

**FALMOUTH PLANNING BOARD  
TUESDAY, MAY 7, 2019  
MINUTES**

**MEMBERS PRESENT:** T. McKeon (Chair); J. Cole (Co-Chair); B. Kaplan; D. Sinnett; J. Kelly; P. Kenlan; R. Jordan

**STAFF PRESENT:** Dawn Emerson, Land Use Planner; Lisa Sangillo, Recording Secretary

Chair McKeon called the meeting to order at 6:30 p.m. He appointed Mr. Kenlan and Mr. Sinnett as voting members until Mr. Kaplan and/or Mr. Jordan arrive. If only one arrives, Mr. Sinnett will be a voting member for this meeting.

**MINUTES:**

**Item 1** Approval of minutes from the April 2, 2019 Planning Board meeting.

Mr. Kaplan moved to approve the minutes. Mr. Jordan seconded. Motion passed 5-0. (McKeon abstained).

**ADMINISTRATIVE ACTIONS:**

**Item 2** **Anthony Hayes** – 117 Gray Road – Request for Re-Approval of a Fill Permit for the placement of 5,350 CY of fill on the property. Map-lot U43-004, Zoned VMU, SZ-LC/RP, RTE100CO.

Mr. Cole moved to approve the application. Mr. Jordan seconded. Motion passed 5-0.

**Item 3** **Pine Tree Dental** – 251 US Route 1 – Request for Sign Permit Approval for a 26.67 S.F. illuminated sign. Map-lot U12-002, Zoned VC1.

Mr. Jordan moved to approve the sign permit application subject to conditions in Staff Memo. Mr. Kelly seconded. Motion passed 5-0.

**Item 4** **Ocean View Retirement Community** – 18 Blueberry Lane – Request for Final Site Plan and Subdivision Approval for a Proposed Fitness Center. Map-lot U27-013-B/F, Zoned RB, OVRC, RCZO.

Mr. Jordan moved to approve subject to original conditions. Mr. Cole seconded. Motion passed 5-0.

**Item 5** **Kyle Noyes – 10 Greta Way** – Request for Private Way Amendment Re-Approval for a lot split to create 1 new lot. Map-lot R03-001-L, Zoned RD, RCZO.

Mr. Kelly moved to approve the application. Mr. Kaplan seconded. Motion passed 5-0.

**PUBLIC HEARINGS:**

**Item 6** Amendments to Sections 19-22, 19-60, and 19-72A of the Zoning and Site Plan Review Ordinance, and Appendix 7-7 of the Subdivision Ordinance, relative to phosphorous control and stormwater management regulations.

Staff gave an overview of the ordinance changes to the Board and the Public answering the Board's questions as well. Chair McKeon confirmed with Staff that this ordinance reduced the level of phosphorous permitted, requires peer review for stormwater

discharge in that zone and allows the Planning Board to approve a waiver if the additional administrative effort is overly burdensome for a particular property.

**PUBLIC COMMENTS: No public comments.**

Mr. Sinnett asked Staff when the Board would be expected to ask for the services outlined in 19-60 – Private Ways. Staff stated that the Board would first deem the application complete and then determine when to require these services.

Mr. Kenlan suggested the language regarding when the Board may waive the requirement for a qualified third-party review could be reworded to provide better clarification. A discussion ensued regarding further direction on when and if to waive the requirement with language stating “something that is unlikely to have an effect on Highland Lake”. Chair McKeon suggested the standard should be linked to the possible effect on Highland Lake to help the Planning Board make a decision. Mr. Sinnett agreed with Mr. Jordan’s comment regarding staff advice on whether to waive the 19-60 requirement be vetted through in-house Staff before going to the Planning Board.

Mr. Jordan moved to recommend approval as written to included modifications listed above. Mr. Cole seconded. Motion passed 5-0.

**Item 7** Amendments to the Tidewater Village Design Guidelines, the Tidewater Master Development Plan, and Section 19-23 of the Code of Ordinances relative to development regulations for the area known as TV3 in the Tidewater Master Planned Development District.

Staff summarized the ordinance amendments for the benefit of the Board and the Public, largely decreasing the number of units in the Tidewater Village zone as well as square foot changes to the buildings.

