Final CO certificate, and for each re inspection there after on same permit

**\*NOTE**

Educational Fee, Effective July 1, 2010. The Connecticut State Educational Fee increased from \$.22 per thousand to \$.26 per thousand which will be charged in addition to building department fees on the estimated value of construction.

APPROVED AT A DULY WARNED SPECIAL TOWN MEETING HELD ON THE 15TH DAY OF NOVEMBER, 2010 IN LISBON, CONNECTICUT.

PUBLICATION DATE: Nov 18, 2010  
EFFECTIVE DATE: Dec 3, 2010

**ORDINANCE ON THE ESTABLISHMENT OF  
REGIONAL ANIMAL CONTROL SERVICES**

As per Section 22-331a of the Connecticut General Statutes, any two or more contiguous towns, each of which has a population of less than 25,000, may agree to be served by regional animal control services by action of their legislative bodies. Accordingly, the Town of Lisbon hereby authorizes the First Selectman to establish regional animal control services and enter into a Memorandum of Understanding with the Towns of Franklin, Bozrah, Lebanon and Sprague for a term from November 1, 2010 to June 30, 2015.

If any part of this ordinance is determined to be in valid, such determination shall not affect the validity of any other part and the remainder of the ordinance shall remain in full force and effect.

APPROVED AT A DULY WARNED SPECIAL TOWN MEETING HELD ON THE  
15TH DAY OF NOVEMBER, 2010 IN LISBON, CONNECTICUT.

PUBLICATION DATE:

Nov 18, 2010

EFFECTIVE DATE:

Dec 3, 2010



## OUTLINE FOR ANIMAL CONTROL ANSWERING SERVICE

Basic announcement:

"You have reached the animal control line for the Towns of Lebanon, Franklin, Bozrah and Sprague. If this is an emergency please stay on the line. For non-emergencies, call the pound at 860.642.6379 and the Animal Control Officer on duty will return your call by the next business day."

Emergencies include:

- biting animals
- wild animals vs. domestic animals
- state trooper requests
- animals hit by motor vehicles
- roaming dogs
- ill or injured stray dogs or cats
- large or small domestic animals at risk
- ill or injured wild animals on town roads, state roads, or private property
- barking dogs (handled at the discretion of the animal control officer)

If at any time after trying to reach the on-call officer for thirty minutes, please call the other officer until someone is reached.

There are two animal control officers:

Bill Paul is on call daytimes Mondays through Fridays from 8:00 a.m. to 5:00 p.m. His number is 860.449.4979.

Michelle Kellough is on call nighttime Mondays through Fridays from 5:00 p.m. to 8:00 a.m. and also on weekends; weekends start on Friday night at 5:00 p.m. and end Monday morning at 8:00 a.m. Her number is 860.933.9040. If at any time, after trying to reach the on-call officer for ~~ten~~ 30 minutes there is no answer, please call the other officer until someone is reached.

## REGIONAL ANIMAL CONTROL SERVICES

### Regional Animal Control Officer - DAYS

#### Specific Duties and Functions of Position

#### GENERAL STATEMENT OF DUTIES:

Responsible for protecting public health and safety through the enforcement of state animal control laws and carrying out all functions necessary to achieve that outcome.

#### SUPERVISION RECEIVED:

~~Works under the direct supervision of the Chairman of the Board of Directors of the Regional Animal Control Service and under the administrative direction of the full Board of Directors.~~

#### SUPERVISION EXERCISED:

May supervise volunteers interested in assisting with animal control functions.

#### HOURS OF WORK: (On-Call)

Monday through Friday: 8AM to 5PM

#### FUNCTION OF DUTIES:

1. Responsible for animal control functions within a four-town Regional Animal Control Services district including the towns of Lebanon, Franklin, Bozrah and Sprague, *AND LISBON.*
2. Maintain the Animal Control facility located in Lebanon including, but not limited to, daily cleaning of kennels and feeding and watering of animals.
3. Responsible for managing and rescuing sick, injured and vicious domestic animals and occasional wildlife.
4. Respond to phone calls and referrals, resident complaints, conduct investigations, and issue citations as required for unlicensed dogs and other types of infractions.
5. Advertise all stray dogs and to the best extent possible, secure adoption for all dogs deemed adoptable.
6. Maintain general upkeep of animal pound, notifying supervisor when repairs are required or items need replacement.
7. Complete and process all animal control reports as required by the State of Connecticut.
8. Obtain current lists of all registered dogs from the Town Clerk in each of the four district towns and keep available at the animal pound.
9. Create and maintain inventory of all animal control equipment, noting the addition or deletion of any item as status changes.
10. Perform related work as required.

### **PHYSICAL AND MENTAL REQUIREMENTS/WORK ENVIRONMENT:**

1. Must be mobile with the ability to get from one location in the work site(s) to other locations in the work site(s). Ability to sit and/or stand for long periods of time.
2. Ability to reach and bend and push/pull.
3. Ability to lift and carry objects and animals in excess of 100 pounds.
4. ~~Ability to perform manipulative skills such as writing, using a computer keyboard and telephone.~~
5. Capable of making mathematical calculations using calculator.
6. Ability to concentrate on complicated detail and issues with some interruption, pressure and changing priorities for more than three hours at a time.
7. Memory to perform multiple and diverse tasks over long periods of time and ability to remember information that has been read, studied or previously learned.
8. Ability to use knowledge and reasoning to solve problems.
9. Ability to understand and follow oral and written instructions.
10. Ability to work effectively with others and supervise volunteer staff.

### **REQUIREMENTS OF WORK:**

1. High School diploma or equivalent
2. Must possess a valid Connecticut driver's license and proof of insurance for the personal vehicle used in the performance of the ACO duties.
3. Must possess a passenger vehicle, van or light truck capable of transporting sick or injured animals.
4. Must possess a firearm (pistol or rifle) for the occasional euthanasia of sick or injured animals.

## **REGIONAL ANIMAL CONTROL SERVICES**

### **Regional Animal Control Officer – NIGHTS/WEEKENDS**

#### **Specific Duties and Functions of Position**

##### **GENERAL STATEMENT OF DUTIES:**

Responsible for protecting public health and safety through the enforcement of state animal control laws and carrying out all functions necessary to achieve that outcome.

##### **SUPERVISION RECEIVED:**

Works under the direct supervision of the Chairman of the Board of Directors of the Regional Animal Control Service and under the administrative direction of the full Board of Directors.

