

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, January 4, 2017, 7:00 pm

Members present were Chairman Al Carlson, Co-chair Art Karcher, George Dugovic and Ray Blanchette. Also, Secretary Darcy Hobgood.

Chair Al Carlson called the meeting to order at 7:00.

Ray moved to accept the minutes for the meeting of December 7, 2016 as written. Art seconded the motion and all members present voted in favor.

Old Business consisted of a reminder of the workshop on Relocation in the Shoreland Zone conducted by Mike Morse from DEP, in Lyman, on Thursday, Jan 19th at 7:00. All Planning Board members are planning to attend.

New Business included a discussion of the legalization of marijuana. Members reviewed documents provided by Maine Municipal Association.

Al noted that the vote in Alfred was very close with 880 voting in favor of the referendum, 956 against, and 37 not responding. He added it would be useful to know the rationale behind the voters' decisions.

The MMA document, "Legal Marijuana & Municipalities", stated that the effective date of the new law will be no earlier than sometime in January 2017 but could be considerably later. Art asked that if the town were to enact a moratorium which would be good for 6 months, could a second one follow. Al replied that it was his understanding that it could not. Therefore it would be wise to hold off putting a moratorium in place for as long as possible.

Information concerning a workshop by MMA titled "Lifting the Haze: Marijuana & Legal Considerations" being held on Tuesday, February 28, 2017 from 9:30-3:30 in Freeport was distributed to Board members.

Next on the agenda was the election of officers. Al suggested that since only a "skeleton crew" was present at the meeting, it was unfair to hold the election. Therefore, he suggested postponing it until the next Planning Board meeting. Art and George mentioned that they do not plan to run for Chair.

Correspondence consisted of a letter from Southern Maine Planning and Development Commission, (SMPDC), concerning dues of \$880.00 for the upcoming fiscal year beginning on July 1, 2017. Al questioned whether or not this was included in the Town's 6-month budget. Members were unsure. The secretary will address this matter with the Town's Treasurer, Fred Holt.

As there are no pending hearings, Ray motioned to hold the next Planning Board meeting on February 1, 2017. George seconded the motion and all voted in favor.

The meeting was adjourned at 7:30 pm.

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, February 1, 2017, 7:00 pm

Al opened the meeting at 7:00 pm.

Members present were Chairman Al Carlson, Co-chair Art Karcher, Raymond Blanchette, Rich Pasquini, George Dugovic and John Ibsen. Also, CEO Jim Allaire, Comprehensive Plan Committee members Heidi Gendreau, Stephen Gile, Amy Sprague, and Secretary Darcy Hobgood.

Al suggested the agenda be adjusted to accommodate CPC members so they would not have to sit through PB "housekeeping" agenda items. Therefore, the meeting started with a discussion concerning how to implement strategies outlined in the Comprehensive Plan. The CPC has been restructured to consist of 7 members; Amy Sprague, Amy Titcomb, Lee Steele, Heidi Gendreau, Stephen Gile, Howard Dupee and Seth McCoy.

Al began the discussion by asking if the new committee has had a meeting yet and if they have determined how they plan to proceed. Amy responded saying that although they have not yet had an official meeting, she is working on compiling a spread sheet of strategies. She will then be able to sort strategies by timelines or responsible parties. Amy was in agreement when Al mentioned that timelines may need to be adjusted. The plan can be viewed on-line at the Town's website. Jim asked if there will be a printing of the final version. Amy replied that although one would need to be printed for the Town's archives, there would not be a large printing. It too will be available on the Town's website. Amy added that she will email a copy of her spreadsheet, a "to-do list", to the PB secretary for distribution to the board as soon as it is finished.

While Amy pulled up her spreadsheet, the Planning Board addressed other agenda items. The minutes for the meeting of January 4, 2017 were reviewed. Art made a motion to accept them as written. George seconded the motion and all voted in favor.

The Quarterly Groundwater Nitrate Testing Results were reviewed. All results were below the MCL level of 10mg/l. George explained that the highlighted wells have nitrate levels over drinking water standards but added that this is raw water, not what goes out to the system and therefore wasn't a problem. He added what is a concern is that the consultant who did the ground water modeling says this is a conservative estimate and it would take 7 years before the ground water goes from TW1-92 to the production wells.

The board then directed discussion back to the meeting with the CPC. Amy noted that according to her "to-do list", few PB responsibilities have a 2017 timeline. Rich asked if the Plan makes any recommendations for code changes. Amy replied that yes, there were quite a few changes recommended. She referred to one strategy which reads "Review zoning ordinances and proposed amendments for unnecessary/unintended discouragement of agricultural or forestry activities." This designates the PB as the responsible party with a timeline of 2019.

Al suggested that under Fiscal Capacity, Policy 2, "Improve the efficiency and accountability of the Town's budget development process" that the Treasurer should be included as a responsible party. Amy explained that although the document cannot be changed at this time, the "to-do list" can be modified. The CPC is also keeping a list of suggested changes to consider when drafting the next comprehensive plan.

Under Historical Resources, the policy “Ensure that new development in the Center Village is compatible with the historic character of that area” was discussed. It is expected that the Planning Board will work with the new Design Review Committee to implement the related strategies in 2017.

Amy summarized by stating that there are over 100 different “actions” in the plan and that the Planning Board can start anywhere. She expects the two boards may meet together again sometime in March but encouraged the planning board to send questions to CPC members at any time.

Next on the agenda was a review of the Shoreland workshop held on January 19th in Lyman and recommended Shoreland Zoning changes. George gave a brief summary of the workshop saying that Mike Morse from DEP basically “went by the book” but indicated areas where the board has some flexibility.

Jim distributed emailed correspondence from Mike Morse related to the DEP draft amendment. Mike stated that he had made a couple of “minor tweaks, a couple of required tweaks.. Overall the draft was very well prepared.” Al will work with Jim to make changes and wrap it up so it may be voted on at the June 2017 town meeting.

Jim updated the committee on the status of property owned by Robert Champagne, Map 4, Lot 30. Mr. Champagne has taken care of his brush pile and will get rid of a load of scrap metal this spring when the snow melts. Jim noted that Mr. Champagne is on a “no burn permit” list.

Discussion followed concerning challenges resulting from the recent legalization of recreational marijuana. Jim reported that he has had inquiries about utilizing properties as caregiver grow facilities. He added that currently caregiver laws are in favor of the grower, although if several growers group together, the town can regulate the facility as a business.

In response to Al’s question about permitted uses in the Land Use Table, Jim replied that dispensaries are addressed there but growing marijuana is not.

Al quoted the code pertaining to medical marijuana which reads: “A registered medical marijuana dispensary shall only be permitted in the Commercial District, on a property with frontage on Maine State Route 4...Only one site for a registered medical marijuana dispensary shall be permitted within the Town of Alfred. Said single site may contain only a growing facility, or only a sales facility, or may contain a facility that combines growing functions with sales functions.” Jim added that under current code there is no way to prohibit medical marijuana as long as the facility is under 2500 square feet.

The Town of Waterboro is working on an ordinance to limit grow facilities to a certain area on a main road and they are considering an ordinance that bans recreational marijuana completely.

New business proceeded with the election of officers. Rich stated that he and Fred had previously discussed the possibility of serving as chair. Rich thought he may be prepared to do so in the future, maybe as early as next year. George made a motion to retain Al as chair and Rich as vice chair. Art seconded the motion and all voted in favor.

An SMPDC article pertaining to responsibilities of planning boards will be emailed to members along with a copy of Al’s 2016 Annual Report.

Rich made a motion to schedule the next regular board meeting for March 1, 2017 unless otherwise needed. All members voted in favor.

The meeting was adjourned at 8:00 pm.

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, March 15, 2017, 7:00 pm

Chair Al Carlson called the meeting to order at 7:00 pm.

Members present were Chair Al Carlson, George Dugovic, Fred Frodyma, Art Karcher, John Ibsen and Ray Blanchette. Also present were CEO Jim Allaire, Timothy Amoroso, Facilities Director of York County and Paul and Wendy Brigham and Secretary Darcy Hobgood.

The meeting commenced with Timothy Amoroso, Facilities Director, County of York updating the Planning Board on two recent projects of York County's. First, he shared that although the residents from the Women's Re-entry Center have moved, the building was still being cleaned out. He will do a "walk-through" when it is ready. The Layman Way Recovery Center is awaiting funding. Second, Timothy gave the Board an update on the food distribution pantry. He stated that the YSPC food pantry, currently located on Shaker Hill, is moving in slowly. They are not yet open for business. He has also been busy working on a budget for the upcoming year. Much of the funds budgeted will be directed towards projects at the York County Jail. Other funding will go towards a fence and other improvements at the Courthouse. Timothy plans to meet again with the Planning Board in approximately 2 months.

Next on the agenda was the review and acceptance of minutes for the meeting of February 1, 2017. Art made a motion to accept the minutes as written. Ray seconded. Fred abstained from voting due to being absent from the meeting and all other members voted in favor.

Under Correspondence was a request for signatures of the Planning Board from the attorney representing buyers of Rail Rd property in regards to subdivision ordinances. Paul and Wendy Brigham, purchased 5-3-C-2, approximately 8 acres and plan to build on the property. They would like to split the lot into a 3.6 acre parcel on which they will build and a 4.2 acre parcel which will be sold. It is Jim's opinion that the lots meet the Town's standards and can be split. Board members reviewed correspondence from Keith Patterson, Esq., representing prospective buyers and the survey prepared by Brad Lodge of Middle Branch, LLC. All were in agreement to finalize a draft letter prepared by Al, stating the plan meets Town requirements, signing it and sending it to Attorney Patterson.

New business consisted of the review of a Land Use Permit Application submitted by John Stultz, 40 Brackett Hill Rd, 5-5-A, for a used car dealership application in the Village District. After reviewing the application the Board decided to hold a Review for Completeness on April 5, 2017. If the application is deemed complete, Al suggested a site walk should be scheduled. A hearing could be held on April 19, 2017. The Board was in agreement that if the permit was issued, a limit as to the number of cars on the property may be a condition.

