

**TOWN OF SKOWHEGAN
PLANNING BOARD
MEETING MINUTES**

April 20, 2021

6:00 P.M.

Conference Room, Skowhegan Community Center

PRESENT:

Steve Conley, Chairman
Steve St. Pierre, Vice Chairman
Stephen Gould, Secretary
Matt Smith
Joel Greenwood, Planner
Cynthia Kirk, Recording Secretary

ABSENT: Brady Chapman, Harvey Austin

PUBLIC PRESENT:

Bryan Belliveau, Code Enforcement Officer
Greg Dore (arrived at 6:45 pm)
Willie Boynton, Boynton & Pickett
Ed Lawrence, Boynton & Pickett
Ethan Bessey, Bessey Development Co.

Steve Conley, Chairman opened the public hearing, at 6:07 PM, to hear any comments on the proposed Shoreland Zoning Ordinance Amendment. This amendment affects the size requirements for campground campsites located in within the Shoreland Zone.

No comments were received.

Steve Conley closed the public hearing at 6:10 pm.

• **QUORUM:**

Planning Board Meeting called to order at 6:10 P.M. Quorum was present.

2) **MINUTES OF THE April 6, 2021 PLANNING BOARD MEETING TO BE APPROVED:**

Motion by Stephen Gould to approve the April 6, 2021 Planning Board meeting minutes, with a typo correction to the 2nd page. Seconded by Matt Smith. Motion passed 3-0.

3) **SITE PLAN / SUBDIVISION**

A) Pre-application review of a proposed subdivision submitted by Boynton & Pickett, LLC on behalf of Bessey Development Company to be located on the Palmer Road.

Willie Boynton and Ed Lawrence presented the proposed 11 lot subdivision to be located on the Palmer Road and named Palmer Heights Subdivision. Mr. Lawrence said that this area is

approximately 30 acres. They will be individual lots and each lot will have its own septic system and well.

Joel explained that this is just the pre-application informal review and the next step would be for them to submit a formal application.

Steve Conley asked if they are asking for any waivers on this project. Mr. Lawrence said no they are not.

Stephen Gould said that he doesn't see any road profile within the packet and it doesn't show the 8% road grade for private drives. Joel asked if they are looking to have the road adopted by the town. Mr. Lawrence said no. It will remain a private road with its own road association. Joel said they need to have something in the application regarding the design of the road even if it isn't going to be adopted by the town. The road standards still need to be to support emergency vehicles.

Mr. Lawrence said that they are about 95% ready to submit the official application. There are still just a couple things they need to get like the letter from the fire department. Steve St. Pierre asked if each home will have its own sprinkler system. Mr. Lawrence said yes. Steve Conley asked if they are just selling the lots or if they are actually building the homes on each lot. Ethan Bessey said it will just be the lots. There will be certain covenants that people will need to follow when they build the homes.

4) ITEMS BY THE PUBLIC:

None

5) COMMUNICATIONS:

Cindy said that she had sent an email to everyone about a training being offered by MMA for Planning Boards on April 22nd via zoom 4:00 pm -7:30 pm. She had only heard back from one person about attending it. Joel said that KVCOG is also willing to provide training to them as well if they would prefer to do that instead. Everyone stated that they would prefer to do the hour training with someone from KVCOG in person. Steve Conley suggested doing it before their regular meeting on May 18th. Joel said he will try to get that scheduled.

6) NEW BUSINESS:

7) UNFINISHED BUSINESS:

A) Review the Ordinance Governing Victualers Licenses.

Joel said he really isn't sure what they are able to do with this ordinance since a lot of it is mandated by the State. There may be a few little things that they can tweak within the ordinance to clean it up a bit. Steve Conley asked if the Selectmen review these all at once or throughout the year. Joel said they do review them at the same time each year in May he believes. Joel said they can update the fee listed within the ordinance so that it references the Town of Skowhegan fee schedule instead. Stephen Gould said that on the second page where it states "his" it should be changed to "they" or "them" to make it gender neutral. Steve Conley suggested that as far as the penalty amount listed in the ordinance, maybe changing it to just be double the application fee. Everyone agreed.

Stephen Gould asked how many of these licenses are issued each year. Bryan said approximately 50 or so.

Joel said these are about the only things that can really be changed to keep it in line with the state statutes. He isn't sure if it is past the time to be able to get this on the warrant for town meeting or not. Stephen Gould said it would be fine if they have to wait for the special town meeting that they are probably going to have to do for the solar ordinance anyway.

Steve Conley said a couple other things that were mentioned before was the appeals process if there is one and also the section where it states that the license requirement can be waived. There aren't any criteria in the ordinance that explains why or when the requirement would be waived. Joel said they could create a separate section for waivers and appeals.

Steve Conley said he thinks that they also need to add a definition for a "food service establishment" so it will narrow it down as to who needs a license. This will help narrow down who needs it and would help exclude things like public suppers or mobile food carts. Joel said he will work on these changes and bring it back to them.

B) Review the proposed Solar Ordinance.

Joel explained that this is the first draft of the stand-alone ordinance. He said there are a couple sections that Bryan and he had discussed and can be stricken right out. Any solar ordinance they do will still have to meet the standards of the Site Plan Ordinance.

Section 6 is regarding an additional fee for solar projects because of the additional technical review that goes into these projects. Joel feels that most solar developers would be fine with the additional cost. Steve St. Pierre asked if it would be based on any kind of scale for these projects. Joel said it could be based on how many MW the project is. Bryan said he has seen other towns that use that type of scale.

Joel further reviewed the application requirements. Steve Gould said that he has some better language to use as far as the land survey requirement. He will send it to Joel.

The section regarding real estate property value assurance plan was then discussed and everyone agreed this really isn't something that the municipality needs to be involved or responsible for. That section was removed.

Section N regarding Tax valuation was reviewed next. Stephen Gould suggested having the assessor come to one of their meetings to just see what he says about the tax valuation of these projects and how it might affect abutters properties. It was decided to remove section N.

Section O pertains to a decommissioning plan which is something that they have been requesting right along. Everyone agreed that this section needs to be in there.

The next section that was discussed was regarding setbacks and height. Joel said he had just put the 50-foot setbacks in but it's definitely open for discussion. It was decided on a maximum 15' height. Greg Dore said that if they are going to request a 50' setback then they are going to need to justify why because you are basically telling land owners that they can't use 50' all around their own property even though they pay taxes for it. After further discussion it was decided to go with a no more than 35' setback and to come up with certain criteria for that.

Joel suggested that once they have a final draft of this ordinance ready, maybe inviting some solar industry representative take a look at and offer feedback. Steve Conley said that would be a great idea.

Bryan said they have made a lot of progress on this tonight and now that they have a direction to go it should be easier for Joel to come up with a final draft for them.

8) COMPREHENSIVE PLAN UPDATE:

A) Review draft of the Transportation section.

Joel said that he would like everyone to take a look at the questions on page 24. He said these are questions to consider regarding possible transportation issues for the town. He asked Greg if there was anything he would like discuss. Greg said he has gone through it a couple times now and each time he does he finds new things to add to it. Joel told him to please forward any notes onto him to put in it the plan. Greg mentioned the proposed 2nd bridge for the town and wherever that is decided to be placed will have a huge impact on the comprehensive plan. He said he isn't sure how to address that in the plan because when the new bridge is placed there will need to be a lot of upgrades to other roads. Joel told Greg that he would like to sit down with him and go over any other updates he needs to put in the plan.

9) ITEMS BY:

- **SELECTMEN:**

- **DEPARTMENT HEADS:**

- **MEMBERS:**

Stephen Gould brought up the Planning Board Ordinance and asked if anyone would like entertain possibly changing it to allow for people who contribute a lot to our community to be members without having to be voting residents of Skowhegan. Joel said he can check the legal basis for that and see if there is anything that they can change in the ordinance to allow that.

- **CHAIRMAN:**

- **STAFF:**

Joel said that the proposed Stevens Road Solar development company have been in contact with him and they have been discussing other location options for that solar array. They have talked to him about possibly moving it across the street to another parcel of land that Mr. Nightengale owns and also looking at changing the size of it if they stay on the current proposed parcel. Joel explained to them that if they move it to a different parcel, they would have to start the Site Plan review process over. So now they are probably just going to change up the size and configuring of the one they already presented. Joel asked how the Planning Board felt about them submitting these changes in their formal application instead of having to go back to the beginning and do Site Analysis again. They would still be on the same site just making it smaller. He thinks

this will be a positive change. Everyone said that's fine but they would like to look at the proposed changes first. Joel will let them know when he gets the changes from the company.

9) ADJOURNMENT:

Motion by Steve St. Pierre to adjourn at 8:21 p.m., Seconded by Stephen Gould.
Motion passed 3-0.

Minutes approved on May 4, 2021

Chairman