##### **SUPERVISION EXERCISED:**

May supervise volunteers interested in assisting with animal control functions.

##### **HOURS OF WORK: (On-Call)**

Monday through Friday: 5PM to 8AM

Weekends: 24 hrs.

##### **FUNCTION OF DUTIES:**

1. Responsible for animal control functions within a four-town Regional Animal Control Services district including the towns of Lebanon, Franklin, Bozrah and Sprague.
3. Responsible for managing and rescuing sick, injured and vicious domestic animals and occasional wildlife.
4. Respond to phone calls and referrals, resident complaints, conduct investigations, and issue citations as required for unlicensed dogs and other types of infractions.
5. Provide regular open hours at the animal pound on Saturday morning to allow for the viewing and adoption of dogs and cats. Cats will be the responsibility of the regional cat shelter staff.
6. Complete and process all animal control reports as required by the State of Connecticut.
7. Perform related work as required.

### **PHYSICAL AND MENTAL REQUIREMENTS/WORK ENVIRONMENT:**

1. Must be mobile with the ability to get from one location in the work site(s) to other locations in the work site(s). Ability to sit and/or stand for long periods of time.
2. Ability to reach and bend and push/pull.
3. Ability to lift and carry objects and animals in excess of 100 pounds.
4. Ability to perform manipulative skills such as writing, using a computer keyboard and telephone.
5. Capable of making mathematical calculations using calculator.
6. Ability to concentrate on complicated detail and issues with some interruption, pressure and changing priorities for more than three hours at a time.
7. Memory to perform multiple and diverse tasks over long periods of time and ability to remember information that has been read, studied or previously learned.
8. Ability to use knowledge and reasoning to solve problems.
9. Ability to understand and follow oral and written instructions.
10. Ability to work effectively with others and supervise volunteer staff.

### **REQUIREMENTS OF WORK:**

1. High School diploma or equivalent
2. Must possess a valid Connecticut driver's license and proof of insurance for the personal vehicle used in the performance of the ACO duties.
3. Must possess a passenger vehicle, van or light truck capable of transporting sick or injured animals.
4. Must possess a firearm (pistol or rifle) for the occasional euthanasia of sick or injured animals.

*Towns of  
Bozrah, Franklin, Lebanon, Sprague & Lisbon  
Memorandum of Understanding (Revised) for  
Regional Animal Control Services*

---

*This agreement,  
by and between the Towns of Bozrah, Franklin, Lebanon, Sprague & Lisbon  
covers the provisions of animal control services  
as detailed in the following pages for the period  
beginning upon the date of final execution and concluding on June 30<sup>th</sup>, 2015.*

**SECTION I: DEFINITIONS**

ANIMAL: any creature, including, but not limited to, dogs, cats, monkeys, guinea pigs, hamsters, rabbits, birds, and reptiles;

ANIMAL CONTROL OFFICER: any appointed chief or assistant staff member appointed, either municipal or regional, as per Connecticut General Statute 22-328 and 22-331a.

COMMERCIAL KENNEL: a facility maintained for boarding or grooming dogs or cats, and includes, but is not limited to, any veterinary hospital which boards or grooms dogs or cats for non-medical purposes.

GROOMING FACILITY: a facility other than a commercial kennel, which is maintained as a business where dogs or cats are groomed.

KEEPER: any person, other than the owner, harboring or having in his or her possession any animal.

KENNEL: one pack or collection of dogs which are kept under one ownership at a single location and are bred for show, sport or sale.

MEMORANDUM OF UNDERSTANDING (MOU) shall mean the agreement entered into between the Towns of Bozrah, Franklin, Lebanon and Sprague with an effective date of July 1, 2010.

MEMORANDUM OF UNDERSTANDING (Revised) (MOUR) shall mean the agreement entered into between the Towns of Bozrah, Franklin, Lebanon, Sprague and Lisbon.

PET SHOP: any place at which animals not born and raised on the premises are kept for the purpose of sale to the public;

POULTRY: all domestic fowl and any pheasants or other game birds securely confined and lawfully owned and possessed by any person, as per Connecticut General Statute 26-40.

REGIONAL POUNDS: any two or more contiguous towns, each of which has a population of less than 25,000, and which have or will provide a dog pound facility within their region, by action of their legislative bodies, which have agreed to be served by a regional animal control officer or officers, as per Connecticut General Statute 22-331a.

TRAINING FACILITY: any place, other than a commercial kennel or grooming facility, which is maintained as a business at which dogs are trained.

**SECTION II: REGIONAL BOARD**

The five First Selectmen from each town shall be designated as members to the five-member Board of Directors, and shall enforce all regulations pertaining to the regional animal control services, expenses, and incomes, in accordance with Connecticut General Statutes. The Board shall meet on a regular basis and post all meetings, and an annual meeting schedule, with the Town Clerks of each town in accordance with Connecticut General Statutes. The Board shall elect a Chair, a Vice-Chair, and a Secretary for one-year terms, except that the first term shall start in July of 2010 and expire in November of 2011, and subsequent terms shall be from November to November to allow for changes in membership caused by biennial municipal elections.

### **SECTION III: ANIMAL CONTROL OFFICERS**

The Animal Control Officers for regional animal control within the five towns will provide the following services which include, but are not limited to:

- A) handling of dead, confined, stray, at large, nuisance, sick, injured or vicious animals;
- B) investigation and enforcement of any cruelty, abandonment, or protective custody cases;
- C) provision of veterinary care on an emergency basis for domestic animals;
- D) handling of neighborhood disputes involving animal complaints; and
- E) investigation of all reported bites, quarantining of biting animals in accordance with Connecticut General Statutes, and performing such duties as necessary on a live biting animal or its carcass, necessary to prepare and deliver it for rabies testing.
- F) cooperating with, but not duplicating the services of, the State of Connecticut Department of Agriculture, the Connecticut Humane Society, the State Police, and other similar agencies with animal control responsibilities and interests;
- G) attending training for all applicable state and town regulations;
- H) responding to citizen requests for information;
- I) appearing in court in connection with any criminal enforcement or civil hearing on animal control matters;
- J) submitting monthly reports to the Treasurer of Sprague in accordance with Connecticut General Statutes, so that the Treasurer of Sprague may make the quarterly reports to the State of Connecticut Department of Agriculture; and
- K) reporting on every complaint within each town's respective limits to the Chairman of the Regional Animal Control Service

### **SECTION IV: VEHICLE**

Animal Control Officers shall use their own vehicles to perform their duties and will be compensated for mileage by a set monthly stipend for mileage established by the Board of Directors.

