OFFICE USE ONLY – Site Plan Review (REFERENCE Chapter 62 Site Plans, Lisbon Code of Ordinances)	
Application Number: 24.13	Date Received:
Project Name: 42 Lisbon St Skelton	Fee Paid (amount):
Applicant: Andrew Skelton	Tier 1 _____ Tier 2 _____

Town of Lisbon, Maine
SITE PLAN REVIEW APPLICATION

Site Plan Name/Title: 42 Lisbon St Skelton's

This application must be received at the Town Office by close of business on the **2nd Thursday of the month** to be considered at the regular Planning Board meeting on the 4th Thursday of the month.

Applicant Information

2. Name of Applicant: Andrew Skelton / Carrie Skelton
   Address: 702 Huntington Hill RD Litchfield ME
   Telephone: (207) - 751-9537

1. Name of Property Owner (if different): Bill / Marcie Hyde ~ Springer Holdings LLC
   Address: 42 Lisbon St Lisbon ME
   Telephone: (207) 268-9002

3. Name of authorized agent (if different): _____
   Address: _____
   Telephone: ( )

4. If applicant is a corporation, check if licensed in Maine: _____ No _____ Yes
   (if yes, attach a copy of State registration)

5. Person and address to which all correspondence regarding this application should be sent (if different):
   Name: Andrew Skelton
   Address: 364 State RD West Bath ME 04530
   Telephone: (207) 443-6900

I have reviewed all submission requirements and completed the remaining pages of this application form.
✓ Attachments Checklist ____ Waiver Request Form

To the best of my knowledge, all the information submitted in this application is complete and correct.

Signature of Applicant _____ Date 6-1-24

OFFICE USE ONLY – Site Plan Review (REFERENCE Chapter 62 Site Plans, Lisbon Code of Ordinances)	
Application Number:	Project Name:

Property Information

6. Location of Property (Street or Road) 42 Lisbon St Lisbon Mō

   Register of Deeds Book _____ Page _____

   Lisbon Tax Maps Map _____ Lot _____

7. What legal interest does the applicant/owner have in the property to be developed (fee ownership, option, purchase and sale contract, etc.)? Attach evidence of interest.
   1YR Lease to buy out @ end of First of 2025

8. What interest does the applicant/owner have in any property abutting the parcel to be developed?
   _____

9. Are there any easements or restrictive covenants on the property to be developed?
   _____ Yes ___X___ No. If yes, please specify:

10. Current zoning of property: Commercial
    Current use(s) of property: Auto Repair / Sales

11. Is any part of the project or property(s) in question part of an overlay zone?
    _____ Aquifer Protection Overlay ____ Wellhead Protection Overlay

12. Indicate if this property has previously been reviewed and/or permitted as part of a town-approved subdivision, site plan review, conditional use, floodplain development, or planning board or appeals board review:
    _____
    _____
    _____

Project Information

13. Proposed use of property: Auto Sales / Repair Dealer

14. Nature of the Project. Provide a brief description of the proposed project, including proposed businesses and/or use(s), proposed buildings and structures, proposed site work and other improvements to the property, or other information to familiarize the Planning Board with your application.
    Remove existing building, Rebuild 42/24 showroom 30/60 Repair Shop. State of the art new car looking building. Sales of autos out front.

OFFICE USE ONLY – Site Plan Review (REFERENCE Chapter 62 Site Plans, Lisbon Code of Ordinances)	
Application Number:	Project Name:

15. Total acreage of parcel: 7 Acreage to be developed: 4

16. Please indicate classification (per Chpt. 62-31, Site Plan Ordinance): _____ Tier 1 _____ Tier 2

All new construction or expansion of buildings or use of land for commercial, industrial or institutional use where the activity is greater than 1,000 square feet shall be subject to site plan review. This includes multifamily developments that are not considered a subdivision, and site improvements which involve filling, cutting and/or earth moving of greater than 500 cubic yards of soil (for other than new single-family residential construction and municipal roads).

