

**Parsonsfield Planning Board Meeting
Tuesday, September 20, 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:

Deborah Sobczak, John Sobczak, Jeff Wright, Shaohing Jiang

New Planning Board Membership and Election of Officers

The meeting was called to order at 7:00.

Board Member Brendt submitted her letter of resignation, and the Board welcomed Louis Aubuchont as the new alternate member.

Election of Officers:

1. **Chairperson**

Nominations: Mr. Nance was nominated by Mr. Wagner to chair the Board. Ms. Dulude seconded the nomination. Mr. Crooker nominated Ms. LaVoie to chair the Board and was seconded by Ms. LaVoie.

Vote: Mr. Nance received 3 votes (Nance, Wagner, Dulude)
Ms. LaVoie received 2 votes (Wagner, LaVoie)

2. **Vice-chairperson**

Nominations: Mr. Crooker nominated Ms. LaVoie to be vice-chair and was seconded by Ms. LaVoie. Mr. Nance nominated Ms. Dulude and was seconded by Ms. Dulude.

Vote: Ms. Lavoie received 3 votes (Wagner, Crooker, LaVoie)
Ms. Dulude received 2 votes (Nance and Dulude)

August 16 Meeting Minutes Approved

The minutes from the August 16, 2016 Planning Board meeting were reviewed. Mr. Wagner explained the purpose of the Executive Session that was held following the regular August meeting. The Rules and Regulations adopted during that session are appended.

Mr. Wagner moved to approve the minutes with appended rules and was seconded by Chair Nance. The minutes were unanimously approved.

Shoreland Zoning Update

As representatives from SMPDC (Southern Maine Planning and Development Commission) were not in attendance, Shoreland Zoning was not discussed.

Permit Application

Deborah Sobczak, 4 Miller Road

Ms. Sobczak would like to expand the family camp and make it handicapped accessible. Her previous application had been denied by the Appeals Board; she requests the Planning Board to reconsider since the State has since changed the Shoreland Zoning ordinance. Mr. Bower stated DEP would approve a permit by ruling, but only after the town adopts their local ordinance. Ms. Sobczak requested the Board to approve a Special Town Meeting to act on the new ordinance so she could get the permit by ruling for her application.

Discussion:

Mr. Crooker: If we have a Special Town Meeting, we would have to adopt all the ordinance changes, not only the ones that relate to the Sobczak property.

Chair Nance: We need to work with SMPDC to make sure it's done properly.

Mr. Bower: In order to hold a Special Town Meeting, the Planning Board would first need to hold a Public Hearing, published one month in advance. After the meeting, the Selectmen would schedule a Special Town Meeting.

Mr. Aubuchont: It's not an easy process to adopt the Shoreland Zoning Ordinance.

Mr. Crooker: The Board is sympathetic to the Sobczak's situation, but doesn't want to create more problems.

Ms. Dulude: Went through 15 pages of the current ordinance and compared it to the new State ordinance.

Mr. Crooker: We need help with SMPDC to go through it page by page.

The Board will not be able to approve the Sobczak application until after the Shoreland Zoning Ordinance is approved.

Site Plan Review Application

Shaohing Jiang (property owner), for Bonnie Engroff, 28 Federal Road, Bakery

Ms. Engroff is owner of Sugar-N-Spice Bakery, which she currently runs out of her home on Elm Street. She would like to relocate to 28 Federal Road, which is available to rent from Richard Jiang. (Ms. Engroff was not present.)

Discussion:

Mrs. Jiang stated there is plenty of parking. Mr. Bower stated there is a problem with people backing up onto Route 25 and described the current parking in front of China Garden and the old bank building. Mr. Wagner suggested we hold a Site Walk to review the parking situation. Site Walk will be held at 6:15 on Tuesday, October 18, prior to the Planning Board Meeting. Mr. Bower will contact DOT and get their suggestions prior to the Site Walk.

Other:

Looking at all the pages of documents that are handed out at each meeting, Mr. Crooker suggested that it was time for the Board to go paperless.

Mr. Wagner moved to adjourn, seconded by Chair Nance. The meeting was adjourned at 7:59.

Approved

Date

