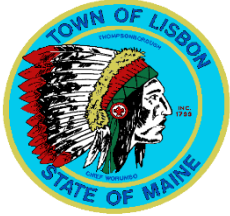


AGENDA
COUNCIL MEETING
October 3, 2023
LISBON TOWN OFFICE
7:00 PM MEETING

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL
Harry Moore, Jr., Chair
Raymond Robishaw, Vice Chair
Mark Lunt
Donald Fellows
Jo-Jean Keller
Christine Cain
Fern Larochelle
3. GOOD NEWS & RECOGNITION
4. PUBLIC HEARINGS
 - A. **Medical Manufacturing Facility Renewal for 207 Edibles**
 - B. **Itinerant Vendor and Victualer Licenses for Bowlicious and Qweenie's Vending**
 - C. **Adult Use Marijuana Manufacturing License for River Driver Cannabis Co.**
 - D. **Amendments to Chapter 14 General Assistance Maximums & Appendices *Second Reading***
5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
6. CONSENT AGENDA
 - A. *ORDER 2023-183 Consent Agenda Items*
 1. **Municipal Accounts Payable Warrants - \$ 474,903.34**
 2. **Municipal Payroll Warrants - \$ 219,399.35**
 3. **School Accounts Payable - \$ 251,399.35**
 4. **School Payroll Warrant - \$ 399,595.16**
 5. **Approve Minutes of September 5, 2023**
 6. **Medical Manufacturing Facility Renewal for 207 Edibles**
 7. **Itinerant Vendor and Victualer Licenses (Food Trucks) for Bowlicious and Qweenie's Vending**
 8. **Adult Use Marijuana Manufacturing License for River Driver Cannabis Co.**
 9. **Set Public Hearing for Auntie D's Food Truck for October 17, 2023.**
7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES
 - A. **ORDER 2023-184 Compliance with LD 2003 -- First Reading**
 - B. **ORDER 2023-185 Erosion and Sedimentation Control at Construction Site Ordinance -- *Second Reading***
 - C. **ORDER 2023-186 CDBG Project Approval 21 Main Street**
 - D. **ORDER 2023-187 CDBG Project Approval 25 Main Street**



AGENDA
COUNCIL MEETING
October 3, 2023
LISBON TOWN OFFICE
7:00 PM MEETING

E. ORDER 2023-188 Authorize the Town Manager to Approve Applications for Catered Functions

8. OTHER BUSINESS

A. Council Committee Reports:

1. *School Committee – Councilor Cain*
2. *Planning Board – Councilor Fellows*
3. *Lisbon Development Committee – Councilor Lunt*
4. *Conservation Commission – Councilor Moore*
5. *Parks & Recreation Committee – Councilor Larochelle*
6. *County Budget Committee – Councilor Lunt*
7. *Library Governing Board – Councilor Keller*
8. *Water Commission – Councilor Fellows*
9. *Finance Committee – Councilor Robishaw*

B. Town Manager's Report

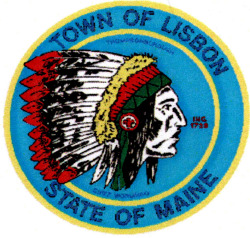
9. APPOINTMENTS

10. COUNCIL COMMUNICATIONS

11. AUDIENCE PARTICIPATION & RESPONSE TO NEW ITEMS

12. ADJOURNMENT

A. ORDER 2023-189 To Adjourn



TOWN OF LISBON

300 Lisbon Street, Lisbon ME 04250

Lisa M. Ward, Town Clerk

Julie L. Vye, Deputy Clerk

PUBLIC HEARING

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on October 3rd, 2023 at 7:00 PM in the Town Office Public Meeting Room to hear comments on the following:

Medical Marijuana Manufacturing Facility Renewal

207 Edibles

5 Canal St.

Lisbon Falls, ME 04252

And

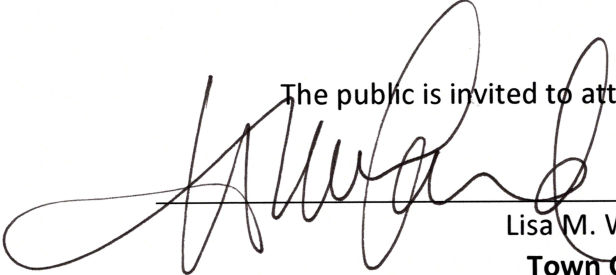
Medical Marijuana Manufacturing Facility

River Driver Cannabis Co.

8 Main St.

Lisbon, ME 04250

The public is invited to attend.



Lisa M. Ward
Town Clerk

11597

**Constable's
Return of Posting
State of Maine**

Lisbon,

Androscoggin, ss.

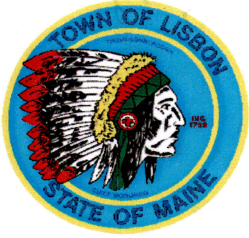
Pursuant to the within notice, I have posted said notice at the Lisbon Post Office, the Lisbon Falls Post Office, and the Town Office Building, all being conspicuous and public places within the Town of Lisbon.

9-21-23

Date

Daniel Ouellet

Constable, Town of Lisbon



TOWN OF LISBON

300 Lisbon Street, Lisbon ME 04250

Lisa M. Ward, Town Clerk

Julie L. Vye, Deputy Clerk

PUBLIC HEARING

The Lisbon Town Council will hold a public hearing on October 3rd, 2023 at 7:00 PM in the Town Office Public Meeting Room to consider the following:

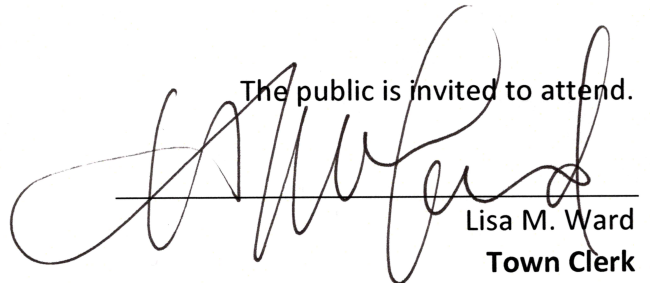
*A Victualer's License and Itinerant Vendor License
("Food Truck")*

Bowlicious
Food Truck Locations
567 Meadow Rd.
Topsham, Me. 04086

And

Qweenie's Vending
Food Truck Locations
1462 Auburn Rd.
Turner, Me. 04282

The public is invited to attend.


Lisa M. Ward
Town Clerk

11598

**Constable's
Return of Posting
State of Maine**

Lisbon,

Androscoggin, ss.

Pursuant to the within notice, I have posted said notice at the Lisbon Post Office, the Lisbon Falls Post Office, and the Town Office Building, all being conspicuous and public places within the Town of Lisbon.

9-21-23

Date

David A. Little

Constable, Town of Lisbon



TOWN OF LISBON

300 Lisbon Street, Lisbon ME 04250

Lisa M. Ward, Town Clerk

Julie L. Vye, Deputy Clerk

PUBLIC HEARING

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on October 3rd, 2023 at 7:00 PM in the Town Office Public Meeting Room to hear comments on the following:

Medical Marijuana Manufacturing Facility Renewal

207 Edibles

5 Canal St.

Lisbon Falls, ME 04252

And

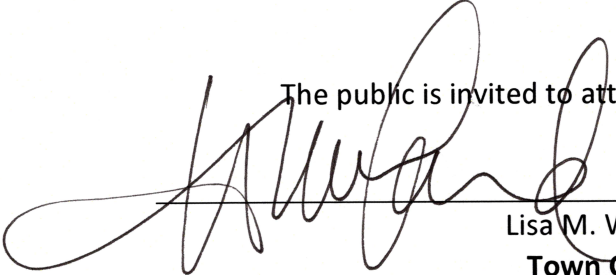
Medical Marijuana Manufacturing Facility

River Driver Cannabis Co.

8 Main St.

Lisbon, ME 04250

The public is invited to attend.



Lisa M. Ward
Town Clerk

11597

**Constable's
Return of Posting
State of Maine**

Lisbon,

Androscoggin, ss.

Pursuant to the within notice, I have posted said notice at the Lisbon Post Office, the Lisbon Falls Post Office, and the Town Office Building, all being conspicuous and public places within the Town of Lisbon.

9-21-23

Date

Daniel Ouellet

Constable, Town of Lisbon



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Amendments to Chapter 14 General Assistance Maximums & Appendices *Second Reading***
Date: October 3, 2023

Summary

The Municipality of Lisbon adopts the MMA Model Ordinance GA Appendices (A-H) for the period of October 1, 2023-September 30, 2024. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305 (4).

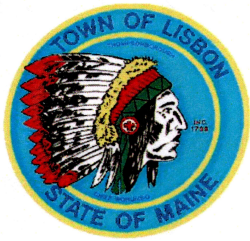
This will be a Roll Call vote.

Recommendation

Adopt the MMA Model Ordinance GA Appendices (A-H) for the period of October 1, 2023-September 30, 2024 as presented.

Attachments

1. PH GA Appendices



TOWN OF LISBON

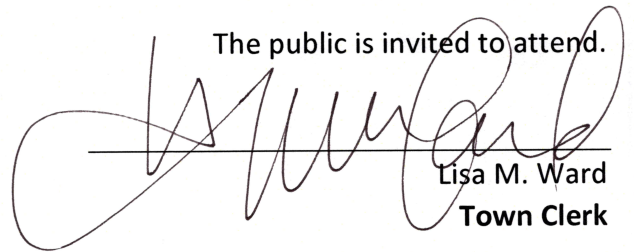
300 Lisbon Street, Lisbon ME 04250

Lisa M. Ward, Town Clerk
Julie L. Vye, Deputy Clerk

PUBLIC HEARING

Notice is hereby given that the Lisbon Town Council intends to hold a Public Hearing on October 3, 2023 at 7:00 PM at the Town Office, 300 Lisbon Street, in the Public Meeting Room to hear comments on the Chapter 14 GA Maximums & Appendices. Copies of the Appendices may be viewed or obtained at the Town Clerk's Office, 300 Lisbon Street, Lisbon. The public is invited to attend. -Lisa Ward, Town Clerk

The public is invited to attend.



Lisa M. Ward
Town Clerk

23-11634

**Constable's
Return of Posting
State of Maine**

Lisbon,

Androscoggin, ss.

Pursuant to the within notice, I have posted said notice at the Lisbon Post Office, the Lisbon Falls Post Office, and the Town Office Building, all being conspicuous and public places within the Town of Lisbon.

9-21-23

Date

Daniel Gault

Constable, Town of Lisbon



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: *ORDER 2023-183 Consent Agenda Items*
Date: October 3, 2023

Summary

Consent Agenda Items are considered routine and will be considered for adoption by one motion with no separate discussion unless a Councilor requests an item be removed. Any Councilor wishing to remove an item may do so prior to the vote.

Recommendation

Approve the Consent Agenda as presented.