**PUBLIC COMMENT:**

Valentine Sheldon, 169 Foreside Road  
John Winslow, 253 Gray Road  
Michelle Sheldon, 169 Foreside Road  
Lee Hanchet, 21 Stone Ridge Road  
Lisa Joy, 142 Middle Road

All members of the public spoke against this proposal stating the following concerns:

Proposal should be put on hold until the larger zoning issues are resolved.  
Possible Town violation of their stormwater run-off plan on Route 1  
Concerned with rapid growth in the identified growth areas.

**PUBLIC COMMENTS CLOSED.**

Mr. Sinnett stated that the maps provided were not dramatically different, except for the TV 3 zone, and added that there is no reference to the Town purchasing land in these amendments. He further asked if the amendment is conditioned on the Purchase & Sale

Agreement. Chair McKeon asked if the Tidewater units are exempt from the growth cap. Staff stated she did not see that Tidewater is exempt as it is not part of the VC zone. Chair McKeon asked what the overall change in residential units would be under this amendment. Staff stated that TV2 was previously approved for 26 units which will not be built once the Town acquires this land. TV3 residential units will increase resulting in a total net loss between TV2 and TV3 of 8 units.

Chair McKeon explained the overall goal for Tidewater development as expressed in the Master Plan. He also stated he would like this amendment, if it's passed by the Town Council, to have clear terms for the Planning Board to follow regarding future development.

The Board discussed the merits of this amendment.

Mr. Jordan moved not to recommend the amendments to the Tidewater Master Plan based on lack of information and lack of clarity. Mr. Kelly seconded. Motion passed 5-0.

**Item 8** Amendments to Sections 19-8, 19-64.2, and 19-82 of the Code of Ordinances relative to regulations for residential development in the RA District. These amendments would be retroactively applicable to May 3, 2019.

Mr. Jordan, LPAC Liaison to the Planning Board, gave a basic overview on both this item and Item 9.

Chair McKeon asked Mr. Jordan to explain the difference in the two proposals. Mr. Jordan stated Option 1 (Item 8) is LPAC's proposal to the 2016 zoning changes. Item 9 – Option 2 rolls all zoning back to 2016.

**PUBLIC COMMENTS:**

John Winslow, 253 Gray Road  
Valentine Sheldon, 169 Foreside Road  
Lee Hanchet, 21 Stone Ridge Road  
Pays Payson, 11 Cottage Lane  
Jay Trickett, 15 Shady Lane  
Amanda Henson, 4 Meadowcreek Lane  
Dudley Warner, 9 Hedgerow Drive  
Bonnie Grant, 16 Pleasant Hill Road  
William McKenney, 15 Carmichael Avenue  
Dorothy Brunette, 14 Carmichael Avenue  
Bob Hunt, 180 Foreside Road  
Lisa Joy, 142 Middle Road  
George Thebarga, 358 Middle Road  
Butler Carmichael, 64 Foreside Road  
Amanda Rand, 3 Meadowcreek Lane  
Scott Walker, 8 Rogers Trail  
Emily Martin, 14 Landing Woods Lane  
Michelle Sheldon, 169 Foreside Road

The majority of the public favored a complete rollback to the pre-2016 amendments for the following reasons:

Property owners possibly using the ADU approval to skirt the setback issues.  
Lack of impact study for development in the RA District.  
Town processes are problematic and need to be fixed including poor documentation standards citing errors of ordinance amendments.  
Unintended consequences of the 2016 zoning amendments.  
2013 Comprehensive Plan needs to be reviewed.

One member of the public explained for the benefit of the Board and the Public how the Comprehensive Plan was drafted and stated he was not in favor of a complete rollback.

One member of the public stated they would be directly and negatively effected with a complete rollback back to pre-2016 zoning which will make her property non-conforming again.

**PUBLIC COMMENT CLOSED.**

The Board held a discussion regarding the merits of the amendment. Mr. Kenlan was concerned with the May 3, 2019 retroactive date. He was also concerned about changing one part of the Comprehensive Plan and not others and what unintended consequences would result from that change. Mr. Jordan explained where the May 3, 2019 date came from, which was at the Town Council level. Mr. Jordan explained the history and processes of the 2016 Zoning changes.

The Board discussed this issue at length with respect to unintended consequences that resulted from the 2016 Zoning changes, the 2020 revisiting of the Comprehensive Plan as well as the processes the Planning Board takes in ordinance amendments. Mr. Sinnett cautioned the Town Council referring to this change as "complete rollback" when it is, in fact, only rolling back some of the provisions that changed in 2016. There are other aspects of the zoning changes that the public may be interested in urging the council to change as well.

