

**Town of Lyman**  
**Comprehensive Plan Committee Meeting**  
**Tuesday, September 9, 2025, 6 p.m. – Lyman Town Hall**  
This meeting is a public proceeding and is being recorded.

**ITEM #1:** Committee member roll call

**ITEM #2: OLD BUSINESS:**

- a. Update on info from SMPDC on plan and tracking and timing
- b. Reminder Next SMPDC meeting with CPC is Dec 4 at 6

**ITEM #3: : NEW BUSINESS:**

- a. Octoberfest table:
  - Get raffle tickets from TM
  - Apple Cider – donuts - cookies
  - 50/50 raffle
  - Other raffles?
  - stickers from town
  - my stickers
  - Pamphlets – MF made. Pick one
  - Printout of meeting dates from website
  - Printout of Surveys and 3 Chapters and Data chapters – MF requested of TM
  - MF – crochet chickens for raffle and crochet veggie bags
- b. Talk next survey
- c. Action items to be taken, if any

**ITEM #4: OTHER:**

Attached notes/info re last contact with SMPDC to refresh memories.

Attached two pamphlets to figure out which one we want to go with

**ITEM #5: PUBLIC INPUT:**

- a. Those in attendance will be given 5 minutes to address the committee.

**ADJOURN:**

## **Comprehensive Growth Plan – Lyman**

6-17-25

SMPDC – Phone Conference

SMDPC – Jamel Torres, Mikala Jorden, Malia Cordero (Land Use Division)

Lyman – Lindsay Gagne (Town Manager)

## **Funding approved at Town Meeting June 12th**

The total amount approved for the Comprehensive Plan Committee (CPC) is \$26,250.

## **CPC – Review of Drafted Inventory Chapters**

The CPC must complete their review and provide comments on the three drafted inventory chapters: Population & Demographics, Economy, and Housing. The committee may suggest modifications and should send their feedback to Jamel by June 30, 2025.

## **SMPDC Timeline and Workload**

SMPDC is currently engaged with other projects and anticipates being able to resume work on Lyman's Comprehensive Plan by the fall. Internally, they will begin scoping the remaining tasks, which include drafting the remaining nine inventory chapters. They will also assist with developing the Town's vision and preparing the Future Land Use Map—both of which will occur closer to the end of the inventory drafting process.

## **Projected Timeline**

SMPDC expects to begin work in the fall or by the end of the calendar year and aims to complete the project by approximately November 2026. If helpful, SMPDC is available to attend a CPC meeting, depending on their availability.

## **Committee Questions**

A list of questions was sent to the committee, which can be answered by staff and/or committee members. The CEO may also be able to assist with some of the responses which Linday will check in with them if they are available to provide input. It is acceptable to leave questions blank if they cannot be answered. Responses should be submitted to SMPDC by June 30, 2025, although a later submission is possible if necessary. These questions help SMPDC add input to the State checklist. Any information provided will be useful.

### **State Checklist**

There was a question regarding the State Checklist requirements. If certain items on the checklist are not applicable to Lyman (such as questions regarding public water and sewer infrastructure), it is acceptable to leave those sections blank.

### **Climate Change Inventory**

While not required by the State, Mikayla asked the CPC to consider whether they have input or a vision regarding a Climate Change inventory. This chapter would address the Town's preparation for natural disasters, risks to infrastructure, impacts on the community from severe weather, power outages, and other related challenges. The committee should consider what climate-related risks Lyman might face (e.g., sea level rising, severe storms, flooding, power outages, tree damage) and what potential impacts these could have (e.g., emergency service limitations, increased municipal costs, disruption of public services, or vulnerabilities affecting the elder population). If the committee chooses to include this chapter, they can outline anticipated risks and impacts and share that with SMPDC.

### **Public Engagement**

The CPC can continue working on public engagement efforts. Three surveys have been done so far and all have been summarized, including open-ended responses. The committee should continue organizing and collecting this information for submission to SMPDC toward the end of the inventory drafting. This public input will be valuable for developing the Town's vision and future land use map. SMPDC recommends conducting a public open house, allowing residents to use stickers or color-coded notes on multiple maps to indicate zoning preferences or desired changes. SMPDC can assist in organizing and facilitating this event.

## **Lyman Comprehensive Plan Scope & Fee – 11/27/24**

### **➤ Complete Inventory Chapters**

- SMPDC organizes and analyzes the data for each of the required inventory chapters in a state-consistent comprehensive plan. This will include the following chapters:
  - Historic & Archaeological Resources
  - Natural Resources
  - Agriculture & Forestry
  - Population & Demographics
  - Economy
  - Housing
  - Recreation
  - Transportation
  - Public Facilities
  - Fiscal Capacity & Capital Improvement Program
  - Existing Land Use
  - Climate Change (not required, but SMPDC can draft this chapter if desired)
- SMPDC will also provide the following:
  - Maps, tables, and graphs showing trends and key information
  - One round of edits for each chapter, including maps, tables and graphs
  - Answers to questions via phone calls, video meetings, and emails
  - Editable files for Town use and updates
  - Attendance at 2 Comprehensive Plan Committee meetings, if desired

**Total Hours:** 300 (20 hours/chapter, including maps, tables, graphs, etc.)

**Total Cost:** \$24,000 (\$100/hour)

**Anticipated Timeline:** 4 months

### **➤ Plan Elements**

- SMPDC organizes and drafts the following sections for the plan:
  - Introduction/Vision Statement (10 hours)
  - Public Participation Summary (10 hours)
  - Regional Coordination Plan (10 hours)
  - Plan Implementation/Goals-Policies-Strategies (20 hours)
  - Future Land Use Plan & Map (40 hours)
  - Appendix (10 hours)
- SMPDC will also provide the following:
  - One round of edits for each section
  - Attendance at 2 Comprehensive Plan Committee meetings, if desired

**Total Hours:** 100 (see above for detail)

**Total Cost:** \$10,000 (\$100/hour)

**Anticipated Timeline:** 4 months



➤ **Administrative Tasks**

- Review of Existing Reports & Plans with Municipality (5 hours)
- Submission to State of Maine (4 hours)
- Respond to Comments from State of Maine (20 hours)
- Prepare Final Draft (22 hours)
- Present to Select Board (5 hours)
- Public Hearing (4 hours)

**Total Hours:** 60 (see above for detail)

**Total Cost:** \$6,000 (\$100/hour)

**Anticipated Timeline:** 4 months

**Total Project Cost: \$40,000**  
**Anticipated Timeline: 12 months**





### **SUMMARY:**

*The Town of Lyman is updating its comprehensive plan to better align with current community needs and state laws. This plan will guide development and public services for the next decade. The process involves community engagement, data collection, and strategic planning to tackle issues like housing affordability, infrastructure, environmental conservation, and public safety.*

*The CPC is leading the update, working with the Southern Maine Planning and Development Commission (SMPDC) for data and analysis. Community input is gathered through surveys, and efforts are made to increase participation.*

*Housing affordability is a big concern, with current zoning laws limiting options for affordable housing. The plan aims to look at zoning possibly allow for more diverse housing options. Infrastructure and public services are also being reviewed to meet the needs of an aging population and ensure environmental protections.*

*The plan includes strategies for economic development, workforce support, and legal compliance. The goal is to create a practical, understandable plan that aligns with community priorities and is ready for voter approval by 2027.*



# LYMAN COMPREHENSIVE PLAN



## Committee Members



Michelle Feliccitti  
David Alves  
Peggy Macdonald  
Kimberly Rolland  
Don Hernon  
Tom Hatch



