

Planning Board Minutes

Wednesday, August 21, 2019

Mallet Hall

7:00pm

Members Present: Matt St. Cyr, Matt Altieri (Alternate), John Bowdren, Gabe DiGristina, Heidi Curry (Alternate), town planner Tony Dater and secretary Molly White.

Members Absent: Christine Watson and Jesse Peters.

Guests: Sean Pierce from Northern Survey Eng., Nicole and Griffin Day, Gary Libby, Derek and Jeanette Lovitch, and Anna Charlotte on behalf of Jim Gagnon.

- I. Call to Order – 7:01pm by Chair
John moved, seconded by Matt St. Cyr, to use both alternates present as voting members for this meeting. Discussion: None. Vote: Yes-3. No-0.
- II. Secretary’s Report – John moved, seconded by Matt A., to approve June’s meeting minutes as written and July’s meeting minutes as amended. Discussion: none. Vote: Yes-5 No-0.
- III. Organization of the Board – John moved, seconded by Gabe, to re-elect Matt St. Cyr as Chair of the board. Discussion: None. Vote: Yes-5. No-0.
- IV. Old Business – James Gagnon, New Private Road: The board reviewed the mylars provided by Ms. Charlotte on Mr. Gagnon’s behalf and requested a few changes be made. They asked that the survey be revised to reflect “201 Verrill Road Subdivision” as the title of the subdivision, the new Map and Lot numbers for the subdivided lots, the names of the abutters on the opposite side of Verrill Road in relation to this property and that the builder is to use guidelines for soil erosion and sedimentation control as outlined in the Cumberland County Soils Conservation Services “Best Managements Practice Manual”. The board reviewed the subdivision checklist one last time to assure all requirements have been met. John moved, seconded by Matt St. Cyr, to approve and sign Mr. Gagnon’s survey mylars, once the above listed changes have been made. Discussion: None. Vote: Yes-5. No-0.
- V. New Business – 860 Elmwood Road, “Second Amended Carter Property” Subdivision: Nicole and Griffin Day are proposing to split off a portion of an existing lot owned by Nicole’s parents, Map 9 Lot 5.01, to potentially build on in the future. The board reviewed the subdivision check list along with the survey provided for the proposed split. The application and survey provided by the couple’s surveyor, Sean Pierce, met all requirements. Matt St. Cyr proposed not holding a site walk due to the fact that the split seemed very straight forward and did not anticipate any complications. Heidi suggested that abutters still be notified of the proposed new lot and allow them to bring any comments or concerns they have to the next Planning Board meeting in September. All board members were in agreement of this. No official vote was taken.
- VI. Any other business – Gary Libby attended the meeting looking to talk about the proposed expansion on a daycare he owns here in town. He disagrees with Code Enforcement Officer Ryan Keith’s decision not to approve the use of his garage with a wash basin and “Porta Pottie”

as the space for the additional children he plans to provide child care for. Matt St. Cyr informed Mr. Libby that The Planning Board could only help him determine how his proposed situation would apply to the Town's current ordinances. However, if Mr. Libby wanted to appeal Ryan's decision he would have to file an Administrative Appeal with the Zoning Board and prove that hardship will be caused unless a variance is given.

Land Use and Zoning Ordinance Definitions Review – Tony and John attended a workshop on 08/19/2019 with the Ordinance Review Committee to continue to clean up the defined terms used in the land use and zoning ordinances. The focus being on the defining of accessory buildings/structures and accessory dwellings. At this time, not enough work on the definitions has been completed to bring any of the proposed changes to Special Town Meeting on September 25, 2019.

- VII. September Agenda – The board would like the “Second Amended Carter Property” Subdivision be at the top of the next meeting's agenda. Anne Thompson, the awarded bidder for the 66 Verrill Rd property, asked to be on the September agenda knowing she would not be able to attend the August Meeting. She is looking to discuss the plans she has for the property.
- VIII. Adjourn at 9:44pm.

Respectfully Submitted,

Molly White, Secretary