Attachments

None



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Municipal Accounts Payable Warrants - \$ 474,903.34**
Date: October 3, 2023

Summary

Recommendation

Attachments

1. 10-03-2023 Warrants

Agenda Date: 10/03/2023

Date	Brenda Martin		Municipal Accts Payable
9/14/2023	9142023	\$	23,779.24
9/19/2023	9192023	\$	935,214.58
10/2/2023	9252023	\$	25,226.22
		\$	984,220.04

Date	Tiffany Hurd		Municipal Payroll Warrants
9/20/2023	230921	\$	254,381.22
9/20/2023	2309W2	\$	17,079.03
		\$	271,460.25

Date	Louise Levesque		School Accts Payable
9/19/2023	2405	\$	584,013.72
10/3/2023	2406	\$	194,308.54
		\$	778,322.26

Date	Eva Huston		School Payroll Warrants
9/20/2023	1035	\$	188.65
9/20/2023	1034	\$	20,271.33
9/27/2023	1036	\$	374,954.51
9/27/2023	1037	\$	11,128.41
9/27/2023	17	\$	1,893.90
		\$	408,436.80

Agenda Date: 12-22-2020

Date

Brenda Martin

Municipal Accts Payable

Date

Megan Lavigne

Municipal Payroll Warrants

Date

Louise Levesque

School Accts Payable

Date

Eva Huston

School Payroll Warrants



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Municipal Payroll Warrants - \$ 219,399.35**
Date: October 3, 2023

Summary

Recommendation

Attachments

None



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **School Accounts Payable - \$ 251,399.35**
Date: October 3, 2023

Summary

Recommendation

Attachments

None



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **School Payroll Warrant - \$ 399,595.16**
Date: October 3, 2023

Summary

Recommendation

Attachments

None



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Approve Minutes of September 5, 2023**
Date: October 3, 2023

Summary

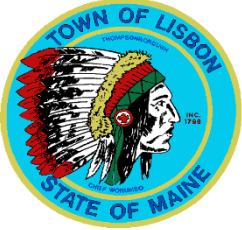
See attached draft minutes.

Recommendation

Approve Minutes of September 5, 2023.

Attachments

1. 09-05-2023 DRAFT



UNAPPROVED MINUTES
Town Council
MEETING MINUTES
September 5, 2023
LISBON TOWN OFFICE
7:00 PM - COUNCIL MEETING

CALL TO ORDER & PLEDGE TO FLAG

The Chair, Harry Moore, called the meeting to order and led the Pledge of Allegiance to the Flag at 7:00 PM.

ROLL CALL

Members present were Councilors Cain, Fellows, Keller, Larochelle, Lunt, and Robishaw. Also present were Glenn Michalowski, Town Manager; Ross Cunningham, Economic & Community Development Director; Steve Aievoli, Sewer Superintendent; Randy Cyr, Public Works & Transfer Station Director; Julie Vye, Deputy Town Clerk; and approximately 3 citizens in the audience.

VOTE (2023-166) Councilor Larochelle, seconded by Councilor Lunt, moved to excuse Chair Harry Moore's absence.

Order Passed – Vote 6-0.

GOOD NEWS & RECOGNITION

Ross Cunningham, Economic & Community Development Director, recognized the folks who organized the Surf Fest at the Worumbo Riverfront for their good job. He said the Friends of Worumbo raised money for the Worumbo Riverfront Event Center with the proceeds from ticket sales.

Mr. Cunningham added that the clay base for the green space at Worumbo has been laid down as a prep for the hydro-seeding for the grass.

Lisa Ward, Town Clerk, introduced new Deputy Town Clerk Julie Vye of Leeds to the Council. She said Ms. Vye comes to Lisbon with experience and a solid work ethic, and that she loves to work on Elections, too.

PUBLIC HEARINGS

The Chair opened each of the Public Hearings. Seeing no comments, the Chair closed each Hearing.

Charter Amendment to Change Elections for School Committee to June

Authorizing Issuance of Bonds for Burroughs Road Bridge Project

Itinerant Vendor's License for Beach Betti's

Itinerant Vendor & Victualers Licenses for Mannie's Phillie 2 Me & Benchwarmerz

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

None.

CONSENT AGENDA

Consent Agenda items are considered routine and are considered for adoption by one motion with no separate discussion unless a Councilor requests an item be removed. Seeing no requests, the Secretary read the items prior to the vote.

VOTE (2023-167) Councilor Fellows, seconded by Larochelle, moved to accept the Consent Agenda

UNAPPROVED MINUTES

as presented.

Order Passed – Vote 6-0.

Consent Agenda Items:

Municipal Accounts Payable Warrants - \$ 1, 464,125.04

Municipal Payroll Warrants - \$ 292,142.93

School Accounts Payable - \$ 139,528.18

School Payroll Warrant - None.

Minutes of August 14, 2023

Itinerant Vendor's License for Beach Betti's

Set Public Hearing for Sept. 19th for Mass Gathering Permit for Lisbon Falls Art Walk

Itinerant Vendor & Victualer's Licenses for Mannie's Phillie 2 Me & Benchwarmerz

Set Public Hearing for Sept 19th for a Victualer's License for The Loving Bite Catering & The Maine Squeeze

Waive Victualer's application fee for The Loving Bite Catering

Approve extension for Lisbon Left Hand Club for Liquor and Special Entertainment License to January 7, 2024.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

EROSION AND SEDIMENTATION CONTROL AT CONSTRUCTION SITE ORDINANCE -- *First Reading*

Councilor Lunt asked if the Planning Board had a fee schedule for these items so the developer will pay the costs incurred by the Code Enforcement Officer's inspections. The Clerk said she would check to see if one is available for this.

Councilor Larochelle asked if this is something that needs to be done, what the reasoning behind it is. Mr. Michalowski said this is all for the MS4 Program, it is the model ordinance that was recommended by the Planning Board. He said we can revisit and make any needed amendments. He confirmed that it is to be in compliance with the State.

Vote (2023-168) Councilor Larochelle, seconded by Councilor Robishaw, moved to accept the Erosion and Sedimentation Control at Construction Sites Ordinance as presented and to set a Public Hearing for September 19, 2023.

Roll Call Vote: Yeas – Councilor Fellows, Councilor Keller, Councilor Larochelle, Vice Chair Robishaw, Councilor Cain, Councilor Lunt. Nays – None.

Order Passed – Vote 6-0.

CHARTER AMENDMENT TO CHANGE ELECTIONS FOR SCHOOL COMMITTEE TO JUNE – *Second Reading*

These Amendments will provide that elections for School Committee members and the School Department Budget validation referendum shall both occur annually on the second Tuesday of June. This is a change only for the election of the Committee members. The current Charter provides for School Budget validation in June and Committee member elections at the General Election in November.

VOTE (2023-169) Council Member Larochelle, seconded by Council Member Fellows, moved to Amend the Town Charter to provide that elections for School Committee members and the School

UNAPPROVED MINUTES

Department Budget Validation Referendum shall occur annually on the second Tuesday of June.

Roll Call Vote: Yeas – Councilor Fellows, Councilor Keller, Councilor Larochele, Vice Chair Robishaw, Councilor Cain, Councilor Lunt. Nays – None.

Order Passed – Vote 6-0.

AUTHORIZING ISSUANCE OF BONDS FOR BURROUGHS ROAD BRIDGE PROJECT - *Second Reading*

This Bond Ordinance is for the purpose of financing the design, permitting and construction of repairs, replacements and improvements to bridges and related roads and facilities located in or on Burrough Road.

VOTE (Order-2023-170) Council Member Larochele, seconded by Vice Chair Robishaw, moved to approve the Bond Ordinance as presented for the purpose of financing the design, permitting and construction of repairs, replacements and improvements to bridges and related roads and facilities located in or on Burrough Road for the amount of \$650,000.00.

Roll Call Vote: Roll Call Vote: Yeas – Councilor Fellows, Councilor Keller, Councilor Larochele, Vice Chair Robishaw, Councilor Cain, Councilor Lunt. Nays – None.

Order Passed – Vote 6-0.

APPROVING CONTRACT AWARD: \$67,500 TO ELECTRICAL SYSTEMS OF MAINE

Bids for the specified project were officially solicited and subsequently closed on September 1st at 10 am. Upon review of the submissions, Electrical Systems of Maine emerged as the low bidder. This proposed contract award is in alignment with the previously approved capital budget. The installation is crucial for maintaining the functionality and continuity of the Sewer Department's operations, ensuring service reliability during a potential power outage.

VOTE (2023-171) Councilor Larochele, seconded by Vice Chair Robishaw, moved to Approve the Contract Award of \$67,500 to Electrical Systems of Maine for the purchase and installation of a Generator for the Sewer Treatment Plant.

Order Passed – Vote 6-0.

OTHER BUSINESS

Council Committee Reports:

School Committee – Councilor Cain

Councilor Cain said the Committee met on the 28th of August, they reviewed staff, safety at schools, and other regular business.

Planning Board – Councilor Fellows

Councilor Fellows said the Board met on August 24th. He said they considered an application for the Masonic building, it will be a subdivision review. He said the members did a training with North Star, the contracted planning company, and it was well worth doing. He said they also had a workshop on LD 33, and will be sending information to Council. He said they will need to update the fee schedule.

Lisbon Development Committee – Councilor Lunt

Councilor Lunt said he did not attend the meeting. Mr. Cunningham said the next meeting is a week from Wednesday and they are looking to create a Parking Lot near Frank's Restaurant.

Conservation Commission – Councilor Moore

Councilor Moore was excused.

Parks & Recreation Committee – Councilor Larochele

Councilor Larochele reported that he hadn't gone to the meeting but he touched base with Mark

UNAPPROVED MINUTES

Stevens, Parks and Recreation Director. He said the youth sports programs are at pre-pandemic numbers, with a large number of before and after school program enrollments. He said the Seniors group went to the Canadian Rockies trip. He said the committee is working on revising rules.

County Budget Committee – Councilors Moore/Lunt

Councilor Lunt said he had nothing to report.

Library Governing Board – Councilor Keller

Councilor Keller said the Library is starting a Book Club and it is so popular they may need to have two sessions. She said there will be a presentation for Safety and Seniors. She also reported they will continue to work on the new door.

Water Commission – Councilor Fellows

Councilor Fellows said they have not met since the previous Council meeting.

Finance Committee – Councilor Robishaw

Councilor Robishaw said there was no meeting.

TOWN MANAGER'S REPORT

Mr. Michalowski said that In May 2022, the Council secured a loan of approximately \$2.8 million for a specific project. As of March 29, 2023, approximately \$1.77 million had been expended, leaving a balance of about \$1.03 million. On March 29, 2023, a bid of \$416,100 was awarded, reducing the balance to approximately \$614,000, and on July 11, 2023, an additional bid of \$105,000 was granted, further reducing the available funds to approximately \$509,000. He offered the following Recommendations for the Remaining \$509,000:

Infrastructure Improvement: Utilize the funds for permissible improvements, such as paving Ridlon Road. This would contribute to the betterment of local infrastructure and enhance community mobility.

Refund Debt Principal: Allocate the amount towards the principal of the loan. This action would expedite the loan repayment process, ultimately resulting in reduced interest. It would also positively impact the fiscal budget from FY29 to FY32.

Debt Service Payment: Use the funds to address the debt service on the existing loan. Implementing this would alleviate financial pressures on the FY24-FY26 budgets.

Randy Cyr, Public Works Director, said he got a quote of \$300,000.00 to add fill, ditch, and run culverts on part of Ridlon Road. He said the culverts are too high, we can do base and top coats and it will cost \$300,000.00 to get to Ridlon Farm. He said this will address concerns from the residents.

Councilor Robishaw asked about the running roads list, where was Ridlon Road on that list for repairs. Mr. Cyr said it was on for next year, since it abuts Ferry Road and is already scheduled for next year. Mr. Michalowski said he will direct staff to work on an RFP.

Mr. Michalowski said there have been delays at the Union Street demolition site, crews broke down on the way. He said it should be done soon and requested Council extend the Road Closure by two weeks to accommodate the demolition.

VOTE (2023-171A) Council Member Larochelle, seconded by Council Member Fellows, moved to authorize the Town Manager to extend the road closure for the Union Street demolition as needed.
Order Passed– Vote 6-0.

APPOINTMENTS

APPOINTMENT OF ASSISTANT TOWN MANAGER

Mr. Michalowski requested the Council review and confirm his appointment of Ms. Sarah J. Bennett

UNAPPROVED MINUTES

for the position of Assistant Town Manager effective September 18, 2023. He said Ms. Bennett's qualifications, experience, and dedication make her a suitable candidate for this vital role, and confirming her appointment will ensure a smooth transition and continued excellence in town management. He highly recommended the Council's positive consideration of the appointment.

