

**Poland Planning Board Meeting
August 12, 2014 – 7:00 pm
Town Office Conference Room**

MINUTES

CALL TO ORDER

Chairman William Foster called the meeting to order at 7:00 pm with members James Porter, Charles Finger, George Greenwood, Dawn Dyer and Jeremy Lothrop present. Jeremy Lothrop is an alternate and will not be a voting member this evening.

MINUTES

June 24, 2014

- Vice Chairman James Porter makes a motion to accept the minutes for June 24, 2014 as presented, seconded by Member Dawn Dyer. No discussion.

Vote: YES – 3 NO – 0 ABSTAINED – 2

July 8, 2014

- Member Charles Finger makes a motion to accept the minutes for July 8, 2014 as presented, seconded by Vice Chairman James Porter. No discussion.

Vote: YES – 4 MO – 0 ABSTAINED – 1

COMMUNICATIONS

Copy of Planning Board Letter to Barry Chandler

Board of Appeals Decision Letter – Coolidge

Board of Appeals Decision Letter – Rudel

OLD BUSINESS

None

NEW BUSINESS

Brookdale Village, Preliminary Major Subdivision Application and Site Plan Application – Map 4, Lot 19

- There are three applications before the board regarding the Brookdale Village. The first is a shoreland zoning application for a portion of the road that falls in the stream protection zone. The second would be a site plan application for the community building and storage structures, and the third is the subdivision application.

Shoreland Zoning Application & Site Plan Application

- This project is the next step in the phased construction of the Brookdale Village. A road was constructed crossing Davis Brook with the necessary permitting last year. There is an existing emergency road connecting with Amy Street that needs to be relocated due to the slope. That

will be covered by the shoreland zoning application. They are also proposing to construct a community building and storage structure, which fall under the site plan application.

- CEO Nick Adams has concerns with the road and the road bank. The slope is exceeding 2:1, which does not meet the zoning requirements of 508.27.G. This is a state requirement and cannot be waived.
 - Norm Chamberlain will need to do some redesigning in order to meet this requirement. His concern is wetland impact.
- The waivers requested for the site plan application are for 509.8.A.3,4.B,4.D,5.0 and A.5.R.
 - The board feels that the waivers requested are acceptable. Because of the distance to the abutting property they request a letter from the abutter verifying the location of the property line at the stone wall referenced on the plan. The site plan uses are internal to the park and therefore do not require a traffic study.
 - The board would like a letter from the Fire Chief approving of the site plan application.
- Vice Chairman James Porter mirrors James Seymour's concerns regarding the storage units turning radius and snow removal.
 - Norm Chamberlain feels they have provided sufficient space for the limited access, and he points out it was shown on the previous plan which was approved by the board.
- CEO Nick Adams questions lighting for the site plan application, and according to Norm Chamberlain it will be limited wall packs.
- The hours of operation for the community center will be on an as needed basis.
- The parking lot and turn around will not be paved.
- Member Charles Finger asks if hammer heads are still not allowed in town.
 - CEO Nick Adams confirms that hammer heads are not allowed in town by the street construction standards, however the town attorney has advised the board that those standards cannot be applied to mobile home parks.
- Vice Chairman James Porter makes a motion to accept the formal shoreland zoning application checklist and the site plan application checklist as complete, with the understanding that the 2:1 road slope will be verified by the Code Enforcement Officer, the waivers requested will be granted with the condition that a letter from the abutter verifying the property line will be submitted for the boards review, seconded by Member Charles Finger. No discussion.

Vote: YES – 5 NO – 0

Preliminary Major Subdivision Application – Map 4, Lot 19

- CEO Nick Adams reminds the board that they need to confirm the application is complete, and decide if they want to hold a public hearing or not, prior to discussing the application.
- Norm Chamberlain reminds the board that they are requesting approval for a four phase, fifty-four (54) lot subdivision. A road would be constructed with the second phase to create two

means of ingress/egress, and phase three would include the community building and storage units from the previous site plan application.

