

**TOWN OF LISBON
SPECIAL PERMIT APPLICATION**

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

- > APPLICANT: FARMERS' MARKET COMMITTEE TELEPHONE: 860-376-3400
 ADDRESS: NEWENT RD. LISBON, CT 06351 EMAIL: Farmers-Market@lisbomct.ct
- > APPLICANT'S AGENT (IF ANY): LAURA SWEET TELEPHONE: 860-376-3400
 ADDRESS: NEWENT RD LISBON CT 06351 EMAIL: Farmas_Market@lisbomct.ct
- > OWNER / TRUSTEE: TOWN OF LISBON TELEPHONE: 860-376-3400
 ADDRESS: NEWENT RD LISBON, CT 06351 EMAIL: _____
- > ENGINEER/ SURVEYOR/ ARCHITECT: _____ TELEPHONE: _____
- > ADDRESS _____ EMAIL: _____

1. TO BE ACCEPTED BY THE PLANNING AND ZONING COMMISSION, THIS ENTIRE APPLICATION MUST BE COMPLETED, SIGNED BY THE PARTIES LISTED BELOW, AND SUBMITTED WITH THE REQUIRED FEE(S) 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: *Laura Sweet* PRINTED NAME OF APPLICANT/AGENT: LAURA SWEET
 DATE: 02/14/2024

SIGNATURE/RECORD OWNER: *[Signature]* PRINTED NAME/RECORD OWNER: THOMAS W. SHAWMAN, FIRST SELECTMAN
 DATE: 02/14/2024

PARCEL IDENTIFICATION INFORMATION

STREET ADDRESS AND/OR LOCATION OF PROPERTY: 12 S. BURNHAM HWY, NEWENT RD, 7 NEWENT RD & 11 NEWENT RD LS 3-12-24
 MAP /BLOCK /LOT: 10/109/0000, 10/108/0003, 10/108/0002 LS 3-12-24
 VOLUME/ PAGE: 187/879, 21/213, 14/556 LS 3-12-24

PROJECT NAME: LISBON FARMERS' MARKET ACREAGE: 3.21 7.07 CT/MAE COMBINED ACREAGE
 LOT IN SQUARE FEET: _____ TOTAL FLOOR AREA IN SQUARE FEET: _____ ZONING DISTRICT: R-60 LS 3/11/24

PROJECT DESCRIPTION, APPLICABLE REGULATIONS, AND PROPOSED STATEMENT OF APPROPRIATENESS OF USE:

LISBON FARMERS' MARKET SEEKS TO CHANGE LOCATION FROM THE BARN TO THE PROPERTY DESCRIBED ABOVE. REQUESTING SPECIAL PERMIT PER §§ 10.27 AND 11. PLEASE SEE ATTACHED Appendix. LS 3/12/24

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

UPON APPROVAL OF THIS APPLICATION BY THE PZC, AND COMPLIANCE WITH 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.)

ADDENDUM

MAR - 1 2024

Continued from page 1 of Town of Lisbon Special Permit Application

The Farmers Market Committee hereby requests a waiver of Section 12 site plan requirements.

The Lisbon Farmers' Market Committee (FMC) is proposing a move from the Lisbon Meadows Barn to the Newent Meeting House Green (the Green). The Lisbon Historical Society has granted permission (see their letter attached as Exhibit A and incorporated by reference). The Historical Society will permit the use of the restroom in the Meeting House auxiliary room, which is handicap accessible.

The impetus for this proposal is the Green location is a bucolic locale with shade, visibility and is easier for patrons to access via the Meeting House parking. There are 21 parking spaces and 2 handicap spaces directly in front of the Green. In the event that there is a need for additional parking, we have received permission from the Active Aging Center (see email attached as Exhibit B and incorporated by reference) to use their lot as overflow parking (there are 44 spaces there). There is no conflict for spaces because the Active Aging Center closes at 3:00 pm and the market does not open until 3:30 pm. This also would not conflict with the pick-up schedule for Lisbon Central School parents, as the pick-up concludes by 3:15 p.m. and the market does not open until 3:30 p.m.

The conditions for use the Historical Society provided FMC set forth the following rules for vendor parking on the Green: "If the vendor pulls in on the grass far enough to reach the edge of the field in back, between the big trees, they may park there and back out, no turning on grass at the conclusion of the weekly market. They may then obtain items from their vehicles. No vehicles with dual wheels in the rear are permitted on the grass. The permission is restricted to vendors parking on the east or school track side of the driveway." The FMC proposes vendors with dual wheels will drop off their goods and materials and then park their vehicle in what is currently the fire department parking lot. It is anticipated this lot will be vacant by the time the market opens on 6/27/24. In the event the fire department has not departed those premises, vendors can park in the Senior Center parking area.

The FMC proposes that food trucks will park in the Town Hall parking spaces. Again, Town Hall business concludes by 3:15 pm on Thursdays and the market would not open until 3:30 pm.

It is proposed that vendors would form two lines within a 200 x 50 foot area to the north of the Meeting House. 12 x 10 feet is needed for each vendor's tent. This would therefore accommodate up to 16 vendors on each side for a total maximum of 32 vendors.

The maximum number of food trucks permissible would be 5 or 30% of the total number of vendors at any given market (whichever number is less). The Lisbon Town Hall parking lot measures 100 X 38 X 77 feet which would accommodate 5 food trucks. This would also provide a separate area for trucks to congregate which is in keeping with how other markets position food trucks. The food trucks operate on their own generated power and do not require electrical outlets. The most common size of food truck is 16 X 7 feet long so there is ample room to accommodate the maximum number of trucks should that occur.

The FMC has received confirmation from the Uncas Health Department that this move would require no additional action on its part for the move (see attachment C incorporated by reference).

The Standards set forth in Section 10.27.2 would require modification in only subsection d to reference the parking arrangements described above. Other subsections would remain the same (with the caveat that the modifications being sought in subsection g are finalized by the time this permit is presented for

MAR 1 '24 AM 10:38
RCV LISBON TOWN CLERK
My grand

a public meeting.) No modifications to the current Farmers' Market rules (attachment D and incorporated by reference) would be required.



c/o Lisbon Town Hall
1 Newent Road / Lisbon, CT 06351
www.lisbonfarmersmarket.com

February 21, 2024

Planning and Zoning Commission
Town of Lisbon
1 Newent Rd.
Lisbon, CT 06351

Dear Commission Members:

Attached is the Lisbon Farmers' Market (LFM) special permit application requesting we move from our current location in the Lisbon Meadows Barn parking lot to the Newent Meeting House Green. **The LFM Committee hereby requests a waiver of section 12 site plan requirements.**

Included with this application is a map of the proposed placement for vendors, food trucks and parking. The LFM has received permission from the Senior Center to use its parking lot as overflow on days parking needs exceed the 23 spaces (including handicap spaces) at the meeting house itself. Operating hours for the Senior Center (and the pick up of Lisbon Central School children) do not conflict with the LFM's hours of operation. Additionally, the Committee has confirmed with the Uncas Health Department that no action is needed by them for this move to take place.

We look forward to answering questions and thank you for considering this special permit application.

Sincerely,

Ed Gionet, Chairman

Supporting *Local Farmers* and the *Good Health* of the community

RECEIVED
11:14am
FEB 28 2024
Ed Gionet
TOWN CLERKS OFFICE
TOWN OF LISBON



Lisbon Farmers' Market Rules

Governing Agencies: The Lisbon Farmers' Market is sponsored by the Town of Lisbon in conjunction with the Connecticut Department of Agriculture. The Lisbon Farmers' Market is organized by a committee and is designated as their representative body for all matters involving the Market. Our goal is to provide locally grown fresh food to our community, and to support and promote local farms. The Lisbon Farmers' Market will be held on the grounds of the Lisbon Community Center (The Barn), South Burnham Highway (Route 169), Lisbon, CT 06351.

Obligations of Market Vendors to Government Agencies: Lisbon Farmers' Market Vendors must comply with all pertinent Town of Lisbon, State of Connecticut and Federal regulations. Vendors must conform to the requirements of State and local health agencies and must maintain required health documents and/or licenses at their market site. Scales must bear a Connecticut Department of Consumer Affairs seal. Responsibilities for collection of sales tax lies with the vendor. Sales tax numbers must be furnished on the Vendor application if applicable. Vendors who are selling food must register with the Uncas Health District. Vendors wishing to provide sample products must contact Uncas Health District to find their specific requirements.

Who May Sell at the Market: Only vendors who have been approved by the Farmers' Market Committee are allowed to sell at the Market. No activities other than selling approved products will be permitted.

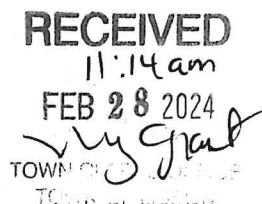
Market Master: The Market Master will act as the administrator of the weekly Market. Market Master duties include resolving any questions, comments or complaints involving the operation of the market and ensuring that all regulations are enforced. The Market Master is the point of contact for all Vendors while at the Market.

Market Manager: The Market Manager is the contact point for all Vendors during the application process, and for questions or complaints outside of and/or during the Market.

Becoming a Vendor: Vendors are required to submit an application to the Farmers' Market Committee that includes a description of the products sold. Additional information required may include:

- CT Sales Tax Permit
- Health Department Permit
- Photos of Products to be sold (artisans only)
- Payment of designated vendor fees
- Current Certificate of Product Liability Insurance

Items Permissible for Sale: Farmers may sell produce and plant material for food or horticultural purposes, live ornamental plants, food and fiber derived from animals raised by the farmer. Jams, jellies and maple syrup from your own farm do not have to be processed in a commercial, government inspected kitchen. All other food items must be produced in an inspected kitchen and labeled as such. All Artisan items must be created with locally available materials. Artisans will submit photographs and descriptions of their work and these items will be reviewed and approved by the Committee. All prices must be clearly marked, and all produce must be marked with official "CT Grown" signs from the Department of Agriculture.



To ensure a diverse assortment of local products available for sale at the Market, farmers/vendors may sell products that are not produced on their property ONLY if the products meet the following conditions:

- An exempt Form has been completed and permission has been obtained in advance from the Farmers' Market Committee.
- Products MUST be CT Grown or Produced.
- Products must be visibly marked with the name and location where it is produced.
- Receipt for all approved exempt products must be kept for trace purposes.
- Artisan food products must be fresh and of the highest quality and marked according to all applicable regulations.

Hours of Operation: Market hours are Thursdays, 3:30 PM – 6:30 PM. Set up begins at 2:30 PM. All vendors must be in place and ready for sales from 3:15 PM until 6:30 PM. There will be no selling until 3:30 PM. Vendors must vacate their spaces by 7:30 PM.

Vendor Attendance: Vendors are expected to maintain weekly attendance. In case of an unexpected absence, vendors must contact the Market Manager or Market Master in advance. There is only one vendor spot allowed. Sharing a spot with another vendor is not allowed. Regular weekly attendance is mandatory. Chronic absences will jeopardize the location of your space. The Market does not guarantee your space, as circumstances may require the Market to place you in another space as circumstances may dictate. The market will be open rain or shine, unless the Market Master or Market Manager finds weather conditions to be too harsh for the safety of Market Vendors and Market Goers alike. The Lisbon Farmers' Market Committee reserves the right to close the Market in an emergency situation. Attempts will be made to contact the vendors for unforeseen closures as soon as possible.

Insurance: The proper insurance, including product liability insurance, is the responsibility of the Vendor. A certificate of \$300,000.00 (minimum) liability insurance demonstrating market coverage is required. The Town of Lisbon assumes no liability for loss or injury caused by products sold by a vendor.

Signage and Spaces: All vendors must provide a sign identifying their farm/business. Signs can be no smaller than 8.5" x 11" and no larger than 10'. All vendors are required to provide their own tables, chairs, tents, etc. and must be installed and maintained to limit any hazard potential to Market goers and other vendors. A family atmosphere is the expected decorum at the Market. Disruptive or abusive behavior will not be tolerated. Please note: for safety reasons there will be **NO SMOKING**. With the exception of service dogs, dogs or other pets are not permitted inside the Vendor's tent. Dogs must be on leashes or otherwise confined at all times. Vendors violating any of these regulations may be dismissed from the Market without refund of fees.

Code of Conduct: A Code of Conduct is in place and Vendors are expected to abide by that code at all times.

Email: Farmers_Market@lisbonct.com / Phone: 860-376-3400

For more information about the Market, please visit us at: www.lisbonct.com/farmers-market-committee,
or [facebook/lisbonfarmersmarket](https://facebook.com/lisbonfarmersmarket)

updated 7/31/2020

TOWN OF LISBON
SITE PLAN CHECKLIST

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

- Complete Application on the form provided by the Town, and submit the following number of copies:
 - Fifteen (15) copies of the application and supporting application materials, including property card
 - Seven (7) full sized site plan copies *N/A (WAIVER REQUESTED)*
 - Fifteen (15) reduced size (11 x 17) site plan copies *N/A (WAIVER REQUESTED)*
 - Fifteen (15) copies of elevations and/or signage, where applicable
 - Three (3) copies of any special supporting documents, such as traffic and drainage reports
 - Application fee with State fee added (Check or M.O. made out to "Town of Lisbon") *N/A*
- Proof that application has been made to, or permit obtained from, the Conservation Commission for any regulated activity under CGS 22a-42. *N/A*
- Fee in accordance with the Town of Lisbon Fee Ordinance, as amended *N/A*
- A soil erosion and sediment control plan and accompanying information in accordance with sections 10.16 and/or 10.4 of the Zoning Regulations, inclusive and as amended, for development when the disturbed area of such activity or development as the case may be, is cumulatively more than one-half acre. In cases where disturbance is one (1) acre or more:

It is the developer's or contractor's obligation to maintain consistency with all storm-water discharge permits issued by the DEEP within the municipal boundary pursuant to Connecticut General Statutes 22a-430 and 22a-430b and obtain authorization under DEEP's General Permit for the Discharge of Storm-water and Dewatering Wastewaters Associated with Construction Activities ("Construction General Permit") if their development or redevelopment project disturbs one or more acres of land, either individually or collectively, as part of a larger common plan, and results in a point source discharge to the surface waters of the State. Applicants are directed to sections 10.16.8 and 10.16.9 regarding storm-water quality and low impact development techniques. A copy of the Storm-water Management Plan or Storm-water Pollution Control Plan (required by the Construction General Permit) as the case may be, shall be provided to the Town of Lisbon by the applicant upon request. *N/A*
- Renderings and elevations of proposed buildings 1) in the case of special permit applications and 2) to address the requirements of section 10.13, inclusive, regarding development in the Business Village and Industrial districts. In the case of all site plan reviews for other uses and zones, a rendering of any proposed building shall be supplied, with siding materials specified (front, side, and rear elevations shall also be shown). *N/A*
- For all wireless telecommunications facilities proposed provide reports, design drawings and other information required under section 10.17, inclusive. *N/A*
- Where significant risk of degradation of surface or ground water supplies may exist, submission of an evaluation of the impact of the proposals on existing and potential surface and ground

