

**Town of Pownal
Planning Board Minutes
Wednesday, November 18, 2020 7:00 PM**

Members Present: Matt St Cyr, John Bowdren, Gabe DiGristina, Town Planner: Tony Dater, Secretary: Christine Watson, Alternate: Marika Clark

Members Absent: Jesse Peters, Matt Altieri – Alternate

Guests: Select Board member Heidi Curry, Code Enforcement Officer Alan Hill, Jonathan Dawson and Alan Stearns of Royal River Conservation Trust, John Mann – Lois V Sanders Subdivision, Marcia Bowen, Marie Wendt, Johnathan Seavey, Steve Gruverman, Grey Ghost Construction.

1. Call to Order at 7:05 by Chair

2. Secretary's Report:

- a. Meeting minutes of September 16, 2020 – on a motion by John Bowdren, seconded by Gabe DiGristina, to accept the minutes as written. Discussion: none
Vote: Yes – 4/No – 0
- b. Site walk minutes of September 22, 2020 Hilton Subdivision – on a motion by Matt St Cyr, seconded by Christine Watson, to accept the minutes as written. Discussion: none Vote: Yes – 3 /No -0 (John Bowdren was not at site walk).
- c. Matt St Cyr moved to table the meeting minutes from October 20, 2020 Hilton Subdivision, October 21, 2020 Public Hearing – Harrison, October 21, 2020 Planning Board meeting and all of its content. Table those meetings for now until we have a quorum of voting members available that were present at those meetings. Discussion: none Vote: yes – 4/No -0
- d. Site walk minutes of November 5, 2020 – RRCT –Discussion: John Bowdren requested edits to made 1st paragraph, 10th line deleted “they” and corrected to “the parking lot”. Next sentence changed “questions” to “Questions” and “bout” to “about”. Heidi requested her last name to be changed from “Allen” to “Curry”. On a motion by John Bowdren to accept minutes as corrected. Seconded by Matt St Cyr. Further Discussion: Gabe DiGristina and Christine Watson were not present at the site walk. Matt St Cyr motions to have Marika Clark serve as voting member for this vote for the approval of the minutes for Elmwood Rd Site Walk November 5, 2020. John Bowdren Seconded the motion. Discussion: none Vote: yes – 4/No -0
Matt St Cyr – There is a motion and a second to approval Elmwood Site walk minutes of the November 5, 2020 Vote: Yes – 3 as corrected No -0

3. Old Business: Royal River Conservation Trust - Jonathan Dawson & Alan Stearns

Matt St Cyr gave a summary on what the Royal River Conservation Trust is looking for approval on in case those joining the Planning Board meeting is not aware. The Royal River Conservation Trust would like to create a parking area on a lot they own off the Elmwood Road generally in the facility off the intersection of Lawrence Road. There was a site walk and a discussion regarding issues of public safety with people parking on the shoulder of the road. Initially it was suggested that they put in 4 parking spaces to get people off the road and then suggested we perhaps increase in the number of the parking spaces and the distance from the road to ensure that there is no parking on the shoulder of the road. There was discussion regarding the site distance (line of site) from the driveway

entrance. Mr. Stearns is going to take the 2014 survey plan and have Owen and Haskell modify that plan to show the new parking spots

Concerns about the eight (8) parking spaces was raised by Alice Kirkpatrick, parking on shoulder of the road and general safety of pedestrians was raised by Marie Wendt. Another concern was raised by Marika regarding overflow parking on town owned land across the street as the public is currently using it for a parking to access the trails. Christine responded that it was not within the Planning Board's authority to address the parking issue on town land. The Select Board/the Municipality Office would have to address the parking.

Marika asked Mr. Stearns after being at the site walk and seeing the traffic coming through at that time, does he have any safety concerns about that parking area being there itself and any issues of the speed. Mr. Stearns replied that he is not concerned on the line of site issues and the table they prepared, to him looks comfortable at a DOT 45 mph. Mr. Stearns went on to say he thinks that traffic speed, traffic safety and traffic enforcement is an issue on every road.

