

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
LISBON TOWN HALL
TUESDAY, APRIL 3, 2018
7:00 P.M.

1. Call to Order

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Robert Adams, at 7:00 P.M.

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

2. Previous Minutes – Motion by R. Giroux second by B. Hull to accept previous minutes of 3/6/2018.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

a. Memo, from SECCoG re: land use seminars in April

b. Line Item Additional Appropriation Request – Motion by G. Ritacco second by T. Danburg to add Line Item Additional Appropriation Request to agenda item 8.a.

VOTE: UNANIMOUS, MOTION CARRIED

c. Letter, from CT Siting Counsel re: 26 Mell Road Notice of Incompletion

d. Application, from Boundaries, LLC, dated 4/2/2018 re: 31 Strawberry Street (Lot #39). Motion by T. Danburg second by B. Hull to add “31 Strawberry Street (Lot #39)” to agenda item 7.a.

VOTE: UNANIMOUS, MOTION CARRIED

e. Copy: Letter, from Conservation Commission dated 3/27/2018 re: approval of application for 108 Kimball Road.

f. Copies: Text Amendments, Lisbon Farmers’ Market (copies distributed to Commission members)

g. Copy: Email, to L. Sruba, Secretary Lisbon Conservation Commission from Conservation District staff re: LI Sound Future Fund Rain Barrels/Rain Gardens Project.

h. Budget Report (July 2017 through March 2018) - Balances:

LI#51730 (Purchased Services) \$25,086.92 / LI#51750 (Supplies & Expenses) \$44.31

4. Bills and action thereon

a. Halloran & Sage, LLP, \$220.00, inv #11258079, dated 3/22/2018 re: Lisbon General Matters. Motion by G. Ritacco second by R. Giroux to pay if found correct.

VOTE: UNANIMOUS, MOTION CARRIED

b. The Bulletin, \$148.88, inv#00244754, 3/14/2018 re: NoD (Farmers Market Text Amendments).

Motion by T. Danburg second by B. Hull to pay.

VOTE: UNANIMOUS, MOTION CARRIED

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- c. The Bulletin, \$375.98, inv#00245022,3/21/2018 re: Notice of PH (Hamel). Motion by R. Giroux second by S. Gabiga to pay. VOTE: UNANIMOUS, MOTION CARRIED

5. Reports:

- a. ZEO – A written report by C. Brown was presented to the Commission in his absence. Included in the report was a list of 12 properties with zoning violations that Mr. Brown was preparing to send letters to.
- b. Regulations – NONE
1. MS4 Storm Water Regulation/Ordinance Update – NONE
- c. Zoning Map Subcommittee - NONE
1. Update Regarding Route 12 Corridor Study and Zoning Amendments per POCD 2016 -NONE

6. Old Business:

- a. Regional Planning Commission – Meets April 23
- b. Black & Veatch (Tesla Motors, Inc.) – Zoning Permit Application – 160 River Road – Installation of Tesla Motors Supercharger Electric Vehicle Charging Stations – Trevor Smith of TESLA was present to represent the applicant. He responded to the main comments found in the report of Mike Murphy, Lisbon Town Planner. Questions by Commission Members B. Hull, K. Sperry, C. Blanchard and T. Danburg were satisfactorily answered in regard to snow removal, the enclosure, solar power for future stations and protecting customers from electrical outlets during rain. The Commission members had previously received a Staff Summary Sheet from Michael Murphy, Town Planner Motion by R. Giroux second by K. Sperry to approve the zoning permit application request of Black & Veatch on behalf of TESLA Motors, Inc. at Lisbon Landing, 160 River Road, Lisbon, CT for its proposed installation of 12 Tesla Motors Supercharger Electric Vehicle Charging Stations including related modification to the parking lot and landscaping with the following modifications:
1. Any minor deviations from the approved design shall be submitted to the Planning and Zoning Commission for review and approval by the Town Planner and Town Engineer prior to construction of proposed deviations. Staff may approve such deviation where staff concludes that the aesthetics and/or structural integrity of the request do not compromise the commission's original design approval.
2. A note shall be included on the plan to confirm no restrictions on the use of parking spaces by the general public.

