

**TOWN OF PARSONSFIELD  
PLANNING BOARD SPECIAL MEETING MINUTES  
6:00 PM  
Wednesday, December 6, 2023  
TOWN OFFICE BUILDING**

**I. Call to Order**

Aaron Boguen called the meeting to order at 6:00 p.m.

Present: Sabin Beckwith, Aaron Boguen, Allen Jackson, Roger Moreau, Harvey Macomber (Alternate), Recorder Desirae Lyle

Absent: Gerard Clifford, Paul Farris (Alternate), Code Enforcement Officer Jesse Winters

Guests Present: Scott Mounce, Chris Gadomski, Jen Lewis, Cynthia & Michael Hasty

**II. Correspondence**

a. The Board will discuss the questions received by email from Tom Villineau on October 19, 2023 during the Kezar commons agenda item.

b. The emails from the Hasty's will be discussed during that agenda item.

**III. Review of Minutes (Oct 18, 2023 & Nov 1, 2023 WS & Nov 15, 2023)**

The October 18, 2023 meeting minutes are not available.

Roger Moreau made a motion to approve the November 1, 2023 workshop meeting as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

Roger Moreau made a motion to approve the November 15, 2023 canceled meeting minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

**IV. Old Business**

**a. Subdivision Review – Parsonsfield Seminary – Map R04, Lot 003 – Land Lot (Hobbs Swamp Road) – Proposed Subdivision – No Action**

Since the Board has not heard from this applicant, Aaron Boguen asked that this agenda item be removed until they submit an application or request to come before the Board.

**b. Site Plan Review – Kezar Commons, LLC – Map U04, Lot 003 – 18 Federal Road – Mixed Uses (Commercial, Retail, Office, Residential, Short-Term Rental)**

Aaron Boguen recapped that the Board approved this application as complete at the October 15, 2023 meeting. Since there was no regular meeting in November a formal confirmation of the complete application has not been provided to the applicant. Therefore, the Board could wait and provide formal confirmation at the December 20, 2023 meeting, then the Board would have the next sixty (60) days to make a decision.

The Board discussed that the holding tank will only be used during construction it is not permanent. A septic system will be installed on either the Stanley Building property or the Mill property. Testing should be done regularly on the holding tank in compliance with State subsurface wastewater regulations. The Board discussed requiring each

new business to appear before the Board and explain what they will be doing. It was argued that the Mounce's are going through this process so that their tenants do not need to appear before this Board. Sabin Beckwith asked if fire suppression needs to be addressed by the Board. Aaron Boguen asked if the Board felt that a parking plan needed to be submitted.

The Board discussed the following conditions:

1. Septic System engineered, designed, planned, and installed by June 30, 2025, design to be submitted to the Parsonsfield CEO and Planning Board as soon as possible.
2. Condition precedent that applicant provides copy of the easement for the fire escape.
3. Condition precedent that the applicants provide copy of the documentation showing viability of the holding tank.

Aaron Boguen read the following motion:

Motion to approve the Kezar Commons, LLC application as submitted with the following conditions: 1. Septic system engineered, designed, planned, and installed by June 30, 2025, design to be submitted to the Parsonsfield CEO and Planning Board as soon as possible. 2. Condition precedent that applicant provides copy of the easement for the fire escape. 3. Condition precedent that the applicants provide copy of the documentation showing viability of the holding tank.

Roger Moreau moved the motion. Sabin Beckwith seconded the motion.

Sabin Beckwith asked the Board to consider changing the verbiage so as not to preclude the applicant from having tenants prior to 2025 if all conditions have been met. The Board agreed.

Roger Moreau moved to amend the motion as Sabin asked and Aaron stated. Sabin Beckwith seconded the motion to amend. The motion to amend carried with all in favor.

Sabin Beckwith made a motion to approve the complete amended motion. Roger Moreau seconded the motion. Motion carried with three in favor and one abstention.

**c. Subdivision Plan Review – Michael & Cynthia Hasty – Map R08, Lot 003A & 003B – Subdivision Questions Discussion**

Cindi & Mike Hasty recapped with the Board what was going on. There is still a question of whether Mr. & Mrs. Hasty need to go through the subdivision process or not.

Desirae Lyle offered the suggestion to contact MMA (Maine Municipal Association) or the Town Attorney.

Sabin Beckwith made a motion to table this application and have Desirae Lyle reach out to MMA to get another opinion. Roger Moreau seconded the motion. Motion carried with all in favor.

**d. LD2003 Potential Land Use Ordinance Changes**

Aaron Boguen has received a rewrite of the Land Use Ordinance from SMPDC (Southern Maine Planning and Development Commission) and will send it to the Board

to review. The Board will need to schedule a meeting with SMPDC to go over the edits. A public hearing and special town meeting will need to be held prior to June 30, 2024.

**V. New Business – None**

**VI. Open to Public Questions**

Jen Lewis commented that she thinks that impact of business in the Stanley Building will be bigger than the applicant thinks.

**VII. Adjournment**

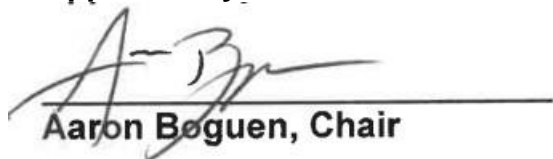
Roger Moreau made a motion to adjourn at 8:04 p.m. Allen Jackson seconded the motion. Motion carried with all in favor.

**Respectfully Submitted,**



**Desirae Lyle**  
**PPB Executive Secretary**

**Approved by the Board at the February 21, 2024 Meeting.**

  
**Aaron Bogue, Chair**