### **SECTION V: POUND**

The Town of Lebanon shall provide the primary pound facility for use by the five towns, with a secondary pound facility provided by the Town of Bozrah for any overflow. The Towns of Bozrah and Lebanon shall be compensated for the use of the pounds based on the formula decided upon by the Board of Directors.

### **SECTION VI: FINANCIAL / FACILITIES SUPPORT**

- A. The Board of Directors shall, on an annual basis, approve the budget of the regional animal control service (hereafter "Annual Budget") created by this agreement on or before March 1st. The Chairman of the regional animal control service shall submit the Annual Budget to the Board of Directors no later than January 1, preceding the beginning of the fiscal year.
- B. Participating towns providing "in-kind" facilities support (animal pounds vehicles, etc.) shall provide the Chairman of the regional animal control service the reasonable value of the provided facility for the following fiscal year no later than December 1<sup>st</sup> preceding the beginning of the fiscal year. Then Board of Directors shall make the final determination of the reasonable value of the in-kind support.
- C. The Town of Sprague shall maintain financial records and coordinate payroll and all accounts payable functions. Financial reports shall be prepared and presented by the Town of Sprague at the regular meetings of the Board of Directors.

- D. "Estimated Population" as used in the net cost calculation contained herein shall be the Department of Public Health Estimated Population of each of the participating communities as of July 1 of the calendar year preceding the submission of the
- E. Annual Budget. "Total Estimated Population" as used in the net cost calculation shall be the total Estimated Population of all participating towns.
- F. The "Net Cost" for each participating town shall be based upon the following formula:

$$\text{Net Cost} = [(TNE) \times (EP / TEP)] - [\text{In-Kind Contribution}]$$

TNE - Total Net Expenses  
EP - Estimated Population  
TEP - Total Estimated Population

#### **SECTION VII: INDEMNIFICATION**

The Towns of Bozrah, Franklin, Lebanon, Sprague and Lisbon agree to indemnify and hold each other harmless from and against any claims, liabilities, actions or any matter whatsoever pertaining to the capture and keeping of any animal taken into custody by the Animal Control Officer within each town's respective limits. The Town of Sprague will maintain all workers' compensation and liability insurance for the Animal Control Officers and insurance for the vehicle, and the Towns of Bozrah and Lebanon will maintain property and liability insurance for the pounds.

#### **SECTION VIII: TERMINATION/EXPIRATION**

Upon the expiration or termination of this agreement, the assets and services provided by each town shall revert back to the sole use of that town. Notice of termination must be given by January 1<sup>st</sup> in order to take effect by July 1<sup>st</sup> of that year.

#### **SECTION IX: VALIDATION**

If any part of this Memorandum of Understanding shall be adjudged invalid, it shall not affect the validity of the remainder of this document.

#### **SECTION X: SIGNING / CERTIFICATION**

This agreement shall be signed on behalf of participating towns by their First Selectmen pursuant to the direction of their Board of Selectmen. By signing the agreement, each Town certifies that all of the requirements set forth in C.G.S. Section 7-339c for entering into interlocal agreements have been undertaken and satisfied.

#### **SECTION XI: EFFECTIVE DATE**

The MOU which became effective as of July 1<sup>st</sup>, 2010 will remain in effect until such time as this MOU is signed by representatives of all of the participating Towns. All financial and in-kind services provided by participating Towns shall be fully credited toward their obligations under this MOU. This MOU shall become effective upon the date that it is signed by representatives of all of the participating Towns. The MOU will be terminated and will be of no further effect except as hereinbefore noted upon the effective date of the MOU.



IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding  
(Revised):

TOWN OF BOZRAH:

\_\_\_\_\_  
FIRST SELECTMAN:

\_\_\_\_\_  
WITNESS:

DATE:

\_\_\_\_\_  
WITNESS:

TOWN OF FRANKLIN:

\_\_\_\_\_  
FIRST SELECTMAN:

\_\_\_\_\_  
WITNESS:

DATE:

\_\_\_\_\_  
WITNESS:

TOWN OF LEBANON:

\_\_\_\_\_  
FIRST SELECTMAN:

\_\_\_\_\_  
WITNESS:

DATE:

\_\_\_\_\_  
WITNESS:

TOWN OF SPRAGUE:

\_\_\_\_\_  
FIRST SELECTMAN:

\_\_\_\_\_  
WITNESS:

DATE:

\_\_\_\_\_  
WITNESS:

TOWN OF LISBON:

\_\_\_\_\_  
FIRST SELECTMAN

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
WITNESS

**AN ORDINANCE ON REGULATION OF DOGS AND OTHER ANIMALS  
IN THE TOWN OF LISBON**

**§ 1 Purpose.**

The purpose of this ordinance is to regulate the keeping of dogs and prohibit the roaming at large of dogs and other animals in the streets and public places of the Town of Lisbon and to prevent cruelty to dogs and other animals, pursuant to C.G.S. Section 7-148(c)(7)(D)(i) and (ii), and to prescribe penalties and enforcement procedures for violation of local and state regulations pertaining to dogs and other animals as set forth in C.G.S. Chapter 435, as amended, C.G.S. Secs. 7-152c and 7-148(c) (10) and this ordinance.

**§ 2 Prohibited acts.**

It shall be a violation of this article for any owner or keeper of a dog:

- A. To allow such dog to roam at large upon the land of another and not under control of the owner or keeper or the agent of the owner or keeper, or to allow such dog to roam at large on any portion of any public highway and not attended by and under control of such owner or keeper or his agent; the unauthorized presence of any dog on the land of any person other than the owner or keeper of such dog or on any portion of a public highway, when such dog is not attended by and under the control of such owner or keeper, shall be prima facie evidence of a violation of the provisions of this article.
- B. To obstruct or attempt to obstruct the canine control officer or warden engaged in the discharge of such person's duties.
- C. To perpetrate any act of cruelty upon any dog or other animal.
- D. Not to have a tag or plate on a collar around the neck or on a harness on the body of such dog.
- E. Not to have complied with any order or regulation relating to rabies applicable to such dog.
- F. To abandon or neglect or cruelly treat any such dog.
- G. Not to have such dog licensed in the Town Clerk's office as required by state law.
- H. To allow such dog to inflict damage or harm to human beings, domestic animals or property.

