

**Parsonsfield Planning Board Meeting
Tuesday, February 16, 2016
Minutes**

Planning Board Members in Attendance:

Thelma LaVoie, chair
Tiffany Brendt, co-chair
Carl Nance
Todd Crooker (alternate)

CEO David Bower in Attendance

Lee Jay Feldman, Jamel Torres, SMPDC

Also in attendance:

Gaylee Lockwood, Aileen Graf, Alan Hayes, Colleen Allard, Samuel Park, Michael Kemp

Chairperson LaVoie called the meeting to order at 7:00.

January 19 Meeting Minutes Approved

The minutes from the January 19, 2016 meeting were reviewed. Ms. Brendt motioned to approve the minutes, with a second from Ms. LaVoie. January 19 minutes were approved unanimously.

Site Plan Reviews

1. Aileen Graf for Gaylee Lockwood, 55 Road Between the Ponds

(The Planning Board had conducted a Site Walk at 5:00 to view the property and the modifications proposed by architect Graf.)

Discussion:

- Ms. Graf's revised plan satisfactorily resolved the issue of the road set back
- the right side of the building was modified without making it closer to the road
- the addition on the water side of the building would not make the building closer to the water.

Ms. Brendt moved to approve the SPR, with a second from Ms. LaVoie. The board voted unanimously to accept the revised plan.

2. Michael Kemp, 196 Fenderson Road, application to open a small engine repair shop

(The Planning Board had conducted a Site Walk at 5:30 to view the building.)

Discussion:

A letter of support from neighbor Roger Rocray was read. Mr. Crooker had concerns about the potential of noise bothering the neighbors. Mr. Kemp has communicated with the neighbors and will be responsive to the impact his shop will have on them. Conditions include:

- Hours of operation will be 8:00 am to 7:00

- Oil will be recycled
- No more than 30 gallons of gasoline will be stored at the shop
- If the business expands in the future with a need for a larger shop, Mr. Kemp will relocate the business to a different site
- Mr. Kemp will obtain a business permit and sign permit

Ms. Brendt moved to approve the application with the conditions, and Ms. LaVoie seconded. The board voted unanimously to approve the application.

3. Samuel Park for Victor Butrimowicz, converting Milliken Building to 4 apartments

Mr. Butrimowicz is the owner of the building, and Mr. Park presented a preliminary proposal to convert the Milliken Building:

- Each unit will be 2 bedrooms, rented to the general public
- The layout of each apartment would have 2 bedrooms and 2 baths downstairs, with living, dining, kitchen and ½ bath upstairs
- Estimated rent would be \$3,000 per month
- Install (2) 1500 gallon tanks with pumping system that won't affect the front yard grade

Discussion:

Mr. Bower noted the application needs more information before it can be considered complete, including:

- Certificate filed with the Registry of Deeds
- Fire: Plan for sprinkler system, design for cistern system if needed, hook-up to fire department
- Parking plan
- If there is a handicapped ramp, plans for the ramp
- Detailed list of upgrades or changes

Mr. Park will work with Kenny Gardner regarding the septic system and Jamel Torres from SMPDC will be integrated into the process. Mr. Bower will email Mr. Park listing the additional information required. Once the application is complete and approved by the Planning Board, a Public Hearing will be held.

Other

Colleen Allard, Preliminary Hearing for Expansion of Village Variety Store, 27 Federal Road

Jeff Amos is the engineer working with owner Colleen Allard to build a new store (approx 50x70), tear down the old one, remove existing 2 gas pumps and install 2 new ones with a canopy (24x36). Other upgrades:

- 28 customer parking spaces
- Concrete sidewalk
- Employee parking in the back
- Separate entrance for deliveries
- 24 x 15 feet of landscaped grass area
- 15 feet of landscaped buffer between residents
- Safer delivery area for box and fuel trucks

Ms. Allard expressed her need to get timely approval, as the old gas pumps are being removed on May 1. A full application will be presented at the March meeting.

Carolyn Hethcoat, 4 Garner Road, application for in-home child care

Ms. Garner was not in attendance, but the Planning Board reviewed her application to open a child care center, "Gramma's House and Day Care" in her home. Ms. Brendt moved to send out letters to the abutters, and Mr. Crocker seconded. The board voted unanimously to send out the letters, and the application will be thoroughly reviewed at the March meeting.

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