

**Town of North Yarmouth
Planning Board Meeting
Meeting Minutes of September 12, 2017**

I. Call to Order

Present: Katryn Gabrielson (Chair), Audrey Lones, Gary Dilisio, and Ryan Keith (CEO)

Absent: Chris Cabot, and Tom Hinman with notice

II. Minutes Approval

a. Minutes of July 11, 2017 and August 9, 2017

Audrey Lones moved to approve the July 11, 2017 Minutes, Gary Dilisio seconded the motion.

Discussion: None. **Vote 3-Yes, 0-No**

Katryn Gabrielson moved to approve the August 9, 2017 Minutes, Audrey Lones seconded the motion. Discussion: None. **Vote 3-Yes, 0-No**

III. Communications

a. Economic Development and Sustainability Committee group meeting

Set up a possible work shop for October 10th 6pm-7pm.

IV. Old Business

a. Site Plan Review of the Proposed new Light Manufacturing structure (45'x65') to be located at 29 West Pownal Road (Map 003, Lot 062-001)

Katryn Gabrielson spoke about the information that was provided to the Board by request.

Katryn Gabrielson moved to find the Application complete, Audrey Lones seconded the motion.

Discussion: None. **Vote 3-Yes, 0-No**

Katryn Gabrielson presented findings as follows:

The applicant is 29 West Pownal, LLC, with a mailing address of PO Box 387, Freeport, ME 04032, owner of property located at 29 West Pownal Road, North Yarmouth, Maine, (the "site"). The site is 7.6 acres (331,094 square feet) and is identified on Tax Map 3, Lot 62.01, and is located in the Farm and Forest District. Approximately 339.8 feet borders West Pownal Road and a narrow portion of the property also extends to and borders on Route 9 (approximately 129.43ft)

The applicant is owner of record pursuant to deed recorded in the Cumberland County Registry of Deeds in Book 15498, Page 67. The site includes several structures including a commercial building and several outbuildings, with a gravel driveway and parking areas, and several concrete pads.

The application is for site plan review of a new 65' x 45' (2925 square feet) building to be leased to a current occupant of the existing commercial building for a spatial expansion of that tenant's paint finishing business ("light manufacturing"). The new building is to be 18 feet above grade at its peak, in grey or another neutral color, and contain one bathroom consisting of a toilet and sink. The existing business is conducted Monday - Saturday and occasional Sundays from 9-6. The use of the new building is not anticipated to be any different.

Procedural History:

Application received by Code Enforcement Officer and application fee paid on July 25, 2017. Abutters notified July 15, 2017.

Considered by Planning Board as "pre-application review" on July , 2017. Application considered by Planning Board on August 9, 2017 and September 12 , 2017. Application found complete on September 12, 2017.

No public hearing was held; no site walk was held since site is fully visible from West Pownal Road.

Although not required by the ordinance, the Yarmouth Water District was notified of the Application.

The Planning Board finds, with respect to the applicable criteria of Article X, that:

1. The plan shows no streams, ponds, vernal pools or wetlands on or near the site.
2. The proposed new building meets the building design standards. Dimensions/window facade requirements/height/color. Parking?
3. Erosion and Sedimentation Control - "All construction to follow "Best Management Practices for Soil Erosion and Sediment Control" current edition.
4. Emissions – none anticipated
5. Exterior Lighting - Light fixtures on side of building have been identified and appropriate; to be shielded downward and not on overnight. [Abutter concern]
6. Financial and Technical Capacity - Applicant has demonstrated adequate financial and technical capacity to meet standards
7. No portion of the site is located within the 100 year floodplain as identified by FEMA.
8. Hazardous, Special and Radioactive Materials – continued permitted use of paints and solvents including solvent based lacquers and lacquer thinners. Hazardous wastes are picked up and disposed of by Safety Kleen. Spill plan provided. [See material safety data sheets]
9. No historic or archaeological sites noted
10. Landscaping, Buffers and Screening – existing landscape buffers to be retained.
11. Noise – no additional noise is anticipated? Anticipated to be within ordinance levels [Abutter concern]
12. Sewage Disposal - Will provide for adequate sewage disposal and not cause unreasonable burden on municipal services – a new private subsurface wastewater disposal system to be constructed on site to serve new building; no municipal services.

- Anticipated that 2-5 employees will occupy new building. No commercial or industrial waste water or wash water to be disposed of in septic system. [septic application 8/18/17]
13. Signs – Existing signage consists of small directional signs. One new metal sign 24” x 36” identifying the tenant’s business is to be located on the new building has been identified and appropriate.
 14. Soil suitability – no soil inadequacies noted. Soil is primarily well draining gravel. Notably, the site was once stripped of topsoil. [Mark Cenci site evaluation 8/15/17]
 15. Solid Waste Disposal - Will not cause unreasonable burden on municipal solid waste disposal. Tenant currently leasing commercial a dumpster for non-hazardous waste.
 16. Storage of Materials – no outside storage is anticipated as a result of new building
 17. Storm Water Control – Storm water flow is not to be changed by new building, impervious surface is under the requirement.
 18. Water Supply – there is an existing well on site and a new well that will serve the new building. Existing 5,000 gallon Water tank on site for fire suppression.
 19. Water Quality - no pollutants to be discharged to groundwater. Groundwater flow is towards the northwest towards Chandler Brook, approximately 500 feet from the site. See excerpts from Environmental Engineering and Remediation study]
 20. No significant wildlife habitat noted.
 21. Access Management Standards – existing driveway off of West Pownal Road serving existing uses will also serve the new building
 22. Internal Vehicular Circulation - adequate
 23. Off Street Parking – Yes – no new spaces to be created but ample parking already existing on site
 24. Off Street Loading – Yes

Conclusion

Applicable standards of the Town’s Land Use Ordinance (Article X Performance and Design Standards for Site Plan Review and Subdivision Review) have been met.

Decision:

Based on the above findings and conclusion, the Planning Board has voted on September 12, 2017 to approve the application for site plan review, subject to the following conditions:

- The color of the building shall be Gray or any neutral color.

Katryn Gabrielson moved to approve the application as stated with the condition that the color of the building be either gray or some other neutral color. Gary Dilisio seconded the motion.

Discussion: None. **Vote 3-Yes, 0-No**

V. New Business

None

VI. Any Other Business

a. Contract Zoning

Board will discuss more at the October meeting.

b. Call for Members

Board informed the Public they are down two Members and if anyone is interested to contact Rosemary Roy- Town Manager

C. Ordinance Updates

Board discussed updates they are working on, and the request for help on the Shoreland zoning piece. Board is exploring options of a Septic workshop.

VII. Adjournment

Recorded by: Stacey Ruby- ASC I

Planning Board Members

Katrjn Gabrielson- Chair



Audrey Lones- Secretary

Tom Hinman



Gary Dilisio

Chris Cabot- Member

Vacant - Alternate

Vacant- Alternate