I. To allow such dog to go on a highway and growl, snap, bite or otherwise annoy any person or domestic animal lawfully using such highway or chase or interfere with any motor vehicle so using such highway.

J. To permit such dog to become a nuisance by reason of vicious disposition or excessive barking or any other disturbance or by permitting such barking or other disturbance when such is a source of annoyance to any sick person residing in the immediate vicinity.

K. To crop or cut or cause to be cropped or cut off the whole or any part of the ear of a dog unless such person is a registered veterinarian surgeon.

L. Not to clean up or dispose of immediately any feces or other waste matter discharged by a dog on public property, including highways and sidewalks, or on any private property not owned or controlled by the owner, agent or keeper of the dog.

### § 3 Violations and penalties.

Any person violating any of the above provisions shall be fined not less than \$25 nor more than \$100. Under no circumstance may a fine imposed under this Ordinance exceed the fine which might be imposed under state law for the same conduct. The Town canine control officer or warden shall issue citations for violations of any provisions set forth above. All moneys received shall be remitted to the Office of the Tax Collector of the Town of Lisbon.

### § 4 Hearing procedure for citations.

A. The Board of Selectmen shall appoint the Chairman of the Board of Regional Animal Control District as the citation hearing officer to conduct the hearings authorized by this section. The Board of Selectmen shall appoint the Vice-Chairman of the Board of Regional Animal Control District as the alternate citation hearing officer in the event of the unavailability of the citation hearing officer to conduct the hearing.

B. Within 12 months from the expiration of the final period for the uncontested payment of fines, penalties, costs or fees for any citation issued under this article, the Town shall send notice to the owner or keeper of the dog. Such notice shall inform said owner or keeper of the following:

(1). The allegations against said owner or keeper and the amount of the fines, penalties, costs or fees due.

(2) That said owner or keeper may contest his liability before a citation hearing officer by delivering in person or by mail written notice within 10

days of the date of the notice.

(3) That if the owner or keeper does not demand such a hearing, an assessment and judgment shall be entered against said person.

(4) That such judgment may issue without further notice.

C. If the owner or keeper who is sent notice pursuant to Subsection B above wishes to admit liability for any alleged violation, said person may, without requesting a hearing, pay the full amount of the fines, penalties, costs or fees in person or by mail to an official designated by the Town. Any owner or keeper who does not deliver or mail written demand for a hearing within 10 days of the date of the first notice provided in Subsection B above shall be deemed to have admitted liability, and the designated municipal official shall certify such person's failure to respond to the hearing officer. The hearing officer shall thereupon enter and assess the fines, penalties, costs or fees provided for by law and shall follow the procedures set forth below.

D. Any owner or keeper who requests a hearing shall be given written notice of the date, time and place for the hearing. Such hearing shall be held not less than 15 days nor more than 30 days from the date of the mailing of the notice, provided that the hearing officer shall grant upon good cause shown any reasonable request by any interested party for postponement or continuance. An original or certified copy of the initial notice of violation issued by the Town official shall be filed and retained by the Town. The presence of the issuing official shall be required at the hearing if such owner or keeper so requests. An owner or keeper wishing to contest his/her liability shall appear at the hearing and may present evidence in his/her behalf. A designated Town official, other than the hearing officer, may present evidence on behalf of the Town. If such owner or keeper fails to appear, the hearing officer may enter an assessment by default against him/her upon a finding of proper notice and liability. The hearing officer may accept from such owner or keeper copies of police reports, investigatory and citation reports and other official documents by mail and may determine thereby that the appearance of such person is not necessary. The hearing officer shall conduct the hearing in the order and form and with such methods of proof as the hearing officer deems fair and appropriate. The rules regarding the admissibility of evidence shall not be strictly applied, but all testimony shall be given under oath or affirmation. The hearing officer shall announce his decision at the end of the hearing. If the hearing officer determines that the owner or keeper is not liable, the hearing officer shall dismiss the matter and enter his determination in writing accordingly. If the hearing officer determines that the person is liable for the violation, the hearing officer shall forthwith enter and assess the fines, penalties, costs or fees against such owner or, keeper as provided by this article

and applicable law.

E. If any assessment entered by the hearing officer is not paid on the date of its entry, the hearing officer shall send by first class mail a notice of the assessment to the person found liable and shall file, not less than 30 days nor more than 12 months after such mailing, a certified copy of the notice of assessment with the Clerk of the Superior Court for the New London judicial district, together with an entry fee of \$8. The certified copy of the notice of assessment shall constitute a record of assessment. Within such twelve-month period, multiple assessments against the same person may be accrued and filed as one record of assessment. The Clerk of the Superior Court shall enter judgment in the amount of such record of assessment and court costs of \$8 against such person in favor of the Town. The hearing officer's assessment, when so entered as a judgment, shall have the effect of a civil money judgment, and a levy of execution of such judgment may issue without further notice to such person.

F. The owner or keeper against whom an assessment has been entered pursuant to this article is entitled to judicial review by way of appeal. An appeal shall be instituted within 30 days of the mailing of notice of such assessment by filing a petition to reopen assessment, together with an entry fee in an amount equal to the entry for a small claims case pursuant to C.G.S. Section 52-259 in the Superior Court for the geographical area in which the Town is located, which shall entitle said owner or keeper to a hearing in accordance with the rules of the judges of the superior court.

This ordinance shall be effective 15 days after publication of the same in a newspaper of general circulation in the Town.

Dated at Lisbon, Connecticut this                      day of June, 2011.

Betsy M. Barrett, Town Clerk

Adopted 6/29/2011

Published 7/6/2011

AN ORDINANCE CREATING  
THE LISBON SHOOTING STARS SPECIAL REVENUE FUND

Whereas there exists within the Town of Lisbon a group of volunteers known as the Lisbon Shooting Stars who provide programs and activities for Town of Lisbon seniors;

Whereas the Lisbon Shooting Stars also engage in fundraising activities to support its programs and activities; and

Whereas the Town of Lisbon Board of Selectmen has determined that it is in the Town's best interest to support the endeavors of the Lisbon Shooting Stars and to create in accordance with state law a special revenue fund to properly account for revenues and expenditures related to the Lisbon Shooting Stars activities.