A project is classified as Tier 1 if: (1) Less than 5,000 square feet of floor or land area, (2) a residential structure with fewer than 5,000 square feet of floor area converted to nonresidential use; (3) a change in use of a nonresidential structure, (4) a residential structure altered to create fewer than eight dwelling units and not considered to be a subdivision. All other projects are Tier 2.

17. Are there any state or federal permits required for the proposed use? ✓ Yes _____ No

If yes, please attach a list of all required permits and the status of any permitting activities.

Auto Dealer / Mine Inspection Dept

18. Please list all professional surveyors, engineers, architects, or others preparing this Site Plan (if applicable):

Firm or Licensed Individual: Morton buildings

Firm or Licensed Individual: _____

If additional professionals, attach separate list.

19. Does this development propose the extension of public infrastructure? _____ Yes X No

If yes, what kind:

_____ streets/roads	_____ sewer lines
_____ sidewalks	_____ storm drains
_____ fire hydrants	_____ water lines
_____ other: _____	

20. Proposed water supply:

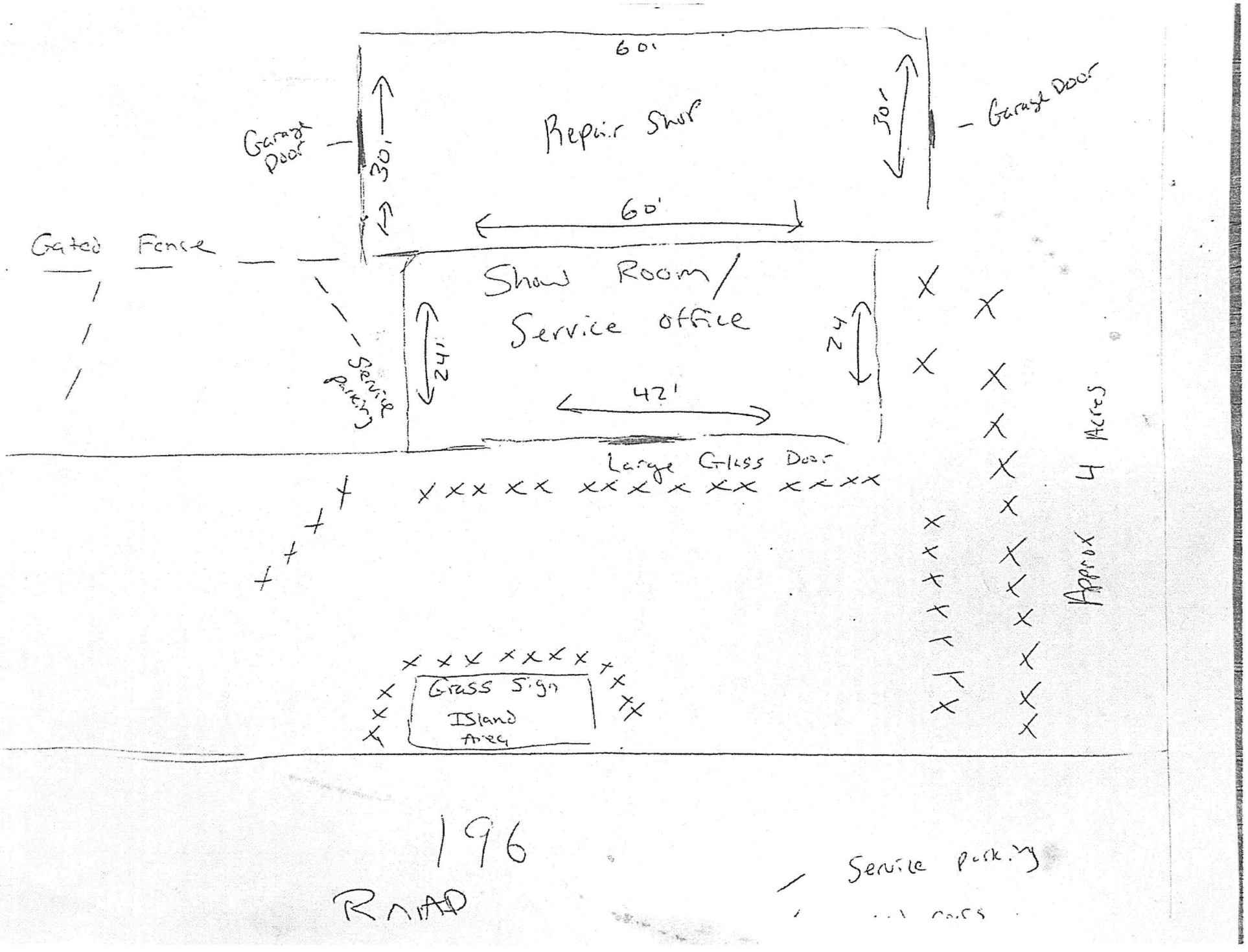
_____ individual well(s)
_____ central well with distribution lines
X connection to public water system
_____ other: _____

