

Town of Lincolnville
Planning Board Meeting Minutes
August 26, 2020
7:00 PM

1. Call to order: the meeting of the Planning Board convened at 7:04 PM. These minutes are a summary of the Board's discussions. This is a zoom meeting with a video of the meeting is available to view at the Town Office.

Members: ◇ Jay Foster, alternate
◇ Janis Kay
◇ Sandy Delano
◇ Elizabeth Eudy
◇ Dick Vermuelen

Others: CEO Frank Therio,
Jennifer Corning, David Jones
Susan Silverio & Nancy Weser, Scribe

Election of Officers and voting members for the meeting. J. Foster opened the meeting by requesting a motion to allow him to vote, as an alternate this is a procedure that must be recognized and to become the facilitator of the meeting a motion must be made. S. Delano made a motion to allow J. Foster to vote and facilitate the meeting, seconded by E. Eudy. Motion passed by a vote 3.

The by-laws state that any new members have to be sworn in to vote. David Kinney had to enter the meeting to official swear in Elizabeth Eudy and Dick Vermuelen. J. Kay nominated Elizabeth Eudy to be the Chair. S. Delano made a motion to elect E. Eudy to be Chair, seconded by J. Kay. Motion passed by a vote of 4.

2. Agenda: Commercial Site Plan

108 Proctor Rd
Map 36 Lot 64
Owner: Susan Silverio
Applicant: Jennifer Corning

Reference: Section 18 subsections 2.2.1.1

J. Corning filled out a Commercial Site Plan Application, the proposed project is to re-open Spindlewood Waldorf kindergarten under new ownership as a small childcare facility. Sketch of the site plan states no changes will be made to the site. All questions for the submission requirements were submitted at an exhibit. A contract between Susan Silverio and Jennifer Corning on August 3, 2020 was submitted as proof of the facility agreement.

Susan Silverio informed the Board of the history of Spindlewood. The cottage was a school and in 2006 there was no teacher to continue the school. After a lengthy discussion by the Board, the application didn't fall in the 2.2.1.1 nor to proceed as a commercial site plan review. CEO Therio stated everything is the same, nothing needs to be done because Susan Silverio still owns the building and it was a school and if it hadn't closed J. Corning would not have had to fill out an application just continued to teach. Board agreed a letter from the CEO Therio on behalf of J. Corning would be suffice.

3. Pre-application for an amendment:

Reference: Section 18 subsection 18

Black Horse Inn

2254 Atlantic Hwy

40 Osprey Circle

Map 13 Lot 23

Applicant: David Jones, ZR Management, LLC.

Exhibits submitted: Application for Commercial Site Plan Review

Preliminary determination of Classification of project

Minor Development

a. Property Card

b. Photo/ property card

Map of the layout of the Black Horse Inn and the outlined area to be used for events.

Answers to the submission requirement questions

D. Jones wrote on the submission requirements that this application is only to add the ability to have functions and events at the Inn. Everything else to remain the same.

CEO Therio stated in prior to 2004 the Black Horse was a motel the PB approved it to be an assisted facility and in 2006 the PB approved the Inn as a motel. Owners never applied for an events permit. D. Jones has 7 acres in the back of the Inn that buffers the Inn from other abutters' property. There never has been approval to have tents, with lights and outside weddings. D. Jones has come to the PB requesting the Board's approval on this request. **Subsection 18: The board shall determine if the proposed revision or amendment to the previously approved plan would have no materially significant effect on the standards outlined in Section 11,12,13 of the Commercial Site Plan Review Ordinance.** J. Foster advised the Board they should review Section 11, 12 & 13 and to just ask what the amendment is asking and to make a determination from the review of the Standards.

11.1 Utilization of the Site: Approved existing site

11.2 Traffic Access & parking: Existing and approved

a. approved

b. approved

1.-9 approved

C,D & F approved

11. 3. Storm water management: No new drainage, existing site approved site

11.4 Erosion control: non-issue, non-applicable to the amendment

11.5 Water supply: An existing motel with plenty of water

11.6 Sewage/ Wastewater Disposal: Existing documentation from plumbing codes

11.7 Utilities: approved

11.8 Natural Features: approved

11.9 Groundwater protection: approved

11.10 Hazard, Special and radioactive Materials: approved

11.11 Shore land Relationship: non-applicable

11.12 Solid Waste management: approved (clean-up after an event) questioned

- 11.13 Historic and Archaeological Resources: None in the area
- 11.14 Floodplain Management: approved
- 11.15 General Fire Protection Provisions: Events will be outside, protection is close in the Area.
- 12. 1 Exterior Lighting: Approved
 - Lighting inside the tents. Applicant stated evening events will end at 12:00AM.
- 12.2 Buffering: One side is the back of a two story Inn and back area has wooded trees on its Property lines.
- 12.3 Noise: Does the applicant need to respond to the Abutters? A discussion ensued amongst the Board members and applicant on how to proceed.
- 12.4 Storage of Materials: No materials are going to be stored.
- 13.1 Landscaping: No new landscaping needs to be done, an existing site.
- 13.2 Business sign: No new sign, one exists
- 13.3 Roadside & Parking Lot Buffers: non-applicable
- 13.4 Site Considerations: A-D none required
- 13.5 Canopies & Drive Through Facilities: No drive-through or canopies
- 13.6 View Protection: None
- 13.7 Ridgeline: non-applicable
- 13.8 Hillside Development: non-applicable
- 13.9 Shore land development: non-applicable

E. Eudy made a motion that the applicant must notify the abutters, seconded by D. Vermuelen. Motion passed by a vote 4, 1 opposed.

J. Foster made a motion to wait and get the response back from the abutters to make a determination of approval, seconded by E. Eudy. Motion passed by a vote of 5.

S. Delano made a motion to adjourn the meeting, seconded by E. Eudy. Motion passed by a vote of 5.

Respectfully submitted,

Nancy Weser, Scribe