Jim then gave a summary of an MMA workshop he recently attended called "Lifting the Haze of Marijuana". He stated that MMA has reversed their opinion on the timing of possible moratoriums or ordinances. Lawyers now recommend instituting a moratorium sooner rather than later. If the town is thinking of going "dry" they can draft an ordinance prohibiting retail marijuana stores, marijuana cultivation, manufacturing and testing facilities. Such an ordinance must come from the Planning

Board or public initiative. Although the Town of Alfred voted against the legalization of recreational marijuana, it was by a narrow margin. Jim stated that the Selectmen feel we should propose an ordinance to prohibit recreational marijuana operations at the June 2017 Town Meeting. If the Town votes it down, the Selectmen can initiate a moratorium.

Jim also suggested the Town may want to consider defining Marijuana Caregiver cultivation as a business requiring a Home Occupation Land Use Permit and limiting the number of Caregivers on a property to discourage collaboratives.

Jim then updated the Board concerning his meeting with the CPC on March 2, 2017. He presented members with copies of the Comprehensive Plan with The Goals/Policies/Strategies that the Planning Board is responsible for highlighted. Selectmen have asked that those in pink be given high priority. Those highlighted in yellow will be addressed at a later date. He stated that the Board may need to schedule additional meetings to address these items in a timely manner. Jim also showed the Board the Future Land Use Map. Types of businesses appropriate to specific areas were discussed. Jim stated that the Land Use Table needs to be reviewed and updated as well.

Jim recommended that Board members review information provided concerning marijuana moratoriums and ordinances as well as the GPS's in the Comp Plan that need to be addressed. The Board agreed to hold a meeting on Monday, March 20, 2017 at 7:00 pm to continue discussion of these matters.

Al then addressed the Planning Board's FY 2018 budget request. All members were in agreement that the Board may require outside support in developing ordinances in response to the marijuana legalization and Comprehensive Plan. Consensus was to increase the Consultant Account to \$5000. Other items included a Budgeted income of \$2000.00, Office Supplies of \$25.00, Postage of \$1000.00, Advertising of \$500.00, Training of \$200.00 and Membership Fees of \$880.00. The PB Secretary will submit this request to the Town's Treasurer.

The meeting adjourned at 8:35 pm.

Next Meeting: Monday, March 20, 2017 at 7:00 pm.

Minutes
ALFRED PLANNING BOARD
Special Meeting
Upstairs, Alfred Town Hall, Alfred, Maine
Wednesday, March 22, 2017, 7:00 pm

Members present were Chair Al Carlson, Ray Blanchette, Art Karcher and John Ibsen. Also present were CEO Jim Allaire and Secretary Darcy Hobgood.

Al opened the meeting at 7:05 pm.

Jim summarized the goals for the night's meeting as follows:

- Define the "Mix-use" District, including lot dimensions and allowable businesses.
- Review and revise the Land Use Tables, including clarification of mobile home parks in the Critical Rural District.
- Address the recreational marijuana ordinance or moratorium.
- Define marijuana care giver cultivation as a business requiring a Home Occupation Land Use Permit

Jim started the discussion by stating that if the Town decides to prohibit recreational marijuana businesses, all we need to do is add a paragraph to the Land Use Table. He stated that we do not need to enact an Ordinance to ban retail marijuana stores, retail/wholesale cultivation, manufacturing and testing facilities, and social clubs.

He also suggested that we redefine "marijuana care giver cultivation" as a business requiring a Home Occupation Land Use Permit and limiting numbers of care givers on a given property to 2 individuals to discourage collaboratives.

Jim provided Planning Board members with aerial photos of existing businesses with corresponding setbacks and lot dimensions as well as copies of Land Use Maps created by the CPC. After reviewing the information, members came up with the following recommendations:

Route 202:

- On Rte. 202/Sanford Rd. starting at the intersection of 202/4/111, on the north side of the highway; including "old modular home lot" (13-4), and increasing in depth from the back corner of that lot, the mixed use area would offer a 1000' lot depth, measured from the center line of the highway to the back boundary of the proposed lot. This Expanded Commercial/Mixed Use area would continue with a 1000' lot depth to the Sanford line. This includes the Alfred Elementary school and transfer station properties.
- On the opposite (south) side of Rte. 202 from the intersection, the suggestion was to have a 600' depth from the lights to Bennett Rd and increasing it to 1000' from Bennett Rd to the Sanford line.

It was agreed that the increase in lot dimensions would help encourage commercial business in that area, while keeping buildings set back from the road. It was also noted that land in the Resource Protection District would be excluded.

Route 4:

- Jim suggested that the 600' depth be continued around the corner from Rtes. 202/4/111, down Rte. 4 to the Well Head Protection District. Beyond the District, it would again increase to

1000' to 1500'. Discussion ensued concerning appropriate uses of the Genest sand pit property, including an industrial park type development.

- On the opposite (east) side of Rte. 4, a 1000' lot depth was suggested for the area from Layman Way to the Sanford line.

Route 111:

- It was suggested that the area along the north side of Rte. 111, including the County Court House and the "Old old jail" be zoned mixed use. From the George Roberts Company property to the Lyman town line a 600' to 700' lot depth was suggested.
- On the south side of Rte. 111, all were in agreement that the Kennebunk Rd. area remain in the Village District as it currently serves both small business and residential properties. John added that the area offers a quaint village feeling. The Mixed Use area would increase to 400' from the School St. intersection to Clark Rd, then increase from 600' to 700' from Clark Rd. to the Lyman town line.

Route 202/4

- Al suggested that since the area from the Center Village to the Waterboro town line currently supports mixed use, it could be left as is. All members present were in agreement.

Although all members were in agreement of the need to attract appropriate business to Alfred to help reduce the residential tax burden, John mentioned that by keeping taxes low, the Town becomes more attractive to young families, creating a see saw effect. Al offered the opinion that Alfred is a bedroom community and may always be that way.

Discussion concerning how to attract the desired type of business to town followed. John offered that the types of business in town influence the town's culture. Jim stated that a Design Review Committee is key in encouraging appropriate businesses. He added that the town can control the size of potential buildings by enforcing percentage of lot coverage. Al explained that each additional use of a property requires additional acreage.

John quickly reviewed the Boards suggestions and noted changes on the map.

Al stated that he had come up with a short list of business eligible in commercial zones but not village district.

Jim requested that the Board review his list of possible zoning changes for the June 17th town meeting and land use table before next meeting.

Planning Board members signed a letter in regards to the legalities of splitting lot 5-3-C-2. Jim will return the letter to the potential buyer's attorney.

The meeting adjourned at 8:45 pm.

Next meeting April 5, 2017

Minutes
Alfred Planning Board
Regular Meeting and Review for Completeness
Alfred Town Hall, Alfred, Maine
Wednesday, April 5, 2017, 7:00 pm

Chair Al Carlson opened the meeting at 7:00 pm.

Members present were Al Carlson, Ray Blanchette, Art Karcher, John Ibsen, George Dugovic, Rich Pasquini and Fred Frodyma. Also, CEO Jim Allaire, Secretary Darcy Hobgood and applicant John Stultz.

The draft minutes from the meetings of March 15 and March 22, 2017 were reviewed. Art made a motion to accept the minutes of March 15th as written. Ray seconded the motion and all members voted in favor. Ray made a motion to accept the minutes of March 22nd as amended. Art seconded the motion and all members voted in favor.

At 7:15 pm the Review of Completeness of a Land Use Permit Application submitted by John Stultz, Map 5, Lot 5-A, for a used car dealership with office space and a one-bay vehicle storage space in the Village District began. John explained his plan to supplement his income by selling used cars. He expects he would only have two to three vehicles at a time. He has not discussed the number of vehicles allowed with the CEO. Jim explained anyone can have up to four vehicles and the board can allow more. Al suggested a site walk would be appropriate. Fred asked John if he has approached his neighbors about his proposal. John stated that he has not. George suggested that by approaching neighbors prior to the meeting, they may be more receptive to the venture. John stated that he doesn't expect to need a sign, most of his advertising would be done on-line and he would park the cars in the turn-around area shown on his plot plan. He added that he doesn't plan to do any repair work but will have a one-bay garage dedicated to the business to meet state requirements.

The board decided to schedule a site walk for 6:00 pm on April 19, 2017 prior to the hearing on the matter with John's approval. After reviewing the requirements, the application was determined to be complete. George moved to accept the application as complete, Fred seconded the motion and all were in favor. A hearing was scheduled for 7:15 pm on Wednesday, April 19, 2017.

Correspondence consisted of a letter from Gene Libby, Attorney for York County Shelter Programs, requesting all public records concerning applications and permits for any facility operated by YCSP at 24 Shaker Hill Rd in Alfred. Al and Darcy have reviewed all Planning Board minutes from January 1, 2015 to the present and have given Selectmen's Secretary Joyce Wood copies of all minutes that mention YCSP. Jim explained that he felt this request was initiated because of his denial of an application to move their "Mamma Mia" dinner to Henry Hall, a facility situated on a different property, and having their catering business operate at both properties. He explained that this is an expansion of a legal non-conforming use.

Jim then reviewed the discussion of the proposed expanded commercial district from the meeting of March 22nd for those board members who were unable to attend the meeting. In response to a question from Fred, Jim shared that the board needs to define what type of businesses are appropriate in the "mixed use" areas and add that information to the Land Use Table. Rich asked how many applications the CEO has turned down because these requirements are not yet in place. Jim replied approximately six since he's been CEO.

Next Jim distributed an email from Mary Jo and John Nichols explaining their proposal to purchase a property on Kennebunk Rd, in the Village District, renovate the house and barn and rent it as an event venue from April through October, primarily for "destination weddings". Jim explained that it currently does not fit into any

category of the Land Use Table. Board members searched for an article in the Land Use Table that would apply. They were in agreement that Land Use Category 8.2 (Restaurants), reading “No substantial carry-out or delivery service, no drive-in service, service or consumption outside full enclosed structure allowed.” was written such that it could be interpreted to either allow or not allow the use. It was noted that 8.1 was nearly identical. Ray noted that the word “substantial” “muddies the waters”. All were in agreement that this and other sections of the Land Use Table need to be clarified. Jim added that if a use is not specified in the Land Use Table it is not allowed and a new column for “Mixed Use” should be added.

Next on the agenda was discussion of a proposal to prohibit recreational marijuana operations. The board was in agreement that an ordinance should be drafted to present to the town at the June 17th Town Meeting. Jim explained that all that is required to make Alfred a “dry” town will be adding a line item to the Land Use Table. Al noted that adding an “Item 31” with “N’s” in each column should suffice.

