

**Town of Poland  
Planning Board Meeting  
December 13, 2016 – 7:00 PM  
Town Office Conference Room**

**MINUTES**

**CALL TO ORDER**

Chair James Porter called the meeting to order at 7:00 PM with members Alex Duff and William Foster present. Member George Greenwood was absent with notice. Vice Chair Dawn Dyer was absent without notice.

**MINUTES**

October 25, 2016

- Cannot approve

November 8, 2016

- Cannot approve

**OLD BUSINESS**

None

**NEW BUSINESS**

Informational Meeting Request – Renovations and Addition to Middle School – RSU 16 – Map 15 Lot 6

- John Hawley, Director of Operations for RSU 16, brought this meeting to the board because they are preparing to propose a permanent addition to the Bruce Whittier Middle School. He introduces Alan Kuniholm, President of PDT Architects.
- Alan points out that there are very few places on the property to even consider putting an addition on, which is what led them to the location they chose, on the front of the building.
- The schedule they are hoping to keep is:
  - Hoping by June 2017 to be ready for referendum.
  - Between June 2017 and January 2018 will be doing production drawings.
  - Beginning the project in early 2018.
  - End of construction is scheduled for July 2019, with occupancy beginning the 2019-2020 school year.
- They are looking to build a 16,000 square foot single story addition, mainly to move the middle school students out of the space they have been sharing with the high school. The project will increase safety as it's designed to have one single entry.
- The firm has designed the project in order to account for the ability to add on a second floor in the future.
- RSU 16 is intending on using existing utilities. No additional parking will be made, this project is to accommodate existing students.
- Chair Jim Porter questions the amount of classrooms being added versus what they need. Adam Kuniholm and John Hawley explain that some classrooms in the existing building will be turned into additional administrative space.
- COE Adams says that he and the Fire Chief have met with RSU 16, to speak about life safety concerns, along with other topics. He mentions that one thing that will come up is that the downtown standards require pitched roofs, and they are designing with a flat roof in mind, but that they can request a waiver from the Planning Board when the time comes.
- Member William Foster believes the addition is necessary, and says it will be a hard decision on waiving the requirements for a pitched roof. He doesn't think that waiving standards for some people is a good

thing, but also does not want the tax payers to have to pay for a more expensive roof if it's just going to be torn down at a later time. John Hawley says that if the Planning Board will not waive that requirement, then they will design the roof so that it can be removed and placed onto the additional second floor.

#### Formal Site Plan Review – For the Love of Hair – Edward Morris – Map 12 Lot 44

- Chair James Porter mentions that he did see the agreement he was seeking about the building keeping access to the well in case the property owners ever change.
- James Porter asks CEO Adams about the need for a traffic study. CEO Adams said that DOT had reviewed the previously approved restaurant in this building, so they were all set because a hair salon would bring much less traffic.
- It was noted the previous concern from Vice Chair Dawn Dyer about who owned the other half of the deed, and CEO Adams says that the property owner has the full ownership currently.
- Chair James Porter asks if there was a dumpster currently on the property. Edward Morris says that there is currently a dumpster, and part of their agreement with the property owner will be to share that dumpster.
- Chair James Porter asks about the sketch of parking spaces. Edward Morris replied that he doesn't think they would ever be utilizing all of the available parking, but that he wanted to show where it could be.
- Edward Morris said that they would work with Nick to place the appropriate signs that followed ordinance.
- Chair Porter asks if the used car shop uses the same septic as the building under question. Edward Morris said the site evaluator said that he found nothing leading to the used car shop.
- CEO Adams asked if the building was over 3,000 square feet, and Edward Morris said it was not. Therefore, no Fire Marshall Permit was necessary.
- Member William Foster motions to accept the checklist as complete for the For the Love of Hair Formal Site Plan Review for Edward Morris Map 12 Lot 44. Member Alex Duff seconds with no discussion.  
VOTE: YES – 3 NO – 0
- Member William Foster motions to accept the Formal Site Plan Review for For the Love of Hair by Edward Morris Map 12 Lot 44. Seconded by Alex Duff with no discussion.  
VOTE: YES – 3 NO – 0

