

*Town of Livermore Falls*  
*Office of the Planning Board*

*Tom Barker - Chair*  
*Carole Barker - Vice Chair*  
*Tim Fournier*

*Bill Bailey*  
*Gayle Long, Secretary*  
*Brandon Hobbs, CEO*

**Planning Board Meeting Minutes**

Wednesday January 18, 2023  
Livermore Falls Town Office  
6:30 pm

6:39 The Meeting was called to order by Chairman, T Barker

Attendees: T Barker, C Barker, T Fournier, B Bailey, B Hobbs, G Long

**1. Approval of Meeting Minutes:** December 21, 2022 Motion to Approve with changes to the number of people with Site Plan Review Applications: G Long; Seconded; C Barker  
VOTE 4-0

**2. Old Business:**

- a. Site Plan Review Ordinance – The CEO reported that the current ordinance is relevant, the only change is to the terminology for Select Board. The STATE has requested that all documents change Selectmen to Select Board. THE CEO will have the final draft at the next meeting. The Motion to table the discussion: T Fournier; Seconded B Bailey VOTE 5-0
- b. Tiny Houses – The CEO suggested that we can remove the reference to the minimum of 400 sq feet requirement for any residential building in the BUILDING LOTS STANDARDS ORDINANCE. The Tiny House should be considered the same as a mobile home thus will not be allowed within the limits of the Village. The CEO will update the Ordinance for final review at a later meeting. The change will then be reviewed by the Select Board and ready for a vote in November 2023.
- c. Finalize content for Informational Letter for Livermore Falls Landlords to give to parties interested in starting a business in Livermore Falls. G Long provided a list of suggestions for a landlord letter. The Board will review

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and tabled until the next meeting. Motion to table discussion; C Barker; Seconded: B Bailey VOTE 5-0

**3. New Business**

- a. Site Plan Review Application; 38 Union Street – Change Status from Commercial to Residential; Motion to approve with the understanding that the receipts for the remaining 3 letters to abutters would be provided to the Town Office within a month; G Long; Seconded T Fournier VOTE 5-0
- b. Training for Town Office Staff about handling/managing Site Plan Review Applications: G Long will draft a training sheet, share it with Board and discuss it with Alex.
- c. Should the Two Alternate Seats for the Planning Board be filled? The Interim Town Manager has received and application for an alternate seat.
- d. Comprehensive Plan Committee Update: The Committee has a list of 166 businesses that are being validated and confirmed prior to distributing questionnaires.
- e. Site Plan Review Application for Medical Cannabis retail store in the former location of the GAS STATION, 57 Main Street. The New Site Plan Review Application was presented by Walter J Dunfey III and Phillip (Max) Imhoff. The Application is complete with the exception of the abutters' letters. The Public Hearing will be scheduled for Feb 15<sup>th</sup>.

**4. Public Participation**

**5. Adjourn** Motion to Adjourn: C Barker; Seconded B Bailey VOTE 5-0

Next meeting: February 15, 2023