

**MINUTES
PLANNING BOARD MEETING
TOWN OF BOWDOINHAM
13 SCHOOL STREET-KENDALL ROOM
MARCH 28, 2024 – 6:00 P.M.**

MEMBERS PRESENT: Tracy Krueger (Vice Chair)
Richard Joyce
Justin Schlawin
Chris Vonderweidt
Reeve Wood (arrived with meeting in progress)

MEMBERS ABSENT: Nate Drummond, William Shippen

STAFF PRESENT: Matthew James, Code Enforcement Officer; Yvette Meunier,
Director of Planning and Development

1. REGULAR MEETING - CALL TO ORDER AND DETERMINE QUORUM

On Thursday, March 28, 2024, a meeting of the Bowdoinham, Maine Planning Board was held in the Kendall Room at the Town Office. In the absence of Chairman Drummond, Vice Chairman Tracy Krueger called the meeting to order at 6:00 p.m. It was determined that a quorum was present.

2. CONSIDERATION OF MEETING MINUTES FROM AUGUST 24, 2023

Consideration of the minutes of August 24, 2023 was tabled as there was not a quorum present to vote on them.

OLD BUSINESS

3. SITE PLAN REVIEW – TIER III APPLICATION – SCOTT LIBBY WOODWORKING IS PROPOSING A 7,200 SQUARE FOOT INDOOR WOODWORKING FACILITY AT 112 POND ROAD, Map R02, PAGE 63F

Applicant Scott Libby was not able to attend the meeting, but was represented by Matt Hagen. It was noted that a Site Inventory and Analysis was conducted for this project at the February 22 meeting. An updated version of the Site Plan has been submitted, including items requested at the February 22 meeting. An updated site plan, showing drainage and a signature block was added, and updated Site Plan maps will be available for the Board to review.

The application needs to show change of RA District to Village District 2.

The Board reviewed the Approval Criteria and noted the following items for the applicant to bring back for consideration. Checkmarks applied by the Code Enforcement Officer were initialed as reviewed. (Board member Wood joined the meeting at this point.)

1. Need letter from bank stating the applicant has sufficient funds to complete the project.

2. Need to know what type of lighting will be used and spec sheets on the lights. Also, whether they will be placed on the building or separate.
3. Need letter from local Fire Department and State Fire Marshall attesting adequate coverage.
4. Show on the plan where dumpster will be located.
5. Submit a copy of blueprint from the contractor.
6. Show on plan that drainage from the parking area will not flow towards the stream.

Following discussion, motion was made by Mr. Schlawin, seconded by Mr. Wood and it was unanimously

VOTED

That the Board finds the application from Scott Libby Woodworking for a 7,200 square foot indoor woodworking facility at 112 Pond Road, Map R02, Page 63F to be complete.

The Board reviewed the Performance Standards and agreed on the following items for the applicant to provide before the next meeting:

1. Provide dimensions of the new driveway to be added to the plan.
2. Show the height of the building.
3. Request letter from the State Fire Marshall's Office attesting to adequate fire prevention.
4. Need wording in deed that Mr. Libby is actually included in the LLC.

It was also agreed to schedule a Public Hearing to be held at the next meeting on April 25, 2024.

NEW BUSINESS

4. SITE PLAN REVIEW – TIER II APPLICATION – HATCH POINT ENTERPRISES IS PROPOSING 16 ONE-BEDROOM, ONE-BATHROOM 256 SQUARE FOOT CABINS AND A NEW PARKING LOT AT 1411 RIVER ROAD

Applicants: Kelly and Darren Carey
Property Owner: Justin Fletcher, Inc.
Engineer: Steve Roberge, P.E., SJR Engineering
Contractor: Darren Carey

Steve Roberge, Engineer, distributed revised plan to Board members and reviewed the project. He said the barn and cabin at 1411 River Road has been constructed. There is approximately a 700 foot road frontage and also 700 foot of land along the shore of the Kennebec River.

The plan is to build sixteen 16'x16' cabins which will each have one bedroom and one bathroom. A gravel parking area will be in place. The cabins will be supported with water and electricity and be connected to a septic system. The development is nestled between setbacks for streams, shoreland and property boundaries, but does not enter these protected zones as proposed.

Guests to the wedding venue are expected to arrive on Thursday or Friday evening and stay in the cabins on site until Sunday. Guests not staying at the cabins are expected to arrive between 1:00 p.m. and 2:00 p.m. and leave between 9:00 p.m. and 10:00 p.m. on Saturday.

Cost of the project is estimated to be approximately A\$375,000. The majority of utilities and infrastructure have been constructed as part of the barn. Applicant has agreed not to cut trees within 250 feet of the shore as requested by the Maine Natural Forest Association. The property is zoned as a hotel and wedding venue. Golf carts will be available for guests to use. The phased project is expected to be completed within 3 years.

The Checklist was reviewed by the Board with the following to be addressed.

1. Need letter from bank attesting to the financial capacity of the owner to complete the project.
2. Waiver to be requested regarding the driveways within 200 feet of the site.
3. Need to discuss if a Stormwater Plan is necessary.
4. Need letter from Fire Chief stating how far from water sources in case of a fire.
5. Need signature block on the plan.
6. Need to submit a memorandum noting facts of the lease.
7. Need letter in file from owner acknowledging permission for the project.

Following discussion, motion was made by Mr. Schlawin, seconded by Mr. Wood, and it was unanimously

VOTED

That the Board finds the Tier II Application for Hatch Point Enterprises to build sixteen one-bedroom/one-bathroom 256 square foot cabins and a new parking Lot at 1211 River Road to be complete.

The Board reviewed each item of the Approval Criteria and had no concerns except noting the following items for the applicant to address:

1. Need letter from bank stating adequate financial capacity.
2. Show on plan where the dumpster will be moved to.
3. Provide a lit of the abutters.
4. Place signature block on the plan

It was agreed that a site walk will not be necessary. However, Board members may drive through the project area to view from their vehicle.

There was a discussion of when to schedule a Public Hearing. It was agreed to schedule a Public Hearing for the Scott Libby Woodworking project at 6:15 p.m. and for this Hatch project at 6:30.

OTHER BUSINESS

5. **PROPOSED LAND USE ORDINANCE EDITS – THE PLANNING BOARD WILL BE REVIEWING FEEDBACK FROM THE TOWN’S ATTORNEY REGARDING THE PROPOSED CHANGES AND EDITS TO THE LAND USE ORDINANCE**

The Board reviewed the feedback on the proposed changes to the Land Use Ordinance from Town Attorney, Leah Rachin with Drummond Woodsum. During discussion, it was determined that the board did not agree with the attorney's addition of the phrase "Net Residential" when describing the density desired in each of the districts and therefore kept the measurement of the terminology as to describe a maximum residential density as 1 dwelling unit per acre. Further, additional language was added to better describe how different setbacks apply to roads outside the subdivision verses roads within the subdivision. The Board also agreed with their suggested edit to use the defined term "lot coverage" when describing the percentage of a lot being covered by a structure.

6. FUTURE MEETING DISCUSSION

No action was taken on this item.

7. ADJOURN

Motion was made, seconded and it was unanimously

VOTED

To adjourn the meeting.

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