Chair McKeon recommended that the Town Council look hard at the retroactivity provision as it relates to taking away a property owner's private expectations as well as the May 3, 2019 retroactive date. Mr. Jordan relayed his concerns about the different levels of zoning that would potentially exist on various parcels at different times in the RA District and how a retroactive date as well as the 2020 Comprehensive Plan would/could exacerbate the complexity of the zoning in the RA District.

Chair McKeon moved to recommend this amendment with the understanding that the Town Council will also weigh the next public hearing in their decision making and ensure the May 3<sup>rd</sup> retroactivity date meet some stated purpose.

Mr. Jordan discussed the provision of grandfathered lots and suggested that Town Council talk to Staff to ensure they understand the implications of the retroactivity on both 2016 to the present and historically grandfathered lots.

Mr. Jordan seconded Chair McKeon's motion. Motion passed 4-1 (Cole opposed).

**Item 9** Amendments to Sections 19-8, 19-64.2, and 19-82 of the Code of Ordinances relative to regulations for residential development in the RA District. These amendments would be retroactively applicable to May 3, 2019.

Chair McKeon explained that this amendment was a rollback of some of the pre-2016 requirements. Mr. Jordan explained how the Long-Range Planning Advisory Committee (LPAC) responded to the Town Council's requested for these amendments.

**PUBLIC COMMENTS:**

Scott Walker, 8 Stone Ridge Road  
John Winslow, 253 Gray Road  
Valentine Sheldon, 169 Foreside Road  
Lee Hanchet, 21 Stone Ridge Road  
George Thebarger, 358 Middle Road  
Bill McKenney, 15 Carmichael Avenue  
Lisa Joy, 142 Middle Road

The majority of the public was disappointed with the Board's vote on the previous item and felt their concerns were not heard. A member of the public explained to the Board where the May 3<sup>rd</sup> date came from. Other members of the public were upset with the way the Town has handled this zoning matter. A member of the public explained how the State responds to the Comprehensive Plan as it relates to growth and growth caps. The majority of the public support a full rollback to the pre-2016 zoning.

**PUBLIC COMMENTS CLOSED.**

Mr. Sinnett recommended that the Town Council evaluate the voter's petition regarding residential density to fully understand the goals of that petition and to investigate alternative wording of that petition that could become a future ordinance to fully incorporate the Town-wide implication of the 2016 Zoning ordinance.

The Board held a brief discussion regarding this amendment.

Mr. Cole moved to recommend the 2016 roll-back zoning requirements as proposed leaving the retroactivity to the Town Council to determine. Chair McKeon seconded.

Mr. Jordan stated he was struggling with the Planning Board voting for both amendments but feels they are voting on the issue at hand as opposed to the issue of Town-wide growth. Chair McKeon stated that his vote for both items is a signal to the Town Council that something needs to change.

Motion passed 5-0.

## **AGENDA ITEMS:**

**Item 10 Valerie Webster & Ken Cota** – 16 Hurricane Road – Request for Subdivision Amendment Approval to create one new lot. Map-lot R06-081, Zoned FFm, RCZO, RTE100CO.

David Titcomb of Titcomb Associates presented this project to the Board explaining the reasons behind the Subdivision Amendment to Trolley Farm. The parcel in question has frontage on Trolley Farm Way as well as Hurricane Road. The plan is to subdivide the property 3 ways leaving the existing house on Hurricane Road, creating a new parcel on Trolley Farm Way, and the remaining land set aside as open space. He also explained the applicants were asking for a waiver of the landscape architect requirement as well as the requirement to widen the road to 24 feet from the current 23-foot width, which is supported by the Public Works Department. They are also asking for a waiver of the stormwater analysis requirement as there are no new roads being built, very little clearing and the need for a driveway culvert, placement of which will be determined by the engineer and Public Works.

## **PUBLIC COMMENTS: No public comments.**

Mr. Sinnett clarified with Staff that there would be covenants in place to ensure the common open space stays common open space and that space would not be a buildable lot in the future. Mr. Titcomb stated the open space would not be a buildable lot. Staff explained to Mr. Sinnett that this is Farm and Forest District and Resource Conservation Overlay District; therefore, the lot can be reduced to 50% of the underlying zone.

