

MINUTES
TOWN OF PARSONSFIELD
PLANNING BOARD
6:00 PM
Wednesday, December 21, 2022
TOWN OFFICE BUILDING

I. Call to Order

Sabin Beckwith called the meeting to order at 6:00 p.m.

Present: Sabin Beckwith, Aaron Boguen, Allen Jackson, Andy Yale, Paul Farris (Alternate), Roger Moreau (Alternate), Recorder Desirae Lyle

Absent: Gerard Clifford, Code Enforcement Officer Jesse Winters

Guests Present: Selectmen David Bower, Jeff Wright

II. Correspondence

Desirae Lyle noted that the Board received the correct deed and a survey map from the O'Neil's, the Board will discuss these under new business.

III. Review of Minutes (November 16, 2022)

Aaron Boguen made a motion to approve the November 16, 2022, minutes as presented. Allen Jackson seconded the motion. Motion carried with all in favor.

IV. Old Business

a. Consider failure to request documentation of information verbally provided by applicant at the August Meeting.

Andy Yale clarified that this is not intended to point fingers at anyone or to revisit an application. He commented that in regards to the Allard application he received from a citizen a prior approval for that property. The impervious area was documented in April of 2016 to be 81% coverage, with the approval reducing it to 67%. Andy would like the Board to consider reviewing prior applications or approvals during the application process moving forward. The Board understands that they cannot make decisions based on prior approvals/denials. They need to review each application and determine if it is allowable per the Land Use Ordinances.

b. Procedure Discussion

Andy Yale suggested that the Board hold a workshop to discuss this and work toward making the process more thorough. Sabin Beckwith asked if the Board should contact MMA (Maine Municipal Association) about the Board reviewing prior applications while working through a new application. This will be discussed further at a workshop meeting.

V. New Business

a. Site Plan Review –Andrew & Diane O’Neil – Land Lot – Map R03, Lot 001 – Proposed RV Campground

Aaron Boguen made a motion to promote Roger Moreau to full member for this application. Andy Yale seconded the motion. Motion carried with all in favor.

Mr. & Mrs. O’Neil commented that they are changing surveyors and are looking for feedback from the Board on how to move forward. Each site is between 2,400 and 3,500 square feet and includes parking. On the presented survey map, the green sites are pull through sites, and the red ones are back in sites. The plan is for green space between each site. The applicants know that they need to go before SRCC (Saco River Corridor Commission) since they are in the Shoreland zone. The plan depicts a golf cart or ATV parking lot, they are not offering these services, but are planning for what the campers bring with them. Andy asked if they are planning for transient camping or year-round rental. Mr. O’Neil would like it to be seasonal camping. This property is in three zones, Farm and Forest, Rural Residential and Shoreland. Andy confirmed that this is an allowed use in both Farm and Forest and Rural Residential. The applicants confirmed that the roads will be graveled not paved. Allen Jackson suggested that the Board contact SMPDC (Southern Maine Planning and Development Commission) to review and advise the Board about this application. The Board can ask for escrow funds to cover any peer review that the Board would like. Allen also commented that there is only one road in and out of the property and asked that the applicant consider more than one entrance. Mr. O’Neil commented that he is hiring a new surveyor hoping that the plan will be drawn to their specifications. Allen also noted that DEP (Department of Environmental Protection) will need to be involved as well as SRCC.

It was noted that the current snowmobile trail may need to be rerouted around the buildings. Mr. O’Neil has been in contact with the local snowmobile club, and they would like to keep the trails open and offer access to the park to the snowmobilers. Andy asked that the applicant look into how this would impact traffic, the number of sites proposed would possibly double the population of the town. Each site will have electric, water and possibly septic. The Board agreed that the application is incomplete as presented. Aaron Boguen commented that the State minimum lot size for a camp site is 1,000 square feet, so the applicant would meet that requirement. Aaron noted that he is concerned about the distance of the “back in” site to the normal high-water mark, there needs to be 75 feet horizontal distance. There will also need to be more bathroom facilities to accommodate the proposed number of sites. Aaron suggested that the applicant review the State requirements as well as the Parsonsfield Ordinances. Andy asked that the applicants address surface runoff. Mr. O’Neil expressed that he would like to keep the sites as private as possible and plans to clear as little land as possible. Paul Farris asked if the other Board members know of any project in Town that is to this scale. Allen confirmed that the Board will be setting the precedent for the process that future campgrounds follow.

It was asked if there were any prior uses for this property known to the applicants. There are two house lots that will be combined and will be retained by the applicants as their residence.

Allen Jackson made a motion to contact and work with SMPDC after a completed application is received. Roger Moreau seconded the motion. Motion carried with all in favor.

Desirae Lyle read aloud Land Use Ordinance Article III, Section 4, subsection D (1) *Professional Services: The Planning Board may require that a consultant or other appropriate professional advisor review one or more aspects of an application for compliance or noncompliance with this Ordinance and to assist the Board. The consultant or other advisors shall first estimate the cost of the review and the applicant shall deposit, with the Town the full estimated cost, which the Town shall place in an escrow account. The Town shall pay the consultant or advisors from the escrow account and reimburse the applicant if funds remain after payment.*

Andy Yale made a motion to table this application until more complete information is received from the applicant. Aaron Boguen seconded the motion. Motion carried with all in favor.

Sabin Beckwith suggested that the applicant's consider submitting the application in phases versus submitting the proposal as a whole. Desirae Lyle confirmed that once supplemental information is received, she will send out abutter notices again. Mr. O'Neil commented that he would like to have at least phase one of approval completed in 2025, with many years of development.

VI. Open to Public Questions

Jeff Wright asked why the Planning Board videos from October and November aren't posted to the website and also wanted to note that tonight meeting date was posted incorrectly. The November meeting was not video taped as it was less than five minutes long. Mr. Wright mentioned that the ZBA (Zoning Board of Appeals) dates of meetings are covered by the menu.

Mr. Wright asked how the proposed campground would affect the plantation, traffic and the possibility of needing another Deputy. An abutter notice will be sent to the management of the Plantation when the abutter notices are sent again. The Board again expressed that they will endeavor to thoroughly review the application once it is submitted since it is an allowed use in the districts.

Mr. Wright also asked if the Board knew who the Parsonsfield tree warden is. Allen Jackson commented that he believes one of the ladies on the Comprehensive Plan Committee has mentioned it before. Sabin Beckwith will ask her about it.

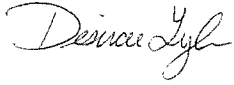
VII. Schedule Workshop for Wednesday, January 4, 2023

Aaron Boguen made a motion to hold a workshop on Wednesday, January 4, 2023 to discuss procedures and processes moving forward. Roger Moreau seconded the motion. Motion carried with all in favor.

VIII. Adjournment


Aaron Boguen made a motion to adjourn at 6:13 p.m. Roger Moreau seconded the motion. Motion carried with all in favor.

Respectfully Submitted,



**Desirae Lyle
PPB Executive Secretary**

Approved by the Board at the January 18, 2023, Meeting.



Sabin Beckwith, Chair