VOTE (Order-2023-38) Councilor Fellows, seconded by Vice Chair Robishaw, moved to confirm the Town Manager's appointment of Ms. Sarah J. Bennet for the position of Assistant Town Manager effective September 18, 2023.

Order Passed – Vote 6-0.

COUNCIL COMMUNICATIONS

None.

AUDIENCE PARTICIPATION & RESPONSE TO NEW ITEMS

None.

EXECUTIVE SESSION

EXECUTIVE SESSION: ACQUISITION OF REAL PROPERTY OR ECONOMIC DEVELOPMENT
PER 1 M.R.S.A. § 405(6) (C)

Executive Session for Acquisition of Real Property or Economic Development per 1 M.R.S.A. § 405(6) (C).

VOTE (2023-173) Council Member Fellows, seconded by Council Member Larochelle, moved to go into Executive Session per 1 M.R.S.A. § 405(6) (C) Acquisition of Real Property or Economic Development at 7:29 PM.

Order Passed – Vote 6-0.

VOTE (Order-2023-173A) Council Member Fellows, seconded by Council Member Lunt, moved to resume the regular meeting.

Order Passed – Vote 6-0.

VOTE (Order-2023-174) Council Member Fellows, seconded by Vice Chair Robishaw, moved to approve the Main Street Grant Program continue as presented by the Economic Development Director.

Order Passed – Vote 6-0.

ADJOURNMENT

VOTE (2023-175) Vice Chair Robishaw, seconded by Councilor Cain, moved to Adjourn at 7:43 pm.

Order Passed – Vote 6-0.



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Medical Manufacturing Facility Renewal for 207 Edibles**
Date: October 3, 2023

Summary

All paperwork and payment has been processed and the Inspections have been done.

Recommendation

Approve Medical Manufacturing Facility License Renewal for 207 Edibles

Attachments

1. App 207 Edibles

MARIJUANA BUSINESS RENEWAL APPLICATION

Town of Lisbon, Maine

MEDICAL MARIJUANA ESTABLISHMENT

- ☐ Retail Store \$ 250.00
☐ Dispensary \$ 250.00
☒ Manufacturing/Cultivation \$ 250.00
☐ Testing Facility \$ 250.00

ADULT USE MARIJUANA ESTABLISHMENT

- ☐ Retail Store \$ 5,000.00
☐ Dispensary \$ 5,000.00
☐ Manufacturing/Cultivation \$ 5,000.00
☐ Testing Facility \$ 10,000.00

All application and permit/licensing fees are non-refundable.

1. Business Name: 207 Edibles - Creative Biomass Derivatives

Location: 5 Canal St. Business Phone: 207-353-4279

Mailing Address: 5 Canal St Lisbon Falls, me 04252

2. Owner: Lorelei Hilliker Home Phone: 207-522-0074

Owner's Home Address: 9 pass brook rd Durham, me 04222

Email: 207edibles@gmail.com

Has your residence changed since your most recent Marijuana Establishment License was approved? no

3. For additional officers, partners, directors, stockholders, staff members or other participants, please attach a list on a separate piece of paper including for each:

- Name
- Date of Birth
- Phone Number
- Address

4. Have you been denied an application for an adult use or medical marijuana license by another jurisdiction? no
If yes, explain on a separate sheet and attach to this application.

5. Have you had an adult use or medical marijuana license suspended or revoked by another jurisdiction? no
If yes, explain on a separate sheet and attach to this application.

6. Have you or any officer, partner, director, stockholder or staff member ever been convicted of any violation of the law, other than minor traffic violations, in a Federal, State or other Court? no
If yes, complete the following:

Name: _____	Date of Conviction: _____
Location: _____	Offense: _____
Disposition: _____	(Attach additional pages if needed.)

Are there additional Federal, State or Local permits or approvals required? If Yes, please List: no

MARIJUANA BUSINESS RENEWAL APPLICATION

Town of Lisbon, Maine

Are there any changes to the documents listed below since you last filed for this License:	Yes	No
1. Lease agreement: Current lease agreement from _____ to _____ MM/DD/YYYY MM/DD/YYYY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Operation Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Odor and Ventilation Plan.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Security Plan.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Sketch of premises/interior/exterior layouts.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Site Plan for grow area (cultivation facilities, if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Change of ownership/name of business.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If any of the above information has changed, please attach the updated information to this application.

Renewals are issued one year from date of issuance after the application is completed with the required updated documentation, including but not limited to:

- ☒ A copy of applicant's State Marijuana License/Permit
- ☒ Copies of Valid State Registry Identification Cards
- ☐ Updated list of all new equipment, parts or inventory, if applicable *N/A*
- ☐ Copies of all interior/exterior changes to the premises, if applicable *N/A*

I, (Name) Lorelei Hilliker (Title) Owner, am authorized to sign on behalf of said business, and further declare that the foregoing information is accurate and true to the best of my knowledge and belief, and hereby acknowledge and authorize a public records check. By signing this application, I also verify there have been no changes from the last Marijuana Application submitted within the past year. If any of the information has changed, I have attached the update to this renewal application.

Signature: *Lorelei Hilliker* Date: 9/1/23

The omission of facts or any misrepresentation of any of the information provided on this application shall be sufficient grounds for the refusal of a Marijuana Establishment License Renewal.



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Itinerant Vendor and Victualer Licenses (Food Trucks) for Bowlicious and Qweenie's Vending**
Date: October 3, 2023

Summary

Food Trucks Bowlicious and Qweenie's Vending are new to Lisbon & will need both Itinerant Vendor and Victualer's Licenses. All paperwork and payment has been processed and the Inspections have been done.

Recommendation

Approve Itinerant Vendor and Victualer's Licenses for Food Trucks Bowlicious and Qweenie's Vending.

Attachments

1. App Bowlicious
2. App Qweenies Vending

TOWN OF LISBON

Food Truck/Mobile Unit Application

Please attach additional information where applicable.

Thank you for your interest in bringing your Food Truck/Mobile Unit to Lisbon! This form includes the details needed to complete your application. Please read all information carefully. You can contact us via email with any questions at clerk@lisbonme.org. All Fees are payable to the Town of Lisbon.

Business Name: **Bowlicious, LLC** _____

We are a Non-Profit or School Group: ☐ Yes ☐ No

Contact Person/Owner: **Toby or Stephanie Pinkham** _____

Mailing Address: **567 Meadow Road, Topsham ME 04086** _____

Business Email Address: **bowliciousme@gmail.com** _____

Home Phone: **207-355-1215 (Toby)** Cell Phone: **207-458-1404** _____


Owner's Residence Address: **567 Meadow Road** _____

Town/City: **Topsham** _____ State: **ME** _____ Zip: **04086** _____


Residence(s) for last 5 years: **567 Meadow Road, Topsham ME 04086** _____

List of Applicant / Partners / Corporate Officers. Please Print Clearly, attach separate sheet if needed.

Name & Address: **Toby Pinkham 567 Meadow Road, Topsham ME 04086** _____

_____ Date of Birth:  _____

Name & Address: **Stephanie Pinkham 567 Meadow Road, Topsham ME 04086** _____

_____ Date of Birth:  _____

Town/City: _____ State: _____ Zip: _____

Has applicant's Business License ever been revoked? ☐ Yes ☐ No *If yes, Why?* _____

Has any applicant / partner / corporate officer ever been convicted of a felony? ☐ Yes ☒ No

If yes, describe specific circumstances: _____

Please acknowledge the following and attach where applicable:

☒ Copy of State of Maine FOOD LICENSE. State ID License #:

☒ Certificate of Liability Insurance is **REQUIRED** for food vendors. Town of Lisbon must be listed as an additional insurer.

☒ Proof of non-profit status if applicable.

☒ If fixed location, attach Landowner Permission letter.

☒ If roaming, attach route map for Police Chief to review.

☒ I have scheduled/will schedule a Lisbon Food Truck Site.

Name of Business: **Bowlicious, LLC**

I, **Stephanie Pinkham** (owner's name), **Member/Owner** (title) am authorized to sign on behalf of said business and further declare that the foregoing information is accurate and true to the best of my knowledge and belief, and that I hereby acknowledge a public records check may be conducted.

Signature:  Date: 9/5/23

FEES**Itinerant Vendor Permit**

- ☐ \$0.00 No Fee—I am covered under a Mass Gathering Permit (entity):
☐ \$50.00 Temporary Stand, up to 60 days
☒ \$100.00 1 Year

Victualer's Permit

- ☐ \$25.00 1 Week
☒ \$50.00 1 Yea

<u>Fee Worksheet</u>	
Itinerant Vendor Fee:	\$ 100.00
Victualer's Fee:	\$ 50.00
TOTAL DUE:	\$ 150.00

INSPECTIONS AND REQUIREMENTS**Check One:**

- ☒ Food Preparation (including coffee) - *Requires inspection*
☐ Pre-packaged Food or Ice Cream only - *Does not require inspection*

HEALTH OFFICER


Notice of Compliance (By Ordinance): I, **Nate LeClair**, **Health Officer** for the Town of Lisbon, hereby certify I have inspected the above establishment and found the premises meet all requirements under the Lisbon Code entitled Victualer and any applicable state regulations.

Signature:  Date: 9/12/23

POLICE CHIEF

Notice of Compliance (By Ordinance): I, **Ryan McGee**, **Police Chief** for the Town of Lisbon, hereby certify I have reviewed this application and the vendor will not create safety problems for either traffic or pedestrians, and that information on file does not indicate the applicant is a person of bad moral character.

☒ **Public Records Check completed**

Signature:  Date: 9-11-2023

TOWN OF LISBON

Food Truck/Mobile Unit Application

Please attach additional information where applicable.

Thank you for your interest in bringing your Food Truck/Mobile Unit to Lisbon! This form includes the details needed to complete your application. Please read all information carefully. You can contact us via email with any questions at clerk@lisbonme.org. All Fees are payable to the Town of Lisbon.

Business Name: Queenies vending LLC

We are a Non-Profit or School Group: ☐ Yes ☒ No

Contact Person/Owner: Ashley Henry

Mailing Address: 1462 Auburn rd Turner, ME

Business Email Address: Queenies@aol.com

Home Phone: _____ Cell Phone: 207-520-4787

Owner's Residence Address: 7 yeaton Lane west paris ME 04289

Town/City: West paris State: ME Zip: 04289

Residence(s) for last 5 years: 85 Broad st Auburn, ME / 597 Riverside dr Auburn ME

List of Applicant / Partners / Corporate Officers. Please Print Clearly, attach separate sheet if needed.

Name & Address: Lisa Lizotte 1462 Auburn rd Turner ME

Date of Birth: _____

Name & Address: _____

Date of Birth: _____

Name & Address: _____

Date of Birth: _____

Town/City: Turner, ME State: ME Zip: 04282

Has applicant's Business License ever been revoked? ☐ Yes ☒ No If yes, Why? _____

Has any applicant / partner / corporate officer ever been convicted of a felony? ☐ Yes ☒ No

If yes, describe specific circumstances: _____

Please acknowledge the following and attach where applicable:

☒ Copy of State of Maine FOOD LICENSE. State ID License #:

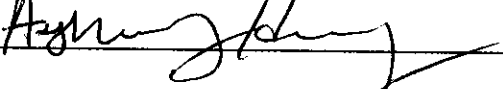
☒ Certificate of Liability Insurance is **REQUIRED** for food vendors. Town of Lisbon must be listed as an additional insurer.

☒ Proof of non-profit status if applicable.

☒ If fixed location, attach Landowner Permission letter.

☒ If roaming, attach route map for Police Chief to review.

