Town of Baldwin, Maine
Planning Board

Meeting Minutes from August 14, 2025

After the second public meeting ended, Jo called the regularly scheduled Planning Board meeting to order.

Board Members Present

Jo Pierce, David Stock. Don Sharp, Mike Ustin, (quorum established)

Also Present

Selectboard members Bob Flint and Dale Miner, Don Kent, CEO, members of the community, Jamie Garland from Main-Land Consultants.

Minutes

Minutes of July 31, 2025, that was prepared by Don Sharp were unanimously approved by all Board Members present.

1. OLD BUSINESS

Jamie Garland presented revised drawing S2.1, titled *Subdivision Plan* and new drawing C1.1, titled *Buildable Area Plan*.

Jamie said that the following notes were added to drawing S2.1 in response to comments that were made during the July 31, 2025 meeting.

12. THE LIMITS OF EXITING FOREST COVERAGE CLEARING FRO LOTS 1,2,3,4,5, 6 AND 7 SHALL BE LIMITED TO THE BUILDING ENVELOP FOR THE PURPOSE OF CONVERTING THE LAND TO LAWN, STRUCTURES OR OTHER LAND COVER EXCLUDING DRIVEWAYS. CLEARING FOR DRIVEWAYS SHALL BE ALLOWED AS DEPICTED ON THE SUBDIVISION PLAN.
13. LOTS 5,6,7 PRIOR TO ANY CONSTRUCTION, THE PROPERTY OWNER SHALL COMPLETE ANY REQUIRED PERMITTING WITH THE SACO RIVER CORRIDOR COMMISSION, ALONG WITH ANY MUNICIPAL AND STATE AGENCIES.
14. PRIOR TO THE CONSTRUCTION OF ANY DRIVEWAY ENTRANCES THE PROPERTY OWNER SHALL COORDINATE WITH REQUIREMENTS OF A DRIVEWAY CULVERT WITH THE TOWN OF BALDWIN CODE ENFORCEMENT OFFICER OR ROAD COMMISSIONER.
15. PROPERTY OWNERS SHALL NOT DISTURB WETLAND OR VERNAL POOLS WITH OUT THE APPROPRIATE APPROVAL FROM THE MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION IN THE FORM OF A PERMIT OR LICENCE.
16. ALL CONSTRUCTION ON LOTS 1,2,3,4,5,6 AND 7 SHALL FOLLOW THE "BEST MANAGEMENT PRACTICES OF SOIL EROSION AND SEDIMENTATION CONTROL" CURRENT VERSION.
17. IMPERVIOUS SURFACES SUCH AS ROOFS AND DRIVEWAYS SHALL BE LIMITED TO LESS THAT 5% OF THE SUBDIVISION AREA, UNLESS A STORMWATER MANAGEMENT PLAN IS PREPARED BY A LICENSED ENGINEER AND APPROVED BY THE TOWN OF BALDWIN, PLANING BOARD.

Jamie also said that he had met with the Fire Marshal, and the Fire Marshall said that the access driveways should be 20 feet wide, straightened out where ever possible, a turn around tee be provided at the end of the driveway to the house on Lot 6, and a 10,000 gallon water storage tank be provided on Lot 6 for fire protection. Jamie said that the plans have been revised to show the alignment of the proposed driveway on Lot 6. Don questioned if the ATV trail would remain, Jamie said that it would remain. Don said that he wanted to see on the plan the limit of clearing that would be necessary to construct the driveway and a cross section of the proposed driveway. Jo said details and location of the water storage tank also must be shown on the plans.

Following this Mr. Garland said that he received an email from the Saco River Corridor Commission (SRCC) stating that the SRCC had no objections to the subdivision and that anyone planning work within the 500-foot buffer should call the SRCC to discuss permitting requirements, and any work proposed within the floodplain contiguous to the river (that is also within 1,000 feet) may also need a permit. Jamie said that the 500 feet and 1000 feet buffers have been added to the plans. Jamie said that he forwarded a copy of the letter to the Planning Board.

Next, Jamie said that drawing C1.1, titled *Buildable Area Plan*, was prepared to show the areas on each lot that is buildable. The areas that are buildable are shaded green on the drawing. Don said that the areas that have a steep slope (greater than 20%), vernal pools and wetlands should not be shaded green. David said the limits of clearing need to be clearly shown and a buffer along the property adjacent to Lot 5 needs to be provided.

Jo said that the title blocks on the drawing need be revised to agree and should include the name of the subdivision as *Porter Lane Subdivision.*

Seeing that there were no more comments expressed, Don made the motion that the Preliminary Application be accepted as complete and that the things mentioned above would be addressed with the final submission. The motion was seconded by Mike Ustin and unanimously approved by the Planning Board.

All the Board members present agreed that a Final Public Meeting should be held at 7:00 pm on August 28, 2025.

2. NEW BUSINESS

There was no new business discussed at the meeting.

3. MEETING ADJORNMENT

At 8:20 pm, David Strock made a motion to adjourn the meeting. This was seconded by Mike Ustin and was unanimously approved by the Board members present.

Minutes have been prepared by Don Sharp, Planning Board Secretary