

**Poland Planning Board Meeting
April 22, 2014 – 7:00 pm
Town Office Conference Room**

MINUTES

CALL TO ORDER

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

MINUTES

March 11, 2014

- Member William Willett makes a motion to accept the minutes as presented, seconded by Member James Porter. No discussion.

Vote: YES – 4 NO – 0

April 8, 2014

- Approval of the April 8th minutes will be tabled until the next meeting.

COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

Heather McCarthy, Formal Shoreland Zoning Application – Map 33, Lot 10

- Owner Heather McCarthy is before the board with an application to add a thirteen foot (13') six inch (6") by sixteen foot (16') six inch (6") addition to the existing camp.
- Vice Chairman William Foster asks CEO Nick Adams for his opinion on the submitted application.
 - Mr. Adams reminds the board that the application does not propose an expansion of more than fifty percent (50%) so they do need to move anything. The applicant will not be removing any vegetation either so re-vegetation would not be required. His only concern is the impervious surface ratio of fifteen percent (15%). The stepping stone walk way to the water was not counted in the initial calculation. It will need to be added in and the application will most likely need to include a re-vegetation of a portion of the existing parking area.
 - Vice Chairman William Foster asks the applicant if this is a reasonable plan, and she is more than willing to re-vegetate a portion of the existing parking area in order to meet the maximum fifteen percent (15%) ratio.

- Member Dawn Dyer asks if the deeded right of way through the lot is being counted in the impervious surface ratio and it is.
 - Vice Chairman William Foster asks CEO Nick Adams if a right of way has been omitted from impervious surface calculations in the past.
 - Mr. Adams informs the board that in previous applications when a lot is interrupted by a deeded right of way, it was not included in the calculation.
 - Member James Porter suggests leaving approval of the final impervious surface ratio to Code Enforcement Officer Nick Adams, as long as he is not to allow it to exceed the maximum allowed ratio of fifteen percent (15%).
 - The rest of the board agrees that this is a practical solution.
- No DEP permits will be required since there will be no soil disturbance within seventy-five feet (75') from the water.
- Member James Porter makes a motion to accept the checklist for Heather McCarthy, Formal Shoreland Zoning Application – Map 33, Lot 10 as complete, seconded by Member Dawn Dyer. No discussion.
Vote: YES – 4 NO – 0
- Member James Porter makes a motion to accept the Formal Shoreland Zoning Application for Heather McCarthy – Map 33, Lot 10. Approval is conditioned upon the fact that the lots maximum impervious surface ratio shall not exceed fifteen percent (15%) and must include the stone walk way to the water. The final ratio must be approved by the Code Enforcement Officer before any permits are issued. The standard shoreland zoning conditions of approval also apply. Seconded by Member William Willett. No discussion.
Vote: YES – 4 NO – 0

Brookdale Village Expansion, Pre-application meeting, Sketch Plan for Major Subdivision Application – Map 4, Lot 19

- Norm Chaimberlain from Taylor Engineering is before the board representing Brookdale Village LLC.
- The plan before the board is a five (5) phase expansion to the existing mobile home park. Also included are storage units for resident use only, and a community center, also for resident use only. The project may be completed in fewer phases, depending on what is required by DEP for storm water management.
- Brookdale would like to do hammer heads at the end of the phased roads instead of cul de sacs. A hammer head would be easier to continue than a cul de sac which requires more square footage.
 - CEO Nick Adams reminds the board that the hammer heads proposed are the same size as the ones approved of by the Fire Chief and Public Works Director.
- The distance from the center of the proposed expansion to the hydrant on Hardcscrabble Road is 3400 feet.
- Engineered, clustered septic systems will be shown on the next plan.

- An escrow account will need to be set up with a minimum of \$700 for third party review.
- The board decides that a site walk is not necessary at this stage of the project.
- Member James Porter makes a motion to accept the check list for Brookdale Village Pre-application meeting, Sketch Plan for Major Subdivision Application – Map 4, Lot 19 as complete, seconded by Member Dawn Dyer. No discussion.

Vote: YES – 4 NO – 0

- Member William Willett makes a motion to accept the application for Brookdale Village, pre-application meeting, Sketch Plan for Major Subdivision Application – Map 4, Lot 19 as complete. An escrow will need to be set up for a third party review of the engineering standards. Hammer heads will be allowed instead of cul de sacs. Seconded by Member James Porter. No discussion.

Vote: YES – 4 NO – 0

OTHER BUSINESS

Buffer Planting

- CEO Nick Adams has provided the board with two (2) drawings of a commercial site plan. One has the required buffering from section 508.30.D.1b shown on the plan. The other has a proposed change to the buffer plan. 508.30.D.1b is the ordinance stating requirements for landscaping buffers along the roads and entrances of commercial lots in the downtown village district.
- Mr. Adams believes the intent of the ordinance was to create a visual screen for residential abutters, not to create a screen from the road and those passing by which is essentially what would be happening.
 - The board agrees that this does not make sense and an effort should be made to change it in the future.

RECOGNITION OF VISITORS

Sandra Knowles

- Sandra Knowles is attending the meeting as the liaison from the Conservation Commission and she updates the board on their idea to see Hilt Hollow turned over to the Recreation Department for trail use.

ADJOURNMENT

Member James Porter makes a motion to adjourn at 8:10 pm, seconded by member William Willett. No discussion.

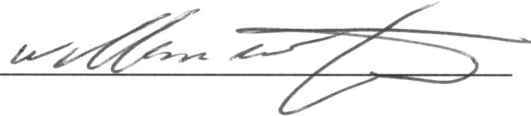
Vote: YES – 4 NO – 0

Recorded by Alex Sirois¹

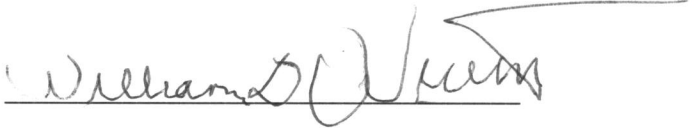
Date Approved:
Poland Planning Board

ABSENT

George Greenwood, Chairman

A handwritten signature in dark ink, appearing to read "William Foster", written over a horizontal line.

William Foster, Vice Chairman

A handwritten signature in dark ink, appearing to read "William Willett", written over a horizontal line.

William Willett, Member

James Porter, Secretary

A handwritten signature in dark ink, appearing to read "Dawn Dyer", written over a horizontal line.

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.