21. Proposed sewage disposal:

_____ individual subsurface disposal system(s)
_____ central on-site disposal with collection lines
X connection to public sewer system
_____ other: _____

22. Does the applicant intend to request waivers of any requirements? _____ Yes _____ No

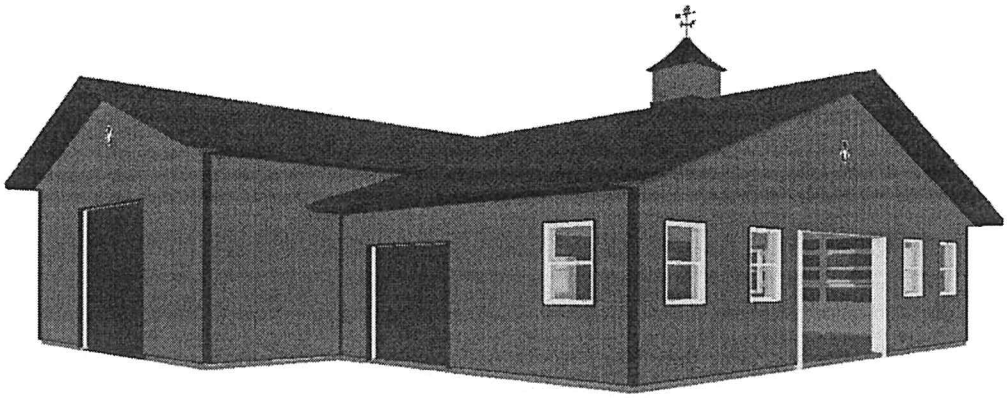
(See attached Waiver Request Form if applicable)

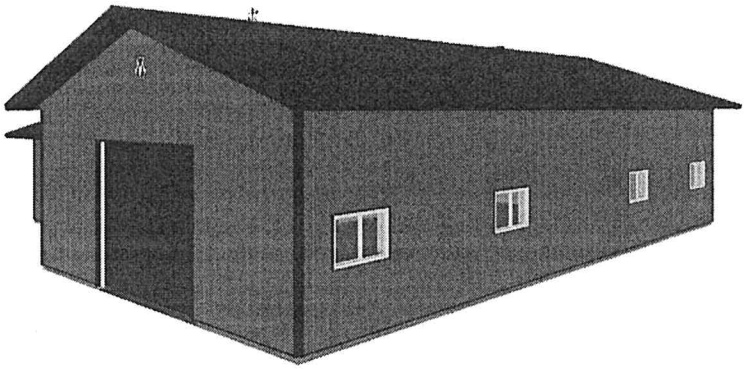

60'
Repair Shop
30'
30'
Garage Door
Garage Door
60'
Gated Fence
Show Room/
Service office
24'
42'
24'
42'
Service parking
Large Glass Door
Approx 4 Acres
Grass Sign
Island area
196
ROAD
Service parking

From: Skelton's Foreign Auto LLC <skeltonsforeignauto@gmail.com>
Sent: Thursday, July 11, 2024 3:04:18 PM
To: Mark Stambach <MStambach@lisbonme.org>
Subject: 42 Lisbon

Mark
Here's some picture renditions of what we would like for the dealership to look like. Just wanted to attach this to my file.

Thanks Andrew





EA

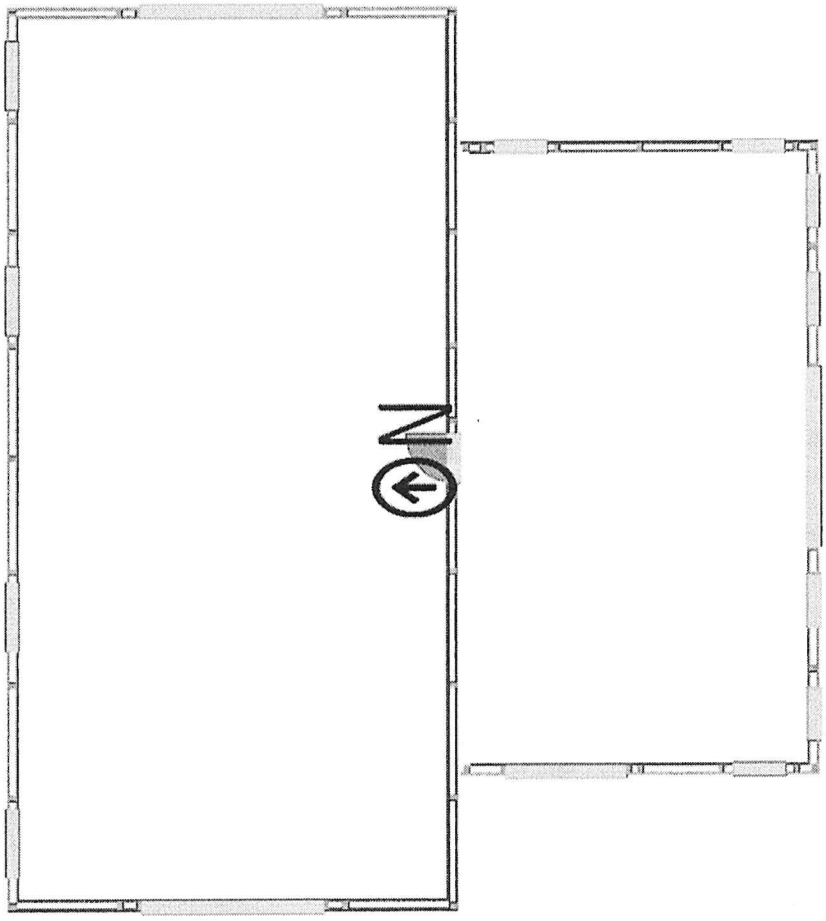
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MORTON BUILDINGS, INC.

Date:
Page:

252 W. Adams, P.O. Box 399 • Morton, Illinois 61550-0399

Building Connection Information



OFFICE USE ONLY – Conditional Use Application
Application Number: *Project Name:*

of Lisbon, Maine
)0

Fee:

CONDITIONAL USE APPLICATION

Project Name/Title:
42 Lisbon St / Skeltons

This application must be received at the Town Office by close of business on the 2nd **Thursday of the month** to be considered at the regular Planning Board meeting on the 4th Thursday of the month. The applicant shall provide **10 copies** of the application form and all submission materials.

Applicant Information

2. Name of Applicant:	Andrew Skelton Carrie Skelton Litchfield
Address	702 Huntington Hill RD
Telephone	(207) 751-9537
1. Name of Property Owner (if different):	Springer Holdings
Address	Po Box 278 Sabattus
Telephone	(207) 268 9002
3. Name of authorized agent (if different):	
Address	
Telephone	( )
4. If applicant is a corporation, check if licensed in Maine:	_____ No _____Yes (if yes, attach a copy of State registration)
5. Person and address to which all correspondence regarding this application should be sent (if different):	
Name Andrew / Carrie Skelton	
Address 364 State RD West Bath ME	04530
Telephone	(207) 751-9537

I have reviewed all submission requirements and completed the remaining pages of this application form.
___ Attachments Checklist ___ Waiver Request Form

To the best of my knowledge, all the information submitted in this application is complete and correct.