The discussion moved on to the definition of “marijuana caregiver”. The board suggested this could be “Item 31-1” in the Land Use Table. Jim explained that by defining caregiving as a home occupation, the town could limit the number of caregivers per parcel and also decide where they would be allowed in town. He added that some towns have decided that having caregivers in a central area would be beneficial in terms of police presence desired due to the fact that it is a cash business. Currently all of the known caregivers are in the Rural Residential District. Jim explained a loophole in the current five-person caregiver limit which allows for a “revolving customer”, a client that after making a purchase is replaced by another client.

The board then reviewed the list of possible zoning changes recommended by the CEO. This included:

- The recommendation to exclude mobile home parks from the Critical Rural District.
- A change to allow plastic culverts which is supported by the Road Commissioner.
- An ordinance to prohibit “tiny homes” by mandating a minimum house size of 1000 sq. ft.
- Clarification of kennels with respect to defining kennels, training facilities, animal day care, etc.
- An ordinance to require sidewalks in certain areas. A discussion of snow removal followed with Jim sharing that in some towns it is the homeowner’s responsibility to clear the area in front of their home.
- The possibility of reducing abutter notice requirements from 500’ to 200’ in the Village and Center Village Districts to reduce the applicant’s cost.
- A provision for Farmers’ Markets in the Village, Center Village and Mixed Use Districts.
- A review of Affordable Housing standards. Jim noted that the Town currently offers a 25% reduction in lot size for applicable properties.

John Ibsen suggested that Solar Farms should be encouraged. He stated that it would be a good way to bring revenue to the town with little expense, utilizing “wasted” space. He cited the City of Sanford’s plans for a large solar farm on 390 acres near the airport. George added that Water District property may be a suitable location for such a project.

In response to a question from Jim in regards to having ordinances ready to be voted on at the June Town Meeting, Al stated that he felt the board could have a marijuana ordinance completed. The board was in agreement that the Selectmen’s Secretary could post a notice this week for an informational meeting on May 9th. The board also agreed to George’s suggestion that they hold a meeting on April 12, 2017 at 7:00 pm to further address the ordinance changes.

Art made a motion to adjourn at 9:05. Rich seconded the motion and all voted in favor.

Next Meeting: April 12, 2017

**Minutes
Alfred Planning Board
Special Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, April 12, 2017, 7:00 pm**

Chairman Al Carlson opened the meeting at 7:00.

Members present were Al Carlson, Art Karcher, John Ibsen, Rich Pasquini and Fred Frodyma. Also, CEO Jim Allaire and Secretary Darcy Hobgood.

Al gave an overview of the agenda for the meeting. The first item was to review the Comprehensive Plan Strategies Involving the Planning Board #1-#10. Next was a review of the Land Use Table, followed by the assigning of special Land Use problem areas to individual board members to research. Last was a review of "on-going" Comprehensive Plan Strategies Involving the Planning Board starting with #39.

The Review of the Comprehensive Plan Implementation Strategies 1-10 revealed that many ordinances and/or policies were already in place to address the strategies. The board felt the Design Review Committee and the Conservation Commission should be consulted concerning other strategies. Following are Al's notes and planning board input concerning these strategies.

1. Re Historic buildings: The PB should encourage the Historical Committee to be proactive with Village and Center Village residents in promoting appropriate historical architecture. Jim could provide information when issuing building permits.
2. Re Contract Zoning and flexibility to the Town's ordinances: Contract Zoning is already in place. Also, some flexibility is allowed by Alfred's Subdivision regulations.
3. Re Rare or Threatened Species: The Board will request input from the Conservation Commission. Fred will look into getting the State's Beginning with Habitat maps from IF&W.
4. Re Design Guidelines for Village and Center areas: The Design Review Committee should establish recommendations.
5. Re Archeological Sites: This is covered by Subdivision regulations, but could be expanded to individual home construction. Jim added that the state needs to be notified of any archeological finds.
6. Re Expansion of the Commercial Zoning District: Covered by new Mixed Use District. Will be added to the Land Use Table.
7. Re Amending the Zoning Ordinance: see #6.
8. Re Review Site Development and Performance Standards for the Center Village: See #4. Jim shared that the Design Review Committee will put together a pamphlet for Commercial properties and perhaps could include recommendations for Residential properties.
9. Re Require major developments contribute to improving roads servicing the project: Covered by 148-34, Traffic Conditions. John asked if improvements to Town water lines would be included here. Jim felt they would.

10. Re Building new roads to appropriate standards: Covered by Town Ordinances. John asked if the Board should consider a tax on impervious surfaces such as rooftops and parking lots. Jim stated that the DEP requires retention ponds to address this concern.
11. Re Road Standards for Subdivisions: See #10.
12. Re Cluster Developments and Prime Agricultural Soils: This is addressed by §160-123-F(2).

Next on the agenda was the review of the Land Use Table. *(The Town of Alfred's current Land Use Table can be viewed at http://www.alfredme.us/vertical/sites/%7BF7D217F1-C1DB-41C4-BED2-EDDDBC2B9FD2%7D/uploads/AL1317-160a_Land_Use_Table1.pdf)*

Al suggested replacing the third column "Village Growth" with "Mixed Use". Members were in agreement.

It was suggested that a Land Use #31 be added to address recreational marijuana issues with a sub note #25. Verbiage could consist of "Marijuana facilities which include: cultivation, manufacturing, testing, retail sales and social clubs" with an "N" (not allowed) in each district.

Fred asked if the Town could limit marijuana caregivers to Commercial areas. Jim replied that that was a question for the Town Attorney and he would look into it. He added if caregivers were considered a home occupation, we would know where they are located. Although caregivers are licensed by the State, they are not currently required to notify the town. Jim suggested that he could ask Gregory Kamenide, a local caregiver, to speak to the Board about caregiver issues. Al suggested addressing Marijuana Caregivers in 7.7 and refer it back to #26. Jim volunteered to draft Note 26.

Other suggested changes in the Land Use Table included:

- 1.1.4 Change "P" to an "N" (not allowed) in Critical Rural and also an "N" in the new Mixed Use Zone.
- 1.3 "P" in Mixed Use
- 2.1 "P" in Mixed Use
- 2.2 "P" in Mixed Use
- 2.3 Eliminate
- New 2.3 Pharmacy Less than 2500 sq. ft. in Center Village
- New 2.3.1 Pharmacy Over 2500 sq. ft. in Mixed Use/Commercial
- 3 Add the word "Creating" after Research.
- 3.3 "P" in Mixed Use
- 3.4 Elimination of the words "Drive In" and "P" in Mixed Use
- 3.5 "P" in Mixed Use
- 4 Elimination of the word "Creating"
- 4.1 "N" in Center Village and "P" in Mixed Use
- 4.2 "P" in Mixed Use
- 4.3 "P" in Mixed Use
- 5.4 Elimination of the words: "not licensed to serve alcohol", "N" in Center Village and Village, "P" in Mixed Use
- 6.1, and 6.2 Elimination of the Uses and renumber the remaining items under 6

- New 6.1 Bowling alley, etc., “P” in Mixed Use
- New 6.2 Movie Theater, “P” in Mixed Use
- New 6.3 Live theater, “P” in Mixed Use and “P” in Rural Residential
- New 6.4 Eliminate current use and change to “Event Venue”, change to “N” in Center Village, “P” in Mixed Use and “P” in Rural Residential
- New 6.5 Privately owned facilities, “N” in Critical Rural
- New 6.6 Publically owned facilities, “N” in Critical Rural
- New 6.7 Recreational facilities, “N” in Rural Residential
- New 6.8 Horseback Ring. Jim shared that some towns limit the number of “head” per acre. Art added that the State does have regulations.
- New 6.9 Bicycle race track
- New 6.10 Waterslide
- New 6.11 Open Space

When asked if he thought the definition of “home occupation” should be revised, Jim said in his opinion, it should.

Due to time constraints, the Board decided to continue reviewing the Land Use Table starting with 7 “Institutional Residence, Care, Confinement Facilities” at the next meeting.

Al then assigned Special Land Use Problem Areas to board members to review and research with the goal of recommending revisions at the next meeting, as follows:

- Fred, 8. Restaurants
- Rich, 14. Services and Enterprises Related to Animals
- Jim, Home Occupations

The meeting was adjourned at 8:50.

Next Meeting: April 19, 2017

Site walk: 6:00 pm

Meeting/Hearing 7:00 pm

Minutes
ALFRED PLANNING BOARD
Site Walk 6:00 pm
Regular Meeting and Public Hearing 7:00 pm
Alfred Town Hall, Alfred, Maine
Wednesday, April 19, 2017

At 6:00 pm, the Planning Board walked the site at Map 5, Lot 5-A, property of John Stultz, 40 Brackett Hill Rd, Alfred, ME. Members present were Al Carlson, Art Karcher, Rich Pasquini, Fred Frodyma and George Dugovic. The applicant, John Stultz, showed the Board his proposed display area in his driveway turnaround; the board appraised the site's proximity to abutters. John explained he does not plan to do repairs or servicing of vehicles. He stated he needs to get permission from the town prior to getting his license from the state. The Site Walk adjourned at 6:10 pm.

Al opened the Regular Meeting and Public Hearing at 7:00 pm. Members present were Al Carlson, Ray Blanchette, Art Karcher, John Ibsen, Rich Pasquini and Fred Frodyma. Also, CEO Jim Allaire, Secretary Darcy Hobgood and guests Mark Rogers, Jennifer Rohleder, Joe Olszewski, Marlene Olszewski, Frank Lepore, Jeffrey Webber, Jennine Mater and George Tsobanakis.

The minutes for the meeting of April 5, 2017 and April 12, 2017 were reviewed. Rich motioned to approve the minutes of April 5, 2017 as written. Fred seconded the motion and all voted in favor. Rich motioned to approve the minutes of the 12th as written, Art seconded and all voted in favor.

New Business consisted of two new Land Use Permit Applications.

A Land Use Permit Application submitted by Troy and Rebecca Delano for an expansion of use in the Center Village District was reviewed. Their proposed reupholstering business will require no new or changes in structure. Jim will provide the deed and subsurface waste water design plan. The Board will schedule a Review for Completeness at their next regular meeting on May 3, 2017.

Next was a Review of a Land Use Permit Application submitted by Roger Berube to be exempt from installing curbing on the sides of Pheasant Run as recommended by Jon Lord, Road Commissioner. (§160-149.1 Revisions to Land Use Permits approved by Planning Board.) The Board will also hold a Review for Completeness of this application on May 3, 2017.