Chair McKeon asked who would own the open space. Mr. Titcomb stated the owner of Lot 2 would own the open space and that the covenant would have the owner of Lot 2 own the space in fee with the rights to use and enjoyment to Lot 1. A statement would also be included in the covenant stating it would remain undeveloped and in its natural state. Chair McKeon asked if the covenant would make the open space a no cut/no build area. Mr. Titcomb stated it would. Chair McKeon then asked how the open space was determined. Mr. Titcomb stated a narrative is included in the application package detailing how they arrived at the open space.

Mr. Jordan asked Mr. Titcomb to explain the road width comment from the Public Works Director regarding 3 additional lots that could be split out and how the waiver, if granted for this applicant, applies to others who may potentially split their lots. Mr. Titcomb stated that this is the very first driveway in on Trolley Farm Road and unlike an additional driveway at the very end of the road where someone is traveling the entire distance of the road. He feels the impact of a driveway a few hundred feet in on a 23' foot wide roadway to be minimal as opposed to it being at the end of the road. Mr. Cole explained his struggle with the idea of it being okay for one person but not another on the same road. The Board and Mr. Titcomb discussed the merits of this waiver request.

Mr. Kelly asked how many additional houses could potentially be built on Trolley Farm Road. Mr. Titcomb stated he did not address that issue and would have to go back and look at the subdivision plan. He then stated that this plot of land is not part of the Trolley

Farm subdivision; they are just getting their frontage for a new lot from Trolly Farm Way.

Mr. Jordan suggested that since Lot 2 becomes the 10<sup>th</sup> lot in the subdivision, a note should be added to the plan that states any new lots will require the widening of the road. Mr. Cole stated that would be a way to address his concerns. Mr. Titcomb questioned why this application was being burdened with this issue when a future subdivision amendment would possible request the same waiver.

Waiver 1 is to waive the requirement for a pre-application sketch plan review, preliminary review and final approval, and roll all these in to this one application and give final approval at this meeting.

Mr. Jordan moved to approve Waiver 1 for final approval. Mr. Kelly seconded. Motion passed 5-0.

Waiver 2 is to waive the requirement to widen the road from 23 feet to 24 feet standard width for a minor local street. Mr. Kenlan questioned the Board's authority to grant this waiver subject to Section 7-13.B. Chair McKeon confirmed with Staff that this was the accurate provision that describes when the Planning Board is permitted to give a waiver in this instance. Staff stated that this waiver does fall within the 5% dimensional requirement as outlined in the Subdivision Ordinance, further stating that the Board is allowed to consider it. Mr. Titcomb explained how the term "unreasonable hardship" is met in this instance stating it was unreasonable for the applicants to have to regrade and pave another one foot of the road. He stated the applicant did not construct the road and are just asking to use the frontage. The Board discussed the merits and issues of granting this waiver.

Mr. Jordan moved to approve Waiver 2 to waive the requirement to widen the road width to 24 feet. Mr. Cole seconded. Motion passed 5-0.

Waiver 3 is to waive the requirement for a landscape architect as outlined in Section 7-7. Mr. Cole moved to approve Waiver 3. Mr. Jordan seconded. Motion passed 5-0.

Waiver 4 is to waive the requirement for surface stormwater management plan. Staff added that this is a private road and technically, the applicant does not need a driveway permit. Mr. Jordan asked if the original subdivision got a State Stormwater Chapter 500 permit or any site law. Mr. Titcomb stated he believed it did. Mr. Jordan asked if this project would result in the permit being reopened. Mr. Titcomb confirmed it would not need to be reopened. Mr. Jordan moved to approve Waiver 4. Mr. Kelly seconded. Motion passed 5-0.

Chair McKeon asked if the applicant was in agreement with the conditions of approval as outlined by Staff. The applicant stated they were.

Mr. Kaplan moved to approve the application as presented with conditions of approval outlined by Town staff. Mr. Jordan seconded. Motion passed 5-0.

Chair McKeon asked the Board for their thoughts on taking up the next two items this evening due to the Board's rule on not hearing any additional items after 10:30 p.m. Mr. Kelly moved to continue hearing the remaining two items. Mr. Kaplan seconded. Motion passed 5-0.

**Item 11 Gene Villacci & Helena Hollauer** – 398 Middle Road – Request for Private Way Approval to create one new lot. Map-lot R01-035-001, Zoned RBm, RCZO.

Peter Biegel of Land Design Solutions presented the application to the Board which is to create a private way for one new building lot. Mr. Biegel went through the various aspects of the project pointing out the Vehicle Turn Out on the plan that he didn't think the Fire Chief picked up on during review. He stated he was unable to confirm this with the Fire Chief further explaining that the applicant is amenable to a condition of approval verifying the size and location amenable to what the Fire Chief would like for this area. He further stated there was room to move it/enlarge it if the Fire Chief so wished.