☒ I have scheduled/will schedule a Lisbon Food Truck Site.

Name of Business: Queenies vending LLCI, Ashley Henry (owner's name), Owner (title) am authorized to sign on behalf of said business and further declare that the foregoing information is accurate and true to the best of my knowledge and belief, and that I hereby acknowledge a public records check may be conducted.Signature:  Date: 09/11/23**FEES****Itinerant Vendor Permit**☐ \$0.00 No Fee—I am covered under a Mass Gathering Permit (entity): _____☐ \$50.00 Temporary Stand, up to 60 days☒ \$100.00 1 Year**Victualer's Permit**☐ \$25.00 1 Week☒ \$50.00 1 Year**Fee Worksheet**Itinerant Vendor Fee: \$ 100.-Victualer's Fee: \$ 50.-**TOTAL DUE:** \$ 150.-*Please make check payable to: Town of Lisbon***INSPECTIONS AND REQUIREMENTS****Check One:**☒ Food Preparation (including coffee) – *Requires inspection*☐ Pre-packaged Food or Ice Cream only – *Does not require inspection***HEALTH OFFICER**Notice of Compliance (By Ordinance): I, **Nate LeClair, Health Officer** for the Town of Lisbon, hereby certify I have inspected the above establishment and found the premises meet all requirements under the Lisbon Code entitled Victualer and any applicable state regulations.Signature:  Date: 9/22/23**POLICE CHIEF**Notice of Compliance (By Ordinance): I, **Ryan McGee, Police Chief** for the Town of Lisbon, hereby certify I have reviewed this application and the vendor will not create safety problems for either traffic or pedestrians, and that information on file does not indicate the applicant is a person of bad moral character.☒ **Public Records Check completed**Signature:  Date: 9-15-23



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Adult Use Marijuana Manufacturing License for River Driver Cannabis Co.**
Date: October 3, 2023

Summary

Recommendation

Approve Adult Use Marijuana Manufacturing License for River Driver Cannabis Co.

Attachments

1. App River Driver

TOWN OF LISBON

ADULT USE MARIJUANA ESTABLISHMENTS APPLICATION

Non-refundable Fees

<input type="checkbox"/> Adult Use Marijuana Retail Store	\$ 5,000.00
<input type="checkbox"/> Adult Use Marijuana Cultivation Facility	\$ 5,000.00
<input checked="" type="checkbox"/> Adult Use Products Manufacturing Facility	\$ 5,000.00
<input type="checkbox"/> Adult Use Marijuana Testing Facility	\$10,000.00

Name of Business: River Driver Cannabis Co Business Phone: 207-

Location of Business: 8 main st Lisbon

Business Email Address: Lisa@riverdrivercc.com

Business Mailing Address: 132 church rd Brunswick ME 04011

Owner's Name: Lisa Finlayson-Brown

Home Phone: N/A Cell Phone: 207-615-5394

Owner's Home Address: 21 main st South Freeport ME 04078

List Owners/Members/Partners/Officers/Directors/Stockholders/Managers/Supervisory Personnel/or other participants:

5 Names

Name: Lisa Finlayson-Brown Phone Number: 207-615-5394

Street Addr: 21 Main St Birth Date: [REDACTED]

Town/State/Zip: South Freeport ME 04078

Name: Jan Finlayson Brown Phone Number: 802-291-2684

Street Addr: 21 Main St Birth Date: [REDACTED]

Town/State/Zip: South Freeport ME 04078

Name: Raymond Payne Phone Number: 207-939-7490

Street Addr: 99 Mill Rd Birth Date: [REDACTED]

Town/State/Zip: Cumberland ME 04021

Attach a list on a separate piece of paper of names or additional names that apply.

LISBON – ADULT USE MARIJUANA ESTABLISHMENTS APPLICATION

Business Name: LNI LLC DBA River Driver Canneds Co Page 2

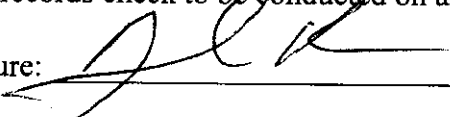
Attach the following (required by ordinance):

1. A copy of the applicant's state registration application and supporting documentation, as submitted to the state registration authority.
2. Copies of all state approvals or conditional approvals required to operate an adult use marijuana establishment, including, but not limited to
 - state registry identification card
 - state registration certificate
 - state application for registration or renewal along with approval certifications as applicable
3. If not included in the applicant's state registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the adult use marijuana establishment.
4. If not included in the applicant's state registration application, an **affidavit** (notarized sworn statement) that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents shall be provided, including but not limited to:
 - motor vehicle operator's license
 - motor vehicle registration,
 - voter registration or utility bills shall be provided
5. A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Lisbon to obtain criminal records and other background information related to the individual.
6. A statement as to the precise nature of the business with a description of the nature of all products and services offered to its customers.
7. A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the adult use marijuana establishment.
8. Evidence of an interest in the premises in which the medical marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
9. Evidence of all land use approvals or conditional land use approvals required to operate the adult use marijuana establishment, or applications that have been filed and are pending for the required approvals, including, but not limited to building permit, conditional or special use approval, change of use permit and/or certificate of occupancy.
10. Copies of all other approvals or conditional approvals required to operate an adult use marijuana establishment, including any applicable state food or local Victualer's license as applicable.
11. Copies of compliance with the requirements of sections 10-711 including, but not limited to Department of Administrative and Financial Services licensing, registration, and certification and evidence that the standards listed in section 10-710 have been met including but not limited to copies of Administrative and Services licensing, registration, and certification as applicable.

NOTE: If application is not complete, the Town Clerk will notify the applicant and applicant must submit additional information w/in 30 days of the request or the application may be denied.

Business Name: River Drive Cannabis Co Page 3

I, _____ (name) _____ (title) is authorized to sign on behalf of said business, and further declare that the foregoing information is accurate and true to the best of my knowledge and belief, and that the applicant does hereby acknowledge and authorized a public records check to be conducted on all individuals listed under Questions 1 & 3 above.

Signature:  Date: 9/7/23

*The Council is the Municipal Licensing Board. Applications require a public hearing and an **ad to appear in newspaper 7-days prior to the scheduled Public Hearing**, cost included in Fees. Public records checks can take up to three weeks to process. Complete applications contain the Police Chiefs, Fire Chiefs, CEO and Health Officer's signatures and attachments. The Council meets on the first and third Tuesdays of the month at 7PM at Town Hall. Application fees must be paid prior to the Council meeting. Other helpful contacts are:*

353-3000 Ext 112... Town Clerk
353-3007..... Town Office Fax
353-3000 Ext 111.... Code Enforcement Officer
353-2500..... Police Department
353-3000 Ext 121... Health Officer
287-5671..... Health Engineering Dept.

287-2336 State Sales Tax Division
287-4190..... Bureau of Corporations
624-8745..... Bureau of Alcohol Beverages
287-3841..... Agriculture Dept- Bakery Licenses
624-6550..... Marine Resources
287-2338..... Dept of Labor (Seller's Certificates)

Name; Joseph Riddlesberger

Date of Birth; [REDACTED]

Address; 660 4th st #423, San Francisco, CA 94107

Title; Member

Name; Emile Clavet

Date of Birth; [REDACTED]

Address; 147 Birch Run, Harpswell ME 04079

Title; Member



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Laroche 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **Set Public Hearing for Auntie D's Food Truck for October 17, 2023.**
Date: October 3, 2023

Summary

Set a Public Hearing for Victualer's and Itinerant Vendor License for Auntie D's Food Truck.

Recommendation

Set Public Hearing for Auntie D's for October 17, 2023.

Attachments

1. App Auntie D's

TOWN OF LISBON

Food Truck/Mobile Unit Application

Please attach additional information where applicable.

Thank you for your interest in bringing your Food Truck/Mobile Unit to Lisbon! This form includes the details needed to complete your application. Please read all information carefully. You can contact us via email with any questions at clerk@lisbonme.org. All Fees are payable to the Town of Lisbon.

Business Name:

Auntie's D

We are a Non-Profit or School Group:

☐ Yes

☒ No

Contact Person/Owner:

Desaray C R Hayes

Mailing Address:

244 Lisbon St # 315 Lisbon ME

Business Email Address:

DesarayH0919@gmail.com

Home Phone:

207-419-9131

Cell Phone:

Owner's Residence Address:

Same as Above

Town/City:

Lisbon

State:

ME

Zip:

04250

Residence(s) for last 5 years:

List of Applicant / Partners / Corporate Officers. Please Print Clearly, attach separate sheet if needed.

Name & Address:

19 Spring St lot 3 Lisbon ME 04250

Date of Birth:

Name & Address:

Date of Birth:

Name & Address:

Date of Birth:

Town/City:

State:

Zip:

Has applicant's Business License ever been revoked?

☐ Yes

☒ No

If yes, Why?

Has any applicant / partner / corporate officer ever been convicted of a felony?

☐ Yes

☒ No

If yes, describe specific circumstances:

Please acknowledge the following and attach where applicable:

- ☒ Copy of State of Maine TO GO LICENSE, State ID Number: 31588
- ☐ Certificate of Liability Insurance is **REQUIRED** for food vendors. Town of Lisbon must be listed as an additional insurer.
- ☐ Proof of non-profit status if applicable
- ☐ If fixed location, attach Landowner Permission letter.
- ☐ If roaming, attach letter from local Police Chief.
- ☐ I have scheduled/will schedule a Lisbon Food Truck Site.



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **ORDER 2023-184 Compliance with LD 2003 -- First Reading**
Date: October 3, 2023

Summary

These items have been approved by the Planning Board, they are Amendments to Lisbon Ordinances to bring Lisbon into Compliance with LD 2003. This is a First Reading and will require a Roll Call vote.

Recommendation

To Amend Part 1 of the Lisbon Code of Ordinances, Chapter 70 Zoning Ordinances, Sec 70-535 Bulk and Space Standards, Sec 70-531 Table of Land Uses, Sec 70-616 Accessory Dwelling Units, and Sec 70-536 Dimensional Requirements, and to set a Public Hearing for October 19, 2023.

Attachments

1. LD 2003 Compliance- Amendments

MEMORANDUM

TO: Lisbon Planning Board

CC: Mark Stambach, Code Enforcement Officer

From: Kate Burch, Planner, North Star Planning

RE: LD 2003 Compliance

Date: August 17, 2023

Overview

The Town of Lisbon will need to make changes to zoning and ADU ordinances by January 1, 2024 to comply with LD2003. At the August 10, 2023 Planning Board meeting, the Board discussed the requirements of LD2003 and requested that North Star Planning prepare an outline of all required changes.

There are three sections of LD2003 that are relevant to the Town of Lisbon's Land Use Ordinance. These are listed below, along with our notes and recommendations for ordinance changes to comply with each section.

Note that all future development will still be subject to shoreland zoning restrictions, the verification of adequate water and wastewater capacity, and any private restrictions (like easements, covenants, or deeds) that would limit the number of dwelling units.

1: Affordable Housing Density Bonus ([30-A MRSA §4364](#))

LD2003 Requirements

This section establishes an automatic density bonus of 2.5 times the base zoning for affordable housing developments that:

- Meet the definitions of affordable housing: the majority of units have to be affordable to households whose income does not exceed 80% of median income for rentals, or 120% of median income for owned housing

- Are in a designated Growth Area in a state consistent Comprehensive Plan, **or** are served by “public, special district or other comparable” sewer or water system
 - Privately owned and operated engineered wastewater treatment and disposal systems serving a project will likely meet this definition, as will private wells that meet the DEP requirements for Public Water Systems.
- Are in an area where multifamily is allowed in town

Lisbon Ordinance Changes

NSP recommends adding a reference to the statute in the dimensional requirements.

Sec. 70-535. - Bulk and space standards.

