

Town of North Yarmouth
Planning Board
Meeting Minutes of December 14, 2021
Business Meeting
(recording is available via [Town Hall Streams](#))

I. Call to Order

The meeting was called to order at 7:01 PM. Present: Audrey Lones (Chairperson), Chris Cabot (Secretary), Sandra Falsey (Board Member), Jeffrey Brown (Board Member), Kimry Corrette (Board Member), Paul Metevier (Alternate Board Member), Sanford Peabody (Alternate Board Member), & Ryan Keith (CEO)

II. Minutes Approval

a. October 20, 2021, Delwin Dr Sidewalk Minutes

The minutes were not available and will be tabled until the next month meeting.

b. November 9, 2021, Minutes

**Audrey Lones motioned to accept the minutes from the November 9, 2021, Planning Board meeting; Chris Cabot seconded the motion. Discussion.
Vote 5 YES / 0 NO**

III. Old Business

a. Remote Participation Policy

Audrey Lones stated the Board inquired with MMA legal on the proposed Planning Board's Remote Participation Policy to ensure they were within their right to proceed with the vote based upon residents' concerns last month. It was determined that the proposed policy met the State Statue Title 1 M.R.S. § 403-B and did not conflict with the Planning Board By-Laws, the Town Charter or the Town Committee Policy.

**Chris Cabot motioned to approve the Planning Board Remote Participation Policy as presented; Sandra Falsey seconded the motion. Discussion
Vote 5 YES / 0 NO**

b. Crossroad's Senior Neighborhood Major Subdivision

Polly Sewell, Engineer at AH Grover, provided an overview the Crossroad's Senior Neighborhood Major Subdivision project. The proposed subdivision would be 13 lots located on Map 004 Lots 018 & 024 between RT 9 and RT 115. It will have public water supply and 11 of the lots will be a part of a community septic system while 2 of the lots will have their own Fuji Advanced Wastewater systems. The proposed open space is 50% more than required and landscape buffering was also presented.

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The Board discussed off street parking, signage, water district easement, the age restrictions outlined in the application, lot frontage, the North Yarmouth Department Head Comments on the project, the Homeowner Association agreement, that the road would be a provide road with “No Thru Way” Signs posted at either end of the road, lighting types and open space requirements.

The Applicant and the Planning Board agreed that the following would be added to the Deeds and the Plan as restrictions:

- The age restriction of the owners of the property being 55 or older.
- The annual maintenance of the Fuji Advanced Wastewater

Audrey Lones, Chairperson, read an emailed public comment from Gary Bahlkow of West Pownal Rd into record:

“On Crossroads project: I see a future risk of cut thru traffic when stop sign at route 9/115 (by purple house) gets backed up.

I travel through there frequently and frequently see 4+ vehicles backed up. More when school busses are there. As traffic volume inevitably grows the temptation to cut thru will grow. I’d certainly cut thru if I saw a jam ahead and was in a rush!

Best solution I see is to make the Crossroads access road one-way starting at 115. A “do not enter” sign at route 9 end would keep signage to a minimum. Little if any inconvenience for residents and better solution than speed bumps or a “no cut thru” sign imho.”

Best to you, Ryan and the PB.

Gary

Ben Grover requested that the Department Head Memo and the Abutters list be emailed to him.

The Board reviewed the application checklist.

Audrey Lones motioned to find the preliminary application complete; with the requirement that the Deeds and the Recorded plan include the age restriction and the annual septic system maintenance; Sandra Falsey seconded the motion. Discission. Vote 5 Yes 0 No

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Audrey Lones motioned to hold a public hearing for the Crossroad's Senior Neighborhood Major Subdivision at the January 11, 2022, meeting at 7:00 PM; Jeffrey Brown seconded the motion. Discussion. Vote 5 Yes 0 No

IV. New Business

a. **Bacon Farm Rd Minor Subdivision – Amendment**

Taylor Manning, MGM Builders, reviewed with the Board the proposed amendment to the subdivision. The amendment proposes to move the hammerhead at the end of the road down 50 ft for the driveway on lot 3. The current location impacts the house lot negatively and with the move of the driveway allows better placement of the house on the high side of the land and achieve proper drainage for the lot.

Town Department heads reviewed the proposal and the feedback received was positive seeing no issues.

Audrey Lones motioned to approve the amendment as presented; Sandra Falsey seconded the motion. Discussion. Vote 5 Yes 0 No

V. Administrative Business

a. **Review of Previous Year's Applications**

Ryan Keith, Code Enforcement Officer, reviewed the status of the two applications that were heard before the Board last year: the Deer Brook Apartment Phase II projects, Bacon Farm Rd Minor Subdivision and Preliminary Village Center Estates Major Subdivision Phase II.

b. **January Workshop Date**

The January Workshop is scheduled for January 19, 2022, at 6:30 PM.

VI. Any other Business

a. **New Planner Introduction**

The Planning Board would like to welcome NorthStar Planning onboard as the Town's part-time planner. At the January meeting, we hope to be able to introduce the Ben Smith, Owner and North Yarmouth resident.

b. **Explanation of Public Comment at Planning Board Meetings**

At the January meeting the board will provide an explanation of how the public can express their concerns regarding applications and Land Use Ordinances.

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c. Citizens Referendum Petition

Audrey Lones motioned to hold a public hearing for the Citizens Referendum Petition at the January 11, 2022, meeting at 7:00 PM; Sandy Falsey seconded the motion.

Discussion. Vote 5 Yes 0 No

VII. Adjournment

Meeting was adjourned 8:37 PM.

Recorded by Tracey Cox, Executive Assistant to CEO/Assessor

Planning Board Members

Audrey Lones - Chair

Chris Cabot - Secretary

Sandra Falsey, Board Member

Jeffrey Brown, Board Member

Kimry Corrette, Board Member

~~Paul Metevier, Alternate Member~~

~~Sanford Peabody, Alternate Member~~