**TOWN OF LISBON
ZONING PERMIT APPLICATION**

PLEASE CHECK THE APPROPRIATE LINE(S) AND COMPLETE THE REQUIRED APPLICATION(S):

☐ SITE PLAN REVIEW OF PROPOSED DEVELOPMENT IN ACCORDANCE WITH SECTION 2.5 AND SECTION 12

☒ **PLANNING AND ZONING COMMISSION ADMINISTRATIVE REVIEW OF CHANGES TO COMMERCIAL/INDUSTRIAL BUILDINGS AND PROPERTIES IN ACCORDANCE WITH SECTION 2.8 AND SECTION 10.13**

☐ SITE PLAN REVIEW OF ASSOCIATED SIGNAGE IN ACCORDANCE WITH SECTION 15.6

PROJECT DESCRIPTION:

Installation of 12 Tesla Motors Supercharger Electric Vehicle Charging Stations

PROJECT NAME: Tesla Motors Lisbon Landing Install ACREAGE: 21.33 ZONING DISTRICT: IP -1
LOT IN SQUARE FEET: _____ TOTAL FLOOR AREA IN SQUARE FEET: _____

PARCEL IDENTIFICATION INFORMATION:

STREET ADDRESS OF PROPERTY IF AVAILABLE: 160 River Road, Lisbon, CT

MAP/BLOCK/LOT: 20/014/000

VOLUME/PAGE: 91/624

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

- APPLICANT: Black & Veatch on behalf of Tesla Motors, Inc.
TELEPHONE: 914-672-0049 EMAIL: rollinsj@bv.com
- APPLICANT'S AGENT (IF ANY): Joseph Rollins
TELEPHONE: 914-672-0049 EMAIL: rollinsj@bv.com
- OWNER/ TRUSTEE: _____
TELEPHONE: _____ EMAIL: _____
- ENGINEER/ SURVEYOR/ARCHITECT: _____
TELEPHONE: _____ EMAIL: _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND MAP(S) PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

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

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT [Signature] PRINTED NAME OF APPLICANT/AGENT Joseph M. Rollins

DATE: 12/14/17

Louis C. Masiello, SVP & Development for

SIGNATURE/RECORD OWNER [Signature]

DATE: 12/18/17

PRINTED NAME/RECORD OWNER WS Asset Management Inc., the property

Manager of Lisbon Landing LLC

APPLICATION SUBMITTAL DATE: 12/18/2017 FEE(S) PAID: \$1060.00

OFFICIAL DAY OF RECEIPT: 1/2/2018

*P & Z COMMISSION ACTION: Approved with Modifications

DATE: 4/3/2018

CHAIR'S SIGNATURE: [Signature]

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH ANY DIRECTIVES, MODIFICATIONS AND/OR CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer

DATE: _____

(* Any modifications, directives or conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached)

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3. Shop drawings of the fence shall be submitted to and reviewed by town staff to determine compliance with approvals prior to installation.
4. The applicant shall also provide cash surety in the amount of \$5000.00 to address any erosion and sediment control issues during construction or damage to existing landscaping in the project area of disturbance.
5. A preconstruction meeting shall be held with staff prior to commencement of disturbance on site.
6. Technical items of staff shall be addressed, including corrections to notes, details, and elevation sheets to improve plan clarity. VOTE: UNANIMOUS MOTION CARRIED

d. Richard A. Hamel – Application for Special Permit – 363 N. Burnham Hwy – Proposed private event facility for seasonal accessory use to a principal single-family dwelling in the R-60 & R-40 zoning districts for the accommodations of weddings, showers, engagement parties, graduation parties and other private gatherings. The Commission members had previously received a Staff Summary Sheet from Michael Murphy, Town Planner. Motion by R. Giroux second by K. Sperry to approve the application for special permit by Richard A. Hamel in accordance with section 11 and section 10.26 of the zoning regulations to operate a Private Event Facility at 363 North Burnham Highway, Lisbon, CT with the following conditions:

1. A detail of the temporary pedestrian solar light shall be included on the plan.
2. Note shall be included on the plan to indicate that the applicant shall maintain the non-paved dust-free public parking areas in a non-erodible condition.
3. Maximum occupancy of the facility for private events as proposed shall be 120 persons based on the applicant's plan and parking capacity provided on the site plan.
4. The applicant shall work with the Building Official to comply with applicable accessibility requirements for event attendees.
5. The applicant shall work with the Town Planner to provide for informing the attendees of a maximum speed of 15 mph on site.

FINDINGS AND REASONS FOR APPROVAL

The commission finds that the proposed application, as conditioned, meets the intent of

**TOWN OF LISBON
SPECIAL PERMIT APPLICATION**

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

➤ APPLICANT: Richard A. Hamel TELEPHONE: (860) 917-2669
ADDRESS 363 North Burnham Highway, Lisbon, Connecticut 06351 EMAIL: rhamel@lisbonct.com
➤ APPLICANT'S AGENT (IF ANY): Harry B. Heller TELEPHONE: (860) 848-1248
ADDRESS 736 Norwich-New London Turnpike, Uncasville, Connecticut 06382 EMAIL: hellermccoy@sbcglobal.net
➤ OWNER / TRUSTEE: Richard A. Hamel TELEPHONE: (860) 917-2669
ADDRESS 363 North Burnham Highway, Lisbon, Connecticut 06351 EMAIL: rhamel@lisbonct.com
➤ ENGINEER/ SURVEYOR/ ARCHITECT: Advanced Surveys, LLC TELEPHONE: (860) 267-5979
➤ ADDRESS 25 Apple Lane, Colchester, Connecticut 06415 EMAIL: rick.deschamps.ls@gmail.com