- (1) Lots in each district shall meet or exceed the minimum requirements as identified in section 70-536, (refer also to article VI of this chapter).
- (2) Multifamily development designated as affordable housing according to the requirements of 30-A MRSA §4364 is eligible for a density bonus of 2.5 times the base density in Sec. 70-531.

2: Accessory Dwelling Units (30-A MSRA §4364-B)

According to LD2003, Accessory Dwelling Units (ADUs) must be allowed in any zone where housing is allowed. LD2003 does not allow towns to have parking requirements for ADUs. NSP also recommends eliminating the provision that the principal dwelling or the ADU must be owner-occupied, as this is nearly impossible to enforce in the long term.

Lisbon Ordinance Changes

Sec. 70-531. - Table of land uses.

Residential Uses	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD
Accessory Dwelling Unit	C	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	NO	NO	C

Sec. 70-616. - Accessory dwelling unit.

- (1) Purpose. The purpose of the *Accessory Dwelling Unit* standards are to:
 - a. Increase the supply of affordable housing without the need for more infrastructure or further land development.
 - b. Provide flexible housing options for residents and their families.
 - c. Integrate affordable housing into the community with minimal negative impact.
 - d. Provide elderly citizens with the opportunity to retain their homes and age in place.
- (2) Conditional Use Permit Required. In zones RP and DD, the Planning Board is authorized to grant a Conditional Use Permit to allow for *Accessory Dwelling Units* in accordance with the restrictions and requirements of this section.
 - a. The Conditional Use permit shall run with the land, not the property owner.
- (3) Criteria for Approval. All of the following criteria must be met in order for the Planning Board to approve an *Accessory Dwelling Unit*.
 - a. A maximum of one (1) *Accessory Dwelling Unit* may be permitted on a property located in zoning districts that allow single-family *dwelling*s.
 - b. The *Accessory Dwelling Unit* can be within the existing home, attached to it, or in a new structure.
 - c. The *Accessory Dwelling Unit* shall have an independent means of ingress and egress.
 - d. ~~A minimum of two (2) off street parking spaces shall be provided for the *Accessory Dwelling Unit*.~~
 - e. The applicant must demonstrate adequate provisions for water supply and sewage disposal for the *accessory* and principal *dwelling* units. Water and wastewater systems for the principal *dwelling* unit and *Accessory Dwelling Unit* may be shared or separate.
 - f. ~~Either the principal *dwelling* unit or the *Accessory Dwelling Unit* must be owner occupied. The owner must demonstrate that one of the units is their principal place of residence. Both the primary *dwelling* unit and the *Accessory Dwelling Unit* must remain in common ownership.~~
 - g. *Accessory Dwelling Units* shall maintain an aesthetic continuity with the principal *dwelling* unit as a single-family *dwelling*.
 - h. An *Accessory Dwelling Unit* shall not exceed 800 square feet.
 - i. The *Accessory Dwelling Unit* shall have no more than 2 bedrooms.

(4) An *Accessory Dwelling Unit* that complies with the requirements of this section shall not be considered an additional *dwelling unit* when calculating lot area per family under the space and bulk regulations of the Code.

(5) All necessary building and occupancy permits shall be obtained from the Code Enforcement Officer. Compliance with all building codes applicable to the construction of an *Accessory Dwelling Unit* is required.

3: Multiple Dwelling Units on any property where housing is allowed (30-A MSRA §4364-A)

LD2003 requires towns to allow minimum housing density based on growth and rural areas as designated by the Future Land Use Map in the Comprehensive Plan.

In **Growth Areas**, the minimum density required by LD2003 is:

- A lot without a dwelling unit can have 4 units.
- A lot with a dwelling unit can have 2 additional dwelling units (one attached and one detached.)

In **Rural Areas**, the minimum density required by LD2003 is:

- A lot without a dwelling unit can have up to 2 units.

Lisbon Ordinance Changes

The Future Land Use Map in Lisbon's 2019 Comprehensive Plan includes the Village Zone and parts of the General Residential and Limited Residential zones in the Growth Area. Currently, the Village (V) and General Residential (GR) zones already allow 4 dwelling units on a parcel, while Limited Residential (LR) only allows 2 units on a parcel.

Lisbon must amend the Land Use and Dimensional tables to allow at least 4 dwelling units on parcels in V, GR, and LR. Lisbon must also make two-family homes a conditional use in the Resource Protection zone (RP) because single-family homes are a conditional use there, and LD2003 requires that any lot where housing is allowed in rural areas can have up to 2 dwelling units.

All proposed changes follow.

Sec. 70-531. - Table of land uses.

Residential Uses	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD 8
Accessory Dwelling Unit	C	C	C	C	C	C	C	C	NO	NO	C
Single-family Dwelling	C	P	P	P	P	P	P	P	NO	NO	P 10
Mobile Home	NO	NO	NO	P	P	P	NO	NO	NO	NO	NO
Two Family Dwelling	C	P	P	P	P	P	P	P	NO	NO	P 10
Multifamily Dwelling	NO	P/C 6	P/C 6	P/C 6	NO	P/C 6	NO	P	C 11	NO	P 10

Footnote 6: Multifamily dwellings containing more than four units require a conditional use permit, **unless those units are designated as an affordable housing density bonus in accordance with 30-A MRSA §4364.**

Sec. 70-536. - Dimensional requirements.

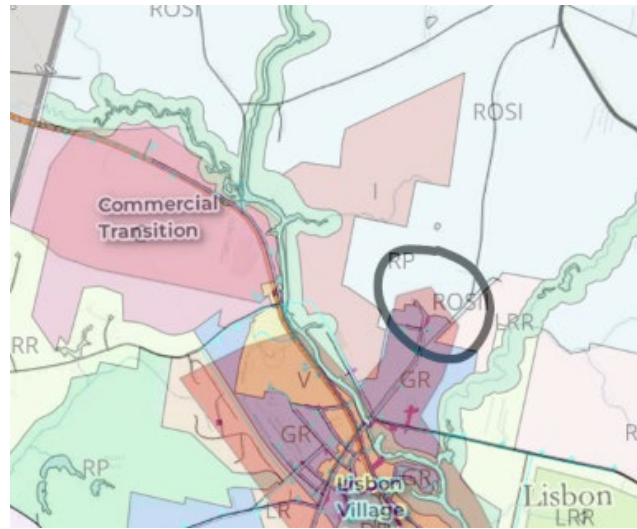
	Minimum Lot Size/Density	Minimum Road Frontage
Village		
w/o water and sewer	20,000 SF per DU	50'
Single-family (SF) w/ water and sewer	5,000 SF	
multifamily (MF) w/ water and sewer	3,000 SF per DU	
General Residential		
SF w/o water and sewer	25,000 SF	100'
SF w/ water and sewer	10,000 SF	
MF w/o water and sewer	20,000 SF per DU	50' per DU
MF w/ water and sewer	10,000 SF per DU	
Limited Residential		
SF w/o water and sewer	30,000 SF	100'
SF w/ water and sewer	15,000 SF	
duplex MF w/o water and sewer	50,000 SF 25,000 SF per DU	150' 75' per DU
duplex MF w/ water and sewer	23,000 SF 11,000 SF per DU	

Comprehensive Plan Future Land Use Map

Like many towns, Lisbon's Comprehensive Plan includes a Future Land Use Map with simplified shapes that do not line up exactly with the town's zoning areas. There is one area (circled) where the simplified shape of the growth area intrudes into the ROS-I and ROS-II zones, which the plan intended to keep as rural areas. We are awaiting advice from the State to see if we can amend the Comprehensive Plan Future Land Use Map with a refined boundary in that area.



2019 Future Land Use Map - excerpt



2019 Future Land Use Map overlaid on Lisbon zoning map



Proposed Future Land Use Map Amendment



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **ORDER 2023-185 Erosion and Sedimentation Control at Construction Site Ordinance -- *Second Reading***
Date: October 3, 2023

Summary

The Planning Board has considered and approved this item to bring our local ordinance in line with the State. The sample ordinance is modeled on another municipality which may not be in line with Lisbon's needs. Staff recommends reconsideration of the Ordinance language to match Lisbon's needs. A failed vote on this ordinance will allow staff to create more appropriate language and bring it back to Council for review and approval.

Recommendation

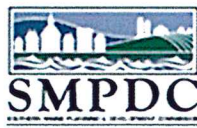
Approve Ordinance for Erosion and Sedimentation Control at Construction Site Ordinance **as presented**.

Attachments

1. Erosion and Sedimentation Control at Construction Site Ordinance

Town of Lisbon Ordinance for Erosion and Sedimentation Control at Construction Sites

Last Revised 3/14/23



Credits: This model ordinance was prepared by SMPDC, CCSWCD, and Integrated Environmental Engineering, Inc. under award CZM NA20NOS4190064 to the Maine Coastal Program from the National Oceanic and Atmospheric Administration, U.S. Department of Commerce. The statements, findings, conclusions, and recommendations are those of the author(s) and do not necessarily reflect the views of NOAA or the Department of Commerce.

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Section 1 Purpose

The purpose of this Ordinance is to protect, maintain, and enhance the public health, safety, and general welfare by establishing minimum requirements and procedures to control erosion at construction sites and prevent migration of sediment from construction sites so that erosion and sedimentation do not adversely impact off-site natural resources, properties, or the Regulated Small MS4.

Section 2 Definitions

Adverse Impact – Means any undue deleterious effect due to erosion or sedimentation from Construction Activity on Waters of the State, Protected Natural Resources, the infrastructure of the Regulated Small MS4, or off-Site. Such undue deleterious effect is or may be potentially harmful or injurious to human health, welfare, safety, or property to biological productivity, diversity, or stability, or may unreasonably interfere with the enjoyment of life or property, including outdoor recreation.

Erosion and Sedimentation Control Best Management Practices (Erosion and Sedimentation Control BMPs) - Means schedules of activities, prohibitions of practices, maintenance procedures, and other methods, techniques, designs, and management practices to prevent or reduce the pollution of Waters of the State and to control erosion (Erosion Control BMPs) and sedimentation (Sedimentation Control BMPs). BMPs also include treatment requirements, operating procedures, and practices to control Site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Common Plan of Development or Sale - Means a “subdivision” as defined in Title 30-A M.R.S. §§ 4401 *et seq.* (the Maine Subdivision statute) and in in Section 70 Article I and Section 66 Article 2 of the Municipality’s code of ordinances.

Construction Activity – Means any activity on a Parcel that results in Disturbed Area.

Discharge - Means any spilling, leaking, pumping, pouring, emptying, dumping, disposing, or other addition of pollutants to the Waters of the State located within the Municipality’s Urbanized Area and not including groundwater.

Disturbed Area - Means all land areas of a Parcel that are stripped, graded, grubbed, filled, or excavated at any time during the Site preparation or removing vegetation for, or construction of, a project. Cutting of trees, without grubbing, stump removal, disturbance, or exposure of soil is not considered Disturbed Area. Disturbed Area does not include routine maintenance but does include redevelopment and new Impervious Areas. “Routine maintenance” is maintenance performed to maintain the original line and grade, hydraulic capacity, and original purpose of the facility. Paving impervious gravel surfaces provided that an applicant or permittee can prove the original line and grade and hydraulic capacity shall be maintained and original purpose of the gravel surface remains the same is considered routine maintenance. Replacement of a building is not considered routine maintenance of the building and is therefore considered Disturbed Area.

Enforcement Authority – The Town of Lisbon, and their designee, are authorized to enforce this Ordinance. The use of Enforcement Authority in this Ordinance is synonymous with “Enforcement Authority or their designee”.

General Permit – Means the General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4) approved October 15, 2020 and modified November 23, 2021 and any amendment or renewal thereof.

Impervious Area - Means the total area of a Parcel covered with a low-permeability material that is highly resistant to infiltration by water, such as asphalt, concrete, or rooftop, and areas such as gravel roads and unpaved parking areas that will be compacted through design or use to reduce their permeability. Common Impervious Areas include, but are not limited to, rooftops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and macadam or other surfaces which similarly impede the natural infiltration of stormwater. Pervious pavement, pervious pavers, pervious concrete, and underdrained artificial turf fields are all considered impervious.

Municipal Separate Storm Sewer Systems (MS4) - Means a conveyance or system of conveyances designed or used for collecting or conveying stormwater (other than a publicly owned treatment works (POTW), as defined at 40 CFR 122.2, or a combined sewer), including, but not limited to, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, human-made channels or storm drains owned or operated by any municipality, sewer or sewage district, Maine Department of Transportation (MDOT), Maine Turnpike Authority (MTA), State agency or Federal agency or other public entity that Discharges to Waters of the State other than groundwater.

Municipality – Means the Town of Lisbon.

Parcel - Means all contiguous land in the same ownership, except that lands located on opposite sides of a public or private road are considered each a separate tract or Parcel of land unless the road was established by the owner of land on both sides of the road after September 22, 1971.

Permitting Authority - Means the Code Enforcement Officer, Building Inspector, Planning Board, or other official or body authorized by State law or the Municipality’s ordinances to approve development or redevelopment projects.

Person - Means an individual, firm, corporation, municipality, quasi-municipal corporation, state agency, federal agency, or other legal entity which creates, initiates, originates, or maintains a Discharge authorized or regulated by the General Permit.

Protected Natural Resource - Means coastal sand dunes, coastal wetlands, significant wildlife habitat, fragile mountain areas, freshwater wetlands, community public water system primary protection areas, great ponds, or rivers, streams or brooks as defined in the *Natural Resources Protection Act* at 38 M.R.S. §480-B.

Qualified Professional – Means a person who has been certified by Enviro-Cert International in erosion and sedimentation control practices or has been certified by completing the Maine Department of Environmental Protection Erosion and Sedimentation Control Practices Workshop, or is a Maine Professional Engineer with at least two years' experience in designing Erosion and Sedimentation Control BMPs.

Regulated Small MS4 - Means any Small MS4 authorized by the most recent, in-force MS4 General Permit or the general permits for the Discharge of stormwater from MDOT and MTA Small MS4s or state or federally owned or operated Small MS4s including all those located partially or entirely within an Urbanized Area.

Small MS4 - Means any MS4 that is not already covered by the Phase I MS4 stormwater program including municipally owned or operated storm sewer systems, state or federally owned systems, such as colleges, universities, prisons, military bases and facilities, and transportation entities such as MDOT and MTA road systems and facilities. See also 40 CFR 122.26(b)(16).

Site - Means the portion(s) of a Parcel upon which Construction Activity subject to this Ordinance is located.

Urbanized Area - Means the area of the Municipality so defined by the inclusive sum of the 2000 decennial census and the 2010 decennial census by the U.S. Census Bureau.

Waters of the State – Means Waters of the State as defined in 38 M.R.S. §361-A (7).

Section 3 Applicability

This Ordinance applies to Construction Activity on a Parcel or Common Plan of Development or Sale commencing after the effective date of this Ordinance, with stormwater Discharges to the Regulated Small MS4 within the Municipality's Urbanized Area, that results in:

- a. Disturbed Area of one or more acres of land, or
- b. Disturbed Area that is less than one acre of land if the Construction Activity creating Disturbed Area less than one acre of land is part of a larger Common Plan of Development or Sale that as approved or amended would create Disturbed Area of one acre or more.

Section 4 Procedure

4.1 Erosion and Sedimentation Control Plan Required

No Person shall commence Construction Activity subject to the Applicability Section of this Ordinance without first preparing and obtaining approval for an Erosion and Sedimentation Control Plan in accordance with this Ordinance.

4.2 Submission

When Construction Activity is subject to subdivision, site plan, or other review under the Municipality's planning, zoning, and land use ordinances which includes a review for erosion and sedimentation control, an Erosion and Sedimentation Control Plan meeting these requirements shall

be submitted to the Permitting Authority concurrently with that review. When a concurrent review is not otherwise required, an Erosion and Sedimentation Control Plan shall be submitted to the Enforcement Authority.

4.3 Review

The Erosion and Sedimentation Control Plan shall be reviewed by the Enforcement Authority or incorporated into the municipal review of a subdivision, site plan, or other review under the Municipality's planning, zoning, and land use ordinances by the Permitting Authority, in accordance with subsection 4.2 above. The Enforcement Authority and the Permitting Authority, as appropriate, will conduct the review under the standards of this Ordinance, and will accept and consider public comment provided as part of that review.

The Enforcement Authority or Permitting Authority, as appropriate, will review the Erosion and Sedimentation Control Plan for compliance with the standards of Section 5, Section 6, and Appendix 1 of this Ordinance and may provide comments where standards have not been met. Once an applicant has submitted an Erosion and Sedimentation Control Plan that the Enforcement Authority or Permitting Authority finds is in compliance with the standards of Section 5, Section 6, and Appendix 1 of this Ordinance, the Enforcement Authority or Permitting Authority shall provide written confirmation to the applicant. The Enforcement Authority or Permitting Authority may approve the Erosion and Sedimentation Control Plan, approve it with conditions, or deny the Erosion and Sedimentation Control Plan, and that decision shall be in writing and supported by findings of fact and conclusions of law. Appeals from decisions of the Enforcement Authority regarding the Erosion and Sedimentation Control Plan may be taken within 30 days of the date of decision to the Board of Appeals as provided under the Municipality's Zoning Ordinance; appeals from decisions of the Permitting Authority regarding the Erosion and Sedimentation Control Plan may be taken within 30 days of the date of decision in the same manner as appeals are taken under the Municipality's subdivision or site plan ordinance, as appropriate.

4.5 Compliance with Requirements

The applicant shall implement and comply with the Erosion and Sedimentation Control Plan as approved throughout all phases of Construction Activity.

Section 5 Submission Requirements

5.2 Erosion and Sedimentation Control Plan Content

The Erosion and Sedimentation Control Plan shall be prepared in accordance with the performance standards contained in Appendix 1.

The Erosion and Sedimentation Control Plan shall consist of a graphic representation of the Site at a scale no smaller than 1 inch = 100 feet showing:

- Parcel boundaries,
- Locations of Protected Natural Resources,
- Locations of all potential sources of authorized and unauthorized non-stormwater discharges,
- Locations of all Erosion and Sedimentation Control BMPs to be used,

- Topography for Site pre-and post-construction conditions as 2-foot elevation contours,
- Details for all Erosion and Sedimentation Control BMPs to be used,

The Erosion and Sedimentation Control Plan shall also include documentation of any variances or releases provided by the Maine Department of Environmental Protection from Chapter 500 performance standards.

Section 6 Requirements and Standards

The Enforcement Authority shall determine if the following standards are met in accordance with Appendix 1.

- Qualified Professional.** The Erosion and Sedimentation Control Plan has been prepared by a Qualified Professional.
- Timing of Installation and Maintenance.** The Erosion and Sedimentation Control Plan requires that Erosion and Sedimentation Control BMPs shall be in place before construction begins, additional measures phased in if phasing is used, and shall be maintained until permanent stabilization is achieved.
- Inspection.** The Erosion and Sedimentation Control Plan provides for inspection of the Site by the applicant to confirm that Erosion and Sedimentation Control BMPs are in place and functioning. The Erosion and Sedimentation Control Plan also provides for corrective action if erosion is occurring or there is a discharge of sediment or turbid water from the construction Site.
- Spill Prevention.** The Erosion and Sedimentation Control Plan includes measures that prevent construction Site pollution and spills from entering stormwater.
- Groundwater Protection.** The Erosion and Sedimentation Control Plan restricts the storage or handling of liquid petroleum products and other hazardous materials that may drain to an "infiltration area."
- Fugitive Sediment and Dust.** The Erosion and Sedimentation Control Plan includes provisions to prevent erosion of soils, tracking or migration of soils into the right of way, discharge of sediment from the Site, and fugitive dust emissions during or after construction.
- Debris.** The Erosion and Sedimentation Control Plan includes provisions to minimize the exposure of construction materials and waste to stormwater runoff and prevent them from migrating off-Site.
- Excavation Dewatering.** The Erosion and Sedimentation Control Plan must include provisions to remove or properly disperse the collected water in a manner that prevents sediment from entering stormwater.
- Non-stormwater Discharges.** The Erosion and Sedimentation Control Plan minimizes non-stormwater discharges and, if non-stormwater discharges are allowed, they are identified in the Erosion and Sedimentation Control Plan with appropriate pollution measures for discharge.

Section 7 Inspection

The Enforcement Authority will inspect the Site as follows at a minimum:

- Once before any disturbance begins and after all Erosion and Sedimentation Control BMPs specified in the Erosion and Sedimentation Control Plan are in place

- b. Three times during the active earth moving phase of construction
- c. Once at project completion to ensure the Site has reached permanent stabilization and all temporary erosion and sedimentation controls have been removed

Additional inspection requirements to be completed by the applicant during construction are contained in Appendix 1.

Section 8 Enforcement

It shall be unlawful for any Person to violate any provision of or to fail to comply with any of the requirements of this Ordinance. Whenever the Enforcement Authority believes that a Person has violated this Ordinance, the Enforcement Authority may enforce this Ordinance in accordance with 30-A M.R.S. § 4452 and this Section.

Section 8.1 Right of Entry

In order to determine compliance with this Ordinance, the Enforcement Authority may enter upon the Parcel at reasonable hours with the consent of the owner, occupant, agent, or contractor to inspect the Parcel for compliance with this Ordinance.

Section 8.2 Notice of Violation

Whenever the Enforcement Authority finds that a Person has violated this Ordinance, the Enforcement Authority may order compliance with this Ordinance by written notice of violation to that Person indicating the nature of the violation(s), a statement of the Ordinance provision(s) alleged to have been violated, including a statement of the penalties for violation, and ordering the action necessary to correct it, including, without limitation:

- a. The abatement of violations and the cessation of practices or operations in violation of this Ordinance;
- b. At the Person's expense, compliance with or repair of the Erosion and Sedimentation Control BMPs required as a condition of approval of the Erosion and Sedimentation Control Plan, and/or the restoration of any affected portion(s) of the Parcel;
- c. The payment of fines, of the Municipality's remediation costs and of the Municipality's reasonable administrative costs and attorneys' fees and costs;
- d. If abatement of a violation, compliance with the Erosion and Sedimentation Control Plan, repair of Erosion and Sedimentation Control BMPs, and/or restoration of affected portions of the Parcel is required, the notice shall set forth a deadline within which such abatement, compliance, repair, and/or restoration must be completed.

Section 8.3 Stop Work Notice

The Enforcement Authority may issue a Stop Work Notice whenever:

- a. A Person has not acted on a notice of violation issued pursuant to this Ordinance within the time set forth in the notice, or
- b. A Person subject to the applicability section of this Ordinance undertakes Construction Activity without first submitting an application for and obtaining approval of an Erosion and Sedimentation Control Plan.

The Enforcement Authority will attempt to deliver the Stop Work Notice to the applicant, the Person performing the Construction Activity, or the owner or occupant of the Parcel, as appropriate, by any means reasonable calculated to effectuate delivery.

Once the Stop Work Notice has been delivered, no further Construction Activity at the Site may proceed other than as is necessary to correct the non-compliance. Construction Activity may resume only when the Enforcement Authority provides written notice that the Person may resume that Construction Activity.