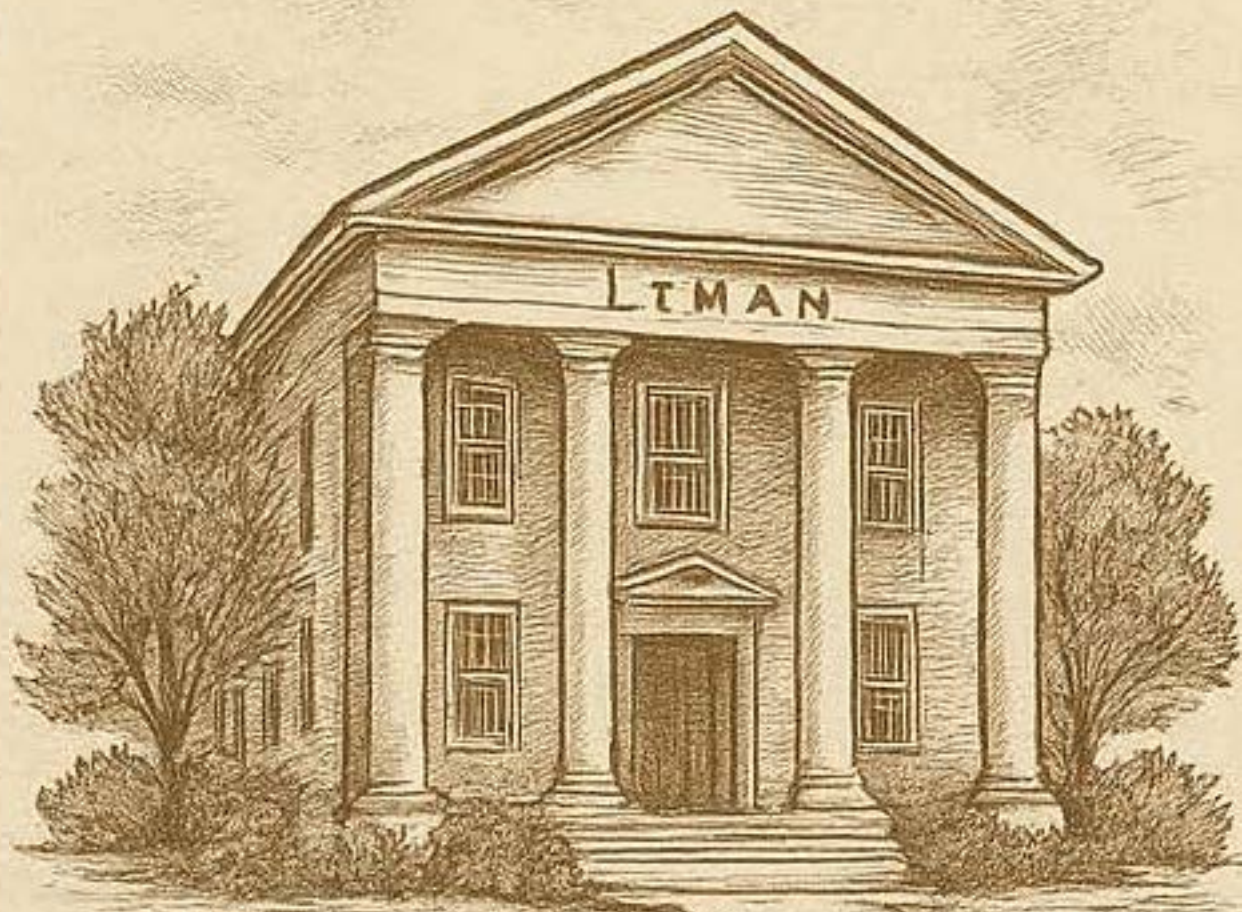




# What is a Comprehensive Plan?

A Comprehensive Plan is a roadmap that describes the town's vision for what it hopes to become – or retain – over a period of time, typically a decade. Topics addressed in a Comprehensive Plan generally include housing needs, economic opportunity, open spaces and natural resources, historic and cultural resources, transportation, and future land use.

Maine state law establishes standards for Comprehensive Plans. This provides statewide consistency while allowing communities flexibility to address their specific needs.



# Why Should Lyman Update its Comprehensive Plan?

## Increased Funding Eligibility

Having a state-approved Comprehensive Plan is a “threshold” requirement for an increasing number of state grants and programs. Without a Comprehensive Plan, Lyman may lose funding opportunities. Also, by law the Zoning ordinance is governed by the Comprehensive Plan and, therefore, this task must be undertaken and completed first before ordinances can be updated.

## Potential for Reduced Property Tax Burden

More opportunities for state and federal grants could reduce the amount of property tax dollars that must be raised for municipal projects. must be raised for municipal projects."

## Maximize Local Control

Under state law, towns that have state-compliant Comprehensive Plans in place have more control over how state agencies can undertake projects within the town.

## Community Vision and Priorities

Developing a shared vision for a community is a worthwhile exercise that can help reframe priorities for the town government.



# Is a Comprehensive Plan Binding?

No. A Comprehensive Plan is a planning document that describes, in general terms, a vision. Any binding implementing of an element of the Comprehensive Plan would be required to be adopted through an ordinance, which would require approval by Lyman voters.







# Town of Lyman Comprehensive Plan



## Comprehensive Plan Committee Members:

Michelle Felicitti	David Alves
Peggy Macdonald	Kimberly Rolland
Don Hernon	Tom Hatch

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