Mr. Stearns recommended signs for visibility so that people driving by can find the trails easier. Gabe and Matt agreed that in addition to having signs reading: park ahead or park entrance here any other supporting signage such as a hidden driveway, sign of a person walking and signage on the curves in both directions indicating activity would be helpful. There should also be signs "no parking" on the shoulders of Elmwood Road and driveway going into the parking area. Tony Dater, Town Planner thought that the several signs "no parking on the shoulder" on both sides might sufficient. John Bowdren asked if the signage would be supplied by the applicant. Mr. Stearns replied that Elmwood road is a DOT roadway. He asked DOT about shoulder parking and they responded that they would follow Municipal ordinances. DOT suggestion was that the Select Board prohibit shoulder parking and then DOT would echo the Select Boards sentiment and install signs. Mr. Stearns would be happy to forward that information to the Select Board. Matt asked if there was any expense incurred to the town for the signage would Royal River Conservation Trust be interested in helping out with the cost. Mr. Stearns affirmed if DOT does not, Royal River Conservation Trust would help with the cost.

Matt asked Mr. Stearns if the parking lot will be open and maintained during the winter. Mr. Stearns responded that all similar parking lots were currently plowed and this one would most likely would as well. Matt also asked Mr. Stearns about maintaining the property and keeping the line of site clear. Mr. Stearns said it is requirement to keep the line of site clear with the DOT permit and it could be repeated in the town permit.

Matt asked if the parking spaces would be marked. It was mentioned that if it went up to 8 or anything over 5 that there would be one handicapped accessible space. Mr. Stearns replied that in the other gravel parking lots they would have a sign at the head of the parking space a "park here" sign. Gabe added that to maximize the efficiency of the parking lot, some sort of indication, it does not have to be complicated or expensive. Heidi Curry stated she thinks that the ordinance asks the parking spaces be a required size and be marked in some form. John Bowdren asked Matt there was an email on 17th of November toward the end of it there was numbered 1,2,3,4, expectations. The last one #4 Express reference to allowances for spillover parking on RRCT driveway. John can see spillover parking in the lot itself but on the driveway, concerned him. Matt expressed that the spill over traffic on the driveway is better than a spill over traffic on the shoulder of the road. Gabe agreed. John indicated as long as it is not impeding the driveway. Christine replied placement of signs on part of the driveway that says "no parking here" may work.

Christine asked if there were any concerns about the wetlands being distributed with building the parking lot. Mr. Stearns said he believes there is plenty of room to completely avoid the wetlands. Matt said also agreed that there was plenty of room to avoid the wetlands. While on the site walk Matt took the 40-foot driveway and then paced off another 40 feet and still left a very big area before the grade dropped off.

John Bowdren asked Matt and Christine if we received a Site Plan Review Ordinance Application – Matt answered - no we do not have the application. Matt asked the board if we going to ask Royal River Conservation Trust to come back to the next meeting for an approval vote we would need an application for site plan review, the site plan from their surveyor. Gabe suggested that it would be good to have a sense for the supporting safety and awareness

signage from the Select Board to just to know it was in progress or the status. Tony indicated that it could be a note on the final site plan or a conditional of approval but it would be better to have it on the final site plan. Matt will follow up with these items in an email to the Planning Board, Mr. Stearns and Mr. Dawson. Mr. Stearns indicated that it might be 2 months as Owen Haskell is back log for several weeks. Matt requested from Mr. Stearns to give the Planning Board a couple of weeks' notice before a meeting in order to give us time to inform the public of the meeting.

4. New Business:

a. Lois Sanders Subdivision Preliminary Plan Review – John Mann Authorized Agent

Mr. Mann gave a brief description of the proposed subdivision. All documents required for Mr. Mann as authorized agent was received. John Bowdren proceeded to go over the checklist. John asked if the fee was paid. Christine replied that she checked with Molly Town Clerk and the fee was not paid. Mr. Mann said it was at the time of the pre-app meeting. Christine will check with Molly again. Gabe asked on lot 1-15.01 that all others have acreage noted and is this lot the original. Mr. Mann responded that the lot was sold earlier this year.

John Bowdren wanted to discuss the culvert and driveways requirement with the board. Mr. Mann mentioned in the pre-app meeting he was not sure where the driveways would go and would this be ok with board not having driveway entrances or culverts on the plan. In Mr. Mann's experience, that if he pinned down where the driveway going to go, 9 times out of 10, the buyer will want it somewhere else.

Mr. Mann said note #2 on the plan pertains to the new driveways and driveway entrances and buyers have to meet the requirements of Town of Pownal prior to construction and obtain a driveway entrance permit from the Town before building the driveway. This gives the new owners the option of coming in and saying where they want the driveway, but still have to meet the Town's requirements. Gabe agreed unless there is any sort of wetlands considerations or things of that nature where a driveway can really only go in one place which doesn't think applies here.

