

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

APPROVED – June 23, 2022

MEMBERS PRESENT: Tracy Krueger (Vice Chair)
Allen Acker
Richard Joyce **joined at 6:28
Justin Schlawin **joined at 7PM

MEMBERS ABSENT: Nate Drummond (Chair)
Reeve Wood
William Shippen

STAFF PRESENT: Jennifer Curtis, Town Planner and Economic Development
Coordinator

1. REGULAR MEETING CALL TO ORDER and DETERMINE QUORUM AND VOTING

Vice Chair Krueger called the meeting to order at 6:28 p.m.

It was determined that a quorum was present and that where three regular members were absent, Mr. Joyce would be elevated to a voting member.

2. APPROVAL OF MINUTES FROM April 28, 2022 Regular Meeting and May 24 Site Walk

Mr. Acker made a motion to accept the minutes from the April 28, 2022 Regular Meeting and May 24 Site Walk minutes

Ms. Krueger 2nd

AIF (All in favor)

3. *Public Hearing at 6:15 PM*****

R010-044 Harvest Tide Vegetable Washing and Storage Facility- Site Plan Review – Tier II Application

Vice Chair Krueger opened the public hearing at 6:15PM.

There was no one present to speak,

The public hearing was closed at 6:20PM

Item 4. Site Plan Review – Tier II Application

R010-044 Harvest Tide Vegetable Washing and Storage Facility

Site Plan Review – Tier II Application

Public Hearing at 6:15 PM

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

R010-044 Harvest Tide Vegetable Washing and Storage Facility

Harvest Tide Organics plans to construct a new washing, packing and storage facility on their property located at 304 Pork Point Road.

The board reviewed performance standard criteria for which there were questions or concerns.

Mr. Wright stated that the distance between the proposed entrances is 83 feet and that the parking spots were drawn at 9'x18'.

The white birch in between the business and the residence will be removed.

The applicant stated that the existing driveway has supported fire trucks in the past and new portions will be built to support emergency vehicles.

Snow will be pushed down over the banks by the loading dock. The upper section will get pushed behind the cabins and into the fields, to maintain access to the CAT tunnels.

The applicant estimates 8 parking spots. All employees

Chair Krueger made a motion that the project meets the standard for vehicular circulation E,8 even though there will not be one space per employee because employees will carpool or stay on site, and so it will meet the approval criteria.

Mr. Acker 2nd

AIF

Chair Krueger made a motion to wave the standard requiring vegetated buffer between the public street and parking lot, as it would make it less safe.

Mr. Acker 2nd

AIF

The applicant will put up a handicap accessible sign on a post by the first parking spot.

Add to pedestrian circulation – the housing is separated from the parking lot.

Due to fire extinguishers and marked fire exits in the building, fire chief approved of the project.

The applicant confirmed that all staff parking will be in the parking lot or in the fields and not along the side of the road.

T1-11 is a wood clapboard look. May be green or white, and would have the appearance of clapboard.

The Board found that if the building is made with vertical seam metal siding, it will still relate harmoniously to the environment.

The applicant agrees not to keep inoperable equipment in areas visible to the public road.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

The electricity will be served overhead to the building, similar to adjacent areas.

The applicant stated that in a conversation with DEP they indicated that a NRPA permit was not required.

Catchment, and rock berm level spreader will act to catch sediment and debris.

Noise – the closest neighbor is over 1,000 feet away.

Mr. Acker made a motion based on the findings on performance standards, that the performance standards have been met,

Mr. Schlawin 2nd

AIF

Ms. Krueger read each of the below approval criteria and Mr. Acker made a motion for each that based on the findings, the approval criteria had been adequately met. Mr. Schlawin seconded the motions, and all motions passed unanimously.

Site Plan Review:

- 1) Vehicular Access – The proposed site layout will provide for safe access to and egress from public and private roads.

Finding: Access to the site will be directly off of Pork Point Road. The proposed driveway will be a loop drive and wide enough to allow a vehicle to turn around without backing into Pork Point Road.

The applicant is proposing a gravel loop accessway and parking area with two openings on Pork Point Road.

The applicant stated that the distance between the proposed entrances is 83 feet.

There are no signalized or unsignalized intersections within 150' of the site. The nearest driveway is over 200' to the north.

Conclusion: This standard has been adequately met.

- 2) Internal Vehicular Circulation – The proposed site layout will provide for the safe movement of passenger, service, and emergency vehicles through the site.

Finding: The proposed road appears to follow natural contours, which would minimize filling, grading, and excavation.