Section 8.4 Penalties/Fines/Injunctive Relief

Any Person who violates this Ordinance, including, but not limited to the Erosion and Sedimentation Control Plan, shall be subject to fines, penalties, and orders for injunctive relief and shall be responsible for the Municipality's attorney's fees and costs, all in accordance with 30-A M.R.S. § 4452. Each day that such violation continues shall constitute a separate violation. Moreover, any Person who violates this Ordinance also shall be responsible for any and all fines, penalties, damages, and costs, including, but not limited to attorneys' fees and costs, incurred by the Municipality for enforcement of violation(s) of Federal and State environmental laws and regulations caused by or related to that Person's violation of this Ordinance; this responsibility shall be in addition to any penalties, fines, or injunctive relief imposed under this Section.

Section 8.5 Consent Agreement

The Enforcement Authority may, with the approval of the municipal officers, enter into a written consent agreement with the violator to address timely abatement of the violation(s) of this Ordinance for the purposes of eliminating violations of this Ordinance and of recovering fines, costs, and fees without court action.

Section 8.6 Appeal of Notice of Violation

Any Person receiving a Notice of Violation or Stop Work Notice may appeal the determination of the Enforcement Authority to the Zoning Board of Appeals. The notice of appeal must be received within 30 days from the date of receipt of the Notice of Violation. The Board of Appeals shall hold a de novo hearing on the appeal within 30 days from the date of receipt of the notice of appeal. A party aggrieved by the decision of the Board of Appeals may appeal that decision to the Maine Superior Court within 45 days of that date of the Board of Appeals decision pursuant to Rule 80B of the Maine Rules of Civil Procedure.

Section 8.7 Enforcement Measures

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal to the Board of Appeals, within 45 days of a decision of the Board of Appeals affirming or modifying the Enforcement Authority's decision, then the Enforcement Authority may recommend to the municipal officers that the Municipality's attorney file an enforcement action in a Maine court of competent jurisdiction under Rule 80K of the Maine Rules of Civil Procedure.

Section 9 Severability and Conflicts

The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any Person, establishment, or

circumstances shall be held invalid, such invalidity shall not affect the other provisions, clauses, sentences, or paragraphs or application of this Ordinance.

Whenever a provision of this Ordinance conflicts with or is inconsistent with another provision of this Ordinance or of any other ordinance, regulation or statute administered by the Municipality, the more restrictive provision shall control.

Section 10 Waivers

Where the Enforcement Authority finds that there are special circumstances of a particular Erosion and Sedimentation Control Plan that make a particular submission requirement or standard inapplicable, a waiver may be granted, provided that such waiver will not have the effect of nullifying the intent and purpose of this Ordinance. The applicant shall submit, in writing, the reason for the requested waiver. In granting waivers or modifications, the Enforcement Authority may require such conditions that will substantially secure the objectives of the standards so waived or modified.

Section 11 Authority

The Municipality enacts this Erosion and Sedimentation Control Ordinance pursuant to 30-A M.R.S. §§3001 et seq. (municipal home rule ordinance authority), 38 M.R.S. §413 (the Wastewater Discharge Law), 33 USC §§1251 et seq. (the Clean Water Act), and 40 CFR Part 122 (US Environmental Protection Agency's regulations governing the National Pollution Discharge Elimination System (NPDES)). The Maine Department of Environmental Protection, through its promulgation of the General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems has listed the Municipality as having a Regulated Small MS4; under this General Permit, listing as a Regulated Small MS4 necessitates enactment of elements of this Ordinance as part of the Municipality's stormwater management program in order to satisfy the minimum control measures for Construction Site Stormwater Runoff Control.

Appendix 1 – Erosion and Sedimentation Control Standards

The following are the mandatory minimum standards for Construction Activity subject to this Ordinance. The Erosion and Sedimentation Control Plan required under this Ordinance shall be developed and implemented to include these mandatory minimum standards, which are based upon the Maine Department of Environmental Protection's 06-096 CMR Chapter 500 Stormwater Management Rule Appendices A, B, and C.

General Timing of Installation and Maintenance until Permanent Stabilization

Sedimentation Control BMPs must be in place before Construction Activity begins.

- Erosion and Sedimentation Control BMPs must remain in place and functional until the Site is permanently stabilized.
 - Adequate and timely maintenance of Erosion and Sedimentation Control BMPs must be conducted until permanent stabilization is achieved.
1. **Pollution Prevention:** Minimize Disturbed Area and protect natural downgradient buffer area to the extent practicable. Control stormwater volume and velocity within the Site to minimize soil erosion. Minimize the disturbance of steep slopes. Control stormwater Discharges, including both peak flow rates and volume, to minimize erosion at outlets. The Discharge shall not result in erosion of any open drainage channels, swales, stream channels or stream banks, upland, or coastal or freshwater wetlands off the project Site.
 - a. Whenever practicable, no disturbance activities shall take place within 50 feet of any Protected Natural Resource.
 - b. If it is not practicable to maintain the 50-foot buffer of no disturbance, the Erosion and Sedimentation Control Plan must include redundant (at least two) perimeter control measures that are appropriate for the soil and slope.
 2. **Sediment Barriers:** Prior to construction, properly install sediment barriers at the downgradient edge of any area to be disturbed and adjacent to any drainage channels within the Disturbed Area. Sediment barriers shall be installed downgradient of soil and sediment stockpiles and stormwater must be prevented from running onto the stockpile. Maintain the sediment barriers by removing accumulated sediment, or removing and replacing the barrier, until the Disturbed Area is permanently stabilized. Where a Discharge to a storm drain inlet occurs, you must install and maintain protection measures that remove sediment from the Discharge
 3. **Stabilized Construction Entrance:** Prior to construction, properly install a stabilized construction entrance (SCE) at all points of egress from the Site. The SCE is typically a stabilized pad of aggregate, used to prevent traffic from tracking material away from the Site onto public ROWs. Maintain the SCE until all Disturbed Areas are stabilized. If an alternate SCE has been approved by Maine DEP, provide proof of this with the Plan or application.
 4. **Temporary Stabilization:**
 - a. Within 7 days of the cessation of Construction Activities in an area that will not be worked for more than 7 days, stabilize any exposed soil with mulch, or other non-erodible cover.
 - b. Stabilize areas within 75 feet of a wetland or waterbody within 48 hours of the initial disturbance of the soil or prior to any storm event, whichever comes first.

5. Removal of Temporary Measures: Remove any temporary control measures, such as silt fence, within 30 days after permanent stabilization is attained. Remove any accumulated sediments and stabilize.
6. Permanent Stabilization: If the Site or a portion of the Site will not be worked for more than one year or has been brought to final grade, then permanently stabilize the area within 7 days by planting vegetation, seeding, sod, or through the use of permanent mulch, or riprap, or road sub-base. If using vegetation for stabilization, select the proper vegetation for the light, moisture, and soil conditions; amend the Disturbed Area subsoils with topsoil, compost, or fertilizers; protect seeded areas with mulch or, if necessary, erosion control blankets; and schedule sodding, planting, and seeding so to avoid die-off from summer drought and fall frosts. Newly seeded or sodded areas must be protected from vehicle traffic, excessive pedestrian traffic, and concentrated runoff until the vegetation is well-established with 90% cover by healthy vegetation. If necessary, areas must be reworked and restabilized if germination is sparse, plant coverage is spotty, or topsoil erosion is evident. Permanent Stabilization Definitions are as follows:
 - a. Seeded Areas: For seeded areas, permanent stabilization means a 90% cover of the Disturbed Area with mature, healthy plants with no evidence of washing or rilling of the topsoil.
 - b. Sodded Areas: For sodded areas, permanent stabilization means the complete binding of the sod roots into the underlying soil with no slumping of the sod or die-off.
 - c. Permanent Mulch: For mulched areas, permanent mulching means total coverage of the exposed area with an approved mulch material. Erosion control mix may be used as mulch for permanent stabilization according to the approved application rates and limitations.
 - d. Riprap: For areas stabilized with riprap, permanent stabilization means that slopes stabilized with riprap have an appropriate backing of a well-graded gravel or approved geotextile to prevent soil movement from behind the riprap. Stone must be sized appropriately. It is recommended that angular stone be used.
 - e. Paved Areas: For paved areas, permanent stabilization means the placement of the compacted gravel subbase is completed, provided it is free of fine materials that may runoff with a rain event.
 - f. Ditches, Channels, and Swales: For open channels, permanent stabilization means the channel is stabilized with a 90% cover of healthy vegetation, with a well-graded riprap lining, turf reinforcement mat, or with another non-erosive lining such as concrete or asphalt pavement. There must be no evidence of slumping of the channel lining, undercutting of the channel banks, or down-cutting of the channel.
7. Winter Construction: Winter construction is Construction Activity performed during the period from November 1 through April 15. If Disturbed Areas are not stabilized with permanent measures by November 1 or new soil disturbance occurs after November 1, but before April 15, then these areas must be protected and runoff from them must be controlled by the following additional winter construction measures and restrictions:
 - a. Site Stabilization: Hay mulch is applied at twice the standard temporary stabilization rate. At the end of each construction day, areas that have been brought to final grade must be stabilized. Mulch may not be spread on top of snow.
 - b. Sediment Barriers: All areas within 75 feet of a Protected Natural Resource must be protected with a double row of sediment barriers.

- c. Ditch Lines: Ditch lines must be stabilized with an appropriate stone lining backed by an appropriate gravel bed or geotextile unless specifically released from this standard by the Maine DEP. If release from Maine DEP has been granted, provide proof of this with the Plan or application.
 - d. Slopes: Mulch netting must be used to anchor mulch on all slopes greater than 8% unless erosion control blankets or erosion control mix is being used on these slopes. Unvegetated slopes less than 8% must be protected with an erosion control blanket, erosion control mix, or riprap.
8. Stormwater Channels: Each channel shall be constructed in sections so that the section's grading, shaping, and installation of the permanent lining can be completed the same day. If a channel's final grading or lining installation must be delayed, then diversion berms must be used to divert stormwater away from the channel, properly-spaced check dams must be installed in the channel to slow the water velocity, and a temporary lining installed along the channel to prevent scouring.
 9. Sediment Basins: Sediment basins that will be used to control sediment during construction activities must be designed to provide storage for either the calculated runoff from a 2-year, 24-hour storm or provide for 3,600 cubic feet of capacity per acre draining to the basin. Outlet structures must discharge water from the surface of the basin whenever possible. Erosion controls and velocity dissipation devices must be used if the discharging waters are likely to create erosion. Accumulated sediment must be removed as needed from the basin to maintain at least half of the design capacity of the basin.

The use of cationic treatment chemicals in Sediment Basins, such as polymers, flocculants, or other chemicals that contain an overall positive charge designed to reduce turbidity in stormwater may only be used if proof of approval by Maine DEP is provided.

Inspection, Maintenance and Corrective Action by Applicant On-Site Personnel During Construction

During construction, the following are the inspection, maintenance, and corrective action requirements which must be implemented by the applicant or their on-Site representative:

1. Inspection: Disturbed and Impervious Areas, Erosion and Sedimentation Control BMPs, materials storage areas that are exposed to precipitation, and locations where vehicles enter or exit the Site are inspected at least once a week as well as before and within 24 hours after a storm event (rainfall), and prior to completing permanent stabilization measures. A person with knowledge of erosion and sedimentation control, including the standards and conditions in the permit shall conduct the inspections.
2. urbanixedurbanizedMaintenance and Corrective Action: If Erosion or Sedimentation Control BMPs need to be maintained, or repaired (corrective action), the work shall be initiated upon discovery of the problem but no later than the end of the next workday. If additional Erosion or Sedimentation Control BMPs or significant repair of Erosion or Sedimentation Control BMPs are necessary, implementation must be completed prior to any storm event (rainfall) and within 7 calendar days of identification. All measures must be maintained in effective operating condition until areas are permanently stabilized.
3. Documentation: A log (report) summarizing the inspections and any repairs or enhancements (corrective actions) added must be maintained by the applicant. The log must include the

name(s) and qualifications of the person making the inspections, the date(s) of the inspections, and major observations about the operation and maintenance of erosion and sedimentation controls, materials storage areas, and vehicles access points to the Parcel. Major observations must include Erosion and Sedimentation Control BMPs that need maintenance, Erosion and Sedimentation Control BMPs that failed to operate as designed or proved inadequate for a particular location, and location(s) where additional Erosion and Sedimentation Control BMPs are needed. The log must document each Erosion and Sedimentation Control BMP requiring maintenance, Erosion and Sedimentation Control BMP needing replacement, and location needing additional Erosion and Sedimentation Control BMPs, as well as the corrective action taken and when it was taken. The log shall be maintained for at least three years from the completion of permanent stabilization.