- Third party reviewer James Seymour has submitted a memo with the following concerns:
 - A boundary survey of the entire property is not shown on the plans, including the park roads.
 - Sidewalks are not shown; however a waiver has been requested for this requirement.
 - The board has no issue with waiving the requirement for sidewalks.
 - The plan does not show basic lot area calculations or zoning information.
 - Norm Chamberlain reminds the board that the lots are not actually being divided, they are just leasing the land and this is the best way to show where those lots will be.
 - Member Dawn Dyer states that since it is being reviewed as a subdivision it should be treated like one, even if the lots are not being split.
 - Norm Chamberlain thinks that this is usually required for tax purposes and this particular situation the taxes on the land will continue to be paid by Brookdale Village LLC. The lots are created according to state law. The lots are drawn to show that they meet the requirements.
 - Member Charles Finger believes previous mobile home parks in town were treated as subdivisions and the lots were pinned.
 - CEO Nick Adams does not believe the board can require them to pin the internal lots. It is considered a subdivision because they are creating dwelling units, not lots.
 - The board would like to have James Seymour clarify this, and why he believes it is important.
 - The plan will need to show the hammerhead road terminus design for turnaround requirements.
 - The hammerheads have been designed to the town's requirements, which were tested by all of the town's vehicles.
 - Member Charles Finger would like more information from the Fire Chief and his opinion of the project.
 - Guard rails should be shown on the plans.
 - Norm Chamberlain will add them as a note, to not clutter the plans. The board is fine with that.
 - Plans will need to show septic system locations.
 - They will be engineered systems, and shown on the final plan.
 - A traffic assessment is required.

- Norm Chamberlain does not believe a traffic study will be required. Some of the units in the park are older, and are not required to be counted. This puts them below the number requiring a study. Brookdale Village is an older community, and the trips per day tends to be much less.
 - CEO Nick Adams believe this is correct, however he believes it is required because of the number of parking spaces that will be created.
 - Due to the cost of the assessment the board feels as though a waiver to this requirement is acceptable. They request that Norm Chamberlain and James Seymour have a discussion about this and come to a decision on the requirement of a traffic study before the next meeting.
 - Street lighting should be shown on the plans.
 - There is no lighting proposed.
 - The deer wintering area does not seem to meet the requirements.
 - According to Norm Chamberlain, Inland Fisheries and Wildlife has requested that Brookdale Village LLC maintains a one-hundred foot (100') wide buffer along the stream for deer wintering. This is part of the site location permit which would be approved by Inland Fisheries and Wildlife.
 - The board would like to see this in writing.
 - James Seymour suggests showing all utilities on the plans.
 - All management of storm water and runoff treatment approvals for Water Quality (meeting Phosphorus Export) and Quantity meeting Pre-and Post Runoff rates) per requirements of the Site Location of Development Permit shall be submitted prior to final Town Approval.
 - The applicant is requesting a waiver from section 606.3.D.4 which requires all trees larger than twenty-four inches (24") DBH be shown on the plan.
 - There are many trees on the property larger than twenty-four inches (24") DBH; however there is only one (1) in the vicinity of the subdivision.
 - The board would like that one (1) tree shown on the plans.
 - Section 607.2.D.2 of the CLUC requires a high intensity soil survey. The Site Location of Development permit also requires this; however DEP has ruled that it will only be required in areas used as wet ponds, buffers, and sewage disposal.
 - The board feels that if that is ok for DEP, it will also be sufficient for them.
 - Section 607.2.D.3 requires a hydrogeologic assessment. Due to the fact that the subdivision will be on City of Auburn water, the board feels that the assessment is unnecessary.
- Brian Bonney, 39 Hines road, has concerns about the upward capacity of the school system with this large of an increase.
 - Chairman William Foster reads a letter from the RSU stating their concern for budget and resource strains with additional homes in town. They are planning on forming a

committee to begin discussing the issue for the coming years. The letter does note that the school system will always welcome new students.

- Norm Chamberlain adds that out of the one hundred and sixty-one (161) existing units there are only twelve (12) students in the school system.

- Vice Chairman James Porter makes a motion to accept the checklist for Brookdale Village LLC Preliminary Major Subdivision Application as complete, seconded by Member Dawn Dyer. No discussion.

Vote: YES – 5 NO – 0

- Member Charles Finger makes a motion to waive the public hearing, seconded by Member George Greenwood. No discussion.