At 7:18 p.m. the Public Hearing to review a Land Use Permit Application submitted by John Stultz to operate a small used car sales business at 40 Brackett Hill Rd, Alfred, Map 5, Lot 5-A, in the Village District began.

At Al's request, John explained his plans for his business. He stated that he's planning to get his used car dealer license so he can buy cars at dealer's auctions. He would like to display a few cars at his property on Brackett Hill but do no repairs or servicing of the vehicles at the site.

His advertising would be done primarily over the internet.

Al explained that the Planning Board can place a limit on the number of vehicles for on the property at one time, as well as limiting signage and any other restrictions the board feels to be appropriate. John stated that he was fine with any limitations the board wanted to impose.

Fred asked if any lift or hydraulic equipment would be used at the site. John responded that he would only have a hand jack as he will do no repairs to the vehicles. He added there will be no gas or oil storage in excess of what an average household might have. He will do no painting or body work and have no sign.

Fred explained to the public that the Planning Board had just walked the site of the proposed business and they were satisfied with location. Art added that once the leaves are out, the display area will not be seen from the road.

Al opened the floor to questions from the public. These included:

- Mark Rogers: Assuming if he sells the property, is the permit transferable? Jim stated that it is, with the same conditions. Mark explained his concern that the business could start out small but become a "Marc Motors" over time. He is also concerned about the amount of traffic on the road which is in "terrible condition".

Al explained that when the Planning Board gets an application, they look to see what is allowed. The board then evaluates the fit (size, scope) of the business and sets standards that they deem reasonable for the area.

- Marlene Olszewski stated her fear that once the precedent is set, more businesses will want to be in the area. She added that another applicant was just turned down for a similar business on Crestview Drive and wondered how this was different. Fred explained that the property on Crestview was in the Rural Residential area where car sales are not allowed.
- Joe Olszewski had concerns about the single lane road, stating that most residents living on the road have had accidents, usually with other residents. He would not like to see people test driving cars up Brackett Hill.
- Frank Lepore had questions concerning the boundary of the Village District. Fred referred him to the zoning map and explained where the boundary currently is.
- George Tsobanakis said that in his opinion there is no way you can sell used cars and not work on them, “it goes hand in hand”. He is concerned with noise from tow trucks, compressors and other equipment as well as pollution all of which would result in a decrease in property values. John explained that he uses Kallis Garage for any repair work.
- Jeff Webber also voiced concerns about environmental hazards such as antifreeze.
- Jenifer Roneau spoke of her worry of additional traffic on the road and cars turning in the driveway where her grandchildren are apt to be playing.
- Frank Lepore suggested that prior to bringing vehicles to the property they be inspected, particularly with regard to fluid leaks. He also suggested that John should look into displaying his cars at Kallis Garage. John said he would consider that option.
- Marlene asked John if it would be a seasonal business. John responded that it would not, he would operate year-round.

Fred questioned if the Board had the option of putting a condition in the permit such that if the property is sold, the permit would expire. Jim agreed that they could do that. He also explained to the residents that anybody in town can have up to 3 unregistered, uninspected vehicles on their property. If the Board issues a use permit, the Town has more control over the business.

George D asked if the applicant is planning to remove trees between his display area and the road; John replied that he is not. He also is not planning to light the display area.

Al proceeded with a review of performance standards, many of which were not applicable, others would be met. The following conditions were suggested:

- Number of vehicles for sale will be limited to two at a time.
- No maintenance or storage of oil or gas will be conducted on the premises.
- No signage other than a street number will be used.
- Hours of operation will be between 8:00 am and 5:00 pm.
- The Land Use Permit is non-transferable with sale of the property.
- Vehicles being sold will be limited to passenger cars and trucks up to 8000 lbs.
- Vehicles being brought to the site must first be inspected particularly for possible fluid leaks.
- A Land Use Permit Application must be recorded at the registry of deeds within 90 days.

Fred made a motion to approve the application with the conditions listed above. Rich seconded the motion and all members voted in favor.

The hearing ended at 8:25 pm.

Jim shared with the residents that the Planning Board is currently reviewing the Land Use Table and encouraged them to come and provide input.

Rich and Fred provided Board members with information concerning kennels and restaurants to review for the next meeting. Al suggested a special meeting to be held on April 26th to continue work on Comprehensive Plan recommendations and Zoning Ordinance changes. All agreed.

The meeting adjourned at 8:40 pm.

Next meeting: April 26, 2017 at 7:00 pm.

Minutes
ALFRED PLANNING BOARD
Special Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, April 26, 2017, 7:00 pm

Al opened the meeting at 7:00.

Members present were Al Carlson, Ray Blanchette, Art Karcher, John Ibsen, Rich Pasquini and Fred Frodyma. Also, CEO Jim Allaire and Secretary Darcy Hobgood.

Al started the meeting by stating that the Planning Board's Public Hearing is to be held next Tuesday, May 2nd, 6:15 pm at the Conant Chapel. The board discussed their proposed amendments to be presented at that hearing and voted on at the June Town Meeting.

The board discussed concerns about the number of Caregivers per parcel, appropriate districts for caregiver businesses including proximity to the planned Detox and Rehab facility on Route 4 and potential for ground water pollution due to fertilizers and pesticides. John suggested that a performance standard could be added to any applicable permit stating "No outdoor caregiver cultivation within 500' of a resource protection area".

Jim recommended that we restrict the number of Caregiver growers to two per parcel and allow such businesses in the Commercial area along Route 4 only. Board members were in agreement of those restrictions. In order to achieve this, the Land Use Table would be revised to include a new Land Use Category, 7.7 Marijuana Caregivers. The table would show a "P" in the Commercial Zone and "N" in all others. A note #26 would have to be added to the front page of the table stating "Caregiver operations must conform to home occupations, only 2 caregivers per parcel." Both note #23 and #26 would be referenced in the table.

The Board also agreed to present a recreational marijuana ordinance at the June town meeting to prohibit it town wide. Kathy Connor suggested this could read "Marijuana facilities which include: cultivation, manufacturing, testing, retail sales and social clubs are all prohibited in the Town of Alfred." The Board agreed that this could be #31 in the Land Use Table, referencing notes #23, #25 and #26 (with #25 consisting of a definition of Recreational Marijuana). The applicable row would consist of "N's" in each zone.

Al stated that Land Use Categories 7.7 and 31 would need to be presented as separate items to be voted on. He added that the Selectmen have prepared a moratorium which will be discussed at 6:00 pm on May 2nd, prior to the Planning Board's Hearing. This would become necessary if the Planning Board's ordinance change concerning recreational marijuana does not pass. All agreed to invite Greg Kamenide to the next meeting to give a presentation concerning Marijuana Caregiving.

The Board then resumed their review of the Land Use Table beginning with renumbered category 6.7. The following recommendations were made: *

6.7: "N" in Critical Rural District

6.9: "P" in the new Mixed Use District

7.1: "N" in Village and "P" in Mixed Use

7.7: Caregiver category to be added with reference to notes 23 and 26

8: Restaurants. The board reviewed the following suggestions by Fred

8.1: "Food is consumed inside the facility or in an outside enclosed patio area directly associated with the main facility where the food is served by a wait-staff and the food is primarily consumed at that location." "P" in Mixed Use.

8.2: "Food is prepared inside a facility and is packaged as ready-to-eat and is consumed either in the building on the premises or outside of the facility. Drive-in and Drive-thru operations are allowed." "N" in Center Village and Village, "P" in Mixed Use.

8.3 and 8.4: Eliminated.

11.1: "N" in Village and "P" in Mixed Use

11.2: "N" in Village and Rural Residential, "P" in Mixed Use

11.3: "P" in Mixed Use, "N" in Rural Residential

11.4: "N" in Village, "P" in Mixed Use

12.2: "P" in Mixed Use

12.3: "P" in Mixed Use, "N" in Rural Residential

The Board noted that the language used in 12.2 and 12.3 was confusing. Ray will work on clarifying these Uses.

14, Services and Enterprises Related to Animals was discussed. After reviewing Rich's recommendations, the Board suggested the following:

14.1: Animal Daycare Facility: Animals do not stay overnight. This could include groomers. It was noted that a Groomer could fall under Animal Daycare or Home Occupation.

14.2: Boarding and/or Breeding Kennels: Additional performance standards could be added addressing outdoor exercise areas with respect to noise and supervision

14.3: Vet Clinics/Hospitals, including facilities caring for large animals.

AI noted that the Board will have to add an animal care definition. Rich will continue working on 14.1-14.3

16.1.1: "N" in Shoreland and Stream Protection Districts

16.1.2: "N" in Center Village, Shoreland and Stream Protection Districts, "A" in Village.

16.2.2: "N" in Center Village, "C" in Critical Rural

16.2.4: "N" in Village, Rural Residential and Critical Use

The Board will continue their review of the Land Use Table at the next meeting commencing with use #17.

The meeting adjourned at 8:55 pm.

Next Meeting: May 3, 2017

**Unless otherwise noted, the recommendation by the Board is to leave the Land Use Categories and Zoning as is.*

Town of Alfred
Minutes of Planning Board
July 19, 2017

Meeting was called to order by the Chairman at 7:20 PM

Attendance – All

Minutes of the June 21st meeting was reviewed and in the first paragraph the word “commercial” was inserted after “.....advise the typical planning process for the proposed” and the word “village” was added after the “...Town’s Center”. All approved the corrections and the minutes were approved.

Correspondence: A well testing report was received from the Alfred Water District. There were no significant entries, the chairman will make copies for any member who wants a copy. A bill for \$880 from the Southern Maine Planning and Development Commission was received. The board voted to approve paying the bill.

Art Karcher announced that he was not seeking another term on the planning board. Art has served more than 10 years on the planning board and felt it was time to retire. The board expressed its sadness to see Art leave and thanked him for his excellent contributions over the past years. Art will be missed as his knowledge of the town of Alfred significantly added to the professionalism of the planning board.

The meeting continued with the review of the land use tables. Rich Pasquini provided the following definition of a “grooming business”:

BOARDING KENNEL – A boarding kennel is defined as any place, tract of land, building, or abode in or on which several (three or more) privately owned dogs, or other pets (or both) are kept over a period of time (typically but not exclusively greater than one day) for their owners in return for a fee or other valuable exchange to the property owner. A person maintaining a boarding kennel must first obtain a license from the Department of Agriculture, Food and Rural Resources, Division of Animal Health and Industry and will be subject to rules adopted by that department.

