Planning Board
MEETING MINUTES
May 23, 2024
LISBON TOWN OFFICE
7:00 PM - PLANNING BOARD MEETING

Shaun Carr, Chair
Nicholas Craig, Vice Chair
Christopher Huston
Patrick Maloy
William Kuhl
Dan Leeman
Vacant

CALL TO ORDER

The Vice Chairman, Nicholas Craig, called the meeting to order at 7:00 PM.

ROLL CALL

Regular members present were Nicholas Craig, Chris Huston, Patrick Maloy and Dan Leeman. Shaun Carr, Dan Leeman and William Kuhl were excused. Natalie Thomsen was absent. Also present was Mark Stambach, Code Enforcement Officer; Kate Burch, Town Planner; Assistant Town Manager, Sarah Bennett, Town Attorney, and Councilor Larochelle,Town Council Liaison.

CHAIRMAN'S REVIEW OF MEETING RULES

Planning Board Meeting Rules Available in Public Meeting Room

WRITTEN COMMUNICATIONS

Minutes of May 9, 2024

VOTE (2024-52) Planning Board Member Mr. Leeman, seconded by Planning Board Member Mr.Maloy, moved to approve the minutes of May 9, 2024 as presented.
Order Passed– Vote 4-0.

PUBLIC HEARINGS

NONE

UNFINISHED BUSINESS

Findings of Facts - **Case #24-06** Conditional Use Application
- Accessory Dwelling Unit
Garrett Mason, 330 Ridge Rd, Lisbon Falls, ME, 04252

VOTE (2024-53) Mr. Maloy, seconded by Mr. Leeman moved to dispense with the reading of the Findings of Facts for **Case #24-06**Conditional Use Application-Accessory Dwelling unit and insert it into the record as follows:
Order Passed – Vote 4-0.

Case #24-06: Conditional Use Application – Accessory Dwelling Unit
Garret Mason
330 Ridge Road
Lisbon Falls, ME 04252
Map R04 Lot 008-B

Findings of Fact
The applicant submitted a Conditional Use Application to construct an Accessory Dwelling Unit on his parcel. The Planning Board first considered the application on April 25, 2024 and accepted the application as complete. On May 9, 2024 the Board conducted a Public Hearing.

On May 9, 2024, the Planning Board Voted:

To approve the Conditional Use Application for 330 Ridge Road, Map R04, Lot 008-B.

Conclusions of Law
Conditional Use Permit Standards: Lisbon Code of Ordinances. Chapter 70-194.

Performance Standards.
1. Completed the Conditional Use application checklist
2. Town of Lisbon Ordinance Checklist
3. All abutters notified and public hearing notices were posted as required

Therefore, the Planning Board hereby approves the amendment to the approved Conditional Use Application for Case #24-06, 330 Ridge Road, Map R04, Lot 008-B.

NEW BUSINESS

Ordinance Amendment - Chapter 70, Proposed Ordinance Changes LD 337 - *First Reading*
Ms. Burch explained these proposed changes are in response to the recently passed law LD337, which goes into effect on August 8, 2024, not July 2024, regarding Manufactured Housing. The changes are as follows:

1. To update Lisbon's definition of Manufactured Housing still referencing the State's definition.
2. Lisbon currently has *Mobile Home* as a land use and does not permit that in all residential zones. She proposes striking that from the table of land uses since by State law it is allowed on any individual lot where a single family home is allowed.
3. A new section to establish design standards for manufactured housing on individual lots.

The planning Board unanimously decided to add "or standing seam metal roof" to Section 70-617, (c)(2) design standards.

Overview

The Maine State Legislature recently passed LD337, which goes into effect in July 2024. This law requires that municipalities permit manufactured housing to be placed on individual lots where single-family dwellings are allowed, subject to the same requirements as single-family dwellings. Municipalities may establish design criteria such as a pitched roof, a permanent foundation, and exterior siding that is residential in appearance.

The proposed ordinance changes below bring Lisbon into compliance with LD337 by amending the definition of manufactured housing and removing “mobile home” from the use table. A new section under Zoning -> Supplemental District Regulations -> Generally creates additional design and siting standards for manufactured homes on individual lots. These standards will not apply to manufactured homes in mobile home parks.

Proposed Ordinance Changes

Sec. 70-1. - Definitions.
Manufactured housing ~~/mobile home means structures as defined in 30-A M.R.S.A. § 4358(1).~~ or *mobile home* means a structural unit or units designed for residential occupancy and

constructed in a manufacturing facility and transported, by the use of its own chassis or an independent chassis, to a building site. This term includes both newer mobile homes and modular homes as defined in 30-A M.R.S.A. § 4358.

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~~

Sec 70-617. Manufactured housing on individual house lots.

a) Manufactured housing is permitted to be placed or erected on individual house lots where single-family dwellings are allowed, subject to the same requirements as single-family dwellings and the following siting and design standards. The following standards do not apply to manufactured homes in mobile home parks.

b) Siting Standards.

1) The unit shall be placed on a permanent foundation with a minimum 4' frost wall or a floating slab.

2) The unit may not be placed on grade beams, gravel pads, or wheels and axles.

3) Units placed within 100' of the right-of-way must be oriented with the horizontal dimension facing the street. Exceptions to this will be made for manufactured housing units used as accessory dwelling units, which may have other orientations.

c) Design Standards.

1) The roof pitch shall be at least 3/12 or steeper. Rounded or flat roofs are not allowed.

2) Roof shingles shall be either asphalt composition shingles or wood shingles or shakes.

3) Exterior wall surfaces shall be of residential site-built building materials, such as clapboards, simulated clapboards such as conventional vinyl or metal siding, or wood shingles.

4) Exterior walls shall not be clad in metal panels or metallic surfaces.

5) A unit on a floating slab must have skirting between the slab and the bottom of the unit made of durable material made for such use that is visually compatible with the exterior wall surfaces.

Example Images

Not allowed: round roof, metal siding

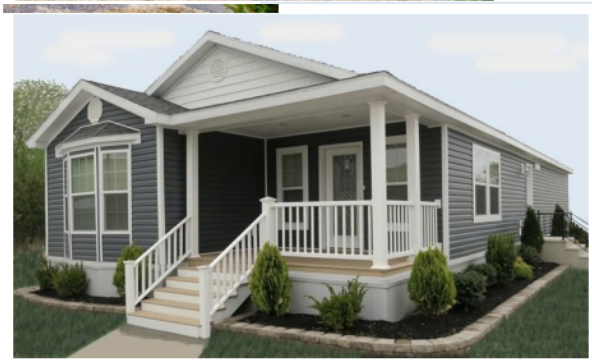


Not allowed: no foundation or slab, round roof, metal siding



Allowed: at least 3/12 roof pitch, vinyl siding, skirting
(examples from Topsham and Scarborough)







VOTE (2024-54) Planning Board Member Mr. Maloy, seconded by Planning Board Member Mr. Leeman, moved to approve the Ordinance Changes as presented and add "or standing seam metal roof" to Section 70-617, (c)(2) design standards and set a Public Hearing for June 13, 2024.
Order Passed– Vote 4-0.

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OTHER BUSINESS

NONE

CODE ENFORCEMENT OFFICER ITEMS

NONE

ADJOURNMENT

VOTE (2024-55) Planning Board Member Maloy, seconded by Planning Board Member Leeman, moved to adjourn at 7:15 pm.
Order Passed 4-0.

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Lisa B. Smith, Planning Board Secretary

Date Approved: