

Town of Lincolnville
Planning Board Meeting Minutes
January 25, 2023
7:00 PM

1. Call to order: The meeting of the Planning board convened at 7:00 pm in the Selectmen's Room in the Town Office. These minutes are a summary of the Board's discussions. A video of the meeting is available at the Town Office as well as the option to view the meeting on Channel 22.

Members present: ◇ Dick Butler, Chair Others: CEO Frank Therio
 ◇ Sandy Delano Alyssa Pulver, DBA Gartley & Dorsky
 ◇ Janis Kay Benjie Blake, Dir. Of Penobscot Bay YMCA
 ◇ Dick Vermeulen Christine Smith & Ed Acuto
 ◇ Earl Brown Nancy Weser, Scribe

Absent: Bill Norfleet, alternate

Chair Butler opened the meeting by welcoming those who will participate in the meeting. Introductions were made, the Chair explained the agenda for the meeting and stated that agenda 1. would be more time consuming and suggested the Board address the agenda for 2. first.

Agenda 2. For four years the afterschool Program at the Penobscot Bay YMCA has been held at the Lincolnville Central School. This year 2023 in the license renewal process, Director Benjie Blake, was informed the license must include a "Compliance with local zoning and building ordinances" form completed. Director Blake consulted CEO Therio on how the program should proceed. This is a paid program, CEO Therio instructed Director Blake to complete the Commercial Site Plan Review application and to write a paragraph or 2 explaining what has been run at the Lincolnville Central School location in the past, what is currently running, and what the program hopes to run moving forward.

Director Blake addressed the Board, having submitted the letter about him as Director, Program History, Program Details, and why the Y feels afterschool Programs are important. Also a copy of the form "Local Codes and Ordinances, and poster for the 2022-2023 Afterschool program. Director Blake continued by stating, the Commercial Site Plan Ordinances would be non-applicable due to the existing structure that has been approved. CEO Therio stated that 2.2.1 could be used in this proposed application. Chair Butler reviewed the 2.1.1, one thru ten, the Board determined the ten were non-applicable to the proposed application and the need a Commercial Site Plan Review was not appropriate.

S. Delano made a motion that the proposed application complies with Section 18 Commercial Site Plan Review ordinances, for 2.2.1 have been met, seconded by J. Kay. Motion passed by a vote of 5, 0 opposed.

CEO Therio will sign the necessary form "Local codes and Ordinances".

Agenda 2. Commercial Site Plan/ Review of submissions to determine completeness for the proposed application.

Proposed Project: Convert an existing building into a multi-unit residential building consisting of 3 or more units.

Location: 2164 Atlantic Hwy
Map 013 Lot 003

Deed: Book 4796 Page 66

Owner: Dale J. Turk

Zoning: General District

Exhibits: 1. Cover Letter

2. Site Plan Application and fee

3. Agent Authorization

4. Abutters List and certified mail receipts

5. Written Statement

6. HHE- 200

7. Tax Map

8. Warranty Deed

9. Photos

10. Lighting Cut Sheets

11. Boundary Survey Plan, by Michael J. Cummons

12. C-1 Site Plan

Alyssa Pulver as the authorized presenter for the proposed application gave the Board an update on the requirements for the application. A permit from the DOT is forth coming. The entrance to the existing location has been changed. There will be an entrance and exit each eighteen feet wide. Planning to raise the existing roof from 22 to 26 feet. A new septic system and new well are in the plan.

CEO Therio stated there will be no votes on the submissions, this step in the process is to make sure all required information has been submitted and the Board is satisfied the required documents and questions have been completed.

Chair Butler reviewed the 10.2 General Information: a. thru j., the Board determined that a. thru j the criteria of the Submissions has been met. 10.3 Existing conditions: a. thru l., the Board determined that a. thru l. the criteria of the Submissions have been met. 10.4 Proposed Activity: a. thru m, the Board questioned h. "Location and type of Lighting". CEO Therio all lighting must be down-sheathed. Board questioned where the location of the lights, what type of lighting and how many will be used. A letter from the Bank, to state the financial capacity of owner to complete the proposed project and two more plat plans are required. Criteria for 10.4 will be met when the required new information is submitted.

CEO Therio stated the Fire Marshall needs to review the proposed project.

Abutter Ed Acuto spoke on behalf of Christine Smith owner of MT. Mattie Motel and asked questions about the proposed application.

1. How are the units to be used, for low income, state section 8 or Airbnb.

2. 4 acres are going to used, what will become of the remaining 21.

CEO Therio explained to Alyssa Pulver, what is the next step in the process of the proposed application. Next meeting will be February 8, 2023 and the written finding of facts.

Review of Meeting Minutes: Earl Brown made a motion to approve the minutes of

December 28, 2022 as written, seconded by Dick Vermeulen. Motion passed by a vote of 5, 0 opposed at the Planning Board meeting on January 25, 2023.

Chair Butler addressed the need for a substitute secretary in case the Scribe is unavailable to attend the meeting. The Board suggest Bill Norfleet due to the great notes he takes at meetings. J. Kay made a motion to nominate Bill Norfleet, seconded by D. Vermeulen. Motion passed by a vote of 5, 0 opposed.

Adjournment: Motion made by J. Kay to adjourn at 7:40 pm, seconded by D. Vermeulen. Motion passed unanimously.

Respectfully submitted,

Nancy Weser, Scribe

Sandy Delano made a motion to approve the minutes of January 25, 2023 as written, seconded by Dick Vermeulen. Motion passed by a vote of 4, 0 opposed at the May 31, 2023 Planning Board meeting.