

Town of Baldwin, Maine Planning Board

Meeting Minutes from July 31, 2025

Board Members Present

Jo Pierce, David Stock, Matt Fricker, Don Sharp, Merhiella Crawford, Mike Ustin, (quorum established)

Also Present

Don Kent, CEO, members of the community, Andrew Porter, the applicant, and Jamie Garland from Main-Land Consultants¹, the applicant's engineer.

Following the Public Meeting for the Andrew Porter Subdivision, Jo Pierce called the Planning Board meeting to order at 7:40 pm.

Several of neighbors complained that they never received notice of the July 31, 2025, Special Planning Board meeting. David Stock said that the notice of the meeting was published in the Shopping Guide, posted on the Town website and was mailed to all the property owners on the list provided by the Town.

1. OLD OR NEW BUSINESS

There was no old or new business discussed at the meeting.

2. REVIEW OF THE PRELIMINARY APPLICATION FOR PIGEON BROOK ROAD SUBDIVISION SUBMITTED BY ANDREW PORTER

Jo Pierce noted that an on-site inspection by the Board was held on June 28, 2025. Jo then led the review of the Preliminary Application by the Board. Findings of the Board are below.

7.1 Procedure

- A. The preliminary plan follows the Sketch Plan for seven new lots, that was reviewed by the Board at previous Planning board meetings. Two plans titled Existing Conditions Plan (S-.1) and *Subdivision Plan* (S1.2) have included with the application.
- B. An application fee of \$2,100 was included with the application submission. The applicant requested a waiver for the \$15,000 review fee. Given the amount of information provided and that new roads or offsite improvements are proposed the Board postponed making decision on this request.
- C. The applicant and his engineer attended the meeting.
- D. Preliminary Application was received by the Planning Board on July 24, 2025.
- E. Abutting property owners have been notified that an application has been submitted. The Town of Limington has also been notified.
- F. Within 30 days the Board shall notify the applicant if the preliminary application is complete or if additional information needs to be submitted.

7.2 Submissions

Jo Pierce led the Board through each of the submission requirements. The following was noted.

- A. Application has been received.
- B. Location Map showing that there are no subdivisions in the proximity of the proposed subdivision, names of existing streets, zoning district designation and there are no other properties adjacent to the proposed subdivision owned by the applicant.
- C. Required submission information has been provided.
- D. Application Requirements:
 - 1. Municipality and Map and lot numbers were provided. Applicant said that the subdivision shall be known as, *Pigeon Brook Road Subdivision*.
 - 2. A copy of the deed has been provided. See *Existing Conditions Plan* (S1.1)
 - 3. A boundary survey of the property has been provided.
 - 4. Encumbrances affecting the property have been shown on the plans.
 - 5. No deed restrictions were noted.
 - 6. Sewage disposal shall be accomplished by subsurface wastewater disposal systems. The location of a subsurface wastewater disposal system and test pit information obtained by a Certified Soil Scientist has been shown on proposed Lot 6. The location of subsurface wastewater disposal systems on the remaining lots shall be determined later.
 - 7. Each proposed lot shall a private dug well.
 - 8. The date, north point and graphic scale has been shown on plans.
 - 9. The names and addresses of the applicant and individual who prepared the plan have been provided.
 - 10. Wetlands areas have been identified on the plans.
 - 11. Number of acres within the proposed subdivision, location of existing property lines and other essential physical features are shown on the plans.
 - 12. The location of rivers, streams and brooks within or adjacent to the proposed subdivision have been shown on the plans.
 - 13. Two feet topographic contours have been added to the plan titled *Existing Conditions Plan*.
 - 14. The proposed subdivision has been shown to be completely within the Rural District.
 - 15. There are no existing sanitary sewers or water mains in Pigeon Brook Road or adjacent to the proposed subdivision. There are no proposed culverts in Pigeon Brook Road. The applicant indicated that there may be a need for culverts under the proposed on-site driveways. The applicant said that the need for any culverts would be reviewed with the Code Enforcement Officer.
 - 16. The location of the existing Pigeon Brook Road has been shown on the plans.
 - 17. No existing or proposed public roads or other improvements are proposed within the subdivision. The applicant also said that a private driveway will be provided to each lot. Access to a new house on Lot 6 will follow the existing trail, and the proposed lot line between Lot 6 and lot 7 that was shown on the Sketch Plan has been revised so that existing trail is completely on Lot 6.
 - 18. The approximate proposed lot lines, and lot areas, are shown on the plan.
 - 19. No parcels of the property are proposed for public use.

20. No open space areas have been proposed.
21. The property is fully forested and presently in Tree Growth. The limits of any clearing or thinning have not been shown.
22. The limit and elevation of the 100-year flood has been shown on the plans.
23. The proposed subdivision shall not have a density of less than one dwelling per 100,000 square feet.
24. Not applicable. See next requirement.
25. The applicant indicated that there will be less than 400 vehicle trips per day generated by the subdivision.
26. No areas of high or moderate value wildlife have been identified. The applicant is waiting for letters from the Maine Department of Inland Fisheries.
27. A portion of the site is along the Saco River and is within the Saco River Corridor Commission 500 feet buffer area. The applicant stated that the preliminary plans have been submitted to Saco River Corridor Commission. The applicant also stated that MDEP, and U S Army Corps of Engineer approvals are not required.

3. ACTION TAKEN BY THE PLANNING BOARD

Don Sharp made the motion to accept the preliminary application as complete. This was followed by a discussion between the Board members.

Regarding **Requirements 17 and 25**: Jo Pierce said that details of the proposed driveways need to be provided to show that fire trucks and emergency vehicles will have safe access to each dwelling. He said that a detail needs to be provided to show the width of the driveways and a pavement section of the proposed private driveway. David Strock followed this by saying that each driveway needs to be shown on the plan, and that this needs to be reviewed by the Town Fire Marshall.

Regarding **Requirement 21**: David Strock said that in addition to showing the location of the proposed driveways, the location of the homes on the proposed lots and limits of clearing and tree thinning, needs to be shown on the plans.

Regarding **Requirement 27**: Members of the Board were concerned that the Saco River Corridor Commission might have objections to, or concerns about the subdivision.

Seeing that his motion was not seconded, Don withdrew his motion. Jo Pierce told the applicant that the following needs to be provided before the application is complete.

- Revised plans showing detail and location of all proposed driveways, location of each home, and limits of clearing and tree thinning.
- Letters from the Town Fire Marshall, and Saco River Corridor Commission, approving the subdivision.

Understanding that some property owners that are within 500 feet of the proposed subdivision may not have receive notice of the Special Planning Board meeting held on July 31, 2025, and seeing that Board needs to see the above information before the preliminary application is determined to be complete, the Board decided to have a second preliminary public meeting on August 14, 2025 and hopefully a final public meeting on August 28,2025.

4. MEETING ADJORNMENT

At 8:25 pm, seeing that there was no further discussion, Matt Fricker made a motion to adjourn the meeting. This was seconded by Mike Ustin and unanimously approved.

Minutes have been prepared by Don Sharp, Planning Board Secretary