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND SITE PLAN PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

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

3. I HEREBY, AGREE TO PAY ALL ADDITIONAL FEES AND/OR ADDRESS SUCH COSTS DEEMED NECESSARY BY TOWN STAFF UNDER THE LISBON LAND USE FEES ORDINANCE.

SIGNATURE OF APPLICANT/AGENT *Richard A. Hamel* PRINTED NAME OF APPLICANT/AGENT Richard A. Hamel
DATE: March 5, 2018

SIGNATURE/RECORD OWNER *Richard A. Hamel* PRINTED NAME/RECORD OWNER Richard A. Hamel
DATE: March 5, 2018

PARCEL IDENTIFICATION INFORMATION

STREET ADDRESS AND/OR LOCATION OF PROPERTY:
363 North Burnham Highway, Lisbon, Connecticut 06351

MAP /BLOCK /LOT: 18/002/000

VOLUME/ PAGE: 89/771

PROJECT NAME: Private Event Facility ACREAGE: 40.28 AC ZONING DISTRICT: R-60 & R-40
LOT IN SQUARE FEET: 1,754,696 TOTAL FLOOR AREA IN SQUARE FEET: 2,000 +/- footprint

PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:
Private event facility for a seasonal accessory use to a principal single family residential dwelling in the R-60 and R-40 zoning districts for the accommodation of weddings, showers, engagement parties, graduation parties and other private gatherings.

APPLICATION SUBMITTAL DATE: 3/5/2018 FEE(S) PAID: WAIVED

OFFICIAL DAY OF RECEIPT: 3/6/2018

*P & Z COMMISSION ACTION: 4/3/2018 APPROVED W/ CONDITIONS DATE: 4/3/2018

CHAIR'S SIGNATURE: *RA*

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH THE PROVISIONS OF SECTION 2.3.3 AND ANY CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer

DATE: _____

Rev. 12/17

(* Any conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached. No approved special permit shall be effective until a copy of the Notice of Approval and Grant of Special Permit is duly recorded in the land records of the Town.)

RECEIVED
MAR 06 2018

BY:

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section 11.1, inclusive, in that the proposed use is arranged in a manner that protects public health, safety and welfare, is of such character that it harmonizes with the area, does not adversely affect traffic, traffic flow or road capacity, protects the environment and can be accommodated by the Town's infrastructure, and it is consistent with future development envisioned in the regulations and in the recently adopted Plan of Conservation and Development-2016. VOTE: UNANIMOUS MOTION CARRIED

- c. AMC Lisbon 12 – Zoning Permit Application – 170 River Road – Installation of Signage – Shaddy Keffer of Artfx Signs, 27 Britton Drive, Bloomfield, CT was present. He explained that the proposed signage would be a total of 145 square feet. The Commission members had previously received a Staff Summary Sheet from Michael Murphy, Town Planner. Motion by G. Ritacco second by T. Danburg to approve the application of Artfx Signs, for illuminated wall sign channel letters as proposed by AMC Entertainment at the AMC Theatre, Lisbon, CT in accordance with the provisions of sections 15 and 2.8 with the following modifications:

1. The applicant provide a total square footage for building signage in accordance with section 15.8.1 e
2. The applicant address technical items of staff regarding the address and administrative information on the application.

VOTE: UNANIMOUS MOTION CARRIED

7. New Business

a. Receipt of New Applications

1. 31 Strawberry Street (Lot #39) – John Faulise of Boundaries, LLC, 179 Pachaug River Drive, Griswold, CT was present. He stated that lot #39 required a Special Permit to develop, as it is a rear lot. He said lots 44, 50 and 78 had also required special permits to build on. Motion by R. Giroux second by T. Danburg to accept the application for review and schedule a Public Hearing for May 1, 2018 at 6:30 P.M.

