



MINUTES PLANNING BOARD JANUARY 11, 2018

Dan Leeman- Regular 2020
Curtis Lunt- Regular 2019
Don Fellows - Regular 2019
William Kuhl - Associate 2019
Karin Paradis - Regular 2018
Eric Metivier- Associate 2018
Scott T. Hall - Regular 2018

1. **CALL TO ORDER:** The Vice Chairman, Mrs. Paradis called the meeting to order at 7:01PM.

ROLL CALL: Regular members present were Karin Paradis, Curtis Lunt, and Scott Hall. Don Fellows and Dan Leeman were excused. Associate members present were William Kuhl and Eric Metivier (arrived at 7:21 PM). Mrs. Paradise granted voting privileges to William Kuhl and Eric Metivier.

Also present was Code Enforcement Officer, Dennis Douglass, and 2 citizens in the audience.

2. **CHAIR'S REVIEW OF MEETING RULES:**

The Vice Chairman explained the meeting rules are located on the back of each agenda, available in the document holder by the door.

3. **WRITTEN COMMUNICATIONS:**

Minutes of December 28, 2017

The meeting minutes of December 28, 2017 were distributed to all members. The Vice Chairman asked if there were corrections or additions. Seeing none, Mrs. Paradis declared the minutes approved.

4. **PUBLIC HEARING: None**

5. **NEW BUSINESS:**

Case #18 - 1 Site Plan Review Application - Medical Marijuana Retail Store

Applicant: J & L Smith Enterprises - Mother Earth Medicine
Property Location: 95 Lisbon Street, Lisbon, ME 04250
Tax Map/Lot: Map U22 Lot 12
Intended Use: Medical Marijuana Retail Store

Jason Smith introduced himself. He said he put in the application to make this process more convenient for his patients.

Mr. Douglass presented the site plan application and explained the various attachments as an overview of the existing location, signage, and parking outline. He explained that the plans would be more in depth in the next phase of the process.

Mr. Smith stated he planned on using the existing signs instead of creating a new one. Mr. Smith also stated he was aware of 196 sign rules.

Associate Town Planner Ben Smith was concerned with the scale plot plan presented with the application. He stated he would like to see a more professional rendering that would include more information such as building dimensions, property lines, and parking placement.

(VOTE (2018-1A)) Mr. Hall, seconded by Mr. Lunt moved to accept the Site Plan Review Application as presented.

(VOTE 2018-1B) Mr. Hall, seconded by Mr. Kuhl moved Amendment #1 to have the applicant provide a scaled drawing showing the building dimensions, property lines, and parking placement.

Amendment #1 Vote 5-0 Carried.

Main Motion as Amended #1 Vote 5-0 carried.

(VOTE 2018-1C) Mr. Lunt, seconded by Mr. Metivier moved to do a site plan visit on January 25 at 6:00 p.m. **Vote 5-0 Carried.**

Mr. Douglass recommended the board wait to do the public hearing until after the board received the professional drawings to go with the application.

6. OTHER BUSINESS:

Review of Chapter 46: Street, Sidewalks, and Other Public Places

Mrs. Paradis stated a citizen had requested the town take over the street lights in Kelly Park. This is a unique situation since the area was originally zoned as commercial and is now a residential development.

Ben Smith indicated adding Section d to the existing ordinance would give guidance to future Councilors and developers, plus give them notice that there would be an opportunity to have their street lights accepted.

46-147. - Street light placement standards.

Street light placement within public right-of-ways shall conform to the following standards as feasible given utility pole spacing and light pole spacing:

(1) Village zone. For any roadway within the Village Area Zone indicated on the street light service map in appendix B*:

a. One streetlight shall be located at all roadway intersections and mid-block locations at a spacing interval of approximately 220 feet as feasible given existing utility pole and light pole spacing.

b. Street segments less than 350 feet in length shall only be lit at roadway intersections and dead ends.

c. Ornamental and streetscape lighting may be used to light roadways where sidewalks are present and highlight public building facades and public areas as determined. Ornamental lighting currently serves to light the public right-of-way for portions of Main Street, Village Street, Webster Street, and a short distance of Route 196 (Lisbon Street). If ornamental lighting is the standard than all other lighting will be removed from poles unless it is determined by the town engineer, public safety (police, fire) and public works department determine the need exists.

d. Special Circumstances – Since the Village Zone encompasses the most diverse areas of town in building style, density, set back variances and public infrastructure availability; there are many varied potential lighting needs to be served. If a development opportunity exists within the Village zone that meets the overall intent of this ordinance, seeks to maintain public safety and will serve as an economic and aesthetic value to the town beyond its cost for maintenance, then a lighting plan designed for that development may be accepted as part of that development by the town if recommended by the Planning Board and approved by the Town Council prior to construction.

(Vote 2018-2) Mr. Lunt, seconded by Mr. Kuhl moved to approve and send to Council the following section d to Chapter 46 Section 147 as follows:

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** These minutes are not verbatim. A recording of the meeting is on file.*

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Vote 5-0 Carried.

7. TOWN PLANNER – OFFICIAL BUSINESS:

Comprehensive Plan Update

Associate Town Planner, Ben Smith stated that the online survey was 95% complete and once implemented would provide valuable feedback from the community regarding the future development of Lisbon.

Schedule Of Completion - Time Frame For Completing
The Update Of The Comprehensive Plan

Mr. Smith stated a first draft of the comprehensive plan would be ready by the end of June 2018.

8. CODE ENFORCEMENT OFFICER – OFFICIAL BUSINESS:

2017 Annual Report For Code Enforcement And Planning Board

Mr. Dennis Douglass presented the annual report to the planning board highlighting 132 building permits estimated at 9.5 million in new valuation, 151 plumbing permits, 138 electrical permits, and 98 miscellaneous permits. The planning board reviewed 13 cases this year, updated the Capitol Improvements plan, reviewed Street, Sidewalks, and Public Places issues, made Site Plan Review revisions, manned the Moxie Festival information booth, and held several workshops. Mr. Douglass stated that this year's permit requests had even surpassed the high totals of last year.

Update On New Website - E- Alert Notifications

Mr. Douglass announced that the new Website was up and running and the new E-Alert system is active. Anyone can sign up for the E-Alerts on the town website and receive town announcements.

9. ADJOURN :

VOTE (2018-3) Mr. Metivier, seconded by Mr. Lunt moved to adjourn to a workshop to discuss the Comprehensive Plan at 8:05 p.m. **Vote 5-0 carried.**

Michelle Rene Foss, Assistant Town Clerk
Date Approved January 25, 2018