

**Town of North Yarmouth
Planning Board
Meeting Minutes of September 10, 2019**

I. Call to Order

Present: Audrey Lones (Chair), Sandra Falsey, Chris Cabot, Ryan Keith (CEO)
Absent w/notice: Clark Whittier, Gary Bahlkow (Alternate)

- a. Introduction of Tracey Cox, the new executive assistant to the Code Enforcement Officer & Assessor.

II. Minutes Approval

a. July 9, 2019

Chris Cabot moved to approve the July 9, 2019 minutes; Sandra Falsey seconded the motion. Discussion: None. **Vote 3-Yes, 0-No**

III. Old Business

a. Findings of Facts: Meadowbrook Apartments

After a brief discussion regarding the language on the Stormwater policy and parking lot size ordinance; Audrey Lones moved to approve the Findings of Facts: Meadowbrook Apartments as written; Chris Cabot seconded the motion. Discussion: None **Vote 3-YES, 0-No**

b. Findings of Facts: Single Story Commercial Building Lot #22

Chris Cabot moved to table the approval of the Findings of Facts: Single Story Commercial Building Lot #22 until it is determined what name the applicant would like to use and who owns Lot #22, Sandra Falsey seconded the motion. Discussion: None **Vote 3-Yes, 0-No**

Gary Dilisio (7:17 arrival)

IV. New Business

a. Preliminary Review - Minor Subdivision – 414 Ledge Road – Map 3, Lot 87

John Schwanda, of Owen Haskell, Inc. presented the Board with the plan for the minor subdivision at 414 Ledge Road. The Board determined a site walk was not necessary and the waivers listed on application were all responsible requests. The Board advised the applicant to provide a revised plan (2 mylar & one paper copy for the as well as 11x17 plans) and the Minor Subdivision Final Plan Application Checklist. If materials are provided by September 26, 2019, the final approval will be heard at the October Planning Board meeting. A refund of \$25.00 will be issued through the Code Enforcement office.

V. Any other Business

a. Mission/Vision Statement

The Board reviewed the draft of the Mission/Vision Statement. The suggested modifications will be emailed to the Board for review.

b. Workshop with EDSC Thursday, September 19 @ 6:30 PM

c. Ordinance Review

Ordinance Review Workshop is set for October 8 at 6:00 PM. Ryan will provide a working document on the ordinances that should be reviewed.

VI. Adjournment

Meeting was adjourned at 8:10 PM.

Recorded by Tracey Cox, Executive Assistant to CEO/Assessor

Planning Board Members

Audrey Lones - Chair

Chris Cabot

Gary Dilisio

Clark Whittier

Sandra Falsey

Gary Bahlkow - Alternate