

Baldwin Planning Board
Meeting Minutes
April 25, 2024

Meeting Called to Order: 7:42pm

(April 25th Planning Board Meeting followed public hearing regarding Phase 3 expansion of Nature's Wilderness CUP with five (5) minute break in between public hearing and meeting.)

Board Members Present: Jo Pierce, David Strock, Matt Fricker, Don Sharp, Tracy Grisez, and Mike Ustin

Also Present: Select Board Member, Bob Flint, and CEO, Don Kent

1. Meeting Minutes – April 11, 2024

Don circulated draft minutes for 4/11/24 planning board meeting to board by email on April 24, 2025. Jo called for review and discussion of meeting minutes as circulated. No corrections or revisions were requested or noted as required. David made a motion to approve as submitted without revisions. Mike seconded the Motion and the Board unanimously voted in favor. With the motion carried, the 4/11/2024 meeting minutes will be uploaded as final.

2. NWR RV, LLC; Phase 3 Expansion of CUP for Nature's Wilderness Campground

Discussion began as between Applicant's General Manager, Gerry Brown, Engineer, Terradyn Consultants, LLC, and Planning Board members, and focused primarily on Phase 3 request or expansion of twenty (20) additional sites. Upon receiving questions from the Planning Board regarding same, the Applicant confirmed that no portion of the original parcel had been separated, that all signage, as required, is still in place, and that Deacon Road Extension would not be encroached or impacted by any portion of construction being contemplated under Phase 3. The Applicant was then asked if the organization is out of compliance with any condition as imposed under existing CUP and answered in the negative. The same question was then posed to CEO, Don Kent, who answered that it was his understanding that the Applicant is currently in compliance with the terms of the existing CUP.

David inquired whether the Applicant had consulted with the Fire Chief regarding the road plan or design as submitted for approval under Phase 3 expansion; specifically, whether the Fire Chief had viewed the proposed plans to ensure that design of road/road system was sufficient or met requirements preferred or required in the event that emergency management personnel or equipment should need to respond or access Phase 3 sites in the future. The Applicant and Consultant responded that they had not consulted with the Fire Chief prior to submitting plans to Planning Board. After discussion regarding same, Planning Board suggested that the Applicant reach out to the Fire Chief and stated that any approval of the Phase 3 Expansion would be subject to approval by the Fire Chief. The Applicant agreed.

The Planning Board confirmed that the Applicant had submitted all necessary documentation relative to the Phase 3 Expansion of existing CUP. David made a Motion that the Planning Board approve the Applicant's Phase 3 submission subject to the condition that the Applicant obtain and submit the Fire Chief's approval of same, and subject to the same conditions as established and imposed under original CUP, including the necessity for the Applicant to, at all

times, maintain compliance with all conditions as imposed therein, with the same conditions being incorporated as to the approval relative to the Applicant's instant request under Phase 3. Mike seconded the Motion, and the Board voted in favor. The Applicant should obtain and submit the Fire Chief's written approval or support to road plan as herein conditionally approved, after which, the Board will revisit, acknowledge receipt of documentation from the Fire Chief, and vote to remove said condition, if applicable.

3. Supplemental Submission; CUP for West Baldwin Antique Mall

Jo noted that Applicant Steve Wilkin could not be present at 4/25/24 meeting due to family conflict. However, Applicant provided to Jo, for review by Planning Board, drawing/scheme of the proposed site including building and parking lot and the current deed. Moreover, the Applicant confirmed that the hours of operation for the contemplated Antique Mall would be Monday through Sunday from 9am-6pm. The Board confirmed that with the submission of said supplemental materials, the Applicant's CUP application was now complete. As such, the site walk and public hearing could now be scheduled. After some discussion, date for site walk was selected as 6pm on Thursday, 5/23/24, with the public hearing to occur at 7pm on the same date immediately before the regularly scheduled Planning Board meeting on the same date. The Secretary to post publication notices of same. Required publication date is 5/01/24.

4. New Secretary/Review of Duties/Items to Assist in Transition

Discussion among Planning Board members regarding requirements for posting publication notices for site walks, public hearings, and abutter notices. Don to forward Tracy contact information for contact at "Your Weekly Shopper's Guide." Discussion regarding abutter notices as required for public hearings and process for use of software to assist in efficiently processing same. Tracy to work with Don, Jo, and Robyn or Debbie with questions.

5. New Inquiries and Next Meeting Reminders

- Don Kent mentioned that he received a preliminary inquiry from a landowner potentially interested in CUP to operate small business relating to sales of coffee/tea/pastries. No additional information received. No application requested or submitted.
- Special Planning Board Meeting to be held on Thursday, 5/02/2024 to review and discuss draft cannabis ordinance.
- Next regular Planning Board Meeting to be held on Thursday, 5/09/2024

MEETING WAS ADJOURNED AT 8:52PM