VOTE: UNANIMOUS MOTION CARRIED

b. Referrals - NONE

8. Any other business which may properly come before the commission - NONE

- a. Line Item – Motion by R. Giroux second by K. Sperry to ask for an additional appropriation of \$1000 to line item #51750, Supplies and Expenses. VOTE: UNANIMOUS MOTION CARRIED

copy 2/19

3/21/18

TOWN OF LISBON ZONING PERMIT APPLICATION

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- ☐ SITE PLAN REVIEW OF PROPOSED DEVELOPMENT IN ACCORDANCE WITH SECTION 2.5 AND SECTION 12
☐ PLANNING AND ZONING COMMISSION ADMINISTRATIVE REVIEW OF CHANGES TO COMMERCIAL/INDUSTRIAL
BUILDINGS AND PROPERTIES IN ACCORDANCE WITH SECTION 2.8 AND SECTION 10.13
☒ SITE PLAN REVIEW OF ASSOCIATED SIGNAGE IN ACCORDANCE WITH SECTION 15.8

PROJECT DESCRIPTION:

ILLUMINATED WALL SIGN CHANNEL LETTERS
72" h x 24' - 2 3/4" w - 145.37 sq'

PROJECT NAME: AMC ENTERTAINMENT ACREAGE: 21.33 ZONING DISTRICT: IP-2
LOT IN SQUARE FEET: _____ TOTAL FLOOR AREA IN SQUARE FEET: _____

PARCEL IDENTIFICATION INFORMATION

STREET ADDRESS OF PROPERTY IF AVAILABLE: 170 RIVER ROAD - suite 100
MAP /BLOCK /LOT: Parcel ID - 20/014/0000
VOLUME/ PAGE: 20/016/0000

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

- APPLICANT: Artfx Signs 27 Britten Dr, Bloomfield, CT 06002
TELEPHONE: 860 242 0031 EMAIL: tina@artfxsigns.com
➤ APPLICANT'S AGENT (IF ANY): _____
TELEPHONE: _____ EMAIL: _____
➤ OWNER / TRUSTEE: LISBON LANDING LLC 33 Boylston St. Suite 3000
TELEPHONE: 617-232-8900 EMAIL: maiba@wsdevelopment.com
➤ ENGINEER/ SURVEYOR/ARCHITECT: _____
TELEPHONE: _____ EMAIL: _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) AND MAP(S) PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS AND ORDINANCES.

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SIGNATURE OF APPLICANT/AGENT: Tina Varner PRINTED NAME OF APPLICANT/AGENT: TINA VARNER
DATE: 2-19-18

SIGNATURE/RECORD OWNER: See Attached PRINTED NAME/RECORD OWNER: _____
DATE: _____

APPLICATION SUBMITTAL DATE: 3/21/2018 FEE(S) PAID: \$360.74

OFFICIAL DAY OF RECEIPT: 4/3/2018

*P & Z COMMISSION ACTION: Approved with Modifications DATE: 4/3/2018

CHAIR'S SIGNATURE: [Signature]

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH ANY DIRECTIVES, MODIFICATIONS AND/OR CONDITIONS REQUIRED, THE ZONING ENFORCEMENT OFFICER MAY ISSUE THE ZONING PERMIT.

Zoning Enforcement Officer

DATE: _____

(* Any modifications, directives or conditions attached to PZC action, or any reasons for denial, shall be reflected in the record and attached)

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9. Public Comment – James Carignan of North Burnham Highway had questions about the Hamel application, as he had missed the public hearing. He was told by Chairman Adams that he could stop in to the Town Clerk's office to review the application during regular business hours.
10. Adjournment - Motion made by T. Danburg second by K. Sperry to adjourn at 7:50 P.M.

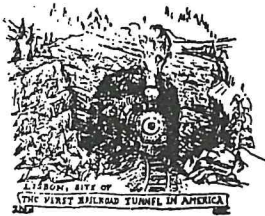
VOTE: UNANIMOUS MOTION CARRIED



Elaine Joseph, clerk

Approved: _____
Robert Adams, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 4/11/18 AT 9:30 a.m.
ATTEST. LAURIE TIROCCCHI, TOWN CLERK

PLANNING & ZONING COMMISSION
TOWN OF LISBON
1 Newent Road
Lisbon, Connecticut 06351

NOTICE OF DECISION

Town of Lisbon
Planning and Zoning Commission

At the regular meeting of the Town of Lisbon Planning and Zoning Commission held on Tuesday, April 3, 2018, the following actions were taken:

1. Zoning Permit Application – Black & Veatch (Tesla Motors, Inc.) – 160 River Road
APPROVED WITH MODIFICATIONS
2. Special Permit Application – Richard A. Hamel – 363 N. Burnham Hwy
APPROVED WITH CONDITIONS
3. Zoning Permit Application – AMC Lisbon 12 – 170 River Road
APPROVED WITH MODIFICATIONS

Dated at Lisbon, Connecticut this 11th day of April 2018.

Robert D. Adams, Chairman
Lisbon Planning and Zoning Commission

RECEIVED FOR RECORD AT LISBON
CT ON 4/11/18 AT 9:30 AM
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi