

**AGENDA**  
**PLANNING BOARD MEETING**  
**MARCH 24, 2022**  
**LISBON TOWN OFFICE**  
**7:00 PM**

1. CALL TO ORDER

2. ROLL CALL

\_\_\_Curtis Lunt (Vice-Chair)

\_\_\_William Kuhl (Chair)

\_\_\_Shaun Carr

\_\_\_Chris Huston

\_\_\_Vacant

\_\_\_Patrick Maloy (Associate)

\_\_\_Dan Leeman (Associate)

3. CHAIRMAN'S REVIEW OF MEETING RULES

4. WRITTEN COMMUNICATIONS – Minutes of March 10, 2022

5. PUBLIC HEARINGS – None

6. UNFINISHED BUSINESS – **Findings of Fact – Case #22-01** Tier 2 Conditional Use Permit Application  
River Driver Cannabis Company – 8 Main Street, Lisbon Falls

**Findings of Fact – Case #22-03** Site Plan Review  
Kitty Korner Tanning Salon – 84 Main Street, Lisbon Falls

7. NEW BUSINESS – **Case # 22-05 Site Plan Review**

Sippy Cup Consignment

Laura Ingerson

84 Main Street

Lisbon Falls, Me 04252

Map U04 Lot 062

8. OTHER BUSINESS - Low Impact Development Ordinance –  
Phillip Ruck, Stillwater Environmental Engineering, Inc.

9. CODE ENFORCEMENT OFFICER ITEMS -

10. ADJOURNMENT -

## LISBON PLANNING BOARD – MEETING/HEARING RULES

The Board welcomes everyone to the meeting of the Lisbon Planning Board. If this is a meeting which will include a hearing, some special provisions will apply and are listed below. While we value the input of every interested person, we must limit the comment period in order to conduct business in a timely fashion.

**Meeting Format** – The format for each meeting (whether regular or special) shall be in strict accordance with Article 4, Section 4.1.6 of the Planning Board Bylaws. *Please note that the Chair may change the order of business for the current meeting upon a majority vote of the Board.*

All meetings shall be conducted in such a manner as to be completed within two and one half (2.5) hours of commencement. The Board, by unanimous consent, may decide to extend a meeting but only at the point where the meeting can be concluded within another hour. Any action after that point requires a tabling or postponing order.

**Public Participation** – With regard to participation by the public, all comments to the Board and from the Board shall be made through the Chair. The attending public may participate as follows:

- **During Regular Meetings**– is allowed at the discretion of the Chair, but only after introduction of an agenda item and appropriate motions with time for explanation and Board member questions. The public may be allowed to comment, but during that period, the public may address that agenda item only and each participant shall be limited two (2) minutes. Each participant may address the Board only one time unless requested by the Chair to comment further, and the Chair may limit time for comments to no more than ten (10) minutes in total on any one agenda item. A member of the public who wishes to comment on an item not on the agenda may be allowed to speak during the “Other Business” portion of the agenda.
- **During Workshops** – The attending public may not participate unless the Chair allows or requests such comment.
- **During Site Visits**– This is a special meeting in all respects except that the public is not allowed to participate. Although the public is allowed to be present, comments and explanations will only be accepted by Board members and an applicant or agents representing an applicant. Only participant comments may be considered in any notes taken for minutes of such meeting.
- **During Hearings** – The attending public may speak only in accordance with the specific rules set up for hearings.
  - The public must comment only when specifically allowed. The Chair shall emphasize that no decisions are made during the hearing and the process may not conclude during the regular current meeting. Finally, the Chair will state that order must be maintained and is required of all participants.
  - There will be a Call by the Chair to open a specific hearing with case number followed by a Call for a Presentation by the Applicant or Representative or attorney and witnesses without interruption. Then general questions may be asked through the Chair to the applicant by Board members and people who will be directly affected by the project (e.g., abutters). Then requests for more detailed information on the evidence presented by the applicant will be allowed by the same parties.
  - Next there will be a call for presentations by abutters or others including their attorneys and witnesses, who will be directly affected by the project.
  - Then questions through the Chair, by the applicant and Board members to the people directly affected and the witnesses who made presentations will be allowed.
  - Next there may be rebuttal statements by any of the people who testified previously.
  - Following that, comments or questions by other interested people in the audience will be entertained. Comment by those other interested people in the audience will be limited in the same fashion as for regular meetings, i.e. two (2) minutes per person and ten (10) minutes overall. The hearing will be closed at the end of public comment.
- It is important that respect for each person be considered. There will be opposing views and opinions and all will be considered without impunity. All persons speaking within the guidelines delineated herein will be treated with respect and allowed to complete the statement or viewpoint. Any individual who speaks out of turn or in such a manner as to be considered unruly by the Chair, may be warned and then removed if the situation creates a significant disruption of the orderly conduct of the business of the Board.





## PLANNING BOARD MINUTES MARCH 10, 2022

Christopher Huston- Regular 2022  
Curtis Lunt- Regular 2022  
Patrick Maloy - Associate 2024  
William Kuhl - Regular 2023  
Lisa Ward - Regular 2024  
Shaun Carr - Regular 2024  
Dan Leeman - Associate 2022

1. **CALL TO ORDER:** The Chairman, Mr. Kuhl called the meeting to order at 7:00 PM.
2. **ROLL CALL:** Regular members present were William Kuhl, Curtis Lunt and Shaun Carr. Associate Members Patrick Maloy and Dan Leeman were present as well. Chris Huston and Lisa Ward were excused. Also present was Mark Stambach, Code Enforcement Officer and Don Fellows, Town Council Liaison. There were five audience members. The Chairman extended voting privileges to Patrick Maloy.

### 3. REVIEW OF MEETING RULES

The Chairman explained the meeting rules are located on the back of each agenda.

### 4. WRITTEN COMMUNICATIONS - Minutes of February 10, 2022

The meeting minutes of February 10, 2022 were distributed to all the members. The Chairman asked if there were corrections or additions.

**VOTE (2022-14)** Mr. Lunt, seconded by Mr. Kuhl moved to approve the Minutes of February 10, 2022.

**Vote: 4-0 Carried.**

### 5. PUBLIC HEARINGS – Proposed Ordinance Amendments:

Amend Chapter 70 Zoning Ordinance, Article IV. District Regulations, Division 13, District Uses, Sec. 70-531 Table of Land uses.

Part I Code of Ordinances, Chapter 70 Zoning Ordinance, Article IV. Dist. Regulations, Division 5A. Rural Open Space Dist. II Sec. 70-361 Dimensional Requirements, and Division 14 Dimensional Requirements, Sec. 70-536 Rural Open Space II and to change the word backlots to Rear Lots in Section 70-362 (2).

The Chairman opened the Public Hearing at 7:00pm.

Jaramiah Raitt from Little River Land Surveying Inc. spoke about his concerns about the road frontage requirements for this area. He suggested either making it very clear on what counts as frontage or change it to 185 feet. He also suggested allowing any development in that area subject to the Planning Board's review as open space or Conditional Use.

Arthur Kesaris, resident of Ridge Road, voiced his frustration that he and other property owners in that area were not notified of the changes that are being proposed. He feels the way Lisbon notifies the public of these kinds of changes is inadequate and should be doing a better job.

The Chairman closed the Public Hearing at 7:15 pm.

#### B. Site Plan Review – Kitty Korner Tanning Salon

The Chairman opened the Public Hearing - The applicant, Jennifer Larochelle stated she is opening a small Tanning Salon. The Chairman closed the Public Hearing.

**6. UNFINISHED BUSINESS - Case # 22-03** Site Plan Review, Kitty Korner Tanning Salon

Jennifer Larochelle  
84 Main Street  
Lisbon Falls, Me 04252  
Map U04 Lot 062

Mr. Stambach went through the Local Ordinance Checklist and Tier I- Tier II Review Standards Checklist.