BREEDING KENNEL – A breeding kennel is defined as a facility operated for the purpose of breeding, buying, or in any way exchanging for value and exchanges greater than 16 dogs or cats within a 12 month period. A person maintaining a breeding kennel must first obtain a license from the Department of Agriculture, Food and Rural Resources, Division of Animal Health and Industry and will be subject to rules adopted by that department.

ANIMAL DAY CARE – An animal day care is defined as any tract of land, building, or abode where dogs, or other pets (or both) not owned by property owner are kept over a period not exceeding one day for their owners in return for a fee or other valuable exchange.

PET GROOMING FACILITY – A pet grooming facility is any tract of land, building, or abode where dogs, or other pets (or both) not owned by facility owner are washed, clipped, or otherwise groomed for a fee or other valuable exchange. The animals in the care of the Pet Grooming Facility's owner/employee must stay indoors and will not be boarded on the property overnight.

Integrated Agriculture was discussed and after minor changes the following definition was submitted:

Integrated Agriculture: - Hybrid land use directly related to and supporting the principal agricultural activity being conducted on the site. The processing and/or sale of crops and foods either produced on site or the importing of crops and/or foods that are related to the principal crops/foods being produced on site. The sampling and tasting of produce related to agriculture. Tours of the site and events on the site related to the principal purpose of the site. The hosting of cultural and educational events related to and supporting agriculture.

The board continued to review the issues in the Comprehensive Plan's Strategies and Goals assigned to the planning board.

#39 - was reviewed and it was found that the current ordinances adequately addressed this requirement

#40 - also covered in current ordinance

#41 - It was decided that the planning board would investigate an approach to encourage developers to leave as much of the prime agricultural land as open space. It was suggested that the town could offer incentives to the developer to preserve prime agricultural soils. One such incentive could be to allow the developer to enlarge his housing space by some number of units in exchange for preserving soils and forestry lands that are considered as prime.

#42 - The board will ask the Historical Committee to come up with a list of historical buildings in the town.

#43 - It was determined that this was a task that should be addressed by the Selectmen.

#44 - The planning board currently participates in discussions related to affordable housing and will continue to do so.

The meeting was adjourned at 8:35PM

MINUTES
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, August 2, 2017, 7:00 pm

Chair Al Carlson opened the meeting at 7:00 pm.

Members present were Al Carlson, Ray Blanchette, Fred Frodyma, George Dugovic, Rich Pasquini, and Heidi Gendreau. Also CEO Jim Allaire, Selectman George Donovan, applicant James Boldebook, Dana Libby of Corner Post Land Surveying, Attorney Rick Hull of Hull Law Offices in Biddeford and Secretary Darcy Hobgood.

Al welcomed and introduced the newest member of the Planning Board, Heidi Gendreau.

The draft minutes for the meeting of July 19, 2017, recorded by Fred Frodyma, were reviewed. Rich moved to approve the minutes as corrected. Ray seconded the motion and all voted in favor.

New Business included discussion of a proposed development at Map 5 Lot 25-A, property of James Boldebook, and the possibility of contract zoning. Dana Libby of Corner Post Land Surveying gave an overview of the proposal to create a 55+ community, "On Shaker Pond", which would contain no more than 3 additional single family residences on a total of 26.74 acres. Utilizing a site plan, Dana explained to the Board where the proposed homes would be located. The plan utilizes existing roads with no planned improvements. The residents would share common beach/access area to Shaker Pond. Planning Board members (and Selectmen) also received a booklet containing the permit application, contract zoning information, maps, photographs and other relevant documents.

In response to questions from the Board, James, Dana and Rick offered the following:

- All homes will have their own water and septic systems.
- At least one occupant of each residence will have to be 55+ years old. Maine human rights laws concerning discrimination against children will need to be taken into consideration.
- James will retain his own property and hopes that the "lower lot" can be sold and then subdivided into three lots.
- The property would be considered a subdivision and be required to conform to all relevant ordinances and regulations.
- The new homes are expected to be between 1500 and 1800 square feet.
- A turnaround or other improvements necessary for fire suppression would be considered for the final plan.

Al stated that although the plan looks to be a "win-win" situation, the Planning Board needs time to review the plan. James Boldebook offered to show members his property the following afternoon.

As there were no further questions from the Board, the review was concluded at 7:35 pm.

Other new business included the initial review of a Land Use Permit Application submitted by Michael Holmes to build an approximately 900 sq. ft. home at Map 1, Lot 3-11-A in the Resource Protection District. In response to a request from Michael to expedite the application process, Fred offered to run the meeting on Aug 19th due to the fact that the Chair and Vice chair could not attend that night's meeting. A Review for Completeness for the application will be held on that night. Assuming the application is deemed complete, a hearing could be held at the meeting on September 6, 2017.

Old Business consisted of the continued review of the Comprehensive Plan's Strategies and Goals assigned to the Planning Board beginning at the top of P 7, Strategy #45.

#45, concerning energy and natural resource conservation in buildings: Jim stated that currently homes must meet National Energy Conservation guidelines. He offered to look into current State incentives for utilizing alternative energy sources such as solar and geothermal and make the information available for residents.

#46, concerning cluster development in rural areas: Al stated that regulations are currently in place. Discussion followed concerning possible protection of prime agricultural soils by offering a decrease in lot size when soils are protected.

#47, growth permits: already in place.

#48, guiding growth of the Water District: George explained that the District will only extend lines if the applicant covers the cost. New subdivisions or contract zoning projects could also be required to pay for line extensions and/or connections.

#49, concerning Mixed Use in the Center Village: Current Center Village Uses and the new Mix Use District currently supports this policy.

#50, regulate impact of development and preservation of natural features, vistas, etc.: Can be regulated by Code and Performance Standards as well as encouraged by the Design Review Committee.

#51, review of ordinances: the Planning Board will consider decreasing the number of abutters in the Center Village District that are required to be notified in regards to hearings.

#52 & #53: Currently in place.

The Board was in agreement to continue their review of the Comprehensive Plan's Strategies and Goals assigned to the Planning Board at a future meeting.

The meeting adjourned at 8:20 pm.

Next Regular Meeting and Review for Completeness: Aug 16, 2017 at 7:00 pm.

MINUTES
ALFRED PLANNING BOARD
Review for Completeness
Alfred Town Hall, Alfred, Maine
Wednesday, August 23, 2017, 7:00 pm

Vice chair Rich Pasquini opened the meeting at 7:00 pm.

Members present were Rich Pasquini, Fred Frodyma, John Ibsen and Heidi Gendreau. Also CEO Jim Allaire and Secretary Darcy Hobgood.

The Review for Completeness for a Land Use Permit Application submitted by Michael Holmes for building a residential home at 96 Old Falls Pond Rd, Map 1 Lot 3-11-A, in the Resource Protection District began with Michael giving a brief summary of his plans.

Michael explained his plans to build an approximately 900 square foot chalet-style home on a raised cement foundation approximately 350 feet from the water. He added that the septic system will be located between the house and road and would most likely be a “pump up” system with a small field, minimizing impact to the environment. He hopes to use the home year round.

In response to questions from the Board, Michael stated that he plans to drill a well on the right lower corner of the house as viewed from the road, approximately 50’ from the house. Jim added that the well needs to be at least 100 feet from any abutters’ septic systems. When asked about the size of the house, Jim stated that the Board can approve a home up to 1500 square feet.

Rich reviewed the information required from the applicant, finding it complete. With no other questions, Fred made a motion to accept the application as complete. Heidi seconded the motion and all voted in favor. A hearing will be scheduled for September 6, 2017.

Jim distributed a time-line for the Contract Zoning Application from James Boldebook, “On Shaker Pond”. He requested that members review the Contract Zoning regulations and think about possible conditions.

Darcy shared Ray Blanchette’s resignation from the Board due to medical issues. He states he “shall continue to be interested in the issues discussed by the Planning Board and will miss being a part of the planning for the future of Alfred.”

Adjourned at 7:25 pm.

Next meeting: August 29, 2017, Joint Planning Board and Select Board Hearing, 6:00 pm, Conant Chapel.

Next regular meeting and public hearing: September 6, 2017, 7:00 pm, Town Hall.

Minutes
ALFRED PLANNING BOARD/SELECTMEN
JOINT PUBLIC HEARING
Conant Chapel, Alfred, Maine
Tuesday, August 29, 2017 6:00 pm

Selectman Tony Palminteri opened the meeting at 6:00 pm explaining the purpose of the meeting and the process of contract zoning.

Planning Board members present were Vice Chair Rich Pasquini, Fred Frodyma, John Ibsen, George Dugovic and Heidi Gendreau. Also CEO Jim Allaire and Secretary Darcy Hobgood. Also present were Selectmen Tony Palminteri, Glenn Dochterman and George Donovan, Selectmen's Secretary Joyce Wood, Applicant James Boldebook, Attorney Rick Hull of Hull Law Offices, Dana Libby of Corner Post Land Surveying, members of the public: John Cook, Diane Gerry, Bob Dawber, Sharleen Fields, Donald Fields, Jon DeFrance, Margaret Brochu and numerous others.

Dana Libby of Corner Post Land Surveying gave a brief presentation of Mr. Boldebook's planned development "On Shaker Pond". He stated that there are currently 3 residential homes on the property and he is planning 3 additional single family residences on lots ranging in size from approximately 36,000 square feet to 17 acres. The existing road structure will be utilized and each residence will have its own private water and septic system. All lots in the subdivision will share a common beach/access area to Shaker Pond. A dry hydrant will be added and made available to the Town for fire suppression. Dana estimated that the development would benefit the Town by adding approximately a million dollars to its tax base with little impact.

Discussion between the Planning Board, Selectmen and the applicant followed. Tony explained to the public that both boards have previously met with the applicant and many details have already been worked out. In response to questions from the Boards, Dana and James provided the following information:

- All three lots have had a soil evaluation with information included in the Contract Zoning Application.
- The lots will be sold with stipulations concerning building design guidelines. James does not plan to build the homes himself but is willing to help if requested.
- A home owners' association will be part of the final subdivision plan and will be reviewed by the Planning Board.

Selectman Tony Palminteri read the four letters returned by abutters concerning the project. One voiced a concern about potential increased boat, PWC and snowmobile traffic on the pond. The other three had no objections to the plan.