The gravel driveway will allow emergency vehicles to access two sides of the building. The applicant stated that the existing driveway has supported fire trucks in the past and new portions will be built to support emergency vehicles.

The applicant stated that Snow will be pushed down over the banks by the loading dock. The upper section will get pushed behind the cabins and into the fields, to maintain access to the CAT tunnels.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

The loading and delivery area will allow drivers to either pull-through or make 3-point turns from either direction.

The applicant is planning to have 12 parking stalls for 13 employees, plus CSA pickup customer. The applicant estimates employees will use 8 spots and CSA pickups will require 3 spots at a time.

On May 26, 2022 the Planning Board waived the standard that there be one parking spot per employee, finding that the approval criteria would be met because there will be employees living at the cabins onsite and carpooling.

On May 26, 2022 the Planning Board waived the standard requiring vegetated buffer between the public street and parking lot, as in this case it would make it less safe by blocking sight distances.

The applicant stated that parking spots will be 9' wide and 18' long.

The parking conforms to the setbacks.

The applicant stated they would put up a handicap accessible sign on a post by the first parking spot.

Conclusion: This standard has been adequately met.

- 3) **Pedestrian Circulation** – The proposed site layout will provide for safe pedestrian circulation both on-site and off-site.

Finding: The parking area is separated from the housing and the loading and unloading areas.

Conclusion: This standard has been adequately met.

- 4) **Municipal Services** – The development will not have an unreasonable adverse impact on municipal services, including municipal road systems, fire department, solid waste program, schools, open spaces, recreational programs and facilities, and other municipal services and facilities.

Finding: Municipal Service impact concerns were solicited from department heads.

Concerns raised:

The applicant should be aware that there is not sufficient water supply nearby to provide basic life-safety response in that area of town. (Chief Frizzle). Due to fire extinguishers and marked fire exits in the building, fire chief approved of the project.

The applicant should make sure all employee parking is off-street (Road Commissioner & Select Board). The applicant agrees to have all employee parking off-street in the parking lot or on grassy areas, if needed.

Conclusion: This standard has been adequately met.

- 5) **Visual Impact** – The proposed development will not have an adverse effect on the scenic or natural beauty of the area, including water views and scenic views.

Finding: The applicant proposes a building that fits the rural agricultural character of the area. They propose decorative plantings around the building (window planters, raised beds, and flower beds.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

Conclusion: This standard has been adequately met.

- 6) Lighting – All exterior lighting will be designed to avoid undue glare, adverse impact on neighboring properties and rights-of-ways, and the unnecessary lighting of the night sky.

Finding: The application indicates there will be a flood light mounted to the exterior wall of the south side of the building above the roll-up door and will be on a motion sensor, and there will also be 2 exterior sconces mounted at the front entry that will be used as needed. The East Elevation shows the sconces located under the roof of the covered entryway so they would not unnecessarily light the night sky.

Conclusion: This standard has been adequately met.

- 7) Signage – The proposed signage will not detract from the design of the proposed development and the surrounding properties and will not constitute hazards to vehicles and pedestrians.

Finding: The applicant is not proposing any signs at this time.

Conclusion: This standard has been adequately met.

- 8) Buildings – The proposed structures will relate harmoniously to the terrain and to existing buildings in the vicinity, so as to have a minimally adverse effect on the environmental and aesthetic qualities of the neighboring areas.

Finding: The proposed new barn-style structure is compatible with the neighborhood with regard to bulk, square footage, placement of the building, and dimensions

The design includes a pitched roof, rectangular windows, and covered porches and entryways. The type of the siding is specified only as “5/8” T1-11”. The roof will be standing-seam metal.

The applicant stated that T1-11 and may be, green, or white, and would have the appearance of clapboard. The applicant stated the siding may also be vertical seam metal siding. The Board found that vertical seam metal siding of a subdued color would still relate harmoniously to the environment.

The building height will be 34.5”

Conclusion: This standard has been adequately met.

- 9) Landscaping – The proposed development will provide adequate landscaping in order to define, soften, and/or screen the appearance of parking and developed areas as well as to enhance the physical design of the buildings and the overall development.

Finding: The applicant proposes decorative plantings around the building (window planters, raised beds, and flower beds.

Conclusion: This standard has been adequately met.

- 10) Buffering – The proposed development will provide for the buffering of adjacent uses where there is a transition from one type of use to another use and for the screening of mechanical equipment and service and storage areas.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

Finding: The applicant owns the adjacent residential property, which will be buffered by natural vegetation and a significant distance of over 200'. The applicant proposes to bury the propane tank and locate mechanical equipment behind the building. The dumpster is to remain in its existing location on the adjacent residential site. No other buffering is proposed.