Tony asked if we should the note include "the driveway should to avoid wetlands" as there does appear to be some wetlands. Mr. Mann responded that the report from site evaluator indicates that these wetlands on these lots are not high value wetlands and can be filled up to 4300 square feet without a permit which will be enough to get a driveway in. Tony suggested wording could be "per DEP regulations" or something like that. Matt informed Tony he is comfortable leaving that one with the road commissioner when he gives the driveway entrance permit. Matt requested John Bowdren, on the checklist where it says applicable locations of culverts on the plan, to reference there is a note #2 on the plan just in case we have to go back to it later. John Bowdren looked over Mark Cenci's report and everything looked good.

Mr. Mann said we would see when we do the site walk that most of these lots have no issues with site distance. John Bowdren pointed out that lots 3 and 4 have steep slopes and it's towards rear of these lots. Lot 4 is more of a concern, however taking it out of the building area there is still enough acreage.

Mr. Mann indicated that they have temporary markers on all the corners except the outside corners which are permanent, fiberglass rods set. Mr. Mann did not know if he would have time to get the iron rods in before the site walk but the lines are staked with temporary markers and flagged.

John Bowdren made a motion to accept the Sanders Subdivision application form as complete application, Matt seconded the motion – Discussion of the completeness of the application – none; Vote yes: 5/ no: 0. Letters to abutters to be mailed on November 23rd. Site walk is scheduled for December 9th at noon.

b. **Porterfield Cider – David Buchanon** - Not Present - Matt received a call from Mr. Buchanon to inform the board he was not joining the meeting as he felt he had nothing to ask the planning board and would reach out when he is ready.

c. **Jeraldine Herrera – Hydro Quebec – CMP** – Not present. John Bowdren inquired about

Jeraldine Herrera from Hydro Quebec – He thought this was a CMP project and Hydro Quebec was just supplying electricity. Gabe noticed that also when he was reading the material. Tony informed us that Herrera comes from a consulting firm and is employed by companies to be front person and to go over town ordinances.

5. Other Business:

- a. Heidi Curry introduced the Town's new CEO, Alan Hill and provided the Planning Board his schedule.
- b. Hilton new subdivision proposal was discussed in regards to dividing within 5 years. Gabe felt that this shouldn't have happen for 5 years, based on what we have all reviewed. Tony said he has got 5 years to wait if wants to break off another single lot. Any time before 5 years he creates one more lots on that property he is subject subdivision review and approval
Marie Wendt explained she was looking at the maps and saw two lots already been divided that she did not know about it. Marika indicated to her that only the abutters are contacted. She thought the planning board conversation was regarding the corner lot on Lawrence and Elmwood. Gabe informed her that was approved last month. Matt suggested to invite Mr. Rait to a pre-app meeting and ask the questions about the plans. Christine asked who could attend the pre-app meeting with Mr. Rait. Matt and Gabe gave out some times and days. Tony will email Mr. Rait and will let Matt and Gabe now what the date and time will be.
- c. Christine asked the board about changing the time to 6pm for our regular meetings. All were in favor.
- d. Christine also inquired on redoing the bylaws. She is in the process of redoing the bylaws and can present it at the next meeting or a workshop. Marika stated a workshop would be better. John asked if it flowed from a template from the state or JPCOG. Tony replied it is a MMA model.
- e. Christine also requested that the planning board revisit the Hotel and Motel definition.
- f. Workshop was planned for December 2 and 6pm to review the hotel/motel definition and possibly the bylaws.
- g. Christine and Gabe have changed their e-mail address due to the volume of e-mails from the planning board.
- h. Matt informed the planning board about the solar field zoom meeting scheduled for November 17th as an informational meeting. They have not come to the Planning Board for an application however, letters were mailed to abutters to the property. Questions were raised regarding solar regulations, what we can and cannot do since town does not have a solar ordinance. Tony indicated that we have a site plan ordinance and performance standards. The zoning ordinance allows these utilities as a special exception which then triggers the site plan ordinance. Matt emailed a solar ordinance from another town for the board to review. Gabe suggested looking at other towns in Maine that had solar projects for their ordinances, see how those projects went, and possibly consult with their planning board.

6. Next Month Agenda:

Approval of October Minutes, John Mann – Lois Sanders Sub-division on Libby Road final review

7. Meeting adjourned at 9:36pm

Respectively submitted,

Christine Watson

**Christine Watson, Secretary
12-16-2020**