Next the floor was opened to questions and comments from the public. In response, the applicant stated the following:

- There will be no change to the waterfront area. No cut-throughs will be created and no sand brought in.

- The gravel road to the beach will not be paved and it will not be plowed in the winter.
- All properties will have a right of way on the gravel road.
- If the 17 acre plot were to be further divided, it would also have to go through the Contract Zoning process.

When asked why the area is being considered for Contract Zoning, Tony explained that although the planned subdivision did not meet the standard zoning code due to lot size, it was:

- Consistent with the Town's Comprehensive Plan
- Consistent with existing and permitted uses within the district
- In the interest of the public
- Beneficial to the Town.

Tony also explained the next several steps which would be taken if the Boards vote to continue with the application.

- An Informational Public Hearing would be held on Tuesday, September 19th, 6:00 pm at the Conant Chapel to review the warrant article(s).
- A Town Meeting would take place on Wednesday, September 27th, 7:00 pm at the Conant Chapel.
- The final Subdivision Plan will need to meet Planning Board approval.

In response to a question from the public, each Board member offered his or her opinion on the plan. All were in agreement that it was a "win-win" situation, providing benefits to the town with minimal impact. It also allows the Town to set restrictions as part of the contract.

George Donovan then made a motion to move forward with the application. Glenn seconded the motion and the Select Board all voted in favor.

Heidi made a motion to the Planning Board that they also move forward with the application which was seconded by Fred. All voted in favor.

The Public Hearing was then closed.

George then made a motion to authorize the placement of the proposed Contract Zone. Glenn seconded the motion and the vote unanimously approved it. Next George motioned to hold the Informational Hearing on September 19th and the Town Meeting on September 27th. Glenn seconded the motion and all voted in favor.

The meeting adjourned at 6:45 pm.

Next regular Planning Board meeting and public hearing: September 6, 2017, 7:00 pm, Town Hall.

Minutes
ALFRED PLANNING BOARD
Regular Meeting and Public Hearing
Alfred Town Hall, Alfred, Maine
Wednesday, September 6, 2017, 7:00 pm

Members present were Chair Al Carlson, Vice Chair Rich Pasquini, Fred Frodyma and Heidi Gendreau. Also present were CEO Jim Allaire, applicant Michael Holmes, Selectman Tony Palminteri, abutter Gary Underwood and Secretary Darcy Hobgood.

Al Carlson opened the meeting at 7:00 pm.

The applicant Michael Holmes submitted payment for mailing and notice fees.

The draft minutes from the meetings of August 2, August 23 and August 29, 2017 were reviewed. Heidi motioned to accept the minutes of August 2nd as presented. Fred seconded the motion and all voted in favor. Rich motioned to accept the minutes of August 23rd as written and Heidi seconded the motion. All voted in favor. Fred made a motion to accept the minutes of August 29th as presented. Rich seconded the motion and all voted in favor.

Selectmen Tony Palminteri spoke to the Board concerning the adoption of private roads and the possibility of requiring sidewalks in new subdivisions. He stated that in his opinion the Town should not adopt any private roads at this time. He also made the recommendation that any new subdivisions be required to install concrete sidewalks with a grass strip between it and the road. He stated that this met the approval of Road Commissioner Jon Lord. It would be the responsibility of the home owner to maintain, clean and shovel the sidewalk in front of his or her property. Tony added that curbs may not be necessary.

Jim stated that he has had many comments concerning the lack of sidewalks in the Colins Meadow subdivision even though there is a widened road designed to act as an area to walk and/or ride bikes. Tony stated that this does not keep people safe from traffic.

Tony also voiced a concern about the size of the Colins Meadow cul-de-sac, stating that the road crew is unable to make the turn with the wing down on the plow. The road commissioner also would have preferred that the hydrant and transformers had been located further down the road.

Al said that there would need to be something in a contract stating that sidewalk maintenance is the homeowner's responsibility. Jim added that in the Cluster Subdivision Ordinance, it is specified that open land is maintained by the homeowner's association and possibly sidewalks could be incorporated into that.

At 7:15, the Public Hearing began for a Land Use Permit Application submitted by Michael Holmes required for building a residential home at 96 Old Falls Pond Rd, Map 1 Lot 3-11-A, in the Resource Protection District. Jim described the proposal to the board explaining that Michael Holmes plans to build an approximately 900 square foot home on a narrow waterfront lot on the Mousam River. Because the property is in the Resource Protection District, it needs Planning Board approval.

Al directed the Board to look at § 160-96 Land uses and activities in any Shoreland Zone and §160-96.1 Special exceptions for new single-family residential structures in the Resource Protection District. After reviewing all conditions for approval of a permit, the Board concluded that they had been met.

Abutter Gary Underwood had no objection to the application and added “The more the merrier!” Two letters returned by abutters were also in favor of the proposal.

As all standards and criteria were found to comply with the ordinances, Rich made a motion to approve the application. Fred seconded the motion and all voted in favor. A Statement of Findings of Fact and Land Use Permit will be sent to the applicant.

Old business included discussion of the resignation of Raymond Blanchette from the Planning Board due to health issues. Al asked the Board for suggestions for a new member of the Board. Heidi asked about the procedure for finding a new member. Al replied that the Planning Board can make suggestions to the Selectmen who will interview applicants and appoint a new member.

The Board then reviewed the progress of the Contract Zoning Application, “On Shaker Pond”, submitted by James Boldebook. Board members were pleased about the outcome of the Joint Public Hearing held on August 29, 2017. They reviewed the warrant for the Special Town Meeting to be held on September 27, 2017. Rich suggested the Board look into the legalities of restricting the residents to adults only. Heidi reminded the Board that Attorney Rick Hull stated that they could not specify “no children”. Although the planned development will add approximately \$1,000,000 to the Town’s tax base, if additional children were added to the public school system at a cost of \$8000-\$9000 per child, it could negate any additional tax revenue.

Fred stated that he would like to see more detail, particularly in section 2, “Failure to Complete Development”. Al reminded the Board that assuming the Town approves the amendment to allow Contract Zoning for the property, the subdivision still needs to go before the Planning Board for approval and specific requirements could be addressed at that time.

Jim suggested the Board wrap up the Comprehensive Plan’s Goals, Policies and Strategies review at next meeting specifically the issue of restricting the number of animals per acre of land, as well as a possible minimum square footage for residences to prevent “tiny homes” in Town. The possibility of having different size requirements for signage in various zones also should be discussed, perhaps allowing larger signs in the Mixed Use and Commercial Zones. Al suggested the Design Review Committee and possibly an architectural firm could help develop guidelines.

The meeting adjourned at 8:30.

Next Meeting: 9/20/17

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, September 20, 2017, 7:00 pm

Al Carlson called the meeting to order at 7:00 pm.

Members present were Chair Al Carlson, Vice Chair Rich Pasquini, Fred Frodyma, George Dugovic, John Ibsen and Stephen Gile. Also present were CEO Jim Allaire and Secretary Darcy Hobgood.

The minutes from the meeting of September 6, 2017 were reviewed. Fred made a motion to accept as corrected. Rich seconded the motion and all voted in favor.

A contact list was circulated in order to make updates and corrections.

Correspondence consisted of an email from Maine Municipal concerning new marijuana legislation, LR 2395, "An Act to Amend the Marijuana Legalization Act". The board reviewed the information and concluded no action from the Board was required at this time.

The Board then continued their review of the Code beginning with number of animals per acre. Jim provided information from the state to use as a guideline. After discussing several possibilities, it was suggested that Center Village residents require Planning Board approval to house large animals with all other residents requiring approval from the CEO. §160-14 Animal Husbandry will be changed to read "The growing and/or raising of livestock and/or poultry." The phrase "for commercial purposes" will be deleted. The Land Use Table will be updated to reflect these changes with 16.1.1 and 16.1.2 reading "PB" under Center Village.

The possibility of requiring a minimum square footage per residential home was then discussed. Jim stated that "tiny homes" are generally considered to be 500 sq. ft. or less. The Code currently states no minimum house size. He also shared that "tiny homes" do not have to meet building codes regulating egress, stairs and minimum room size.

Al suggested that this might be a concern primarily in the Center Village. John voiced the opinion that they may be acceptable in other areas of Town. It was decided that since tiny homes were not included in the Comprehensive Plan, the Planning Board would take no action or stand on the matter at this time.

Signage was next on the agenda. The Comprehensive Plan includes Strategy 2.21: "Signs are appropriate in scale and design". The Board agreed that variables including the particular district, design and size of the sign should be taken into consideration. It was suggested that businesses should consult with the Design Review Committee and recommendations then be brought before the Planning Board for a final decision on signage. Jim added that current signage standards would still be in place but this would give the Board the opportunity of override those standards.

The definition of “abutter” as it applies to notifications of hearings was discussed. Currently the definition reads in part, “any property owner within 500 feet of the property involved in the application or appeal” and is consistent in all zones. ZBA requires that “property owners of record whose properties lie within 200 feet of the property in the Village or Center Village District and 500 feet of the property in other districts” be notified. The Board agreed to change §160-149.I (2) to read: “All other persons owning land within 200 feet of the lot on which the land use or activity is proposed in the Village and Center Village Districts and 500 feet in all other Districts.” Rich pointed out that the definition of Abutter in §160-14, Definitions, would also require changing.

The Board next continued their review of the Comprehensive Plan’s Strategies and Goals assigned to the Planning Board beginning with p8, #54.

#54. Concerning protecting critical natural resources is currently being done.

#55. AI suggested developing a list of town offices and committees to be notified concerning new developments.

#56. Impact analyses is currently part of the Planning Board’s Performance Standards.

#57. The Board felt that this was currently being handled by the Selectmen.

#58. The Town’s ordinances regarding allowed uses in wetlands is in place and enforced.

#59. Posting of Boards and Committees’ agenda’s and minutes on the Town’s website is currently being done.

#60. Regarding State statutes governing septic systems is the responsibility of the CEO.

#61. Re: a traffic study of Pool’s Crossing and Old N. Berwick Rd, Jim stated that several options had been discussed. A light would need DEP approval and would be paid for by the Town. Roads could be reconfigured to create an intersection with better visibility. Stephen suggested that a possible condition of new development in the area could be improvement of the intersection.

#62. Inspection of new roads by a professional engineer is already required.