Signature of Applicant — Date: 8-15-24

OFFICE USE ONLY – Conditional Use Application (REFERENCE Chapter 70, Article III, Lisbon Code of Ordinances)
Application Number: *Project Name:*

Property Information

6. Location of Property (Street or Road) 42 Lisbon St Lisbon ME
Register of Deeds Book _____ Page _____
Lisbon Tax Maps Map _____ Lot _____

7. What legal interest does the applicant/owner have in the property to be developed (fee ownership, option, purchase and sale contract, etc.)? Attach evidence of interest.
Lease w/ Purchase option

8. What interest does the applicant/owner have in any property abutting the parcel to be developed?

9. Are there any easements or restrictive covenants on the property to be developed?
_____ Yes X No If yes, please specify: _____

10. Current zoning of property: Commercial
Current use(s) of property: Commercial

11. Is any part of the project or property(s) in question part of an overlay zone?
✓ Aquifer Protection Overlay _____ Wellhead Protection Overlay

11. Indicate if this property has previously been reviewed and/or permitted as part of a town-approved subdivision, site plan review, conditional use, floodplain development, or other planning board or appeals board review:
Site was prev Auto Sales Repair
Mark Stated was never approved by board.

Project Information

If the applicant is not the owner of the property, then a letter of intent from the owner authorizing the application as submitted and noting that it is provided with the full authority of the owner.

12. Nature of the Project. Provide a brief description of the proposed project, including proposed use(s), proposed buildings and structures, proposed site work and other improvements to the property, or other information to familiarize the Planning Board with your application.
Remove old trash building. Build new state of the art dealership with higher end look. To Service / Sell nice higher end Automobiles.

OFFICE USE ONLY – Conditional Use Application (REFERENCE Chapter 70, Article III, Lisbon Code of Ordinances)
Application Number: *Project Name:*

Waiver Request Form
Conditional Use Application

If anticipated, the applicant should indicate any requests for waivers of review standards or application submission requirements, to submit with the Conditional Use Application form.

Where the code enforcement officer and/or planning board makes written findings of fact that extraordinary and unnecessary hardships may result from strict compliance with review standards, or where there are special circumstances of a particular project, the code enforcement officer and/or planning board may waive any review standard provided that such waivers will not have the effect of nullifying the purpose of theChapter, Code or

comprehensive plan. In granting waivers, the code enforcement officer and/or planning board shall require such conditions as will assure the purpose of the chapter are met.

Further, where the planning board makes written findings of fact that there are special circumstances of a particular application, it may waive portions of the application information requirements, unless otherwise indicated in this chapter, provided that the applicant has demonstrated that the standards of this chapter have been or will be met, the public health, safety and welfare are protected, and provided the waivers do not have the effect of nullifying the intent and purpose of the comprehensive plan of this chapter.

Applicants should take note that the planning board CANNOT waive or give variances on the following: a land use not allowed under the Lisbon Zoning Ordinance (see Section 70-531, Table of Land Uses), and dimensional requirements such as lot size/density, setbacks, frontage, etc. (see Section 70-536, Dimensional Requirements). Variances for dimensional requirements may be requested only through the Lisbon Board of Appeals.

1. Standard/requirement to be waived:	
Need/reason for waiver:	
2. Standard/requirement to be waived:	
Need/reason for waiver:	
3. Standard/requirement to be waived:	
Need/reason for waiver:	
4. Standard/requirement to be waived:	
Need/reason for waiver:	
Attach additional page(s) if necessary.	