Now wherefore, be it resolved that:

1. The Lisbon Shooting Stars Special Revenue Fund is hereby created.
2. All revenues and expenditures of the Lisbon Shooting Stars are to be deposited, recorded and accounted for within this fund.
3. All monies from this fund shall be used solely for the purposes of maintaining programs and/or supporting activities sponsored by the Lisbon Shooting Stars.
4. Excess revenues over expenditures in the fund at the end of each year shall be carried forward to the following year.

This ordinance shall take effect fifteen (15) days after publication

Town Meeting: May 4, 2015

Adopted: May 4, 2015

Publication: May 8, 2015

Effective: May 23, 2015

## AN ORDINANCE CONCERNING REFERENDUM VOTING ON LOCAL QUESTIONS

The Town of Lisbon hereby ordains:

Section 1: The purpose of this ordinance is to reduce the number of polling places for referendum voting on local questions.

Section 2: Pursuant to General Statutes Section 7-9c, whenever a referendum on a local question is held on a date other than a local or state election, the Board of Selectmen shall set the location for and hours of voting consistent herewith.

Section 3: Except as provided herein, all referenda polls shall be open from at least twelve noon to eight p.m. The Board of Selectmen may vote to open the polls as early as six a.m. In accordance with the Town's Ordinance Requiring Referendum Votes for The Annual Town Budget, all polls for referenda regarding the Annual Town Budget shall be open from six a.m. to eight p.m.

Section 4: Any such referendum scheduled pursuant to this ordinance shall be warned by publication at least thirty (30) days prior to the scheduled referendum in a newspaper having general circulation in the municipality. This subsection shall not apply to votes scheduled pursuant to General Statutes Section 7-7.

Section 5: Any local question submitted for votes during an election shall be governed by General Statutes Sections 9-369, et seq.

Special Town Meeting: August 3, 2016

Adopted: August 3, 2016

Publication: August 15, 2016

Effective: August 30, 2016

### AN ORDINANCE REQUIRING THE ELECTRONIC RECORDING OF PUBLIC MEETINGS

It shall be the duty of all public agencies of the Town of Lisbon to record in an audible format via electronic means all public meetings, whether regular or special. Further, all recordings of public meetings shall be filed with the Town Clerk at the time of filing of the permanent meeting minutes for the same meeting. The Town Clerk shall retain all meeting recordings for a minimum period of two years from the date of receipt for filing. The Town Clerk may dispose of a recording at the end of its two-year retention period.

Special Town Meeting: February 9, 2017

Adopted: February 9, 2017

Publication: February 13, 2017

Effective: February 28, 2017



## TOWN OF LISBON

### Illicit Discharge and Connection Storm-Water Ordinance

#### Section 1. - Purpose/Intent/Compatibility.

The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of the Town of Lisbon through the regulation of Non-Storm-Water-Discharges to the Storm Drainage System to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of Pollutants into the Municipal Separate Storm Sewer System (MS4) in order to comply with the requirements established by the Connecticut Department of Energy and Environmental Protection's (DEEP) General Permit for the Discharge of Storm-Water from Municipal Separate Storm Sewer Systems (MS4 General Permit) as well as the requirements of the U.S. Environmental Protection Agency's EPA National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this ordinance are:

- (a) To regulate the contribution of Pollutants to the Storm Drainage System through stormwater discharges by any user.
- (b) To prohibit illicit connections and discharges to the Storm Drainage System (MS4).
- (c) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this ordinance.
- (d) To remain compatible with the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

#### Section 2. - Definitions.

*Accidental Discharge* means a discharge prohibited by this ordinance, which occurs by chance, and without advance planning or thought.

*Best Management Practices (BMPs)* means schedules of activities, prohibition of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of Pollutants directly or indirectly to Storm-Water, receiving waters, or Storm-Water conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

*Clean Water Act* means the federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

*Construction Activity* means activities subject to NPDES construction permits and activities required for construction projects resulting in land disturbance of one (1) acre or more. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

*Designated Enforcement Agency* means employees or designees of the Town of Lisbon Conservation Commission designated to enforce this ordinance.

*Facility* means any building, lot, parcel of land, or portion of land whether improved or unimproved, including adjacent sidewalks and parking strips.

*Hazardous Materials* means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

*Hearing Officer* means the person designated from time to time by the Designated Enforcement Agency to hear appeals in accordance with section 15 herein.

*Illegal Discharge* means any direct or indirect Non-Storm-Water-Discharge to the Storm Drainage System, except as exempted in section 7 of this ordinance.

*Illicit Connections* means the following:

Any drain or conveyance, whether on the surface or subsurface, which allows an Illegal Discharge to enter the Storm Drainage System including, but not limited to, any conveyances which allow any Non-Storm-Water Discharge including sewage, process Wastewater, and wash water to enter the Storm Drainage System and any connections to the Storm Drainage System from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by the Designated Enforcement Agency, any drain or conveyance connected from a commercial or industrial land use to the Storm Drainage System which has not been documented in plans, maps, or equivalent records and approved by the Designated Enforcement Agency or their authorized designee or other public official or body having jurisdiction thereof.

*Industrial Activity* means activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b) (14) or CGS 22a-430b.

*Municipal Separate Storm Sewer System or MS4* means conveyances for Storm-Water (including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, man-made channels or storm drains) owned or operated by the Town of Lisbon or by any State of Connecticut or federal institution and discharging into surface waters of the state.

*National Pollutant Discharge Elimination System (NPDES) Storm-Water discharge permit* means a permit issued by ERA (or by a state under authority delegated pursuant to 33 DSC § 1342(b)) that authorizes the discharge of Pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

*Non-Storm-Water Discharge* means any discharge to the Storm Drainage System that is not composed entirely of storm-water.

*Person* shall mean any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

*Pollutant* shall mean anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

*Premises* means any building, lot, parcel or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

*State Waters* means any and all rivers, streams, creeks, branches, lakes, reservoirs, ponds, drainage systems, springs, wells, and other bodies of surface and subsurface water, natural or artificial, lying within or forming a part of the boundaries of the State of Connecticut which are not entirely confined and retained completely upon the property of a single person.

*Storm Drainage System* means the publicly-owned facilities by which storm-water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures, and includes the Municipal Separate Storm Sewer System (MS4).

