



MINUTES PLANNING BOARD MAY 10, 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 Chairman, Mr. Fellows called the meeting to order at 7:00PM.
2. **ROLL CALL:** Regular members present were Don Fellows, Karin Paradis, Curtis Lunt, Scott Hall and Dan Leeman. Associate member, William Kuhl was present as well. Associate member, Eric Metivier was excused. Also present were Council Chairman Alan Ward; Code Enforcement Officer Dennis Douglass; Town Planner Ben Smith; Applicant Celine Goddard; Jeramiah Raitt of Little River Land Surveying, Inc. representing Austin Acres; and six citizens in the audience.
3. **CHAIR'S REVIEW OF MEETING RULES:**
The Chairman explained the meeting rules are located on the back of each agenda, available in the document holder by the door.
4. **WRITTEN COMMUNICATIONS:**

Minutes of April 26, 2018

The meeting minutes of April 26, 2018 were distributed to all members. The Chair asked if there were corrections or additions. Mr. Leeman noted Mr. Lunt was listed as both present and excused in the roll call. No other corrections or additions were noted. Mr. Fellows declared the minutes approved with a correction to the roll call.

5. **SITE VISIT:**

The Board conducted a Site Visit to the Home Daycare Business of Celine Goddard at 167 Ridge Road, Lisbon Falls, ME 04252. Mrs. Paradis said the property was lovely and would make a nice addition to the town. Mr. Leeman noticed that there was a lot of space for parking even for larger vehicles. Mr. Kuhl agreed. Mr. Fellows stated the members of the board toured the original building and the proposed new addition.

6. **PUBLIC HEARING:**

Case #18-5 Conditional Use Application – Home Daycare Facility

Applicant: Celine Goddard

Property Location: 167 Ridge Road, Lisbon Falls, ME 04252

Tax Map/Lot: Map R5, Lot 9L

Intended Use: Increase existing Home Daycare business to a Daycare Facility

The Chairman called this public hearing to order at 7:06 PM.

Councilor Ward mentioned his child did very well at this daycare. Councilor Ward said, "You're in good hands at Celine's."

There were no other comments. The Chairman closed this Public Hearing at 7:07 PM.

7. UNFINISHED BUSINESS:**Case #18-5 Conditional Use Application- Home Daycare Facility**

Mr. Douglass stated Mrs. Celine Goddard wished to expand her Home Daycare from twelve children to twenty-four children. The town considers this a conditional use home daycare facility. Mr. Douglass said the application was complete.

Vote (2018-21) Mr. Leeman made a motion, seconded by Mr. Lunt to approve the Conditional Use Application for a Home Daycare Facility with the condition of state approval. **Vote: 5-0 carried**

8. NEW BUSINESS:**Case #18-6 Tier 2 Site Plan Review Application-Warehouse /Retail Development**

Applicant: Cordt's & Cordt's, LLC-Black Bear Ladder, Inc.

Property Location: 65 Lisbon Street, Lisbon, ME 04250

Tax Map/Lot: Map U23 Lot 3A

Intended Use: Warehouse/ Retail Development

Mr. Douglass presented the Tier 2 Site Plan Review Application and checklists to the board as complete.

Mr. John Cordt stated his company currently owned a warehouse and a separate retail space. However, as the company continues to grow, it is becoming increasingly difficult to get products to the retail space efficiently. Mr. Cordt said this new facility will enable the company to store more product at a new retail space, and the property has space for delivery trucks to unload without interfering with customer access.

VOTE (2018-22) Mr. Lunt made a motion, seconded by Mr. Hall to accept Site Plan Review application for Warehouse /Retail Development as complete. **VOTE: 5-0 Carried.**

VOTE (2018-23) Mrs. Paradis made a motion, seconded by Mr. Lunt to conduct a site visit on May 24, 2018 at 5:30PM. **VOTE: 5-0 Carried.**

VOTE (2018-24) Mr. Lunt made a motion, seconded by Mrs. Paradis to set a public hearing on May 24, 2018 at 7:00PM. **VOTE: 5-0 Carried.**

Case #18-7 Subdivision Review Application-Austin Acres

Applicant: Payton A. Austin.

Property Location: 277 Ferry Road, Lisbon, ME 04250

Tax Map/Lot: Map R7 Lot 48

Intended Use: Subdivision

Mr. Douglass presented the Subdivision Review Application and checklists to the board as complete.

Mr. Raitt explained the plans of the owner regarding the placement of future dwellings and stated the survey work for the property was complete.

VOTE (2018-25) Mr. Lunt made a motion, seconded by Mrs. Paradis to accept Subdivision Review application for Austin Acres as complete. **VOTE: 5-0 Carried.**

VOTE (2018-26) Mrs. Paradis made a motion, seconded by Mr. Lunt to set a public hearing for May 24, 2018 at 7:00PM. **VOTE: 5-0 Carried.**

9. OTHER BUSINESS:**Case #18-3 Findings of Fact**

Applicant: Meghan Stuart – Home Daycare Business

Mr. Douglass reviewed and distributed the following findings of fact for 34 Summer Street, Lisbon, ME 04250, Tax Map U2 Lot 023:

The applicant submitted an application for a Conditional Use Home Daycare Business on April 4, 2018. The application was accepted as complete on April 12, 2018. The Planning Board held a Public Hearing for the application for a Conditional Use Home Daycare Business on April 26, 2018. The Planning Board approved the Conditional Use application for a Home Daycare Business with conditions on April 26 2018.

Mr. Douglass said the Findings of Fact were ready for the Planning Board's signatures.

Capital Improvement Plan

Councilor Ward presented the Capital Improvement Plan to the Board for review.

Councilor Ward mentioned some key pieces including a recommendation from the Fire Department for two trucks, a generator for the MTM Center, water and sewer upgrades, street paving improvements, Town Office HVAC improvements, and 3385 Lisbon Street removal.

Councilor Ward also mentioned an \$80,000 investment in Downtown Lisbon by the purchase of the former Graziano lot.

10. TOWN PLANNER – OFFICIAL BUSINESS:**Comprehensive Plan Schedule/ Update**

Mr. Smith stated the first draft of the Comprehensive Plan would be ready for review at the next meeting on May 24, 2018. Mr. Smith mentioned a goal was to be able to give a copy of the draft to the state either preceding or concurrent to giving a draft to the Town Council for review, so that the Council would be reviewing a draft considered in compliance with the Growth Management Act.

Mr. Smith presented a memo that lists all of the goals and puts them in a working plan providing a timeline for completion.

11. ADJOURN:

VOTE (2018-27) Mrs. Paradis made a motion, seconded by Mr. Lunt moved to adjourn at 8:37PM.

VOTE: 5-0 carried

Michelle Rene Foss, Assistant Town Clerk
Date Approved May 24, 2018