#63. Also already in place. Jim informed the Board that the performance guarantee is returned when 80% of residences are occupied.

#64. Concerning traffic and new driveways is currently in place and will apply in the new Mixed Use District. In response to AI’s question regarding safety concerns in the Center Village, Jim stated that the DOT discourages crosswalks.

#65. Maintenance and monitoring of the Well head Protection Zone is currently being done.

New business included discussing the possibility of having Southern Maine Planning and Development Commission (SMPDC) provide training for both the ZBA and Planning Board. Board members were asked to contact the Secretary with specific areas they would like covered by the training. The Secretary will contact area towns to see if they have interest in participating in a workshop.

Board members requested that they each receive a copy of the new 2017 Planning & Land Use Laws book. Treasurer Fred Holt will be consulted to see if there is money in the budget for six additional books.

The meeting was adjourned at 8:30 pm.

Next Meeting: Oct 4, 2017

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, October 4, 2017, 7:00 pm

Chair Al Carlson called the meeting to order at 7:00 pm.

Members present were Chair Al Carlson, Vice Chair Rich Pasquini, George Dugovic, John Ibsen, Heidi Gendreau and Stephen Gile. Also present were CEO Jim Allaire and Secretary Darcy Hobgood.

The draft minutes from the meeting of September 20, 2017 were discussed. Rich moved to accept the minutes as amended. George seconded the motion and all voted in favor.

Correspondence included a memo from the Selectmen to all department heads and committee chairs concerning the need to improve communications. The Select Board currently receives and will continue to receive copies of Planning Board agendas and minutes. The Selectmen have scheduled a meeting with the Planning Board for May 8, 2018 at 5:30 pm. Al added that the Selectmen are welcome to attend any Planning Board meetings.

Al requested that a survey from the Nature Conservancy concerning municipal energy be completed by George Dugovic. George will share his responses with the Board at a future meeting.

An invitation from Habitat for Humanity for a luncheon and Affordable Housing Panel Discussion at Duffy's in Kennebunk on Oct. 24, 2017 was reviewed. Board members are not planning to attend.

Under old business was an update on the Contract Zoning agreement, "On Shaker Pond". The Board discussed an email from Town Attorney Leah Rachin concerning the lack of attachment "Exhibit A" to the proposed contract zone agreement. She feels that because the warrant article specifically states that all of the documents regarding the warrant article were available for inspection at the Town Office, it is not a problem.

Al reminded the Board that the project will now need to present subdivision plans and suggested members review §148.

Necessary updates to the zoning map and ordinances were discussed. The Board agreed it would be more cost-effective to compile all upcoming changes and have them made at the same time. Jim explained the process would consist of the Planning Board's creation of a draft of proposed changes then meeting with the Select Board and Comprehensive Plan Committee to review those changes.

The Board then continued with the review and updating of the Land Use Table.

- 2.3.1 Pharmacy over 2500 square feet was completed to reflect it could be permitted with Planning Board approval in the Village, Mixed Use and Commercial Zones only.
- 14.3 Veterinary Clinics/Hospitals was updated to be permitted with Planning Board approval in the Center Village, Village, Mixed Use, Commercial, Rural Residential and the Critical Rural Districts only.
- 17.3 Military reserve, National Guard centers: Permitted with Planning Board approval in Mixed Use and Commercial Districts only.

Jim reminded the Board that the following definitions need to be updated:

- Event venue
- Animal Daycare facility
- Boarding and Breeding facilities

Drafts of the definitions were distributed to members for their review. Discussion of the definitions will continue at the next meeting.

The meeting was adjourned at 8:15 pm.

Next Meeting: October 18, 2017

Minutes of Planning Board Meeting
October 18, 2017

The meeting was called to order by the chairman at 7:02 PM. Members present were: Alfred Carlson, Fred Frodyma, John Ibsen, Stephen Gile and George Dugovic. Also, CEO Jim Allaire

The minutes of the October 4th meeting were reviewed and approved.

Under new business, James Boldebook and Dana Libby came to review the steps needed to finalize the application for the subdivision of land application under the new “contract zoning” land use category. The chairman explained that the next step in the process is to follow the normal subdivision procedures in the town ordinance. A sketch plan meeting has been scheduled for November 1st. The public will be invited to participate with the Planning Board in a site walk scheduled for 5 PM on November 1st. The Subdivision Preliminary Application is scheduled for the November 15th meeting. Jim Allaire provided the applicant with the fee schedule.

The board continued the process of revising and updating the land use tables and associated definitions. John Ibsen presented the following definition of an Event Venue: “Event Venue: A room or building leased or rented for the purpose of hosting a party, banquet, wedding, or other reception or social event”.

The definition for Integrated Agriculture was approved which reads as follows: “Integrated agriculture – Hybrid land use directly related to and supporting the principal farming activity being conducted on the site. The processing of crops and foods either produced on the site or the importing of crops and/or foods that are related to the principal crops/foods being produced on the site. The sampling and tasting of produce related to farming, tours of the site, and events on the site related to the principal purpose of the site. The hosting of cultural and educational activities related to and supporting farming.”

The definitions for Boarding Kennel, Breeding Kennel, Animal Day Care, and Pet Grooming Facility was reviewed with the following changes.

BOARDING KENNEL – ~~A boarding kennel is defined as~~ Any place, tract of land, building, or abode in or on which several (three or more) privately owned dogs, or other pets (or both) are kept over a period of time (typically but not exclusively greater than one day) for their owners in return for a fee or other valuable exchange appropriate compensation to the property owner. A person maintaining a boarding kennel must obtain a license from the Department of Agriculture, Food and Rural Resources, Division of Animal Health and Industry and will be subject to rules adopted by that department.

BREEDING KENNEL – ~~A breeding kennel is defined as~~ A facility operated for the purpose of breeding, buying, or in any way exchanging for value, in excess of 16 dogs or cats within a 12 month period. A person maintaining a breeding kennel must obtain a license from the

Department of Agriculture, Food and Rural Resources, Division of Animal Health and Industry and will be subject to rules adopted by that department.

ANIMAL DAY CARE – ~~An animal day care is defined as~~ Any tract of land, building, or abode where dogs, or other pets (or both) not owned by property owner are kept over a period not exceeding one day for their owners in return for ~~a fee~~ compensation.

PET GROOMING FACILITY – ~~A pet grooming facility is~~ Any tract of land, building, or abode where dogs, or other pets (or both) not owned by facility owner are washed, clipped, or otherwise groomed for ~~a fee~~ compensation. The animals in the care of the Pet Grooming Facility's owner/employee must stay indoors (*with the exception of brief exercise periods and/or for bodily relief*) and will not be boarded on the property overnight.

Jim Allaire presented the following text to amend Article XVII, Performance Standards, General Requirements, 160-104: "Amendment to the Code of Alfred to allow the Planning Board to approve Land Use Permits allowing expanded business signage in the commercial and new mixed use district after nonbinding review by the Design Review Committee."

Within the land use tables add section 16.1.4 Integrated Agriculture. N in CVIL, P in VIL, Mix, COM, RRES, and N in all other zones.

In land use table 4.2, change VIL from P to N

Add a section 4.2.1 With 2,500 square feet or more of gross floor area in an existing structure of record as of January 1, 2018. P in VIL, MIX, and COM and N in all other zones.

Change section 2.2 to show N in VIL

Add section 2.2.1 With 2,500 square feet or more of gross floor area in an existing structure of record as of January 1, 2018. P in VIL, MIX, and COM and N in all other zones.

Section 2.3.1 Pharmacy over 2500 square feet of gross floor area. P in MIX and COM, all other zones are N

George Dugovic explained that the town elected not to follow up on the questionnaire from TNC regarding Energy Conservation.

The meeting was adjourned at 8:30 PM

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, November 1, 2017, 7:00 pm

Chair Al Carlson called the meeting to order at 7:00 pm.

Members present were Chair Al Carlson, Vice Chair Rich Pasquini, Fred Frodyma, John Ibsen, Heidi Gendreau and Stephen Gile. Also present were applicant James Boldebook, Dana Libby of Corner Post Land Surveying, CEO Jim Allaire and Secretary Darcy Hobgood.

The minutes from the meeting of October 18, 2017 were reviewed. Fred moved to accept the minutes as amended. Heidi seconded the motion and all voted in favor.

The Sketch Plan meeting with James Boldebook to review his "On Shaker Pond" subdivision plans for Map 5 Lot 25-A, in the Critical Rural Residential District began at 7:05. Al reviewed the procedure (§148-17) for the Preliminary Plan for Subdivision. He noted that the on-site inspection had been completed then asked for comments and/or questions from the Board. Heidi asked for a summarization of the site walk as she was unable to attend. This was provided by Board members. Al asked about maintenance of common space to which James responded that there will be a homeowners association to provide for any maintenance required. Dana added that the only common space is the beach area; all buildings are to be privately owned. Each lot owner will be given easements to utilize existing roads and pathways. No additional roads will be built.

James Boldebook also submitted to the Board a Land Use Permit Application for a Dry Hydrant on his proposed subdivision. He requested that it be reviewed so he can submit the Permit by Rule Notification Form to the Department of Environmental Protection (DEP). After reviewing the application, the CEO and Planning Board agreed the application was complete and in accord with Town Code. Fred made the motion to approve the Permit by Rule Application for a dry hydrant as submitted. Rich seconded the motion and all voted in favor.

Dana Libby pointed out that several waivers have been requested concerning a stormwater management plan, phosphorus impact analysis and maintenance plan. He stated that with the Board's approval, these would be included in the final plan.

After reviewing the requirements for final approval, the Chair stated that the Board will review the Preliminary Plan at their next meeting on November 15, 2017. Abutters will be notified of the application for subdivision by mail. Although a Public Hearing is not compulsory according to code, the Board feels it prudent to hold a hearing on the final plan once the application is determined to be complete in order to give the public a chance to comment on the project.

Abutters will be notified by certified mail of a Public Hearing. It will also be posted at the Town Hall, on the Town's website and in 2 local publications.

Al instructed Board members to review the submitted waivers and the Town's subdivision requirements for the next meeting. Jim will contact James Boldebook concerning the timeline for a Public Hearing.

Under correspondence, the letter from Kerry Smart, Superintendent of the Alfred Water District concerning water at Keywood Manor was discussed. Kerry's letter was an effort to answer rumors and questions regarding the potential of the Alfred Water District to supply water to Keywood Manor. Kerry stated that nothing has been finalized and the topic will be discussed at upcoming meetings. The Water District's Trustee Meetings are held on the 2nd and 4th Wednesday of the month and are open to the public. Jim informed the Board that Maine Rural Water Association encourages districts to interconnect.