*Storm-Water* means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.

*Storm-Water Pollution Prevention Plan* means a document that describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce Pollutant discharges to Storm-Water, storm-water conveyance systems, and/or receiving waters to the maximum extent practicable.

*Wastewater* means any water or other liquid, other than uncontaminated Storm-Water, discharged from a Facility.

*Watercourse* means a permanent or intermittent stream or other body of water, either natural or man-made, which gathers or carries surface water. This includes but is not limited to lakes, ponds, rivers, streams and any other surface water defined as a watercourse by the town's inland wetland and watercourse regulations.

### **Section 3. - Applicability.**

This ordinance shall apply to all water entering the Storm Drainage System generated on any developed and undeveloped lands unless explicitly exempted by the Designated Enforcement Agency.

### **Section 4. - Responsibility for administration.**

The Designated Enforcement Agency shall, in consultation with the First Selectman, Town Engineer and Public Works personnel, as the case may be, administer, implement, and enforce the provisions of this ordinance.

### **Section 5. - Severability.**

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance.

### **Section 6. - Ultimate responsibility.**

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore, this ordinance does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of Pollutants.

### **Section 7. - Discharge and Connection prohibitions.**

(a) *Prohibition of Illegal Discharges.* No person shall discharge or cause to be discharged into the Storm Drainage System any materials, including but not limited to, Pollutants or waters containing any Pollutants that cause or contribute to a violation of applicable water quality standards, other than Storm-Water. The commencement, conduct or continuance of any Illegal Discharge to the Storm Drainage System is prohibited except as described as follows:

(1) The following discharges are exempt from discharge prohibitions established by this ordinance: water line flushing or other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising ground water, ground water infiltration to storm drains, uncontaminated pumped ground water, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air conditioning condensation, springs, non-commercial washing of vehicles, natural riparian habitat or wetland flows, including intermittent and perennial Watercourses, swimming pools (if de-chlorinated - typically less than one (1) PPM chlorine), firefighting activities, and any other water source not containing Pollutants.

(2) Discharges specified in writing by the Designated Enforcement Agency as being necessary to protect public health and safety, residual street wash water associated with

sweeping and other discharges specified in writing by the Town of Lisbon as being necessary to protect public health and safety; and water line flushing performed by a public utility;

(3) Dye testing is an allowable discharge but requires a written notification to the Designated Enforcement Agency prior to the time of the test. Said written notification may be in the form of electronic mail, facsimile transmission or hard copy letter format.

(4) The prohibition shall not apply to any Non-Storm-Water-Discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the Storm Drainage System.

(5) The following discharges are also exempt from the prohibition provision above provided that they do not contribute to a water quality violation and such Non-Storm-Water-Discharges are not significant contributors of Pollutants to the Municipal Separate Storm Sewer System, including: naturally occurring discharges such as uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)).

*(b) Prohibition of illicit connections.*

(1) The construction, use, maintenance or continued existence of illicit connections to the Storm Drainage System is prohibited.

(2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

(3) A person is considered to be in violation of this ordinance if the person connects a line conveying sewage to the Storm Drainage System or allows such a connection to continue.

**Section 8. - Suspension of Storm Drainage System (MS4) access.**

(a) *Suspension due to Illicit Discharges in emergency situations.* The Designated Enforcement Agency may, without prior notice, suspend Storm Drainage System discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the Storm Drainage System or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the Designated Enforcement Agency may take such steps as deemed necessary to prevent or minimize damage to the Storm Drainage System or waters of the United States, or to minimize danger to persons.

(b) *Suspension due to the detection of Illicit Discharge.* Any person discharging to the Storm Drainage System in violation of this ordinance may have their Storm Drainage System access terminated if such termination would abate or reduce an Illicit Discharge.



The Designated Enforcement Agency will notify a violator of the proposed termination of its Storm Drainage System access. The violator may petition the Designated Enforcement Agency for reconsideration and hearing.

A person commits an offense if the person reinstates without the prior written approval of the Designated Enforcement Agency, Storm Drainage System access to any Premises where access was terminated pursuant to this section.

#### **Section 9. - Industrial or Construction Activity discharges.**

Any person subject to an Industrial or Construction Activity NPDES Storm-Water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Designated Enforcement Agency prior to the allowing of discharges to the Storm Drainage System.

#### **Section 10. - Right of entry, evaluation, and monitoring of damages.**

(a) *Applicability.* This section applies to all facilities that have Storm-Water discharges associated with Industrial or Construction Activity, and any other commercial or residential facilities that discharge Storm-Water to the Storm Drainage System.

(b) *Access to Facilities.*

(1) The Designated Enforcement Agency shall be permitted to enter and inspect Facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance. If a discharger has security measures in force which require proper identification and clearance before entry into its Premises, the discharger shall make the necessary arrangements to allow access to the Designated Enforcement Agency.

(2) Facility operators shall allow the Designated Enforcement Agency access to all parts of the Facility for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of a town, state or federal NPDES permit to discharge stormwater, and the performance of any additional duties as defined by state and federal law.

(3) The Designated Enforcement Agency shall have the right to set up on any NPDES permitted Facilities such devices as are necessary in the opinion of the Designated Enforcement Agency to conduct monitoring and/or sampling of the Facility's Storm-Water discharge.

(4) The Designated Enforcement Agency has the right to require the installation of sampling and monitoring equipment on any NPDES permitted Facility by the discharger at its own expense. The Facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure Storm-Water flow and quality shall be calibrated to ensure their accuracy.

(5) Any temporary or permanent obstruction to safe and easy access to the Facility to be

inspected and/or sampled shall be promptly removed by the Facility operator and/or owner at the written or oral request of the Designated Enforcement Agency and shall not be replaced. The costs of clearing such access shall be borne by the Facility operator and/or owner.

(6) Unreasonable delays in allowing the Designated Enforcement Agency access to a permitted Facility is a violation of a Storm-Water discharge permit and of this ordinance. A person who is the owner and/or operator of a Facility with a NPDES permit to discharge Storm-Water associated with Industrial Activity commits an offense if the person denies the Designated Enforcement Agency reasonable access to the permitted Facility for the purpose of conducting any activity authorized or required by this ordinance.

