



MINUTES PLANNING BOARD FEBRUARY 22, 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 Karin Paradis, Curtis Lunt, Scott Hall and Dan Leeman. Associate members, William Kuhl and Eric Metivier were present as well. Also present were Dennis Douglass, Code Enforcement Officer; Allen Ward, Town Council Chairman; Kevin Clark and West Thames, Priority Group Representatives; and Mr. Scott Gaiason was 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 February 8, 2018

The meeting minutes of February 8, 2018 were distributed to all members. The Chair asked if there were corrections or additions. Seeing none, Mr. Fellows declared the minutes approved.

- 5. PUBLIC HEARING:**

Case #18-2 Site Plan Review Application

Applicant: Priority Group L.L.C.

Property Location 689 Lisbon Street, Lisbon Falls, ME 04252

Tax Map/Lot: Map U05 Lot 234

Intended Use: Proposed Rusty Lantern Convenience Store

Chairman Fellows stated that the Planning Board had conducted a Site Visit earlier that evening at 6:00pm. Chairman Fellows said they walked through the site and discussed the general layout of the property and went over some of the plans.

Mr. Kevin Clark presented an overview of the property as presented in the last Planning Board Meeting on February 8, 2018, including some of the landscaping and pedestrian areas such as a gazebo and a bike rack. Mr. Clark said there had been discussions with the board regarding the change to the crosswalks from concrete to asphalt. Mr. Clark stated the applicant preferred asphalt. Mr. Clark said the DEP Stormwater permit had been submitted.

The Chairman called this public hearing to order at 7:07 PM. There were no other comments. The Chairman closed this Public Hearing at 7:08 PM.

- 6. UNFINISHED BUSINESS:**

Case #18-2 Site Plan Review Application

Applicant: Priority Group L.L.C.

Property Location 689 Lisbon Street, Lisbon Falls, ME 04252

Tax Map/Lot: Map U05 Lot 234

Intended Use: Proposed Rusty Lantern Convenience Store

Mr. Douglass stated everything has been completed for the application.

Mr. Douglass presented the Local Ordinance Checklist. Mr. Clark said the property was classified as zone 3, and the majority of the property was in a flood plain so the building elevation has been raised and the tanks will be anchored in place to keep them from moving if water levels rise. Mr. Thames stated the company had filed with DEP for the tank permit and their proper placement.

Chairman Fellows asked about what types of signage would be present. Mr. Thames stated a pylon sign would be by the road (HWY 196) and one sign would be on the front of the building. Mr. Thames said they may put a sign on the side of the building near the second entrance. Mr. Douglass stated he would address the signs when the building permits were requested.

Mr. Douglas presented the Design Standards checklist to the board.

Mr. Lunt asked what landscaping was planned for the front of the property, and did the landscaping interfere with the 196 Corridor Project or the CDBG grant. Mr. Douglass presented the landscaping plans. Chairman Fellows stated the design exceeded the town requirements. Mr. Douglass agreed.

Mr. Clark presented the exterior lighting plan for the property. Mr. Clark stated the lighting system was a photoelectric system and software for the system actually uses data to control the brightness of the lights. Mr. Clark said all lights penetrate downwards; known as cutoff luminaire.

Chairman Fellows stated the CDBG grant requires the concrete be 6" thick across crosswalks. Chairman Fellows asked why the applicant had objections to using concrete in the crosswalks. Mr. Thames stated that it was a maintenance concern. Mr. Thames said with a difference in materials, particularly with the harsh Maine weather, frost heaves tend to occur and plow blades tend to get stuck and tear up the surfaces. Mr. Fellows stated he would like to keep both sides of the street the same. Mr. Hall said he liked the site plan, but the agreement the applicant made with the town to start this process included adhering to the requirements of the CDBG grant. Mr. Douglass read an email from the Economic and Community Development Director, Tracey Steuber, stating that the town was responsible for the granite curbing installed by applicant and the crosswalks were to be the same as the concrete crosswalks across from the Rusty Lantern Convenience Store. Mr. Thames stated he would install concrete crosswalks.

Admin Corr
04/06/2018 MRF

VOTE (2018-9) Mr. Lunt, seconded by Mrs. Paradis, moved to require the Case 18-2 Site Plan Application to include a concrete crosswalk in the entrance at the intersection of the property and highway 196. **VOTE: 4-1 Carried.**

Mr. Leeman stated he did not have a preference either way.

Mr. Kuhl asked who was responsible for the crosswalk repairs. Mr. Fellows said the town as it was a public right of way.

Mrs. Paradis, seconded Mr. Lunt, moved to approve this application as presented.

Mr. Fellows stated if the motion passed it will be without the concrete. Mrs. Paradis and Mr. Lunt withdrew the motion.

