


**Lebanon, Maine Planning Board
Regular Meeting Minutes
Monday April 1, 2019**

Members Present



S. O'Brien – Chairman
A. LePage – Vice-Chair
D. Harriman
B. Harris-Howard

Others Present

Dana Libby
Dana Coull
James Wolcott

D. Harriman made the motion to open the meeting at 6:04 pm. Vice-Chair LePage seconded the motion. The vote was taken. The vote carried.

B. Harris-Howard arrived late to the meeting at 6:45 pm

Dana Libby - Wolcott- Hayes Farm – The Planning Board reviewed the updated information that Mr. Libby distributed. There were several changes/questions that were requested by the Board. It was mentioned that if the back land of lot #1 was ever sold, it will make the front lot non-conforming due to the right-of-way needed to access the back lot would need to be taken from the front lot.

Note number twenty-three, (#23) should be deleted from the subdivision plan.

Note number twenty-four, (#24) needs to be changed:

"The proposed building/driveway locations and configurations are conceptually only and are subject to change." **DELETE**

"Driveway permit applications are to be completed and submitted to the Road Commissioner for approval after bringing the proposed change(s) to the Planning Board."

Note number twenty-four, (#24) needs to be changed to note number twenty-three, (#23) and note number twenty-five, (#25) needs to be changed to note number twenty-four, (24).

Further discussion took place. Per Mr. Wolcott, there will be no underground utilities, he will be installing the culverts for driveways numbers three (3) through eight (8), and the "hump" will be removed to correct the site distance.

Chairman O'Brien asked members if they had any questions or concerns. Vice-Chair LePage replied that he did not. D. Harriman replied that he did not.

Vice-Chair LePage made a motion to accept Hayes Farm subdivision with the following conditions:

- A. Wolcott Holdings LLC will be installing the driveways and culverts with the proper permits
- B. Wolcott Holdings LLC will ensure that site distances will be corrected by removing the vegetative/land obstruction(s)
- C. Electric Poles are to be installed

D. Harriman seconded the motion. The vote was taken. The motion carried.

Chairman O'Brien made a motion to accept the estimate of \$14,000.00 for the installation of electric poles. Vice-Chair LePage seconded the motion. The vote was taken. The motion carried.

Board Member B. Harris-Howard arrived at 6:45 pm.

The minutes of March 4, 2019 were reviewed by the Board. D. Harriman made the motion to accept the minutes as revised. Vice-Chair LePage seconded the motion. The vote was taken. The motion carried.

Discussion took place that the fee schedule needs to be updated to include Site Plan Review fees.

Discussion also took place on whether or not the Town should/could have one engineering firm to perform inspections as needed.

Vice-Chair LePage suggested incorporating a pre-construction meeting prior to the final approval of a subdivision. Vice-Chair LePage brought examples of documents that are used elsewhere for the board to review to discuss at a later time.

The proposal that the Codes Enforcement Officer and the Fire Chief are invited to the next meeting. The reasoning is to have them also review the proposed subdivision in order to offer suggestions and or bring errors to the Boards attention.

A definition of the word "dwelling" is not in the Site Plan Review Ordinance. However, in Appendix "A" in the Planning Board Subdivision Regulations Guide, Title 30-A §4401 there is the following definition of "*Dwelling Unit*" means any part of a structure which, through sale or lease, is intended for human habitation, including single-family and multifamily housing, condominiums, apartments and timeshare units." Mr. Coull asked if he address the Board. D. Harriman made the motion to allow Mr. Coull to address the Board. B. Harris-Howard 2nd the motion. The vote was taken. The motion carried. Mr. Coull made the suggestion of using the dictionary in order to clarify the definition. D. Harriman looked up dwelling in the dictionary. The word "dwelling" a structure such as a house where people live, habitation, the act of inhabiting/occupancy, a dwelling place.

The Planning Board continued to review section twelve, (12) Design Guidelines in the Planning Board Subdivision Regulations. The board will continue to review at the next meeting, they left off on page forty-nine, (49).

The motion to adjourn was made by D. Harriman. The motion was seconded by B. Harris Howard. The vote was taken. The motion carried.

7-1-2019

Minutes were approved and signed.

Chairman O'Brien made the motion to accept with correction.

D. Harriman seconded the motion. The vote was taken. The motion carried.