Housekeeping Requirements

1. Spill Prevention: Controls must be used to prevent pollutants from construction and waste materials stored on-Site from entering stormwater, which includes storage practices to minimize exposure of the materials to stormwater. The Site contractor or operator must develop, and implement as necessary, appropriate spill prevention, containment, and response planning measures.
2. Groundwater Protection: During construction, liquid petroleum products and other hazardous materials with the potential to contaminate groundwater may not be stored or handled in areas of the Site draining to an infiltration area. An infiltration area is any area of the Site that by design or as a result of soils, topography, and other relevant factors accumulates runoff that infiltrates into the soil. Dikes, berms, sumps, and other forms of secondary containment that prevent discharge to groundwater may be used to isolate portions of the Site for the purposes of storage and handling of these materials.
3. Fugitive Sediment and Dust: Actions must be taken to ensure that activities do not result in noticeable erosion of soils or fugitive dust emissions during or after construction. Oil may not be used for dust control, but other water additives may be considered as needed. A stabilized construction entrance shall be included to minimize tracking of mud and sediment. If off-Site tracking occurs, public roads shall be swept immediately and no less than once a week and prior to significant storm events. Operations during dry months, that experience fugitive dust problems, shall wet down unpaved access roads once a week or more frequently as needed with a water additive to suppress fugitive sediment and dust.
4. Debris and Other Materials: Minimize the exposure of construction debris, building and landscaping materials, trash, fertilizers, pesticides, herbicides, detergents, sanitary waste, and other materials to precipitation and stormwater runoff. These materials must be prevented from becoming a pollutant source.
5. Excavation Dewatering: Excavation dewatering is the removal of water from trenches, foundations, coffer dams, ponds, and other areas within the construction area that retain water after excavation. In most cases the collected water is heavily silted and hinders correct and safe construction practices. The collected water removed from the ponded area, either through gravity or pumping, must be spread through natural wooded buffers or otherwise treated to collect the maximum amount of sediment possible, like a coffer dam sedimentation or sediment filter bag. Avoid allowing the water to flow over Disturbed Areas of the Site. If the Maine DEP

has approved equivalent measures, provide proof of approval. Note that discharge of excavation dewater fluids from the Site must be visually clear (no visible suspended or settleable solids).

6. Authorized Non-stormwater Discharges: Identify and prevent contamination by non-stormwater Discharges. Where allowed non-stormwater Discharges exist, they must be identified, and steps shall be taken to ensure the implementation of appropriate pollution prevention measures for the non-stormwater component(s) of the Discharge. Authorized non-stormwater Discharges are:
 - a. Discharges from firefighting activity
 - b. Hydrant flushing if dechlorinated to 0.05 mg/l or less
 - c. Vehicle wash water if detergents are not used and washing is limited to the exterior of vehicles (engine, undercarriage, and transmission washing is prohibited)
 - d. Dust control runoff if it does not cause erosion
 - e. Routine external building washdown, not including surface paint removal, that does not involve detergents
 - f. Pavement wash water (where spills/leaks of toxic or hazardous materials have not occurred, unless all spilled material had been removed) if detergents are not used
 - g. Uncontaminated air conditioning or compressor condensate
 - h. Uncontaminated groundwater or spring water
 - i. Foundation or footer drain-water where flows are not contaminated
 - j. Uncontaminated excavation dewatering per item 5 Excavation Dewatering
 - k. Potable water including waterline flushings
 - l. Landscape irrigation
7. Unauthorized Non-stormwater Discharges: The following Discharges are prohibited:
 - a. Wastewater from the washout or cleanout of concrete, stucco, paint, form release oils, curing compounds, or other construction materials;
 - b. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance;
 - c. Soaps, solvents, or detergents used in vehicle and equipment washing; and
 - d. Toxic or hazardous substances from a spill or other release.



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **ORDER 2023-186 CDBG Project Approval 21 Main Street**
Date: October 3, 2023

Summary

21 Main Street (Main Street Laundry) is seeking \$20,000 in grant funding to support a \$26,666 project to upgrade their facade and replace windows. Lisbon Development Committee has approved this project to apply for CDBG funding. The Economic Development Office recommends approval.

Recommendation

Approve CDBG funding for 21 Main Street (Main Street Laundry) in the amount of \$20,000.00 for upgrades to facade and windows.

Attachments

1. Memo CDBG Approval 21 & 25 Main St



Town of Lisbon

Ross H. Cunningham, Director
Office of Economic and Community Development

Town Council

Harry Moore Jr., Chair
Raymond Robishaw, Vice Chair
Don Fellows
Mark Lunt
Fern Larochelle,
Christine Cain
JoJean Keller

To: Glenn Michalowski, Town Manager

From: Ross Cunningham, Director, ECD

Date: 9/26/23

Subj: CDBG Request

ECD is currently working with two business owners to submit CDBG packages for approval.

21 Main St, (Laundromat), is seeking \$20,000 in grant funding to support a \$26,666 project to upgrade their facade and replace windows.

25 Main St, (Haggerty Realty) is seeking \$3,750 in grant funding to support a \$5,000 project to add signage.

Both projects have been approved by the Lisbon Development Committee.

Staff recommends support of these projects.

Respectfully,

Ross H. Cunningham



Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **ORDER 2023-187 CDBG Project Approval 25 Main Street**
Date: October 3, 2023

Summary

25 Main Street (Haggerty Realty) is seeking \$3,750 in grant funding to support a \$5,000 project to add signage. Lisbon Development Committee has approved this project to apply for CDBG funding. The Economic Development Office recommends approval.

Recommendation

Approve CDBG funding for 25 Main Street (Haggerty Realty) in the amount of \$3,750.00 to add signage.

Attachments

1. Memo CDBG Approval 21 & 25 Main St



Town of Lisbon

Ross H. Cunningham, Director
Office of Economic and Community Development

Town Council

Harry Moore Jr., Chair
Raymond Robishaw, Vice Chair
Don Fellows
Mark Lunt
Fern Larochelle,
Christine Cain
JoJean Keller

To: Glenn Michalowski, Town Manager

From: Ross Cunningham, Director, ECD

Date: 9/26/23

Subj: CDBG Request

ECD is currently working with two business owners to submit CDBG packages for approval.

21 Main St, (Laundromat), is seeking \$20,000 in grant funding to support a \$26,666 project to upgrade their facade and replace windows.

25 Main St, (Haggerty Realty) is seeking \$3,750 in grant funding to support a \$5,000 project to add signage.

Both projects have been approved by the Lisbon Development Committee.

Staff recommends support of these projects.

Respectfully,

Ross H. Cunningham



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Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: **ORDER 2023-188 Authorize the Town Manager to Approve Applications for Catered Functions**
Date: October 3, 2023

Summary

State Law requires catering establishments, including those with liquor licenses, to certify that the Town has complied with Section 653 of Title 28-A Maine Revised Statutes and approve the application before they can cater an event in the municipality. The Council cannot approve this outside a public meeting due to FOAA regulations, so unless the Council designates someone to act in its place for purposes of approving these applications, this can't be approved without a public vote.

Currently, if a caterer wishes to serve in Lisbon, the State application must be approved at a Public Hearing and signed by the Council. The Order doesn't require the designee to act on behalf of the Council, it just allows it. If there's reason to believe the application would be contentious for any reason (size, location, etc.), it can be put on the Council agenda and noticed for a public hearing.

Recommendation

To designate the Town Manager, pursuant to 28-A M.R.S.A. 1076(7)(d), as the municipal officer responsible for review and approval of applications from qualified catering services for catered functions within the Town and to authorize the Town Manager to approve such applications on behalf of the Town Council. In the absence of the Manager, the Assistant Town Manager or other designee will be responsible for review and approval.

Attachments

1. title28-Asec653

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses, applications for transfer of location of existing on-premises licenses and applications for common consumption area licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [PL 1993, c. 730, §27 (AMD).]

A-1. An applicant for a common consumption area license must certify that the applicant's premises are located within an entertainment district established in accordance with section 221. The municipal officers shall evaluate the merits of each applicant and separately issue or deny a license to each applicant. Applications for an unestablished common consumption area must be submitted jointly by all persons that seek to operate the common consumption area. A person may submit an individual application for a license to operate an established common consumption area. [PL 2019, c. 281, §6 (NEW).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's or applicants' prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [PL 2019, c. 281, §6 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license, transfer of the location of an existing on-premises license or common consumption area license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [PL 2019, c. 281, §6 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [PL 1995, c. 140, §5 (NEW).]

[PL 2019, c. 281, §6 (AMD).]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [PL 1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [PL 1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [PL 1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [PL 1989, c. 592, §3 (AMD).]

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners; [PL 2017, c. 13, §1 (NEW).]

E. A violation of any provision of this Title; [PL 2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [PL 2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve liquor. [PL 2021, c. 658, §94 (AMD).]

[PL 2021, c. 658, §94 (AMD).]

2-A. Common consumption area license applications. In addition to the grounds for denial set forth in subsection 2, the municipal officers may deny a common consumption area license if:

A. The applicant fails to establish that the common consumption area can be operated without creating a safety risk to the properties within the entertainment district; [PL 2019, c. 281, §7 (NEW).]

B. The applicant fails to obtain or maintain a properly endorsed general liability and liquor liability insurance policy that is reasonably acceptable to the municipal officers and names the local licensing authority as an additional insured; or [PL 2019, c. 281, §7 (NEW).]

C. The use is not compatible with the reasonable requirements of or existing uses in the entertainment district. [PL 2019, c. 281, §7 (NEW).]

[PL 2019, c. 281, §7 (NEW).]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [PL 1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [PL 1993, c. 730, §27 (AMD).]

[PL 1995, c. 140, §6 (AMD).]

4. No license to person who moved to obtain a license.

[PL 1987, c. 342, §32 (RP).]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[PL 1995, c. 140, §7 (AMD); PL 1999, c. 547, Pt. B, §78 (AMD); PL 1999, c. 547, Pt. B, §80 (AFF).]

SECTION HISTORY

PL 1987, c. 45, §A4 (NEW). PL 1987, c. 342, §32 (AMD). PL 1987, c. 623, §8 (AMD). PL 1989, c. 592, §§3,4 (AMD). PL 1993, c. 730, §27 (AMD). PL 1995, c. 10, §1 (AMD). PL 1995, c. 140, §§4-7 (AMD). PL 1999, c. 547, §B78 (AMD). PL 1999, c. 547, §B80 (AFF). PL 1999, c. 589, §1 (AMD). PL 2001, c. 500, §1 (AMD). PL 2003, c. 213, §1 (AMD). PL 2009, c. 81, §§1-3 (AMD). PL 2017, c. 13, §1 (AMD). PL 2019, c. 281, §§6, 7 (AMD). PL 2021, c. 658, §94 (AMD).

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Christine Cain 2024
Fern Larochele 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: *Water Commission – Councilor Fellows*
Date: October 3, 2023

Summary

Recommendation

Attachments

None