Vote: YES – 5 NO – 0

Joe Cimino, Formal Site Plan Review – Map 6, Lot 47

- Member Charles Finger will be abstaining from voting since he was not a member of the board when the applicant came before them with a sketch plan application. He will be participating in discussion, and asking questions.
- Stuart Davis, of Davis Land Surveying is representing Mr. Cimino. The site plan before the board proposes a commercial building of 4800 square feet. As of now there are no confirmed tenants.
- The wetland impact will be about 10,000 square feet and will require a tier one (1) DEP permit.
- The applicant is requesting a waiver from the ordinance that requires a median at the entrance. Instead they propose a two foot (2') by sixty foot (60') painted island, instead of a six inch (6") by ten foot (10') raised median. The proposed road has only been designed for the building presented. If any other development were to take place in the future it would require a redesign of the entrance.
 - A traffic study is dependent on the tenant of the building. The building and entrance will be constructed prior to the tenant being identified. Unfortunately the requirement for the entrance size is dependent on the use of the building as well.
- The fire chief has requested a hydrant on this side of Route 26.
 - CEO Nick Adams informs the board that the plans for Route 26 do show a water line crossing over to the applicant's side of the road, however according to Auburn Water and Sewer it was never installed.
- Vice Chairman James Porter asks if the location of the dumpsters meets the requirements of the ordinance.
 - CEO Nick Adams reminds the board that they can be on the side of the building as long as they are correctly screened.
- Brian Bonney, 39 Hines road, would like to see section C of the site plan review standards of the drafted findings of fact be corrected. It is unclear and inaccurate as is.
 - The board will make sure that a correction is made.
 - He would also like to see the application come back before the board once a tenant is identified.

- Mr. Bonney asks that no additional lighting be allowed other than the building wall packs.
 - CEO Nick Adams points out that additional pole lighting for the parking area, and walking area will be required per the ordinance. He reminds the applicant and the board that it will need to be cut off lighting and cannot shine off of the property.
 - Mr. Bonney also requests that any berms created in the future are not made of stumps or vegetation so they do not reduce in size over time.
 - Mr. Bonney requests that the vegetation shown on the vegetation plan is extended around the west/south west side of the building.
 - CEO Nick Adams reminds everyone that Planned Unit Development only requires a twenty foot (20') buffer between a residential property and the commercial use.
 - Member Dawn Dyer asks if they are allowed to require additional buffer between the residential properties and the commercial use.
 - There is a consensus that it is reasonable for the board to request additional vegetated buffer.
 - Mr. Bonney requests that whatever the use of the building is, the business hours are limited to no later than 9 pm.
 - The board will take that into consideration.
 - Barbara Stevens, 509 Maine Street, has serious concerns about the application and does not feel as though it should be allowed.
 - Carl Akin is surprised that the fire department is not requiring two means of access, especially if there is a possibility of future development. Also, since the reconstruction of route 26, the water from the lot in question is running under the road in a culvert and emptying out on their lot. He has concerns about the retention pond and its capacity.
 - The retention pond is currently under review by DEP. CEO Nick Adams adds that as long as the commercial development does not exceed fifteen buildings a second access would not be required.
 - Vice Chairman James Porter makes a motion to accept the checklist for Joe Cimino, Formal Site Plan Review – Map 6, Lot 47, as complete, seconded by Member George Greenwood. No discussion.
- Vote: YES – 4 NO – 0
- Findings of Fact will be completed, and signed at the next meeting.
 - The board does not think a public hearing is necessary. Once a tenant is identified they may hold one.

OTHER BUSINESS

None

ADJOURNMENT

Vice Chairman James Porter makes a motion to adjourn at 10:55 pm.

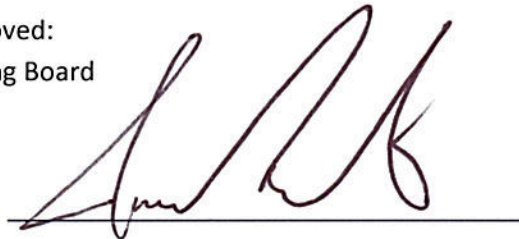
Vote: YES – 5 NO – 0

Recorded by Alex Sirois

Date Approved:
Poland Planning Board

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

William Foster, Chairman

A cursive signature in dark ink, appearing to read "James Porter", written over a horizontal line.

James Porter, Vice Chairman

A cursive signature in dark ink, appearing to read "Charles Finger", written over a horizontal line.

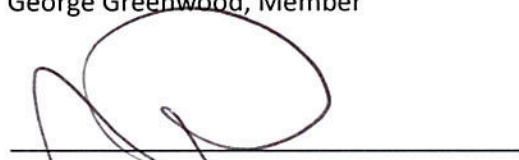
Charles Finger, Secretary

A cursive signature in dark ink, appearing to read "George Greenwood", written over a horizontal line.

George Greenwood, Member

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

Dawn Dyer, Member

A cursive signature in dark ink, appearing to read "Jeremy Lothrop", written over a horizontal line.

Jeremy Lothrop, Alternate