☐

OFFICE USE ONLY – Conditional Use Application (REFERENCE Chapter 70, Article III, Lisbon Code of Ordinances)

Application Number: *Date Received:*

Project Name: *Fee Paid (amount):*

Applicant:

Conditional Use Application
ATTACHMENTS CHECKLIST

REFERENCE Chapter 70-193(b), Lisbon Code of Ordinances

ü or N/A		*OFFICE USE ONLY*
	Basic Required Attachments:	
	1. A complete set of plans in accordance with the submission requirements under section 66-52 (3) of the Town of Lisbon Subdivision Ordinance: *Preliminary Plan*. The preliminary plan and all application material shall be submitted in **ten (10) copies** of one or more maps or drawings which may be printed or reproduced on paper, with all dimensions shown in feet or decimals of a foot. The plan shall be drawn to a scale of not more than 100 feet to the inch.	
	2. If the applicant is not the owner of the property, then a letter of intent from the owner authorizing the application as submitted and noting that it is provided with the full authority of the owner, ***10 copies.***	

3. A statement addressing all of the applicable factors listed in section 70-194 of this Zoning Ordinance*(10 copies)*:

Factors applicable to conditional uses

A. Primary factors. In considering a conditional use permit, the planning board shall evaluate the immediate and long-range effects of the proposed use upon:

i. Health. The maintenance of safe and healthful conditions.

ii. Pollution. The prevention and control of water pollution and sedimentation.

iii. Building sites. The control of building sites, placement of structures and land uses.

iv. Wildlife habitat. The protection of spawning grounds, fish, aquatic life, bird and other wildlife habitat.

v. Shore cover. The conservation of shore cover, visual as well as actual points of access to inland and coastal waters and natural beauty.

B. Additional factors. The planning board shall also consider the following factors:

i. Compatibility with area. The compatibility of the proposed use with adjacent land uses.

ii. Need. The need of a particular location for the proposed use.

iii. Access. Access to the site from existing or proposed roads.

iv. Flooding. The location of the site with respect to floodplains and floodways of rivers or streams.

v. Waste disposal. The amount and type of wastes to be generated by the proposed use and the adequacy of the proposed disposal systems.

vi. Impact on land and water. The impact of the proposed use on the land and adjacent water bodies and the capability of the land and water to sustain such use without degradation.

vii. Topography. Existing topographic and drainage features and vegetative cover on the site.

viii. Eroston. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.

ix. Transportation. The impact of the proposed use on transportation facilities.

x. Community facilities. The impact of the proposed use on local population and community facilities.

xi. Water supply. The impact of the proposed use on local water supplies.

Possible Additional Attachments:

In order to secure information upon which to base its determination, the planning board may require the applicant to furnish, in addition to the information required for a conditional use permit, the following information:

1. *Contours; groundwater; bedrock; slope; vegetation.* A plan of the area showing contours at intervals to be determined by the planning board and referred to mean sea level, normal high water elevation, groundwater conditions, bedrock, slope and vegetative cover.
2. *Soils.* A soils report identifying the soils boundaries and names in the proposed development with the soils information superimposed upon the plot plan in accord with the USDA Soil Conservation Service National Cooperative Soil Classification.
3. *Buildings; access; open space.* Location of existing and proposed buildings, parking areas, traffic access, driveways, walkways, piers, open spaces, and landscaping.
4. *Sewage; water.* Plans of buildings, sewage disposal facilities, and water supply systems.
5. *Technical assistance.* Other pertinent information necessary to determine if the proposed use meets the provisions of this chapter. In evaluating each application, the planning board may request the assistance of the regional planning commission, county soil and water conservation district, and any other state or federal agency which can provide technical assistance.
6. *Access management.* If the project includes new or existing driveway access onto Lisbon Street (Route 196), Main Street north of Huston Street (Route 125), Mill Street, Ridge Road (Route 9), or Upland Road, it shall be subject to the requirements of Chpt. 46-134 Access Management. The applicant is required to apply for review and permit for driveway access according to this ordinance.

OFFICE USE ONLY – Conditional Use Application (REFERENCE Chapter 70, Article III, Lisbon Code of Ordinances)

Application Number: *Date Received:*

Project Name: *Fee Paid (amount):*

Applicant:

Conditional Use Review
Planning Board Procedure Checklist

Date Completed

1. Initial application received (10 copies), payment of fee(s)
2. (a) Code Enforcement Officer determines submission complete, go to #6
   (b) OR may be referred to Planning Board to review for completeness
3. Schedule initial review meeting with Planning Board (to review application and determine completeness)
4. Refer application submission to appropriate staff for review or additional information, as appropriate
5. At review meeting, PB determine if additional submission materials needed, determine if complete, provide written notice
6. Schedule public hearing at least 14 days after notice of completeness or receipt of complete submission; abutters must be provided with a notice of receipt of an application and date of public hearing (and site visit if applicable) by mail at least 7 days before the hearing
7. Notice of filing of an application and notice of scheduled public hearing, published by newspaper at least 7 days before the hearing; include notice of scheduled site visit if applicable
8. Planning Board site visit (optional)
9. Public hearing held: (a) applicant presentation, (b) staff comments/ presentation, (c) public comment
10. Planning Board review of application and decision (approve, approve with conditions, deny) – ***does not have to be same meeting as hearing***
11. Provide applicant and abutters with written notice of decision, including reasons for decision, **within 20 days of the public hearing.**

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For informational purposes, applicant not required to submit this form.

(REFERENCE Chapter 70, Article III, Lisbon Code of Ordinances)

Conditional Use Permit Review
Applicant Procedure Checklist

Date completed Please refer any questions regarding the procedure to appropriate town staff.

1. **Submit Application to Town Office (Code Enforcement Officer), by the 2nd Thursday of the month:**
   a. Complete application form and prepare all required submission materials (see checklist), provide 10 copies of all forms and materials;
   b. Applicant must pay any required fee(s) at time of submission;
   c. Schedule an initial submission review meeting with Planning Board (regular meetings are 4th Thursdays of the month).

2. **Attend first Planning Board meeting, initial application review:**
   a. Planning board will review the submitted materials, including any requests for waivers, and make a determination if the submission is complete or if additional materials must be provided;
   b. If Board determines submission is complete, applicant will be provided with a written notice; if submission is not complete, Board will specify additional materials needed, applicant must provide additional materials to the Code Enforcement Officer and will then be issued a written notice of completeness;
   c. A public hearing with the Planning Board will be scheduled within 14 days of issuance of written notice of completeness; the Town will send notices to all abutters and publish a public notice of scheduled hearing;
   d. Board may request a site visit prior to the public hearing;
   e. Application will be referred to appropriate town departments/staff as appropriate, prior to public hearing.
3. **Optional site visit:**
   If a site visit is scheduled, the Town shall publish notice of the site visit; the applicant shall be present at the Board site visit.
4. **Attend public hearing:**
   a. Applicant (or representative) will be allowed a brief presentation;
   b. Town staff will present any comments;
   c. Public hearing will be opened, Board will make a note of all public and abutter comments;
   d. Upon close of public hearing, no further comment or discussion from the public or applicant shall be entertained; the Board will decide whether to conduct their review and decision immediately after the hearing, or may table the application review to a second meeting (held within two weeks of the public hearing);
5. **Planning Board Review (may be a separate meeting from the hearing):**
   a. Planning Board shall conduct a review of the proposed conditional use based on the standards and requirements of town ordinance(s) (see Conditional Use Permit Standards Checklist);
   b. The Board shall make a decision to (a) approve, (b) approve with conditions, or(c) deny the proposed conditional use, and will indicate any specific conditions and requirements of approval in its written notice of decision.
6. **Written notice of decision:**
   The Town shall provide the applicant and abutters with a written notice of the decision, including reasons for decision and any conditions (must be provided within 20 days of the public hearing).
7. **Issuance of permits and compliance with conditions:**
   Upon issuance of a written decision to approve, the applicant may obtain appropriate permit(s) from the Code Enforcement Officer; the applicant will be required to comply with all conditions specified in the written decision.