(7) If the Designated Enforcement Agency has been refused access to any part of the Facility from which Storm-Water is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the Designated Enforcement Agency or other applicable municipal entity may seek issuance of a search warrant from any court of competent jurisdiction.

(1) While performing the necessary work on private properties referred to in subsections (b) (1) through (5) of this section, the Designated Enforcement Agency shall observe all safety rules applicable to the Premises established by the Facility.

#### **Section 11. - Requirement to prevent, control, and reduce Storm-Water pollutants by the use of Best Management Practices.**

The Designated Enforcement Agency will adopt requirements identifying Best Management Practices (BMPs) for any activity, operation, or Facility which may cause or contribute to pollution or contamination of Storm-Water, the Storm Drainage System, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the Storm Drainage System or Watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or Facility, which is, or may be, the source of an Illicit Discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of Pollutants to the Storm Drainage System as directed by the Designated Enforcement Agency. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of Storm-Water associated with Industrial or Construction Activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a Storm-Water Pollution Prevention Plan (SWPP) as necessary for compliance with requirements of the NPDES permit.

#### **Section 12. - Wetland and Watercourse protection.**

Every person owning property through which a Watercourse passes, or such person's

lessee, shall keep and maintain that part of the Watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the Watercourse. In addition, the owner or lessee shall maintain existing privately-owned structures within or adjacent to a Watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the Watercourse.

### **Section 13.- Notification of spills.**

Notwithstanding other requirements of law, as soon as any person responsible for a Facility or operation, or responsible for emergency response for a Facility or operation has information of any known or suspected release of materials which are resulting or may result in Illegal Discharges or Pollutants discharging into Storm-Water, the Storm Drainage System, or water of the U.S. said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of Hazardous Materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the Designated Enforcement Agency in person or by phone, electronic mail or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Designated Enforcement Agency within three (3) business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three (3) years.

### **Section 14. - Enforcement.**

(a) *Notice of violation.* Whenever the Designated Enforcement Agency finds that a person has violated any provision of this ordinance or otherwise has failed to meet a requirement of this ordinance, he/she shall order compliance by written notice of violation to the responsible person. Such notice may require, without limitation:

- (1) The performance of monitoring, analyses, and reporting;
- (2) The elimination of Illicit Discharges or Connections;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of Storm-Water pollution or contamination hazards and the restoration of any affected property;
- (5) The implementation of source control or treatment *BMPs*-, and
- (6) Payment of a fine.

If abatement of a violation and/or restoration of affected property are required, the notice shall set forth a deadline within which such remediation or restoration must be completed.



Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the Designated Enforcement Agency may order the work be done by a designated governmental agency or a contractor and the violator fined an amount equal to the expense thereof, in addition to any fine imposed hereunder.

(b) *Procedure for issuance of citations.*

(1) The Designated Enforcement Agency shall issue a written notice to any person who violates any provision of this ordinance. No written notice may be issued against the state or any state official or state employee acting within the scope of his employment. Such written notice shall explain the nature of the violation and the steps required for compliance and shall allow a seventy-two-hour period within which to correct the violation or within which a written plan for correction shall be submitted to the Designated Enforcement Agency, setting forth a reasonable time period for correction of the violation as agreed upon by the Designated Enforcement Agency. A written notice issued pursuant to this subsection shall be served: 1) by hand delivery, at which time the seventy-two-hour period shall begin; or 2) by certified mail return receipt requested and by regular first-class mail. Three (3) business days shall be allowed for mail delivery of the notice prior to the commencement of the seventy-two-hour period.

(2) Within two (2) business days after the period for correction established in subsection (a) expires, the Designated Enforcement Agency shall re-inspect the subject property to determine compliance.

(3) If the violations set forth in the written notice have not been corrected at the time of reinspection, the Designated Enforcement Agency, in its capacity as principal enforcement officer, may issue a citation and fine of up to one hundred dollars (\$100.00) for each violation, delivered by hand, by certified return receipt requested, by leaving a true and attested copy of the citation at the usual place of abode or residence of the person in violation, or in the case of a corporate or business entity, delivery to the business address or the address of the statutory agent of said entity. No such fine shall be levied against the state or any state official or state employee acting within the scope of his employment. All citations issued pursuant to this section shall state the violation for which the citation is being issued, the fine imposed for the violation, the time period within which the fine must be paid, and an address for remittance of the fine.

(c) *Compliance periods after citation.*

(1) Any violation for which a citation is issued and which is not corrected within the time period specified in subsection (b) of this section shall be a new violation of this ordinance, and every twenty- four-hour period thereafter in which the violation is not corrected shall constitute a new violation. The citation shall include a notice to the alleged violator that each twenty-four-hour period of noncompliance after the time period specified in section 14(b) shall constitute a new violation and a new fine of up to one hundred dollars (\$100.00).

(2) The Designated Enforcement Agency shall not be responsible for a daily re-inspection to confirm accrual of fines. Rather, the person to whom the citation has been

issued shall be responsible for reporting subsequent compliance by way of written report to the Designated Enforcement Agency. Fines will accrue until such compliance report is received by the Designated Enforcement Agency. The Designated Enforcement Agency shall re-inspect to confirm compliance within one (1) business day of receipt of such report.

(d) *Payment of fines.*

(1) All fines imposed under this ordinance which are uncontested shall be made payable to the Town of Lisbon and shall be received by the Designated Enforcement Agency within fourteen (14) calendar days from date of notice of the citation. All fines collected by the Designated Enforcement Agency shall be deposited into the Town of Lisbon General Fund.

**Section 15. - Appeals.**

(a) If the Designated Enforcement Agency issues a notice of violation, said Designated Enforcement Agency shall send written notice of action and a statement of the right to an appeal to the Facility operator or Facility owner.

(b) The Facility operator or Facility owner may appeal a notice of violation to the Designated Enforcement Agency by setting forth in writing the reasons for the appeal within ten (10) calendar days after date of the notice of violation.

(c) The Facility operator or Facility owner may appeal the decision of the Designated Enforcement Agency to the Hearing Officer as follows:

(1) The Facility operator or Facility owner may file a written request for a review by paying an appeal fee of twenty-five dollars (\$25.00) and setting forth the reasons for the appeal within ten (10) calendar days after the date of notification of the decision from the Designated Enforcement Agency. Appeal fees shall be returned to the appealing Facility operator or Facility owner if the appeal is sustained.