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FEB 28 2024

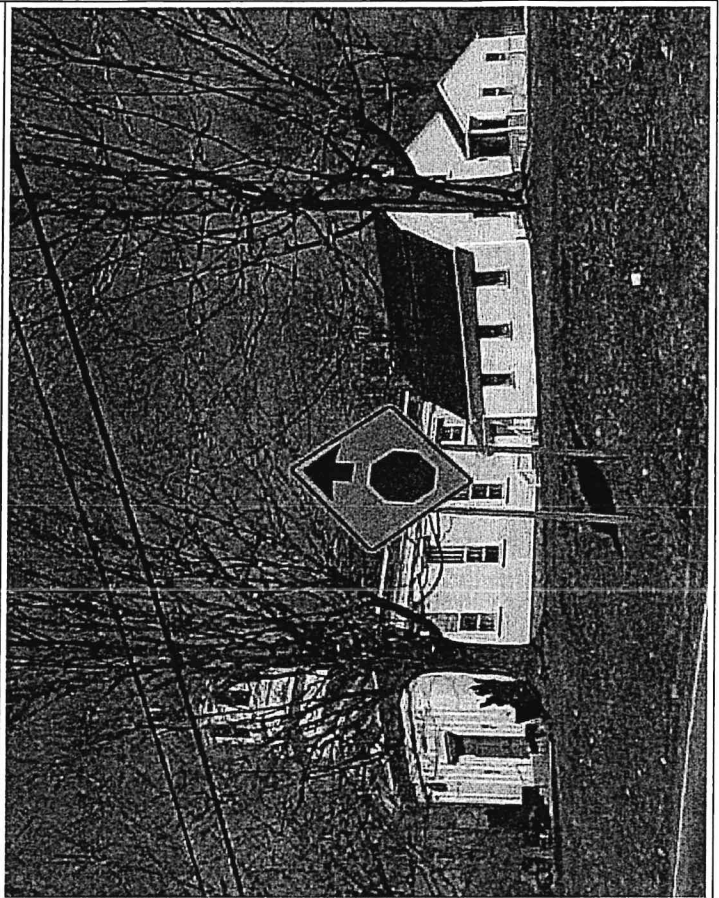
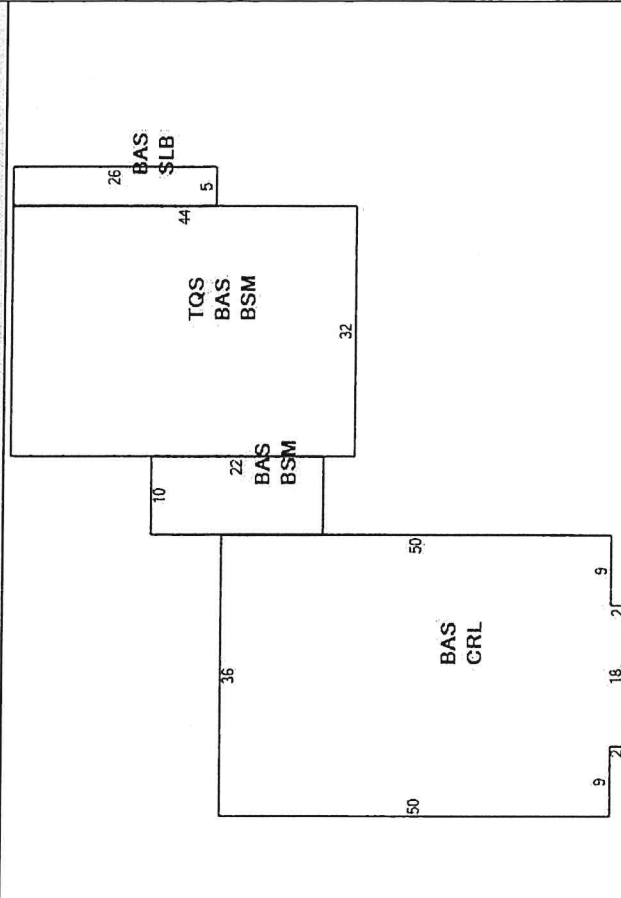
TOWN CLERK'S OFFICE
TOWN OF LISBON

ALL OTHER PAGES NOT APPLICABLE TO THIS APPLICATION, PER TOWN PLANNER.

CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)	
Element	Description	Element	Description
71	Churches		
94	Commercial		
03	Average		
1.75	Stories:		
1.00	Occupancy		
11	Exterior Wall 1		
25	Exterior Wall 2		
03	Roof Structure		
03	Roof Cover		
05	Interior Wall 1		
05	Interior Wall 2		
05	Interior Floor 1		
12	Interior Floor 2		
02	Heating Fuel		
05	Heating Type		
01	AC Type		
9030	Bldg Use		
	Total Rooms		
	Total Bedrms		
	Total Baths		
03	Heat/AC		
02	Frame Type		
02	Baths/Plumbing		
06	Ceiling/Wall		
01	Rooms/Prtns		
	Wall Height		
	% Cornn Wall		

OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)												
Code	Description	Su	Sub Type	Lan	Units	Unit Price	Year	Pct	Depr	Conditio	Qu	Apprais Va
SHD1	Shed		L		192	25.00	1998	50	0.00	A	0.00	2,400
PAV1	Paving - Asp		L		6.00	1.00	1970	50	0.00	A	0.00	3,000
SHD1	Shed		L		80	25.00	2016	50	0.00	A	0.00	1,000

BUILDING SUB-AREA SUMMARY SECTION						
Subarea	Description	Living	Gross	Eff Area	Unit Cost	Undeprc Value
BAS	First Floor	3,594	3,594	3,594	0	0
BSM	Basement	0	0	1,628	0	0
CRL	Crawlspace	0	0	1,836	0	0
SLB	Slab	0	0	130	0	0
TQS	Three Quarter Story	1,056	1,408	1,408	0	0
TH Gross Liv / Lease Area					4,650	8,596



CURRENT OWNER		TOPO		UTILITIES		STRT / ROAD		LOCATION		CURRENT ASSESSMENT	
LISBON TOWN OF		1 Level		5 Well		1 Paved				Code	
1 NEWENT RD				6 Septic						Appraised	
LISBON CT 06351		Alt Parcel ID		SUPPLEMENTAL DATA						Assessed	
		Census								73,870	
		P.Property								304,470	
		Call Back								4,480	
		I&E received								Total	
		TC Map								546,890	
		Gis ID								382,820	
		ASSOC PID#								PREVIOUS ASSESSMENTS (HISTORY)	

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC
LISBON TOWN OF	187	879	06-14-2023	U	I	0	25
NEWENT CONGREGATIONAL CHURCH CO	12	17	04-20-1907	U	V	0	29
Total						382,820	

EXEMPTIONS		Code	Description	Year	Code	Assessed	Year	Code	Assessed
		21	2023	21	2022	73,870	2022	21	73,870
		22		22		304,470		22	304,470
		25		25		4,480		25	4,480
Total						382,820		382,820	

This signature acknowledges a visit by a Data Collector or Assessor

OTHER ASSESSMENTS		Code	Description	Year	Code	Assessed

ASSESSING NEIGHBORHOOD		Street Index Name	Parcel Number	Batch
WHITE	0001			

BUILDING PERMIT RECORD		Permit ID	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments
		22-5196	12-05-2022	HVAC	HVAC	3,800		100		OIL FURNACE - RE
		17-3216	04-17-2017	ELEC	ELEC	1,500		100		RENOVATE BATH
		17-3215	04-17-2017	BP	Building Permit	5,000		100		RENOVATE BATHR
		17-3217	04-04-2017	P	Building Permit	0		100		RENOVATE BATHR
		044-03	04-30-2003	BP	Building Permit	7,800		100		REROOF;

VISIT / CHANGE HISTORY		Date	Type	IS	ID	Cd	Purpose/Result
		04-28-2021			BL	50	Field Review
		10-01-2018			AO	04	BP Meas. & Int. Insp.
		08-18-2016			KN	01	Measured

LAND LINE VALUATION SECTION		Parcel	Total Land Area:	3.210	AC	Parcel	Total Land Area:	3.210	AC	Parcel	Total Land Area:	3.210	AC
B	Use co	9030	Church	1.000	AC	1.000	AC	2,500.00	1.000	C	1.000	AC	2,500.00
		9030	Church	2.210	AC	2.210	AC	0	0	0	0	0	0
Total Card Land Units				3.210		3.210		3.210		3.210		3.210	

APPRaised VALUE SUMMARY		Appraised Bldg. Value (Card)	434,960
		Appraised XF (B) Value (Bldg)	0
		Appraised OB (B) Value (Bldg)	6,400
		Appraised Land Value (Bldg)	105,530
		Special Land Value	0
		Total Appraised Parcel Value	546,890
		Valuation Method	C
		Exemption	0
		Adjustment	
		Total Appraised Parcel Value	546,890