

**Poland Planning Board Meeting
November 12, 2013 – 7:00 pm
Town Office Conference Room**



MINUTES

CALL TO ORDER

Chairman George Greenwood called the meeting to order at 7:00 pm with members William Foster, James Porter, William Willett, and Dawn Dyer present.

MINUTES

October 8, 2013

- Member James Porter makes a motion to accept the minutes from October 8, 2013 as presented, seconded by Vice Chairman William Foster. No discussion.

Vote: YES – 4 NO – 0

COMMUNICATIONS

Copy of Planning Board Letter to Jerry Bowes
Letter from Dana Hanley regarding Poland Place

OLD BUSINESS

None

NEW BUSINESS

MB Bark LLC, Sketch Plan Review – Map 4, Lot 15-2

- Jim Hiltner, John Adelman and Bill Crawford are present from MB Bark, and representing them is Mark St. Germain and Melissa Archbell from St Germain Collins.
- They are before the board with a sketch plan encompassing three different projects. The first is the implementation of a food compost station on the site. The second is a railroad spur, and the third is some minor visual screening to better improve the look of the community.
- The previous owner went before the board in 1997 and was approved for a bark mulch facility. After going bankrupt, and the sale of the business to its current owners, the bark mulch operation was scaled down to about one third the size of what was approved. That has left a significant amount of space for development.
- The first project will involve the construction of three buildings which will house the initial composting of food residuals. Food will be trucked in from industrial and hospitality facilities. Final curing will take place outside. All liquids from the composting process will be collected in two 5,000 gallon tanks. These tanks will be pumped and sent to a wastewater treatment facility. The entire process will last at least six (6) months from beginning to end.
- They will do all of the necessary testing to ensure that the right blend is created which will also allow them to control any odors. A synthetic material or bedding will be covering the compost during the process to also control odor.

- Vice Chairman William Foster questions how the material will be turned, and Jim Hiltner informs him that it will be done with a loader. Their loaders use a low pitch reverse beep.
- Member James Porter asks when most of the activity will take place
 - The applicant states that most of the activity will happen during normal business hours.
- The board asks CEO Nick Adams if he is aware of any complaints made against the facility and he has heard none since he started in 2012.
- This project is already approved and licensed by DEP.
- All storm water management has been addressed and will be mostly directed to a pond on the site. This will be shown on the site plan.
- Additional traffic will be very minimal, and remain lower than what was originally approved. They expect an average of two or three additional trucks each day.
- The railroad addition is still in the early stages of planning.
- The board asks CEO Nick Adams what he thinks of the plan, and in his opinion everything looks good so far.
- The board does not believe a site walk is necessary at this time.
- Vice Chairman William Foster motions to accept the Sketch Plan Checklist for MB Bark LLC – Map 4, Lot 15-2 as complete, seconded by Member James Porter. No discussion.
Vote: YES – 5 NO – 0
- Vice Chairman William Foster motions to accept the Sketch Plan for MB Bark LLC – Map 4, Lot 15-2, seconded by Member James Porter. No discussion.
Vote: YES – 5 NO – 0

McLand LLC, Poland Mobile Home Park Revised Sketch Plan – Map 15, Lot 14

- Tom DuBois from Main-Land Development Consultants is representing the applicant, McLand LLC. McLand LLC is in front of the board requesting a twenty-eight (28) unit expansion to the existing park, equaling a total of fifty-three (53) units. The expansion would extend Evergreen Road, looping back onto itself. At the previous meeting the board took no action on the application, and asked the applicant to return with a plan showing a second point of ingress/egress. The applicant was unable to include a second entrance. The cost of adding the entrance would significantly set the project back.
- By doing a little research, project engineer Tom DuBois was able to find a memo written by Attorney Bryan Dench in 2005, which talks in detail about expanding the park. Mr. Dench talks about access issues and expanding mobile home parks. In summary, the memo states that you can not impose a higher standard for a mobile home park than the Maine Manufactured Housing Board does. This would mean that subdivision and road standards are not applicable and the applicant would not need a second entrance.
 - CEO Nick Adams reminds the board they have denied two park expansions since then, for not having a second entrance/exit.