(2) The Hearing Officer shall conduct a hearing not less than fifteen (15) or more than thirty (30) calendar days after the receipt of the request. The hearing shall be informal in nature. The person requesting the hearing may testify concerning the facts, circumstances and nature of his/her appeal and may present supporting documentation.

The Hearing Officer shall render a written decision within fifteen (15) calendar days of the hearing. The decision will affirm or reverse the decision of the Designated Enforcement Agency.

(d) Filing of a request for appeal shall stay the action by the Designated Enforcement Agency requiring payment of fines until the Hearing Officer has completed his or her review. However, an appeal shall not stay any action by the Designated Enforcement Agency to halt an Illegal Discharge that is ongoing. If a request for appeal is not made within the appropriate deadline, the decision and/or action of the Designated Enforcement Agency is final.

**Section 16. - Injunctive relief.**

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this ordinance. If a person has violated or continues to violate the provisions of this ordinance, the Designated Enforcement Agency may, in addition to all other remedies at law or hereunder, petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation. The owner of the Premises shall become liable for all costs the Town incurs in seeking injunctive relief to restrain a violation, including but not limited to administrative fees, legal fees and expert fees.

#### **Section 17. - Costs of Abatement.**

All costs to abate a violation shall be the sole responsibility of the property owner(s). In the event that the Town of Lisbon, either by court order or emergency, must abate the violation, the owner of the Premises shall become liable for all costs the Town incurs in remediating the violation, including but not limited to court costs, administrative fees, legal fees and expert fees. All costs not paid within 30 days of the issuance of a demand for same shall become a lien upon the property in question. The property owner may file a written protest to the Board of Selectman objecting to the assessment or to the amount of the assessment within 30 days of the issuance of such notice. A hearing on any abatement assessment appeal before the Board of Selectman shall take place within 60 days from the date of receipt of the notice of appeal.

#### **Section 18. - Compensatory action.**

In lieu of enforcement proceedings, penalties, and remedies authorized by this ordinance, the Designated Enforcement Agency may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, watershed cleanup, or other related activities.

#### **Section 19. - Violations deemed a public nuisance.**

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this ordinance is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken. A violator shall be liable for all costs incurred pursuant hereto, including but not limited to court costs, legal and expert fees.

#### **Section 20. - Criminal prosecution.**

Any person that has violated or continues to violate this ordinance shall be liable to criminal prosecution to the fullest extent of the law. The Designated Enforcement Agency may recover all attorneys' fees, court costs, and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

**Section 21. - Remedies not exclusive.**

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the Designated Enforcement Agency to seek cumulative remedies.

**Section 22. - Adoption and effective date of ordinance.**

This ordinance shall be in full force and effect days after its final passage and adoption. All prior ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Special Town Meeting: September 8, 2021

Adopted: September 8, 2021

Publication: September 10, 2021

Effective: September 25, 2021

## **TAX-EXEMPT HANDICAP MOTOR VEHICLE ORDINANCE**

### **SECTION 1: PURPOSE.**

Pursuant to Section 12-81c (3) of the Connecticut General Statutes, the Town of Lisbon will exempt from personal property taxation one motor vehicle owned by a person with disabilities, or owned by the parent or guardian of such person, in accordance with the terms set forth herein.

### **SECTION 2: DEFINITIONS.**

As used in this article, the following terms shall have the meanings indicated:

(a). **MOTOR VEHICLE** – A vehicle which is modified, equipped and/or fitted with special equipment to accommodate a disabled individual who requires the modifications to use or operate the motor vehicle for transportation purposes, or is incapable of operation of a motor vehicle on his or her own and requires the modifications in order to be transported by others. By way of example, special equipment shall be, but is not limited to, hand controls, lifts, ramps, special seating, braking or acceleration mechanisms for manual operation, physical alterations to accommodate medical equipment, i.e., oxygen tanks, mechanical respirators.

(b). **DISABLED INDIVIDUAL** – An individual whose licensed physician has attested in writing that the individual requires a specially equipped and/or modified motor vehicle as hereinbefore defined as a result of the individual's medical incapacitation and/or disability.

(c). **RESIDENT** – An individual who owns an eligible motor vehicle as hereinbefore defined and has been a resident of the Town of Lisbon for at least six months and one day immediately prior to the assessment date for which the application is to be filed.

### **SECTION 3: ELIGIBILITY.**

Any individual who is a resident of the Town of Lisbon with disabilities who owns a motor vehicle as described herein or is a resident of the Town of Lisbon and the parent or guardian of a person with disabilities and owns a motor vehicle described herein shall be eligible for exemption of the personal property taxes for one said motor vehicle per household.

### **SECTION 4: APPLICATION.**

(a). The owner of such a motor vehicle described herein may apply to the Assessor of the Town of Lisbon on a form prepared by the Assessor for personal property tax exemption for one motor vehicle.

(b). At the time the owner makes application to the Assessor, the owner must provide proof in the form of documentation that the motor vehicle has been equipped or adapted for use by a disabled individual as hereinbefore defined.

(c). At the time that the owner makes application to the Assessor, the owner shall provide proof of disability of the individual as hereinbefore defined by way of a licensed physician attesting in writing to the individual's need for a specially equipped and/or modified motor vehicle as here in before defined. Proof of the individual's disability through a physician's written attestation, shall be valid for a period of three years after which a new physician's written attestation must be submitted.

(d). Applications for such exemptions shall be filed annually between October 1 up through and including December 31 following the assessment date with respect to which such exemption is claimed, except that applications for motor vehicles on the Grand List of October 1, 2022, shall be filed by June 15, 2023.

(e). The failure to timely file an application for exemption shall render the motor vehicle ineligible for the exemption for that grand list year.

#### **SECTION 5: EXCEPTION.**

The exemption shall not apply to equipped motor vehicles operated for profit.

#### **SECTION 6: EXPIRATION.**

The exemption shall expire when the equipped motor vehicle ceases to be used by the disabled owner or parent or guardian of a person with disabilities. Also, the exemption is not transferrable and shall expire on the date the motor vehicle is sold or transferred.

#### **SECTION 7: EFFECTIVE DATE.**

This Ordinance is to take effect upon passage and publication.

Adopted: 05/01/2023

Published: 05/07/2023

Effective: 05/22/2023

Attest: Michelle G. Grant

Town Clerk/Lisbon