Mr. Kuhl asked if this was a single lot or double lot. Mr. Stambach said it was a double lot. Mr. Lunt asked if it would be an imposition on the landowner if the Board makes it a condition that they combine the lots. The applicant said she would agree to that.

**VOTE: (2022-15)** Mr. Lunt, seconded by Mr. Maloy moved to approve that the application meets the conditions of Section 70-5 – Nonconforming uses, lots and structures of the Lisbon Codes and Ordinances and approves the application as complete with the conditions that the property owner merge the two lots, gains approval from the State and coordinates with Public Work Department for the Sewer and sidewalks. **Vote: 4-0 Carried.**

Proposed Ordinance Amendment – Amend Chapter 70 Zoning Ordinance, Article IV, District Regulations, Division 13, District Uses, Sec. 70-531 Table of Land Uses.

**VOTE: (2022-16)** Mr. Lunt, seconded by Mr. Maloy moved to approve the proposed Ordinance Amendment for Chapter 70 Zoning Ordinance, Article IV, District Regulations, Division 13, District Uses, Sec. 70-531 Table of Land Uses. **Vote: 4-0 Carried.**

Part I Code of Ordinances, Chapter 70 Zoning Ordinance, Article IV. Dist. Regulations, Division 5A. Rural Open Space Dist. II Sec. 70-361 Dimensional Requirements, and Division 14 Dimensional Requirements, Sec. 70-536 Rural Open Space II and to change the word backlots to Rear Lots in Section 70-362 (2).

Mr. Raitt suggested to make a reduction in the road frontage requirement to 185 feet and allow use of a private way as frontage. Mr. Stambach stated in the Rear Lot Ordinance, if someone has a minimum lot frontage requirement, and are creating a rear lot, the Ordinance states you need to have a minimum of 20 feet in width for the access to the back lot, which must be in addition to the frontage requirement.

The Planning Board unanimously agreed to table this Amendment for further discussion with Town Council.

**7. NEW BUSINESS –**

**Case # 22-04** Site Plan Review, AllClean Carpet Care  
Wayne B. Bailey  
231 Lisbon Street  
Lisbon, Maine 04250  
Map U19 Lot 135

Mr. Stambach stated that after review, this case does not need Planning Board approval because of the size of the building. It can be reviewed and approved by the Code Enforcement Officer.

**8. OTHER BUSINESS –** Mr. Kuhl stated Planning Board Member Lisa Ward, is resigning from the Planning Board. She has been hired as the new Town Clerk of Lisbon as of April 1, 2022. He said there is now an opening on the Planning Board and for people to apply if they're interested. Mr. Stambach stated there is also an opening on the Zoning Board of Appeals. If interested in applying, please contact Mr. Stambach or the Town Manager.

**9. CODE ENFORCEMENT OFFICER –** Mr. Stambach stated he received an email from Ben Smith stating he could work with the Planning Boards budget to help out as long as he isn't required to attend all meetings. If the budget came in higher, he could meet with the Planning Board to scope out what Ordinance work in priority order is of importance. He would be able to take care of two or three for this year and push the rest of them to next year.

Mr. Kuhl stated they need to discuss this topic with the Interim Town Manager as well before making a decision.

Mr. Stambach stated Phillip Ruck, President of Stillwater Environmental Engineering, the firm the Town works with for MS4 will be able to meet with the Board on March 24<sup>th</sup> or April 18<sup>th</sup>. The Planning Board unanimously agreed to meet with Mr. Ruck on their March 24<sup>th</sup> meeting.