Mr. Biegel went on to point out that the Fire Chief commented that the property was in a no hydrant area and the lot owner might like to install a sprinkler or dry hydrant. He then stated the applicant would prefer not to do that if they do not have to.

Chair McKeon asked Mr. Biegel about the road that interrupts the natural shape of the high value wetland on the property. Mr. Biegel stated the existing road would remain unchanged and confirmed to Chair McKeon that they would not be doing anything in that area.

Mr. Jordan asked the applicant where the road goes to now. Mr. Villacci stated that it was originally a logging road for the gentleman who owned all the lots. All they have done is add culverts to deal with stormwater. Mr. Jordan asked if the hammerheads currently existed. Mr. Villacci stated those were proposed.

Chair McKeon asked who would own the open space in fee. Mr. Biegel stated Mr. Villacci and his wife, Helena Hollauer, will own both the open space in fee and the road.

Chair McKeon asked about any trail connections available. Mr. Biegel stated there were trails within the property, but none abutting the property.

Chair McKeon then asked what the applicant's proposal was for the treatment of the buffer. Mr. Biegel explained that the buffer within the open space will remain the same and further stated there would be a septic system within that buffer on the proposed lot with some sort of landscape area as required by the ordinance. Chair McKeon asked if these will be recorded in the deed. Mr. Biegel stated they would spell it out in the deed.

Mr. Cole asked if city water was available on Middle Road. Mr. Biegel stated that the water line stops at an existing hydrant 1200 feet from the entrance of the proposed private way.

The Board discussed the water issues as it relates to the suggestion of a sprinkler system. Mr. Biegel stated that if required, they would opt for a dry hydrant out of the pond, which is 14 feet deep on one end, 3-4 feet deep on the other side and is about ¼ of an acre in size. Mr. Cole asked if it was realistic to locate the dry hydrant at the turn out area. Mr. Villacci stated there was ledge throughout that area which would make locating the dry hydrant in that area cost prohibitive. Staff explained that the Board has the authority to require sprinkler systems under the provision in the ordinance within Section 19-60 – Private Ways which states the criteria for conditional uses, Section 19-119, will not result in a significant fire danger.

Chair McKeon asked the applicant was in agreement with the conditions of approval outlined by Staff. Mr. Biegel stated yes. He further stated they would put the landscape buffering in the deed as well as utilizing a dry hydrant instead of a sprinkler system.

**PUBLIC COMMENTS: No public comments.**

The Board had no further questions or discussion on this application.

Mr. Jordan moved approve the application subject to the conditions of approval drafted by Staff as well as the landscape buffering requirement being added to the deed. Mr. Cole seconded. Motion passed 5-0.

**Item 12 Town of Falmouth** – 144 Gray Road – Request for Site Plan Approval for safety improvement to the parking at Harmon’s Lunch. Map-lot U43-013, Zoned VMU, RT100CO.

Kylie Mason from Sebago Technics presented the application to the Board explaining that due to the Route 100 project, the roadside parking is no longer safe for customers; therefore, they are relocating the parking to the back of the lot. During her presentation, she stated the lot coverage would be noted on the plan as well as the dumpster enclosure detail which will be added to the sheet on the next submission.

Ms. Mason stated they were requesting a waiver for the requirement of the 10-foot landscape buffer. They have added a couple trees since the last submission. Chair McKeon asked what was there now. Ms. Mason stated there is nothing currently there. Chair McKeon then asked if the existing lot is paved, grassed or dirt. Ms. Mason stated the site is currently consists of a gravel parking lot, a lawn area, a tree in one location, and on street parking. With the upgrade and repair of Route 100, they are moving parking to the rear of the lot and adding two deciduous trees. Chair McKeon then asked why they wouldn’t include a 10-foot buffer. Ms. Mason stated that where the owner is working with the Town, they are trying to minimize costs as there currently is no buffer in that area. The Board, Staff and Ms. Mason discussed what the Town has requested for landscaping in addition to the two trees they will be adding.