The applicant states that the tunnels marked "relocate" are to be relocated to the spot shown on the site plan.

The applicant agrees not to keep inoperable equipment in areas visible to the public road.

Conclusion: This standard has been adequately met.

- 11) **Utilities** – The proposed development will not impose an unreasonable burden on existing utilities.

Finding: The site will be supplied with underground electricity and water service.

Electricity service will be served overhead to the building, which is similar to adjacent areas.

Conclusion: This standard has been adequately met.

- 12) **Water Supply** – The proposed development will be provided with an adequate supply of water.

Finding: The proposed development will rely on well water. The applicant states there is an existing well on site that can supply 40 gallons per minute. The applicant intends to use 600 gallons per day for the was facility and 516 per day for the septic system.

Conclusion: This standard has been adequately met.

- 13) **Sewage Disposal** – The proposed development will be provided with adequate sewage waste disposal.

Finding: The applicant submitted an HHE-200 Subsurface Wastewater Disposal System Application prepared by licensed Site Evaluator Brady Frick, dated February 3, 2022. The system will have capacity to serve two dwelling units and a vegetable processing facility. It will have 3,000 gallon holding capacity and 516 gallons per day flow design. The proposed location of the septic is shown on the plan approximately 40' west of the rock berm.

Conclusion: This standard shall be adequately met.

Fire Protection – The proposed development will have adequate fire protection.

Finding: Due to multiple proposed fire extinguishers and marked fire exits in the building, fire chief approved of the project.

The applicant submitted a letter from the Fire Marshall's office stating that they did not require a permit.

Conclusion: This standard has been adequately met.

- 14) **Capacity of Applicant** – The applicant meets the following criteria:

- a) **Right, Title and Interest in Property** – The applicant has the right, title and interest in the property.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

Finding: Harvest Tide Organics, the applicant, submitted a warranty deed for the property, listing them as the owner.

Conclusion: This standard has been adequately met.

- b) Financial Capacity – The applicant has the financial capacity to complete the proposed development.

Finding: The applicant owns a business that has been in operation for several years, and has applied for loans and grants to cover the cost of the project and anticipates receiving them prior to beginning construction.

Conclusion: This standard has been adequately met.

- c) Technical Ability – The applicant has the technical ability to carry out the proposed development.

Finding: The applicant has hired professional site evaluators, surveyors, and design professionals and is demonstrating an understanding of and efforts to carry out the project in accordance with the ordinance.

Conclusion: This standard has been adequately met.

15) Special Resources –

- a) Shoreland – The proposed development will be in compliance with the Town’s Shoreland Zoning Ordinance.

Finding: The proposed project is located entirely outside of the shoreland zone.

Conclusion: This standard has been adequately met.

- b) Floodplain – The proposed development will be in compliance with the Town’s Floodplain Management Ordinance.

Finding: All parts of the proposed development are located outside of the mapped floodplain, as depicted on the site plan.

Staff reviewed the Floodplain Map (Sagadahoc County panel 114F effective as of July 16, 2015) and verified that it appears to match what is depicted on the site plan.

Conclusion: This standard shall be adequately met.

- c) Wetlands & Waterbodies – The proposed development will not have an adverse impact on wetlands and/or waterbodies, to the extent that is practicable.

Finding: The proposed development will mostly be in an area that is already developed as a gravel pad. There are no mapped wetlands and waterbodies in the area that is not already developed. Wet area was observed nearby, in area marked as floodplain. The applicant was told by Maine DEP that a NRPA permit is not required.

Conclusion: This standard has been adequately met.

TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.

- d) Historic & Archaeological – The proposed development will not have an adverse effect on historic and/or archaeological sites.

Finding: The applicant submitted a letter from MHPC dated January 31, 2022 stating that the project will have no adverse effect upon historic properties.

Conclusion: This standard has been adequately met.

- e) Groundwater – The proposed development will not adversely impact either the quality or quantity of groundwater available to abutting properties or to public water supply systems.

Finding: The on-site subsurface wastewater disposal system is designed to dispose of 516gallons per day, which is less than 2,000 gallons per day.

Conclusion: This standard has been adequately met.

- f) Wildlife Habitat – The proposed development will not have an undue adverse effect on wildlife habitat.