## 10. ADJOURNMENT

**VOTE: (2022-17)** Mr. Carr, seconded by Mr. Lunt moved to adjourn at 7:55 pm. **Vote: 4-0 Carried**

Respectfully Submitted: \_\_\_\_\_

Lisa B. Smith, Deputy Town Clerk  
Date Approved: March 24, 2022



OFFICE USE ONLY – Site Plan Review (REFERENCE Chapter 62 Site Plans, Lisbon Code of Ordinances)	
Application Number: 22-05	Date Received: 3/16/22
Project Name: 3116/22	Fee Paid (amount): 250.00
Applicant: LAURA INGERSO	Tier 1 _____ Tier 2 <input checked="" type="checkbox"/>



## Town of Lisbon, Maine

### SITE PLAN REVIEW APPLICATION

Site Plan Name/Title: ~~000~~ Apply Cup Consignment

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

#### Applicant Information

2. Name of Applicant:

Address

Telephone

Laura Ingerson  
3 Highland Ave. Lisbon Falls  
(207) 526-0893

1. Name of Property Owner (if different):

Address

Telephone

Jennifer Larcheue  
41 Golden Rd. Lisbon Falls  
(207) 212-0150

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

Address

Telephone

( )

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.

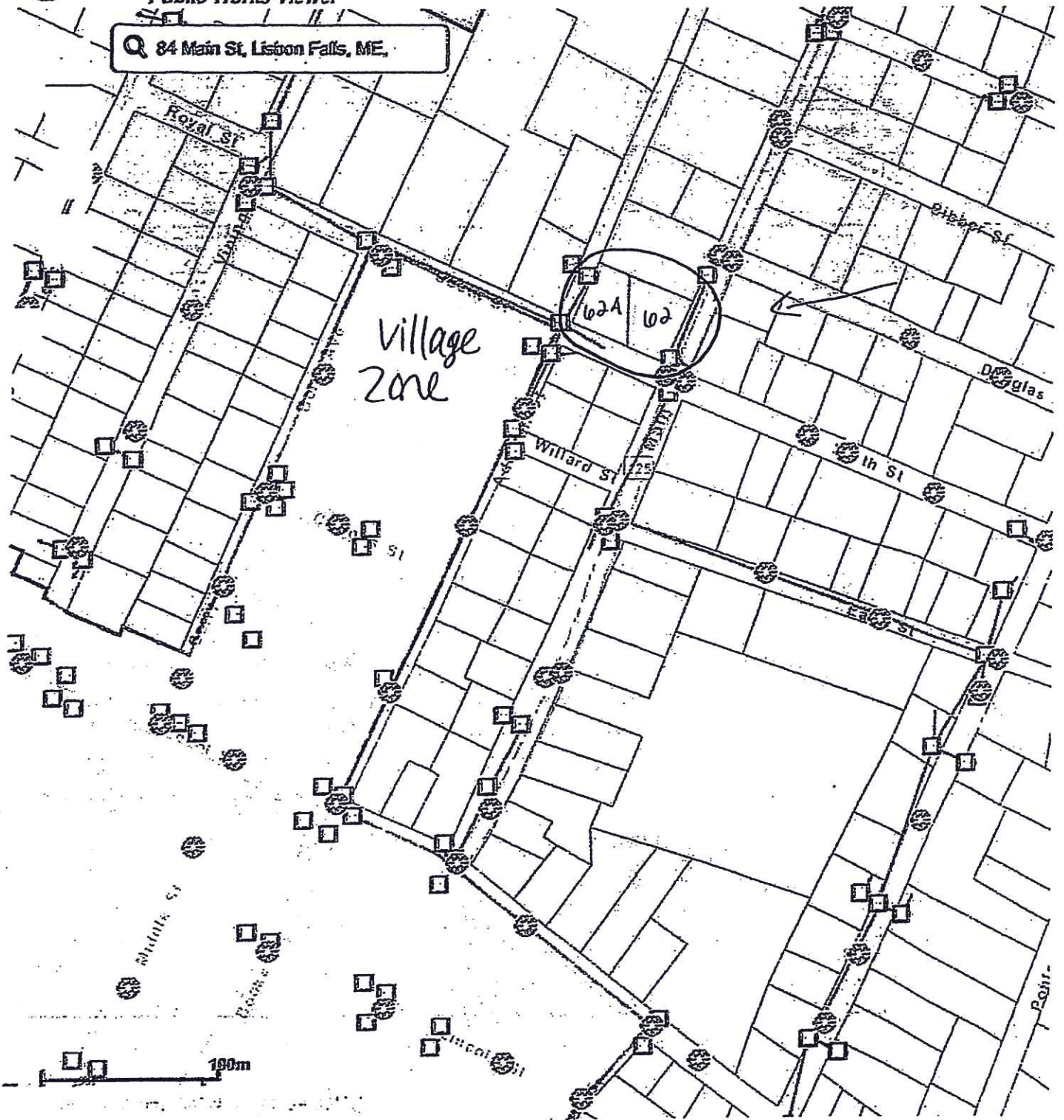
L Ingerson  
 Signature of Applicant

3/16/22  
 Date

# Town of Lisbon

Public Works Viewer

Q 84 Main St, Lisbon Falls, ME.