The Quarterly Groundwater Nitrate Testing Results provided by the Alfred Water District were reviewed. All well test results were below the MCL upper limit of 10 mg/l. As results on all wells have consistently been well below the limit, Al suggested that a quarterly report may no longer be required by the Board and perhaps an annual or semi-annual report would suffice. This will be discussed with District Superintendent Kerry Smart.

The updated Land Use Table and related definitions were considered. The Board concurred that changes should be reviewed by the Select Board and the Comprehensive Plan Committee before being submitted to SMPDC.

John brought up the need to review and institute guidelines concerning the size and setbacks of new development in the Mixed Use and Commercial areas. The Board had previously suggested that building sizes be scaled down as they come closer to the Residential Districts. All were in agreement that this should be discussed at a future meeting.

Under new business, Jim informed the Board that they may be asked to hear a proposal to replace a home on Pond Road and could be called on to determine where the new structure be built.

Heidi informed the Board that her home telephone number is no longer in use and should be deleted from the contact list.

The meeting was adjourned at 8:30 pm.

Next Meeting: November 15, 2017, 7:00 pm. Preliminary Plan Approval for "On Shaker Pond".

Minutes
ALFRED PLANNING BOARD
Regular Meeting
Alfred Town Hall, Alfred, Maine
Wednesday, November 15, 2017, 7:00 pm

Chair Al Carlson called the meeting to order at 7:00 pm.

Members present were Chair Al Carlson, Vice Chair Rich Pasquini, Fred Frodyma, John Ibsen, Heidi Gendreau, George Dugovic and Stephen Gile. Also present were Dana Libby of Corner Post Land Surveying representing James Boldebook, CEO Jim Allaire and Secretary Darcy Hobgood.

The minutes from the site walk of November 1st were discussed. Rich made a motion to accept them as written. Heidi seconded the motion and all voted in favor. Next the minutes from the meeting of November 1, 2017 were reviewed. Fred made a motion to accept as amended. Rich seconded the motion and all voted in favor.

The Board then began the review of the Preliminary Subdivision Plan for James Boldebook's "On Shaker Pond", Map 5, Lot 25-A in the Critical Rural Residential District. Mandatory submissions, §148-18, were reviewed item by item. All submissions were found to have either been received or to be not applicable to the plan.

Next the Board reviewed the required submissions for which a waiver may be granted, §148-19. Findings were as follows:

- A. A high-intensity soil survey by a registered soil scientist: Due to the low density of the project with no roads being added, George motioned to waive the requirement. Fred seconded the motion and all voted in favor.
- B. No waiver requested.
- C. Hydrogeologic assessment: Dana explained that the 3 criteria necessary to waive the requirement were met. Fred made a motion to approve the waiver which was seconded by George. All voted in favor.
- D. Estimate of vehicular traffic: Based on the size of the subdivision and estimated 30 trips per day on average, Rich made a motion to approve the waiver. George seconded the motion and all voted in favor.
- E. Offsite traffic improvements: Not applicable.
- F. Traffic impact analysis: Not applicable
- G. Community impact analysis: Since the subdivision is expected to only positively impact the community, Fred motioned to approve the waiver. Rich seconded the motion and all voted in favor.

In response to Al's request for questions or comments, Rich remarked that he thought the application was extremely well documented.

Dana distributed an updated plan to the Board. Changes included:

- A slight reduction in lot size for Lot 3 and slight increase in size for Lot 4A. An increase of approximately 2 acres for Lot 1 and a decrease of approximately 3 acres for Lot 4. Lots 2 and Lot 4B will remain the same.
- Lot lines will be adjusted such that the barn will be included in Lot 1.

- The shared beach area will be increased.
- The Pavilion and surrounding area will be shared by the Association.
- Erosion control details were added to the plan
- A new gate is shown on Winding Lane.

In response to a question from the Board, Dana stated he will inquire as to how mail will be handled for the new lots.

Dana expressed concerns about §148-56 Monuments which requires stone or precast concrete monuments at all corners and angle points of the subdivision boundaries. He offered his opinion that metal rods would remain in place longer and be easier to locate. After discussion by the Board, Rich made the motion to allow concrete monuments on Federal Street and metal pins on all other locations as required. Heidi seconded the motion and all members voted in favor.

George then made a motion to accept the Preliminary Plan for the “On Shaker Pond” Subdivision as complete. Rich seconded the motion and all Board members voted in favor. The Public Hearing for the subdivision will be held on December 6, 2017. Dana stated that he will have the Association covenants ready for the hearing and included as part of the final plan.

Under old business, Jim shared that Keywood Manor has decided to drill their own well due to the expense of extending water lines from Kennebunk.

As there was no new business, the meeting was adjourned at 8:05 pm.

Next Meeting: December 6, 2017

Minutes
ALFRED PLANNING BOARD
Regular Meeting and Public Hearing
Alfred Town Hall, Alfred, Maine
Wednesday, December 6, 2017, 7:00 pm

Chair Al Carlson called the meeting to order at 7:00 pm.

Members present were Chair Al Carlson, Vice Chair Rich Pasquini, Fred Frodyma, John Ibsen, Heidi Gendreau, George Dugovic and Stephen Gile. Also present were applicant James Boldebook, Dana Libby of Corner Post Land Surveying, CEO Jim Allaire, Kenneth Hall Sr., James McCadden, and Secretary Darcy Hobgood.

The Public Hearing for James Boldebook's "On Shaker Pond" subdivision at Map 5 Lot 25-A, in the Critical Rural Residential District began with Chair Al Carlson explaining the order of the hearing. Following introductions by Board members, Al asked Dana Libby to summarize the subdivision plans. Dana explained James Boldebook's plan for "On Shaker Pond", a subdivision with a total of six single family residences, where at least one occupant of each home is 55 years of age or older. Three new residences are planned and will be served by underground utilities, each with its own well and septic system. There will be a shared beach area. Jim Boldebook has volunteered to have a dry hydrant installed which will be made available to the Town's fire and rescue vehicles. As the applicant had previously met with the Board several times, members had no new questions. The guests also had no questions for the applicant.

Al reviewed the ordinances beginning with Article VIII, Final Plan for Subdivision. The Board concluded that all required procedures (§148-20) had been followed, all fees had been paid and all approvals received. §148-21, Mandatory Submissions were furnished to the Board and found to be complete. §148-22, Required submissions for which a waiver may be granted had been reviewed and waivers granted at the November 15th meeting.

Al moved on to review Article XI, Performance Standards. He reviewed each standard and the following determinations were made:

§148-30. Pollution: Not applicable

§148-31. Sufficient water: all lots have been soil tested. New well locations have not yet been determined.

§148-32. Impact on existing water supplies: N/A

§148-33. Soil erosion: little impact, meets requirements

§148-34. Traffic conditions: All roads are private. The entrance to Winding Lane will be upgraded, if needed, to accommodate emergency vehicles.

§148-35. Sewage disposal: Test pit results were submitted to the CEO and Planning Board. All were acceptable.

§148-36. Impact on municipality's ability to dispose of solid waste. Three additional single-family residences should have very little impact.

§148-37. Impact on natural beauty: N/A

§148-38. Conformance with Zoning Ordinance and other land use ordinances: The subdivision meets all requirements through contract zoning ordinance.

§148-39. Financial and technical capacity: Minimal improvements are proposed.

§148-41. Impact on groundwater: Waived.

§148-42. Floodplain management: No changes or improvements will be made in the flood zone.

§148-43. Identification of freshwater wetlands: Met and recorded on the plan.

§148-44. Stormwater management and phosphorous controls: Design techniques and management practices have either been met or are not applicable.

§148-45. Reservation or dedication ...open space: N/A.

§148-46. Phasing for large projects: N/A.

The Declaration of Covenants, Conditions and Maintenance Obligations was then discussed. CEO Jim Allaire explained that the Town does not enforce these covenants, rather they are recorded with each deed and enforced by the association. In response to a question from Heidi, Jim Boldebook stated that the covenants will likely be modified and the town will receive a copy of any changes. Concerning Article 3, specifying that at least one full-time resident of each site be at least fifty-five years of age, Dana explained that by law they cannot prohibit children from the subdivision. Several abutters returned forms sent by the Board via certified mail. All were in favor of the subdivision. As there were no other questions or concerns, Fred made a motion to approve the plan as submitted with no conditions. Rich seconded the motion and all voted in favor. Dana did not have the Mylar for the Board to sign and stated that he would drop it off with the CEO for signatures.

The minutes from the meeting of November 15, 2017 were reviewed. Heidi motioned to accept the minutes as written. George seconded the motion and all voted in favor.

Under new business, Jim A explained that Jim McCadden was at the meeting to inform the Board of his proposed business. He is thinking of using the lower level (approximately 1000 square feet) of the "old jail" on Court St for the repair, service and sales of vintage campers and requested the Board's opinion on the likelihood of receiving Planning Board approval. He further explained that most of the work would be done inside but some material, campers waiting for repair and perhaps refurbished campers would be outside. The campers would be under 3000 pounds, 18' or less, AKA "canned hams". He added that it would not be in the best interest of the business for the site to "look like a junk yard".

Jim told the Board that Mr. McCadden is aware the Town is considering the purchase of the building to be used as a new town hall but even if the town goes through with the purchase, the lower level could still be leased out.

The Board discussed the appropriate Land Use Category for the proposal. Jim suggested it fit under 4.1 Manufacturing, processing...with less than 2500 square feet of gross floor area. George pointed out that this category does not include sales. That would change provided the new Mixed Use District is approved by a town meeting vote. Al suggested category 2.1 Sales or rental...with less than 2,500 square feet of gross floor area could also apply.

Al summarized by saying that the Board cannot deny the application but they could put in restrictions.

Mr. McCadden stated that he would like to move forward with the application ASAP. The Board decided to hold a meeting on December 20, 2017 for a Review for Completeness for the application. Jim will work with Mr. McCadden to determine what he will need to present the Board at that time.

Under old business was discussion of the informational hearing of November 29, 2017 concerning the possible purchase of the "Old Jail" to be used as a new town hall.

The meeting was adjourned at 8:30 pm.

Next meeting December 20, 2017.