

**Parsonsfield Planning Board Meeting  
Tuesday, May 17, 2016  
Minutes**

**Planning Board Members in Attendance:**

Thelma LaVoie, chair  
S. Tiffany Brendt, vice-chair  
Todd Crooker (alternate)  
Carl Nance  
John Wagner

**CEO David Bower in Attendance**

**Also in attendance:**

Rick Day, Samuel Park

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Chairman LaVoie called the meeting to order at 7:00.

**April 5 Meeting Minutes Approved**

The minutes (with David's corrections) from the April 5, 2016 Planning Board meeting were reviewed and the Board unanimously voted to approve the amended minutes.

**April 5 Public Hearing Minutes Approved**

The minutes (with David's correction) from the April 5, 2016 Public Hearing were reviewed and the Board unanimously voted to approve the amended minutes.

**Milliken Building – Findings of Fact Review**

Discussion:

The Board discussed safety issues. Ms. Brendt stated that Mr. Desjardin, an abutter to the Milliken lot, has already had damage to his fence due to ice falling from the building. Mr. Crooker suggested installation of ice rails. (Mr. Park had previously expressed concerns regarding ice falling off of the metal roof to the owner Victor Butrimowicz, but Mr. Butrimowicz wanted to go ahead with the metal. He had also advised Mr. Butrimowicz to put in Jersey barriers in the parking lot for safety.)

Revision of Findings of Fact text:

K.3.

*“Require the installation of snow and ice guards on the roof to ensure the safety of residents and neighbors and to allow maintenance of all egress paths. By doing this, the proposed activity ensures safe and healthful conditions within the neighborhood.”*

Mr. Bower made the changes to the Findings of Fact, and the Board members signed off.

**Site Plan Review**

**Richard Day for Patco Construction, constructing one 20'x100' and two 30'x130' mini-storage buildings at 227 Federal Street, Map #U01/Lot#001**

The Board reviewed the blueprints for the proposed expansion, which would add 160 storage units to the facility. The Board was satisfied with Mr. Day's response to Mr. Bower's question about parking, and they agreed there was no need for a site walk.

Ms. Brendt motioned to approve the SPR and was seconded by Mr. Nance. The Board voted unanimously to approve the SPR.

**Other:**

**Shoreland Zoning Update**

Mr. Bower reported to the Board members on updates to Shoreland Zoning guidelines. For a number of years, the DEP allowed a maximum of "1000 square feet, or 30%, whichever is greater" to expansions. The new language has done away with the volume and allows for "30% of the footprint within 100 feet from the shore". For multiple-storied structures, the building may only go up to 24 feet tall if it is 25-75 feet away from the water.

Mr. Bower will make copies of the state guidelines to distribute to the Board members.

**Town of Parsonsfield Comprehensive Plan**

Mr. Crooker started a discussion about the need for an updated Comprehensive Plan. He suggested contacting the SMP to help us start the process. Mr. Bower stated the SMP charges \$130 per hour for their services. Chairman LaVoie thinks the State holds workshops on how to do it, and if so, both she and Mr. Crooker volunteered to attend.

**Chairs for the Planning Board Room**

Mr. Wagner would like to include the purchase of nine comfortable chairs for the Planning Board Room in next year's budget.

Mr. Wagner moved to adjourn and Ms. Brendt seconded. Meeting adjourned at 8:02.

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Approved

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Date