- The revised plan upgrades the park entrance Evergreen Drive to secondary road standards. This widens the entrance to allow easy passage of traffic and emergency vehicles.
- Member James Porter asks the applicant why they are proposing to build septic systems within the fifty (50) foot buffer.
 - Mr. Dubois explains that the abutting parcels to the North and East are both large, with no houses in close proximity. It made sense to them to place the septic systems as far away from the dwellings as possible, which put them within the buffer. If the board would like to see them moved the applicant has no problem keeping them out of the fifty (50) foot buffer for the site plan.
 - Member James Porter reminds the applicant that the Town of Poland owns the abutting parcel, and if the Board is to approve the septic systems being placed that close to the property line, it may cause issues if they try to sell in the future.
 - Mr. Dubois asks the board what the intent of the buffer is, because his interpretation is that it is a visual buffer and underground utilities would not be allowed.
 - The board reaches a consensus that the fifty (50) foot buffer includes septic systems and they would like to see them moved in the next plan.
- CEO Nick Adams thinks that the board is correct in requesting no structures or utilities in the buffer. He also believes, a second entrance is in fact required and has legal opinion supporting this. Nick does not believe they are meeting the ordinance with the current plan.
- Fire Chief Mark Bosse does have a concern in regards to safety. He would like to see another entrance.
 - Chairman George Greenwood asks the Fire Chief if the proposed changes to the entrance of the park will resolve any of his safety concerns.
 - Fire Chief Mark Bosse believes it will help, and it is a big improvement compared to what currently exists. Mark suggests a hydrant installed near the entrance to the park. He would also like to see some sort of parking ban within the park that prevents residents from parking on the side of the already tight roadways. Also, proper snow removal is a must.
 - Chairman George Greenwood asks if he thinks widening the intersection of Evergreen and Walnut Is necessary.
 - Fire Chief Mark Bosse does not see any major concerns with that intersection.
- Chairman George Greenwood asks if this will require a traffic study from DOT.
 - According to the applicant, they will need to apply for a new entrance permit; however the project would not generate enough traffic to require a traffic study according to DOT's standards.
- The board does not feel as though a site walk is necessary at this time.

- CEO Nick Adams reminds the board that if they do eventually approve the expansion, the next section of the park is required to have paved roads. The Town Selectmen are the only ones who can grant a waiver of this requirement.
- Member William Willett makes a motion to table the Revised Sketch Plan for McLand LLC, Poland Mobile Home Park – Map 15, Lot 14, seconded by Member James Porter. On the next plan the board would like to see more detailed drawings of the entrance, no structures or utilities in the buffer including septic systems, the buffer drawn on the plans, a hydrant near the park entrance, and statements from the town's emergency services approving the proposed plan, confirming there is no threat to public safety.

Vote: YES – 5 NO – 0

RECOGNITION OF VISITORS

None

OTHER BUSINESS

CLUC Amendment Workshop

- Jim Seymour, civil engineer from Sebago Technics is the town's third party consultant. He has been meeting with CEO Nick Adams and Fire Chief Mark Bosse to discuss changes to the Comprehensive Land Use Code.

Back Lot Ordinance

- Based on the language from some neighboring communities, any back lot road would come to the Planning Board. Back lots would get their road frontage from the back lot driveway. This means they would need to build a long enough driveway to meet the road frontage requirements. It would require adequate turn around space for emergency services. No more than three (3) lots could use a single back lot drive, and any more than three (3) would require the driveway to meet the private road standards.

Road Standards, Hammer Head/Cul De Sac

- Hammer heads provide adequate turn around space for emergency vehicles, are less expensive, create less impervious surface, and are easier to expand during phasing. Snow clearing is easier with a hammer head if it is designed correctly.
- CEO Nick Adams presents a few clean up changes to the road standards language.

Sound Standards/Certified Mail

- CEO Nick Adams would like to present changes to the sound ordinance and required certified mailing again this year, only explain it in better detail.

Sign Ordinance

- CEO Nick Adams is working on some changes to this ordinance, and it will be coming in front of the board soon.

Downtown

- The CEDC would like to see a requirement created that makes businesses in the Downtown District have paved parking areas. The board thinks this is a good idea.

Planned Unit Development

- Would help streamline changes in subdivision plans.

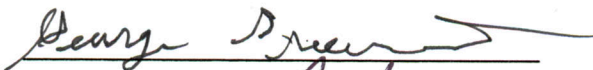
ADJOURNMENT

Member James Porter makes a motion to adjourn at 9:32 pm, seconded by Vice Chairman William Foster. Dawn Dyer left early.

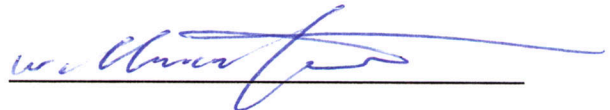
Vote: YES – 4 NO – 0

Recorded by Alex Sirois¹

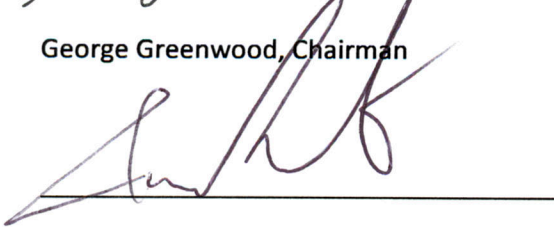
Date Approved: 11-26-13
Poland Planning Board



George Greenwood, Chairman



William Foster, Vice Chairman



James Porter, Secretary



William Willett, Member

Dawn Dyer, Member

¹ NOTE: THESE MINUTES ARE NOT VERBATIM; THEY ARE ONLY A SUMMARY OF THE BUSINESS THAT TOOK PLACE. FOR MORE DETAILED INFORMATION THE TOWN OFFICE HAS VIDEO AND ANY DOCUMENTATION SUBMITTED TO THE PLANNING BOARD REGARDING THIS MEETING.