Mr. Cole asked if the apron to Gray Road was currently gravel. Ms. Mason stated it was. She addressed the comment from Public Works regarding a maintenance plan for the gravel lot, further commenting that the applicant is agreeable to this maintenance plan. She went on to point out that she didn’t feel the applicant was ready to commit to

repaving the gravel lot within a certain time frame due to high construction costs. She explained that Harmons is a small business that has existed on a gravel lot and clarified which area would be paved and which area would remain as a gravel lot. Mr. Cole asked if there was any thought to paving an apron out to Gray Road to avoid any washout /track out from the property. Ms. Mason stated that the access road would remain gravel and the current entrance would remain gravel.

### **PUBLIC COMMENTS:**

Cindy Wormell, co-owner of Harmon's Lunch, stated that Peter Wormell, co-owner business is thinking of changing the entrance by putting a new entrance on the side of the building because they are losing a lot of the frontage. Chair McKeon confirmed that Ms. Wormell supported the project, which she stated she did. He then asked Ms. Wormell what she thought of the 10' landscape buffer. Ms. Mason interjected pointing out that the 10' landscape buffer would be in the right of way.

Mr. Kelly asked who owned the adjacent access road. Ms. Mason stated she was not clear who owned that piece of land. Ms. Mason confirmed that as part of the Route 100 project, there will be a paved apron onto the access area.

Chair McKeon asked if the grassy area in front of Harmons would be 10-feet wide. Ms. Mason stated it would be less than 10 feet.

Julie Porter, 12 Mountain Road, commented that she is opposing any project involving David Chase and Andrea Ferrante. She questioned who paid for the professionals to present this project, whether it was the Town or Harmons. She feels the agenda was misleading and working in conjunction with David Chase and his housing project. She is not happy with what's going on in this area as she feels it benefits only one developer.

### **Public Comments Closed.**

Chair McKeon asked if an old fill permit from 2002 was utilized and if any fill would be added as a result of this project. Ms. Mason stated she was not aware of the 2002 fill project and assumed it was completed. She further stated after reviewing the plan set it appeared that they were pulling some grades down speculating that there would be a little bit of fill. Referring to Page 3 of 6 of the Plan Set, she pointed out where the stormwater treatment area will be excavated explaining that she would not call it a fill project.

Mr. Kenlan broached the subject of authority for this waiver citing Section 19-134 where the Board is allowed to grant waivers for performance standards. He stated he wasn't sure a 10-foot buffer was a performance standard. Ms. Mason asked if the Board would be satisfied considering this requirement met with the addition of the 2 trees outlined on the plan as the buffer doesn't exist as the building is within the buffer. The Board and Ms. Mason discussed the landscape buffer requirement as it relates to this project.

Mr. Jordan asked for clarification on who the applicant was with respect to this project. Ms. Mason stated the applicant is the Town of Falmouth precipitated due to the Route 100/Gray Road work and the displacement of those parking spaces. Mr. Jordan asked if

Harmon's was listed on the national registry of historic buildings per Ms. Julie Porter's comment. Ms. Wormell and Ms. Mason both stated they didn't believe so.

Chair McKeon stated the applicant has withdrawn Waiver 1, which is the Use of a Landscape Architect, as Ms. Mason is a landscape architect.

Waiver 2 is to waive the requirement for a 10' landscape buffer along Route 100. Mr. Jordan moved to approve the waiver of the 10' landscape buffer. Mr. Kaplan seconded. Motion passed 5-0.

Mr. Jordan moved to approve the application as presented subject to the conditions of approval recommended by Staff. Mr. Kelly seconded. Motion passed 5-0.

**Item 13** ***TABLED - Catherine Liberty** – Field Road/Woodville Road – Request for Preliminary and Final Approval for a 6-lot subdivision on Field and Woodville Roads. Map-lot R03-066, Zoned FFm, RCZO.*

Mr. Jordan stated he would like to a site walk on this application. The Board members were all in agreement with conducting a site walk on this project.

#### **Item 14** **Other Business**

Staff polled the Board on a time for the Homestead Acres site walk to take place on May 21, 2019. The Board discussed this issue to determine the best date and time for all members. The Board decided on 5 p.m. on Tuesday, May 21, 2019 for the site walk. Staff clarified the meeting location as the staging area for the Route 100 project.

Mr. Jordan suggested that Maine Municipal Association (MMA) conduct a workshop with the Board regarding waivers and variances. Staff informed the Board that she has proposed amendments to the Subdivision Ordinance and would like to include them in the workshop training. The Board agreed that a workshop would be beneficial and asked Staff to check with MMA and determine the best date and time for this workshop.

Meeting adjourned at 11:49 p.m.

Recording Secretary,  
Lisa Sangillo