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OFFICE USE ONLY – Conditional Use Application (REFERENCE Chapter 70, Article III, Lisbon Code of Ordinances)

Application Number: *Date Received:*

Project Name: *Fee Paid (amount):*

Applicant:

Conditional Use Permit Standards Checklist

Waivers. *Where the code enforcement officer and/or planning board makes written findings of fact that extraordinary and unnecessary hardships may result from strict compliance with review standards, or where there are special circumstances of a particular project, the code enforcement officer and/or planning board may waive any review standard provided that such waivers will not have the effect of nullifying the purpose of this chapter, Code or comprehensive plan. In granting waivers, the code enforcement officer and/or planning board shall require such conditions as will assure the purpose of this chapter are met.*

Sec. 70-194. - Factors applicable to conditional uses

(a) Primary factors. **In considering a conditional use permit, the planning board shall evaluate the immediate and long-range effects of the proposed use upon:**

Met Not Waived *1. Health.* The maintenance of safe and healthful conditions.
5 5 5

Conditions:

Met Not Waived *2. Pollution.* The prevention and control of water pollution and
5 5 5 sedimentation.

Conditions:

Met Not Waived *3. Building sites.* The control of building sites, placement of structures and
5 5 5 land uses.

Conditions:

Met Not Waived *4. Wildlife habitat.* The protection of spawning grounds, fish, aquatic life,
5 5 5 bird and other wildlife habitat.

Conditions:

Met Not Waived *5. Shore cover.* The conservation of shore cover, visual as well as actual
5 5 5 points of access to inland and coastal waters and natural beauty.

Conditions:

(b) Additional factors. **The planning board shall also consider the following factors:**

Met Not Waived *1. Compatibility with area.* The compatibility of the proposed use with
5 5 5 adjacent land uses.

Conditions:

Met Not Waived *2. Need.* The need of a particular location for the proposed use.
5 5 5

Conditions:

Met Not Waived *3. Access.* Access to the site from existing or proposed roads.
5 5 5

Conditions:

Met Not Waived *4. Flooding.* The location of the site with respect to floodplains and
5 5 5 floodways of rivers or streams.

Conditions:

Met Not Waived 5. *Waste disposal.* The amount and type of wastes to be generated by the proposed use and the adequacy of the proposed disposal systems.
5 5 5

Conditions:

Met Not Waived 6. *Impact on land and water.* The impact of the proposed use on the land and adjacent water bodies and the capability of the land and water to sustain such use without degradation.
5 5 5

Conditions:

Met Not Waived 7. *Topography.* Existing topographic and drainage features and vegetative cover on the site.
5 5 5

Conditions:

Met Not Waived 8. *Erosion.* The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
5 5 5

Conditions:

Met Not Waived 9. *Transportation.* The impact of the proposed use on transportation facilities.
5 5 5

Conditions:

Met Not Waived 10. *Community facilities.* The impact of the proposed use on local population and community facilities.
5 5 5

Conditions:

Met Not Waived 11. *Water supply.* The impact of the proposed use on local water supplies.
5 5 5

Conditions:

Additional conditions list, next page.□

Sec. 70-195. - Conditions attached to conditional uses

Additional conditions. Upon consideration of the factors listed in section 70-194, the planning board may attach such conditions, in addition to those required elsewhere in this chapter, that it finds necessary to further the purposes of this chapter. Such conditions may include, but are not limited to specifications for:

Additional Factors ***Conditions***

Type of vegetation:

Increased setbacks and yards:

Specified sewage disposal and water supply facilities:

Landscaping and planting screens:

Period of operation:

Operational controls:

Professional inspection and maintenance:

Sureties:

Deed restrictions:

Restrictive covenants:

Locations of piers, docks, parking and signs, type of construction:

Any other conditions necessary to fulfill the purpose of the conditional use chapter:

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OFFICE USE ONLY – Conditional Use Application
Application Number: *Project Name:*

Site Plan Review
Local Ordinances Checklist:

This checklist is provided to ensure that all municipal ordinances have been considered for applicability and that appropriate standards are met.

N/A Met Not <u>Table of Land Uses, Table of Dimensional Requirements</u>.
5 5 5 Chapter 70, Article IV, Division 13 and Division 14
These tables list all permitted and non-permitted land uses by zone/district, and indicate dimensional requirements (lot size, density, frontage, setbacks) by zone.

N/A Met Not <u>Manufactured Housing, Mobile Homes and Trailers, [Parks]</u>.
5 5 5 Chapter 22, Article II
No manufactured housing, house trailer or mobile home park shall be established in the town except upon application to the planning board and the town council.