

AGENDA
PLANNING BOARD MEETING
THURSDAY MARCH 28, 2019
LISBON TOWN OFFICE
7:00 PM MEETING

1. TO ORDER -

2. ROLL CALL

___ Karin Paradis (Chair)

___ Don Fellows (Vice-Chair)

___ Curtis Lunt

___ Scott Hall

___ Dan Leeman

___ William Kuhl (Associate)

___ Shaun Carr (Associate)

3. CHAIRMAN'S REVIEW OF MEETING RULES

4. WRITTEN COMMUNICATIONS – Minutes of March 14, 2019

Special Town Council meeting – Capital Improvement Plan

5. **PUBLIC HEARING** – Comprehensive Plan Update – This Plan Update makes amendments to the Comprehensive Plan last updated in 2011

6. UNFINISHED BUSINESS – None

7. NEW BUSINESS – **Case #19-3** – Site Plan Review Application

Crystal Spring Health Alternative

Michael Scalia

1 Upland Road, Lisbon Maine 04250

Tax Map U17 Lot 024

- Proposed Medical Marijuana manufacturing facility, processing facility and retail storefront.

8. OTHER BUSINESS – Scott Hall, Lisbon Development Committee – Graziano Square

9. TOWN PLANNER – Ben Smith, Town Planner

- Comprehensive Plan Update
- Children's Day Care Facilities in the Zoning Ordinance

10. CODE ENFORCEMENT OFFICER – Graziano Square Park project – Community participation

11. ADJOURN TO WORKSHOP -

NOTICE OF PUBLIC HEARING COMPREHENSIVE PLAN UPDATE

Pursuant to the procedures of the Growth Management Act, MSRA 30-A, Section 4324, the Lisbon Planning Board hereby gives notice that it will hold a public hearing on the proposed Comprehensive Plan Update. This Plan Update makes amendments to the Comprehensive Plan last updated in 2011. Following the hearing, the Planning Board may recommend adoption of the plan to the Town Council. Changes included in this Comprehensive Plan Update include:

- Updated demographic, economic and land use data,
- Updated inventory of municipal facilities and services,
- Focus on implementation of community goals through 3 high priority areas:
 - Focus on the Basics: Schools, Roads, Infrastructure
 - Boost the Value of Parks and Public Spaces
 - Best Face Forward: Raising the Bar for Community and Private Investment

At the public hearing the Board will receive testimony from interested persons and the general public on any portion of the Comprehensive Plan Update. The draft Comprehensive Plan Update may be viewed in the Town Office or at the Library or online at **www.lisbonme.org**.

The public hearing will be held in Council Chambers at the Lisbon Town Office, 300 Lisbon Street, Lisbon, on Thursday, March 28, 2019, starting at 7:00pm. Comments and questions may be submitted in person at the meeting or in writing in advance of the public hearing. Written comments may be submitted to the Code Enforcement Department in person or mailed to:

Town of Lisbon Code
Enforcement Department, 300 Lisbon
Street, Lisbon, ME, 04250.
For further information, contact Dennis
Douglass, Code Enforcement Officer, at
DDouglass@lisbonme.org, or (207) 353-3000, ext 111.

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.