#### Sketch Plan Review – Land Bridge Project – Oldcastle Lawn & Garden – Map 2 Lot 4

- Adam Woodbrey of Oldcastle explained that the land bridge was just to connect two of their storage yards. They have contacted the Maine DEP and have received their Permit By Rule. The project does not come with the expectation of more traffic, and is only to manage traffic more effectively.
- James Porter asked about the culvert on the sketch, and Adam said they were planning on a seventy-two inch culvert, which is eight inches more than required, but will account for large amounts of discharge from large rainstorms if necessary.
- It will be a seventy-five foot wide bridge.
- Chair Porter asked if this would affect noise, and Adam says no.
- Chair James Porter asks if a new full site plan would be necessary. CEO Adams recommends that one be made, but that would be up to the board. He suspects that the third party engineer would like to see one as well.
- Mr. Woodbrey states that the land bridge would increase fire protection, as a fire truck would easily be able to get through.
- Adam Woodbrey states that Oldcastle has been working on improving their fire protection methods.
- Member William Foster motions to accept the checklist as complete for the Sketch Plan for the Land bridge Project for Oldcastle Lawn and Garden Map 2 Lot 4. Alex Duff seconds. The discussion of escrow is decided that one escrow between the two projects will suffice. A complete site plan will be required with the Formal Site Plan Review submission.



VOTE: YES – 3 NO – 0

Sketch Plan Review – Temporary Storage Building – Oldcastle Lawn & Garden – Map 2 Lot 4

- Chair Porter asks about how this qualifies as a temporary storage building if it was intending on being permanent. Adam Woodbrey says that he does not know how long the structure would be there, it is intended to protect material from the weather.
- CEO Adams confirms this will be only to store raw material, and that no bagging or preparation will be taking place in the building. Mr. Woodbrey says that no employees would be in there for any amount of time.
- Member William Foster motions to accept the checklist as complete for the Sketch Plan for the Temporary Storage Building Project for Oldcastle Lawn and Garden Map 2 Lot 4. Seconded by member Alex Duff with no discussion.

VOTE: YES – 3 NO – 0

**OTHER BUSINESS**

CLUC Workshop:

- CEO notes that there aren't too many changes that are substantial.
- Through a discussion with Maine DEP some changes were made to clean up language to match intent in regards to expansions in the shoreland zone.
- Adding modular homes into the CLUC to reflect allowance anywhere there is a single family home.
- Recommended change to the NFPA 1 Fire Code from 2009 to 2015 in order to continue the ability to have delegated review.
- CEO received determination back from DEP in attempts to get delegated review for storm water, and he finally received a written explanation why. Highlighted areas needed to be added to reference Chapter 500 of DEP standards.
- In attempts to streamline the process for businesses, CEO would like to move site plan review to major and minor site plans, which would allow for staff review for certain projects.
- A federal law court case in the west determined that the majority of all municipal sign ordinances violate the first amendment. The town needs to change this to be content neutral.
- The change in the zoning map for Resource Protection with Limited Residential is nearly ready to go to public hearing.

**ADJOURNMENT**

Member William Foster motioned to adjourn, seconded by member Alex Duff with no discussion.

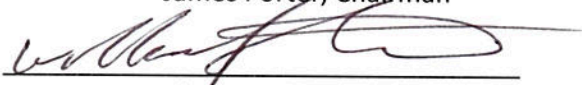
Vote: YES – 3 NO – 0

Recorded by Jessica E Leighton

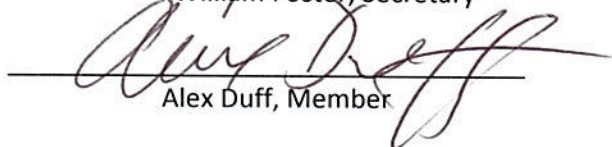
Date Approved: 01/10/2017  
Poland Planning Board



James Porter, Chairman



William Foster, Secretary



Alex Duff, Member



Dawn Dyer, Vice Chair



George Greenwood, Member