

**Parsonsfield Planning Board Meeting
Tuesday, October 18, 2016
Minutes**

Planning Board Members in Attendance:

Carl Nance, chair
Thelma LaVoie, vice-chair
Todd Crooker
Donna Dulude
John Wagner
Louis Aubuchont, alternate

CEO David Bower in Attendance

Selectman S. Tiffany Brendt in Attendance

Also in attendance:

Colleen Allard, Bonnie Engroff, John Engroff, Austin Turner, Jeff Wright

Chairman Nance called the meeting to order at 6:57.

September 20 Meeting Minutes Approved

The minutes from the September 20, 2016 meeting were reviewed. Mr. Wagner motioned to approve the minutes, and Mr. Crooker seconded. September minutes were approved unanimously.

Site Walk for Bakery at 28 Federal Road

The Board discussed the site walk held at 28 Federal Road which was held just previous to the PB meeting. Attendees to the site walk were the entire PB board, David Bower, Bonnie Engroff, John Engroff, and Judy Ingram.

With plans for a November 2, 2016 opening, Ms. Engroff proposes to sell take-out baked goods, and also have two tables of 4 seats each to serve pastries, coffee and soup in the shop. Once she finds help, Ms. Engroff hopes to be open 6 days a week from 8-6.

Discussion:

Parking was discussed by the Board members.

Mr. Crooker: thinks there was adequate room in front of the building for patrons to park safely. Ms. Dulude and Ms. LaVoie agreed.

Ms. Engroff: stated she is planning to mark a handicapped spot.

Mr. Wagner inquired about the zoning.

Mr. Bower referred to the local manual, (Page 25 Table 3), and concluded the shop would require 21 spaces.

Ms. Brendt stated that it didn't make sense to require 21 parking spaces, as precedence had been set with the donut shop located previously at the same location.

Mr. Wagner suggested that the Board grant an exception.

Mr. Turner commented that the Board has the authority to grant a waiver.

The Board then reviewed Page 27, Table 4 of the ordinance, which lists the parking requirement in regards to the activity. If the business is classified as a **Retail and Service Business**, the bakery would be required to have 8 spaces. With that in mind, Mr. Wagner moved to classify the

project as a Retail and Service Business. He was seconded by Ms. Dulude. The Board unanimously approved the classification.

Regarding the issue of painted lines and bumpers, Mr. Bower noted the building needed to be 42.5 feet from the end of 90 degree parking, but no exact measurements have been provided. Ms. Engroff will contact Mr. Bower before painting the lines. Chairman Nance moved to approve the plan and was seconded by Mr. Wagner. The Board voted unanimously to approve the plan.

Pre-Application Review

Austin Turner from Bohler Engineering, Dollar General Store at 147 Federal Street

Mr. Turner presented the Board with a Concept Plan for a 7500 sq. ft. Dollar General Store to be built at 147 Federal Road (at the intersection of Federal and Devereux Roads). Lisciotti Development of Massachusetts is the owner. Dollar General would rent; they recently opened stores in Limington and Limerick.

Environmental Impact: Mr. Turner states the footprint would not be in the vernal pool area. A report has been filed with DET with survey, geotech, wetland and vernal pool and stream assessments.

Store hours: 8 am to 10 pm, seven days a week. Deliveries are typically once a week before the store opens.

Waiver on parking: Although the ordinance would require 45 parking spaces for a retail store, they would request a waiver and expect to have 25 parking spaces. Mr. Turner will provide data on parking.

Waiver on landscaping: Mr. Turner states the plans for landscaping would be an improvement over the current landscape.

Drainage: Catch basin and fabric lined chamber system would be installed. The lower part will have an oil chamber which allows separation and clean water drains out.

Lighting: Pole mounted lights strategically located inward and down – Mr. Turner states this is the state standard.

Building Design: The appearance of the building could be reviewed. Ms. Brendt suggested they look at the Village Variety Store as an example of preferred design.

Mr. Bower asked if the SMPD would be part of the project. If so, their costs would need to be rolled into the application. Mr. Turner stated he could have an application ready for the November Board Meeting.

Colleen Allard, Redemption Center addition to Village Variety Store

Ms. Allard requests to add a 15 X 20 redemption center to the Village Variety Store. She submitted a drawing of the addition to the Board.

Discussion:

Mr. Bower states it needs an application. Mr. Crooker agreed and said the Board needs more information. Mr. Bower referred to Table 1, Pages 17-18 of the ordinance. The Board requested that Ms. Allard submit a Site Plan Review application for the project.

Shoreland Zoning Update

The Board held a Shoreland Zoning Workshop on October 4 with Jamel Torres of SMPDC. The State DEP Guidelines for Municipal Shoreland Zoning Ordinances, (a/k/a Chapter 1000), was implemented on January 26, 2015. During the workshop, Mr. Torres brought the following guidelines to the Board's attention:

1. Timber Harvesting Standards (Page 29 of Chapter 1000)

Option 1: Bureau of Forestry will administer the reviewing process. (Escrow fees would go directly to the state.)

Option 2: The municipality would adopt the statewide timber harvesting standards, would maintain some control, but would be able to receive assistance and expertise from the Bureau of Forestry if requested.

Option 3: The local would retain its current timber harvesting standards and receive no assistance from the Bureau of Forestry

The Board agreed to adopt option 2.

2. Non-conforming Structures (Page 5 of Chapter 1000)

The Board agreed to leave as is.

3. Definition of Basement (Page 55 of Chapter 1000)

Discussion:

The State definition of basement is, “any portion of a structure with a floor-to-ceiling height of 6 feet or more and having more than 50% of its volume below the existing ground level”

Mr. Wagner and Ms. Dulude: propose to raise the limit to 8 feet.

Mr. Crooker: stated that owners would use basements as extra living space. Ms. LaVoie agreed.

Mr. Wagner motioned to revise the local basement definition to 8 feet, and was seconded by Chairman Nance.

Vote: In favor (Wagner, Dulude, Nance)

Opposed (Crooker, LaVoie)

Motion carried.

Other:

Mr. Bower would like clarification on Page 47 of Shoreland District 111C

He also requests the Board to look at Page 10 “Creating Rear Lots”

Chairs for Planning Board

Mr. Wagner requested to purchase 10 of the “AmazonBasics Mid-Back Mesh Chair” @ \$64.99 each. He motioned to approve, and was seconded by Ms. Dulude. The Board unanimously voted to purchase the chairs, and the request will go to the Selectmen. Ms. Brendt will bring it up at the next meeting of the Selectmen.

Recording Device for Planning Board Meetings

The Board had previously discussed recording the meetings, and voted to purchase a device up to \$150. The Selectmen will also have to approve this purchase.

Planning Board Manual

Chairman Nance requested an updated Local Planning Board Manual.

Board Etiquette During Meetings

Chairman Nance admonished the Board members for speaking unprofessionally during meetings, and warned them not to sling insults.

The role of Ms. Brendt has changed now that she is a Seletman. Mr. Wright noted the actions of Ms. Brendt during the meeting. Chairman Nance stated now that Ms. Brendt is no longer a Board member, she may speak if she asks permission, but may not be a part of the discussion.

Mr. Wagner moved to adjourn, seconded by Ms. Dulude. The meeting was adjourned at 9:17.

Approved

Date