

## TOWN OF LYMAN

### PLANNING BOARD MEETING MINUTES

June 26, 2024

**Note: These are summary minutes. A recording of the meeting is on file at the Lyman Town Hall and is posted on the Town's webpage. Minutes are not verbatim and may be paraphrased for clarity. Minutes are drafts until approved by the Planning Board (PB)**

**REGULAR MEETING CALL TO ORDER:** Vice Chairman Kelly Demers called the Meeting to order at 5:34 PM. Noting attendance at the meeting of Planning Board members: Donald Heron, William Single, Cecile Dupuis, and Kevin Veilleux, Town Health Officer Eileen Kelly, Code Enforcement Officer Rebekah Thompson and Code Enforcement Assistant, Julie Lemieux. Members of the public in attendance were: Daniel Crook, Judy Morin, Steven Joyce, Keri-ann Johnson, Joe Wagner, Frank Goudreau, and Makenzie Goudreau. Kevin Veilleux motioned to make William Single a voting member, Cecile Dupuis seconded. All were in favor.

#### **NEW BUSINESS:**

The Planning Board discussed the rules of designating an acting chairperson.

**J Jacques LLC – Judy Morin / Steve Joyce –1 S Waterboro Rd – Map 13 Lot 12** – Steven Joyce presented a letter from the Goodwin Mills Fire Chief and a revised site plan showing the lighting as requested by the Planning Board. He also stated that the septic system was scheduled to be pumped on Friday (6/28). The system will be inspected at that time and the information will be provided to the Code Enforcement Officer. The Planning Board discussed whether a traffic study was needed. Mr. Joyce reminded the board that at a previous meeting, the Board suggested that it would take action this issue. The Vice Chairman stated that the PB said "may" and not "shall". The PB discussed the size of this project as compared to other commercial businesses in the area which did not require a traffic study. Don Heron suggested modifications to the NOD, including changing the use to "Personal Service Business". Don Heron motioned to remove condition #3. Kevin Veilleux seconded. All voted in favor. William Single motioned to approve the NOD, Kevin Veilleux seconded, NOD was approved by all.

**Keri-Ann Johnson – 1301 Alfred Rd – Map 12 Lot 018-1** – The Planning Board expressed concern that the applicant has not provided a certified site plan that would clearly define the property lines clearly separating Lyman from Arundel. Current documents submitted have a discrepancy by several feet. The project includes one anchored food vendor and 2 mobile food trucks. The applicant submitted a traffic study from 12/2023. PB member Bill Single asked if the applicant has any intention of having a professional survey done of the property for her protection. Such a survey is normally required in a site plan. The PB reviewed the checklist in order to approve that the preliminary application is complete. The applicant is requesting waivers for #4 (perimeter survey).

**Daniel Crook – Salem Capital Group – 301 Middle Rd – Map 4 Lot 43-4** – Mr. Crook is looking to reopen a gas station/convenience store (formerly Sonny's) and add catering with take-out and delivery. He will act on getting a license for beer, wine and liquor. Four tables will provide seating indoors for diners. There will also be a coffee bar. Don Heron suggested that the use would be Convenience Store #1 according to the LZO use table. The PB suggested meeting with the Code Enforcement Officer in order to complete the preliminary application requirements.

**Makenzie Goudreau – 30 Savannah Ln – Map 9 Lot 12-3** – The applicant would like to have an in-home daycare operation. Focus is on care for toddlers under the age of 4. Discussion ensued as to whether this application could be reviewed by the Staff Review Committee. Don Hernon suggested meeting with the Town Manager and/or the Code Enforcement Officer to see if approval by a Staff Review Committee is possible rather than going through the Planning Board.

**Discuss Site Plan Review Applications** – William Single opened discussion about the requirement to have a survey at 1 in = 40 ft and how there are inconsistencies. Public input from Joe Wagner, with what the Planning Board accepts. Select Board member and former Planning Board chairman, stated that section 8.3.6 of the Lyman Zoning Ordinance does allow a plan drawing that can be drawn to scale on graph paper. He also pointed out that according to the LZO, the Planning Board can issue waivers on any of the 16 final standards but not on any of the 20 preliminary requirements which should require every applicant to have a survey. The Board discussed options for site plan survey documents. Don Hernon brought up the status of the Ordinance Review Committee, future plans for going through the ordinances and the need for a member of the Board to be a liaison.

**MINUTES:**

Motion to approve the Planning Board Public Hearing Minutes of 6/5/24 was made by Cecile Dupuis, seconded by Kevin Veilleux. Motion passed by all. Motion to approve the Planning Board Meeting Minutes of 6/5/24 was made by William Single and was seconded by Cecile Dupuis. Motion passed by all

**SET NEXT AGENDA:**

**Keri-Ann Johnson** – Former Ashley’s restaurant / proposed renovations  
**Daniel Crook** – Reopen convenience store  
**Makenzie Goudreau** – home daycare

Cecile Dupuis motioned to approve the agenda and Kevin Veilleux seconded. All were in favor.

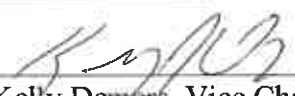
**ADJOURNMENT:**

Don Hernon spoke about his final meeting with the Planning Board of which he has been a member since 2008. Selectman Joe Wagner addressed the Board and spoke about Don Hernon’s service to the Board and to the Town of Lyman.

Don Hernon made the motion to adjourn at 7:55 PM. Bill Single seconded. All voted in favor.

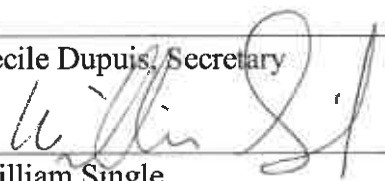
**APPROVED DATE:** 7/10/24

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Joseph Wagner, Chairman

  
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Kelly Demers, Vice Chairman

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Cecile Dupuis, Secretary

\_\_\_\_\_  
Donald Hernon

  
\_\_\_\_\_  
William Single

  
\_\_\_\_\_  
Kevin Veilleux