

Town of Waldoboro, Maine
Planning Board Meeting
April 20, 2022

Roll Call

The Planning Board meeting was called to order by vice chairman Jim Russo at 6:07 p.m. Other Planning Board members present were Johnny Kosnow and Jeff Erskine, in person at the Town Office, and Sarah Rich, remotely via Zoom. A quorum was present throughout. Planning and Development Director Max Johnstone was present in person. Brian Reeves, regional engineer with the Maine Dept. of Transportation, attended remotely, as did Jen Merritt, an abutter to the Secotte property.

1. Adjustments to the Agenda - none
2. Citizen Comments unrelated to tonight's agenda - none
3. Site Visit Report, Secotte Trucking Terminal, 3425 Atlantic Highway (Tax Map R13 Lot 10F)

A site visit was held earlier this afternoon at the Secotte trucking terminal at 3425 Atlantic Highway. Those attending included Planning Board members Kosnow and Russo, Town Planner Johnstone, property owner Kevin Secotte, his architect Chuck Campbell, and Doug Brown and Brian Reeves from the Maine Dept. of Transportation. There is a safety issue regarding the depth of the ditch between the entrance and exit driveways. An alternative ditch design was suggested which would allow drainage on the south side to flow into a seasonal stream rather than into the ditch. Only one of the four marker stakes was found during today's site visit. The other three stakes need to be located or replaced. Some site clean-up is needed at the rear of the property, including removing an old diesel fuel tank. Secotte agreed to do this. Russo asked whether a stormwater management plan should be required. Kosnow suggested a need for guardrails.

Campbell will do a computer-assisted design (CAD) for the driveway entrance and exit, using dimensions of a tractor and trailer to find the minimum necessary width for the driveways. The CAD driveway plan will be submitted to MDOT and the Town. Once approved by MDOT, the driveway plan will become part of Secotte's site plan application. Kosnow asked if the State will do a second inspection of the property in six months. Reeves said that DOT will not go out of its way to do so, but might check the site if personnel are in the area. He said that the DOT entrance permit is usually issued a week or so after receiving the design diagram.

There being no further questions, Reeves left the meeting at 6:27 p.m.

Russo summarized that only one corner stake was found during the site visit. The other three corner stakes should be set. Finding and surveying the four pins is a priority in order to establish extent of the fill and the buffer zones. The extent of the fill should be shown on the site plan. A revised drainage plan should be submitted. The site plan should be revised to show the catch basin and the placement of a silt fence.

Johnstone said that he will send an e-mail to Campbell and Secotte listing four action items:

- 1) Do a computer-assisted design (CAD), as discussed with MDOT engineer Brian Reeves, showing a wider driveway entrance;
- 2) Do a survey of the site to show the locations of the building and associated site development, to ensure that the building meets setback requirements and that all site development will taking place on the subject property;
- 3) Amend the site plan to add a catch basin, and show how stormwater runoff will be handled;
- 4) Add a silt fence along the edge of the fill.

On motion of Kosnow/Erskine, Planning Board members voted 4 – 0 to authorize Johnstone to send a note to architect Chuck Campbell on April 21 outlining the desired changes to the Secotte site plan.

4. Vote to Approve Minutes of the March 10, 2022 Planning Board Meeting as Revised

On motion of Erskine/Kosnow, Planning Board members voted 4 – 0 to approve the minutes of the March 20, 2022 meeting with one change on page 1, in the first line of the last paragraph at the bottom of the page, where the word “is” was changed to “may be”. The revised sentence reads, “Russo said that a stormwater permit may be required, and asked Campbell to provide this.”

5. Election of Erskine as Acting Vice Chair until June

Following the resignation of former chairman Scott Simpson, vice chairman Russo has become the acting chairman of the Planning Board. In July the Planning Board will elect a chair and vice chair for the coming year. Erskine is willing to serve as interim vice chair until the July election. Barbara Boardman, who was absent from tonight’s meeting, has asked not to be considered. On motion of Rich, Erskine was unanimously elected acting vice chair until July.

6. Reminder Not to Discuss Planning Board Business except at Formal Meetings

Johnstone reminded members that whenever three Planning Board members meet to discuss Planning Board business, that is considered a public meeting and needs to be advertised in advance. This applies to e-mail exchanges and telephone calls, as well as in-person meetings. Planning Board members should refrain from discussing Planning Board business among themselves except at formal meetings announced in advance.

7. How to Recruit New Planning Board Members?

The Planning Board nominally has seven members. At least four members need to be present to constitute a quorum to conduct business at meetings. Planning Board members were encouraged to invite people they know to talk to Johnstone about joining the Board. Training is available if desired, and will be paid for by the Town. The next training session is on May 10 in Bangor.

8. New State Statute regarding Density of Residential Development

Johnstone reported that a new law just passed in the Maine Senate would allow up to four dwelling units on each two-acre lot zoned for residential use. If the new law passes the House, it would be binding on all municipalities. Waldoboro would need to revise its Land Use Ordinance. Johnstone will consult the Town attorney, and will come back with revised dimensional standards for the Land Use Ordinance, which would need to be approved by vote of Waldoboro residents. Johnstone thinks that in-ground septic disposal may place a practical limit on the extent of such dense development except in areas served by a sewer system.

Next regularly-scheduled Planning Board meeting: Thursday, May 12, 6:00 p.m.

Adjournment: The meeting was adjourned at 7:04 p.m.

Respectfully submitted,

Susan S. R. Alexander
Recording Secretary

Action Items – Johnstone

Send a note to Chuck Campbell, with a copy to Secotte, outlining the Planning Board’s requested changes to the Secotte site plan.

If the new law about density of residential development just passed by the Maine Senate also passes in the House, consult Town attorney about revising sections of the Land Use Ordinance.