

**TOWN OF SKOWHEGAN
PLANNING BOARD
MEETING MINUTES**

April 5, 2022

7:00 P.M.

Municipal Building, Council Room

PRESENT:

Steve Conley, Chairman
Steve St. Pierre, Vice Chairman
Stephen Gould, Secretary
Harvey Austin
Jeff McCabe
Matt Smith
Dan Luce, Alternate
Joel Greenwood, Planner
Cynthia Kirk, Recording Secretary

ABSENT: Derek Chretien

PUBLIC PRESENT:

Bryan Belliveau, CEO
Todd Smith, Selectman
Joe Tierney, Sunrise Energy (via Zoom)

1) QUORUM:

Planning Board Meeting called to order at 7:00 P.M. Quorum was present.

2) MINUTES OF THE March 15, 2022 PLANNING BOARD MEETINGS TO BE APPROVED:

Motion by Jeff McCabe to approve the March 15, 2022 Planning Board meeting minutes, as written. Seconded by Stephen Gould. Motion passed 6-0.

3) SITE PLAN / SUBDIVISION:

A) Discussion and decision on the request from Sunrise Energy Ventures for an extension on their site plan approval for the ME Project CO 1, LLC solar project to be located at 121 Stevens Rd. which was approved on June 1, 2021.

Steve Conley read the letter from Sunrise Energy Ventures requesting the extension. Joel Greenwood said this isn't the first request they have received regarding delays from CMP and the interconnection studies that they are waiting for.

Jeff McCabe said this is the same circumstance that they granted another extension for a solar company at their last meeting.

Steve St. Pierre asked if they fall under the new requirements in the Solar Ordinance. Joel explained that since this project was approved before the Solar Ordinance was accepted then they are not required to meet any of the new guidelines.

Motion by Jeff McCabe to approve the extension request from Sunrise Energy Ventures for the ME Project CO 1, LLC solar project to be located at 121 Stevens Rd. Seconded by Stephen Gould. Motion passed 6-0.

4) ITEMS BY THE PUBLIC:

None

5) COMMUNICATIONS:

None

6) NEW BUSINESS:

None

7) UNFINISHED BUSINESS:

A) Discussion of the proposed changes to the Sign Ordinance.

Joel Greenwood said they had discussed previously the definitions for signs that are located on private ways and how those signs would apply to the ordinance. Joel said that the town attorney Ken Lexier has taken a look at the ordinance and provided them with the language for the permit required section.

Jeff McCabe asked if this will replace the definition they had added for Public Way. Joel said the new paragraph would be in addition to the definition.

Steve Conley asked how this would change the way Bryan looks at signs now. Bryan explained that any signs on a private way or are in view of a public way would not fall under this ordinance or need a permit. Steve asked if the road going into Walmart, is a public way. Bryan said it is a private road intended for use of the public. So, with this change you do not lose your rights of a having a private road even if it used by the public. Joel said yes as far as signage goes.

Todd Smith asked if that was the only change. Joel said yes.

Motion by Jeff McCabe to pass the amended Sign Ordinance onto the Selectmen for their review. Seconded by Steve St. Pierre. Motion passed 5-1. (Harvey Austin voted no)

B) Discussion of the proposed changes to the Site Plan Ordinance.

Joel said that this ordinance has been a problem for a while in regards to requiring Site Plan review for signs of a certain size. This is something they are looking to remove from this ordinance and he said that it should have been removed when the Sign Ordinance was adopted in 2014. Joel said this will eliminate a lot of unnecessary administrative work and resources.

Steve Conley said it looks like there a few other changes that have been made as well. Cynthia explained that she and Bryan have gone through the rest of the ordinance and there are a few housekeeping things that needed to be updated as well.

Jeff McCabe asked about section 2 under the Applicability Section. Cynthia said the current ordinance only listed plumbing permits so they also added building permits as well.

Bryan explained that in section E, they changed it to 2 hard copies and one electronic copy instead on 8 hard copies. This was just to cut down on the excess paper we don't need now that they have the tablets.

Bryan said the other section he wasn't sure if they should look at now is the parking section. Joel agreed that with possible downtown projects and other parking issues they have come across such as the Charter School. He said this is going to need a lot of discussion and probably should include the Selectmen. Joel said they could still move forward with the other amendments and hold off looking at the parking section until after town meeting. Everyone agreed that would be a good idea. Joel also said he has to work on reformatting the ordinance per Steve Govoni's suggestions.

Motion by Jeff McCabe to pass the amended Site Plan Ordinance onto the Selectmen for their review. Seconded by Matt Smith. Motion passed 6-0.

8) COMPREHENSIVE PLAN UPDATE:

Joel doesn't have anything new to review at this time.

9) ITEMS BY:

- **SELECTMEN:**

- **DEPARTMENT HEADS:**

- **MEMBERS:**

Jeff McCabe said he wanted to thank the planning staff for all of their hard work on the ordinance updates.

Harvey said it is nice to see the tattered sign that was above Water Street finally has been taken down.

- **CHAIRMAN:**

- **STAFF:**

ADJOURNMENT:

Motion by Harvey Austin to adjourn at 7:32 p.m., Seconded by Steve St. Pierre.

Motion passed 6-0.

Minutes approved on May 3, 2022

Chairman