Finding: The applicant has solicited comment from Maine Inland Fisheries and Wildlife, and received a letter back stating that the Department has not mapped any Essential Habitats or inland fisheries habitats that would be directly affected by the project. They recommended buffering around wet meadows and scrub-shrub wetlands as much as possible to protect endangered ribbon snakes and the tidal river areas as much as possible to protect waterfowl wading bird habitat.

The applicant is proposing development in area that is almost entirely previously disturbed that is hundreds of feet from the tidal river, and also proposing to retain natural vegetation around the low-lying wet area to the north to the greatest possible extent.

Conclusion: This standard has been adequately met.

- g) Natural Areas – The proposed development will not have an undue adverse effect on rare and irreplaceable natural areas.

Finding: The applicant solicited comments from the Maine Natural Areas Program. In a letter dated January 24, 2022, a representative of MNAP stated that there are no rare botanical features documented specifically within the Farmstead Area as shown on the 2018 Sitelines Survey Map.

Conclusion: This standard has been adequately met.

- 16) Environmental Impact – The landscape will be preserved in its natural state to the extent that is practical by minimizing tree removal, disturbance of soil and retaining existing vegetation.

Finding: The landscape will be preserved in its natural state to the extent that it is practical.

Conclusion: This standard has been adequately met.

- a) Solid Waste Management – The proposed development will provide for adequate disposal of solid wastes.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

Finding: The plan includes an existing dumpster to remain on the adjacent residential property.

Conclusion: This standard has been adequately met.

- b) Hazardous, Special & Radioactive Materials – The proposed development will handle, store, and use all materials identified as hazardous, special or radioactive in accordance with the standards of Federal and State agencies.

Finding: The proposed project will not handle, store, or use materials identified as hazardous, special or radioactive.

Conclusion: This standard has been adequately met.

- c) Air Quality – The proposed development will not result in undue air pollution or odors.

Finding: The proposed development will not result in any change to air quality.

Conclusion: This standard has been adequately met.

- d) Water Quality – The proposed development will not result in water pollution.

Finding: The applicant submitted an email dated May 5, 2022 from Cindy Dionne, at Maine DEP Bureau of Water Quality. Cindy stating that “Given the attached information submitted by Harvest Tide Organics, as well as their estimated of a daily maximum discharge of approximately 600 gallons per day, the Department determines that the discharge does not require a Waste Discharge License and may proceed as a de minimus discharge.”

Catchment, and rock berm level spreader will act to catch sediment and debris.

Conclusion: This standard has been adequately met.

- e) Stormwater – The proposed development will provide for the collection and disposal of all stormwater that runs off proposed streets, parking areas, roofs, and other impervious surfaces, which must not have an adverse impact on abutting or downstream properties.

Finding: Total proposed lot coverage, calculated by Engineer Bill Wright of Island Cove Design is 39,921sf, which does not require a stormwater permit from DEP. The applicant is proposing a drainage ditch and a rock berm trench and gutter drains to attenuate the stormwater runoff.

Conclusion: This standard has been adequately met.

- f) Sedimentation & Erosion Control – The proposed development will take adequate measures to prevent soil erosion and the sedimentation of watercourses and waterbodies.

Finding: The plan includes notes with management practices for sedimentation and erosion control including only disturbing areas as necessary, using silt fences, seeding, and using best management practices not listed.

Conclusion: This standard shall be adequately met.

**TOWN OF BOWDOINHAM
PLANNING BOARD MEETING MINUTES
Town Office – Kendall Rm
May 26, 2022 – 6:00 P.M.**

- 17) Noise – The proposed development will control noise levels so that it will not create a nuisance for neighboring properties.

Finding: The application states that the project will not contribute to noise pollution. The nearest neighbor is over 1,000 feet away.

Conclusion: This standard shall be adequately met.

- 18) Compliance with Ordinances – The proposed development conforms with the provisions of this Land Use Ordinance and other ordinances and regulations of the Town of Bowdoinham.

Finding: The proposed project complies with the Town’s Land Use Ordinance.

Conclusion: This standard has been adequately met.

- 19) Town Plans & Vision Statements – The proposed development is consistent with the intent of the Town’s Plans, including but not limited to the Comprehensive Plan, Waterfront Plan, and Transportation Vision Statement.

Finding: Proposed project is in compliance with intent and goals of the towns plans. The proposed project intends to preserve and draw on the rural agricultural character aspects of the town, and minimize impacts to the neighbors and natural resources.

Conclusion: This standard has been adequately met.

ADJOURN MEETING

Motion was made, seconded, and it was unanimously

VOTED

To adjourn the meeting at 7:54 p.m.