Admin Corr
04/06/2018 MRF

VOTE (2018-10) Mrs. Paradis, seconded by Mr. Lunt, moved to approve the application with the condition of the DEP approval and concrete on the entrance at 196 so that it matches the CDBG grant. **VOTE: 5-0 carried.**

Chapter 70. Zoning Ordinance, Division 13 - District Uses, Sec. 70-531 Table of Land Uses

Marijuana Cultivation and Marijuana Retail Stores

Mr. Douglass stated the Planning Board had made some changes to the proposed Land Use Chart at the last meeting and wanted to present the chart again to make sure everyone had an understanding of what changes had been made and/or make any more changes before presenting the final version to the council.

Chairman Fellows suggested the removal of the Marijuana Cultivation Category.

Mr. Douglass stated the Marijuana Retail Storefront and the Retail Sales of Products Manufactured on Premises would be allowed under Conditional Use. Mr. Douglass said this would enable the planning board to vet the location and allow the public to discuss the issue at a public hearing.

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

Councilor Ward asked if the Town Council could change the Land Use Chart presented to them by the Planning Board. Chairman Fellows said the Council could both reject the chart and then send the chart back to the Planning Board or the Council could make the change itself.

Councilor Ward asked about the Diversified Development use under Retail Sales of Products on Premises category. Councilor Ward asked why it was not considered Conditional Use like in the category of Marijuana Retail Sales. Mr. Kuhl said the school is right across the street from the border of the Diversified Development area. Chairman Fellows asked if there was a certain distance the business would have to be from the schools. Mr. Douglass stated there was no regulation at the state level. Mr. Douglass said he would change the Diversified Development use to Conditional Use under the Retail Sales of Products on Premises category and remove the Marijuana Cultivation category from the Land Use Chart. Mr. Douglass stated he would schedule a Public Hearing for the next meeting March 8, 2018.

7. NEW BUSINESS:

Stormwater 101 - Annual Training Requirement Permit Year 5

Mr. Douglass stated this Stormwater 101 training was a part of the yearly training required for the State MS4 Program. All selectmen, council members, and board members are required to take the training. Mr. Douglass said this helps to make people aware of why it is important to care about what is hitting the ground. Mr. Douglass requested all the members of the board complete the included questionnaires and return them to him.

8. OTHER BUSINESS:

Budget Request Worksheets/ List of Goals for Budget Year 2018 to Present to Council

Mr. Douglass stated he had met the Town Manager, Diane Barnes, regarding the Planning Board Budget for 2018. Mr. Douglass said a request of \$44,836.00 will be submitted to the Town Council. Mr. Douglass stated this is a 37% increase from 2017. Most of the changes are for Contracted Services and Assistant wages along with Professional Development for employees.

MMA Planning Board Training - Registration for March 20, 2018 in Augusta

Mr. Douglass stated there was to be training in Augusta on March 20, 2018 for Planning Board Members both newly elected and seasoned veterans. Mr. Kuhl, Mrs. Paradis, Mr. Metivier, and Mr. Hall said they would attend the training.

9. TOWN PLANNER – OFFICIAL BUSINESS:

Comp Plan/ Survey Update

Mr. Ben Smith presented an overview of the results of the Comprehensive Plan Online Survey which closed on Sunday February 18, 2018. Mr. Smith said the information was still being compiled, but there were some emerging trends that reflected a positive view by the citizens of the town. Mr. Smith said people felt generally satisfied with the direction the town was heading, and people highly valued the services of the Police/Fire Departments and the Library along with the available parks and recreation opportunities.

Strengths

- Small Town Feel
- Proximity to jobs and services
- People in the community
- Rural Character

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Disadvantages

- Need infrastructure improvements
- Lack of Jobs IN town
- High housing/ property costs
- School

Chairman Fellows asked how many responses were received. Mr. Smith stated 171 on computer and a half dozen by hard copy. Mr. Smith also stated the responses were split evenly among men and women, and one third of the responses were from citizens under 25 and over 65. Mr. Smith said the survey was able to reach out to more citizens than a regular Public Hearing and as such the town has received some valuable input.

Mr. Smith said there had been discussion on when to have the workshop for Future Land Use, and the consensus was to have it on a Thursday in lieu of a Planning Board meeting. Mr. Smith stated March 22 (a regular meeting day) or March 29 were the two dates he would like the board to consider. Mr. Lunt said it would be better to schedule the discussion as a part of the regular meeting due to a lack of attendance by the public in the past. Mrs. Paradis stated the last workshop was before the E-Alert Notifications, but now with the system in place, more people would be notified earlier about this workshop. Chairman Fellows asked Mr. Smith if he's had been in contact with the School Committee. Mr. Smith stated he had not at present. Chairman Fellows said he would reach out to Chairman Austin to see if they would be able to attend either of the dates.

10. CODE ENFORCEMENT OFFICER – OFFICIAL BUSINESS: NONE

11. ADJOURN TO WORKSHOP:

VOTE (2018-11) Mrs. Paradis made a motion, seconded by Mr. Hall, to adjourn at to workshop to discuss the goals for the budget at 8:47PM. **VOTE: 5-0 carried.**

Admin Corr
04/06/2018 MRF

Michelle Rene Foss, Assistant Town Clerk
Date Approved _____