Map/lot # U04-62/62A

84 Main St. Lisbon Falls

Abutting properties

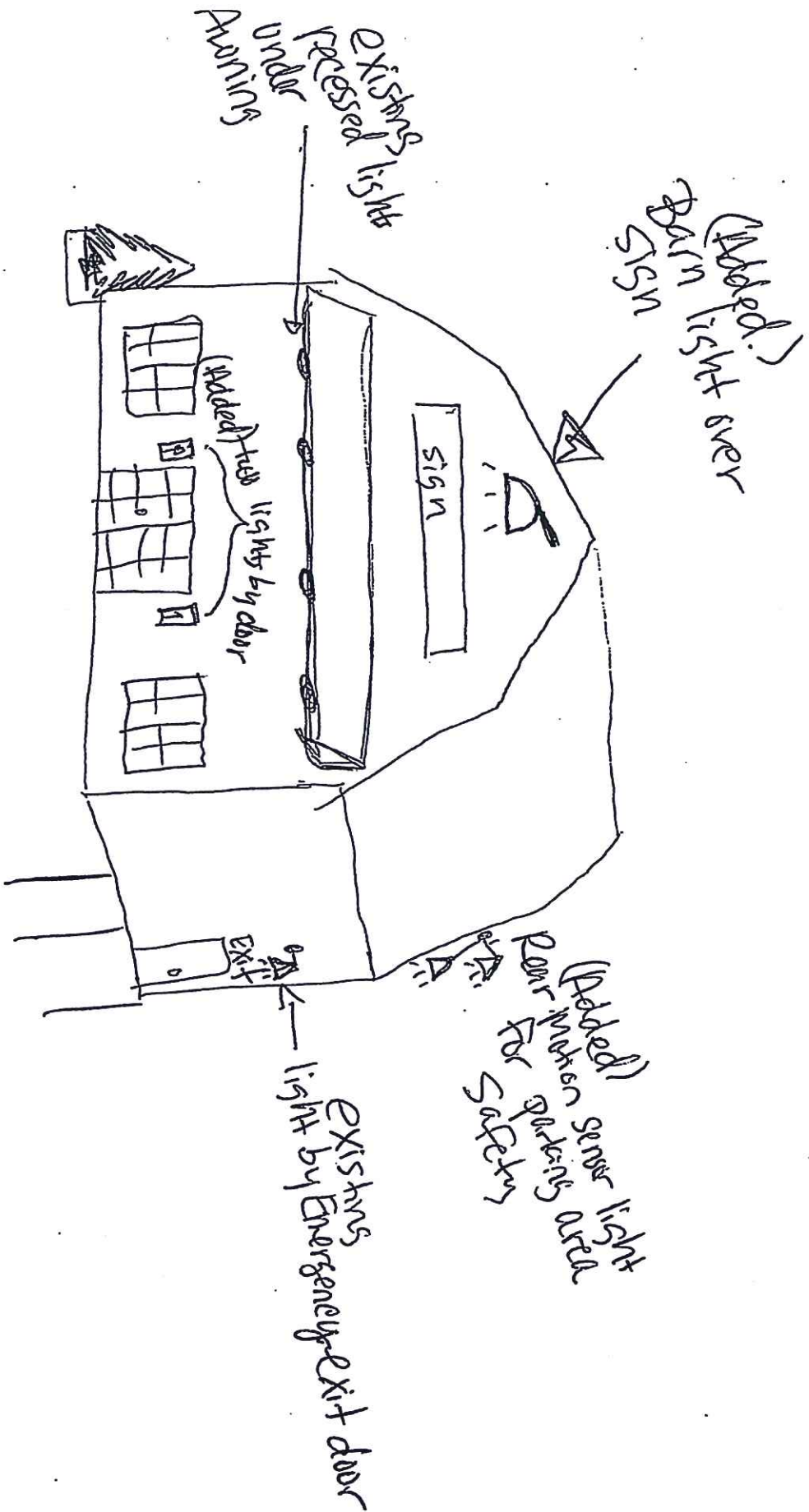
U04-043

U04-061

U04-095

U04-038









Barn

(Added)  
Parking



South Street

(Existing)  
Parking

(Existing)  
Parking

Sheds

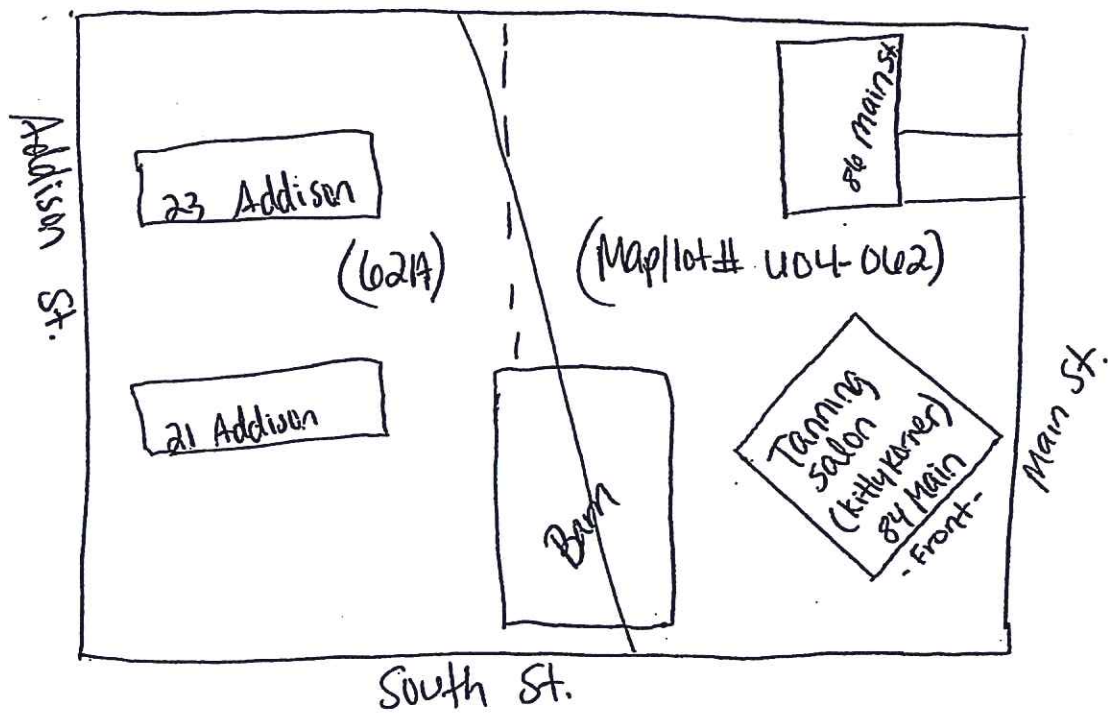
Front door

Emergency  
Exit  
door

(Existing)  
Parking

Parking  
May be  
Available in front  
(will be determined  
After State adds sidewalks/  
does street repair)

Traffic  
should  
move  
one  
way  
From  
Main St.  
South St. side  
to cause  
less  
congestion



- No structural changes to the property /
- No additions, ~~changes~~
- only change of use to an existing commercial building.