

Bucksport Planning Board
6:30 P.M., Tuesday, August 6, 2013
Bucksport Town Office
50 Main Street

AGENDA

1. Call to Order

2. Roll Call

Daniel See

Marc Curtis

George Hanson

Gail Hollowell

Rosemary Bamford

Edward Belcher

David Grant

3. Review and Acceptance of Minutes: Minutes from the July 2, 2013 meeting.

4. Chair's Report

5. Code Enforcement Officer's Report

6. Limited Public Forum: An opportunity for the Public to address the Board on matters related to land use or planning in the Town of Bucksport.

7. Unfinished Business: None

8. New Business:

- A. Application for approval of an Industry category land use at 84 Heritage Park Road, town tax map 3, lot 51. The applicant proposes to construct a 15,000 sq. ft. building with related site improvements, to be occupied with a frozen food storage and distribution facility. The facility will include a flash freezer to process perishable food products.

Applicant: ForestVale Properties

- B. Application for approval of a Trade category land use at 71 Heritage Park Road, town tax map 3, lot 48. The applicant proposes to construct a 1,696 sq. ft. building with related site improvements, to be occupied with an on-site service business offering machining and related services.

Applicant: Kimberly Smith dba Northeast Precision Machining

9. Administrative Business

10. Discussion

11. Adjournment

**Bucksport Planning Board
6:30 P.M., Tuesday, August 6, 2013
Bucksport Town Office
50 Main Street**

MINUTES

1. **Call to Order:** 6:30 P.M. by Marc Curtis, Chair

2. **Roll Call**

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Daniel See | <input checked="" type="checkbox"/> Marc Curtis | <input checked="" type="checkbox"/> George Hanson |
| <input checked="" type="checkbox"/> Gail Hallowell | <input type="checkbox"/> Rosemary Bamford | <input checked="" type="checkbox"/> Edward Belcher |
| <input checked="" type="checkbox"/> David Grant | | |

Staff present : Jeffrey Hammond, CEO
Dave Milan, Economic Development Director

3. **Review and Acceptance of Minutes:** The draft minutes from the July 2, 2013 meeting were reviewed by the board.

MOTION(See): To approve the July 2, 2013 meeting minutes as drafted.

SECOND(Hallowell)

DISCUSSION: None

VOTE: 3-0-1 Motion adopted. (Member Hallowell abstained because she was not present at the July 2nd meeting. Members Grant and Belcher arrived after this vote.)

4. **Chair’s Report:** The Chair reported that former member John Daniels will be honored by the town council at their next meeting on August 29th. Board members are encouraged to attend.

5. **Code Enforcement Officer’s Report:** No report.

6. **Limited Public Forum:** An opportunity for the Public to address the Board on matters related to land use or planning in the Town of Bucksport.

No public comments were submitted.

7. **Unfinished Business:** None

8. **New Business:**

A. Application for approval of an Industry category land use at 84 Heritage Park Road, town tax map 3, lot 51. The applicant proposes to construct a 15,000 sq. ft. building with related site improvements, to be occupied with a frozen food storage and distribution facility. The facility will include a flash freezer to process perishable food products.

Applicant: ForestVale Properties

Brian McCarthy was present to represent the applicant. Aimme Young from Plymouth Engineering was also present.

The CEO conducted a brief introductory presentation without benefit of the projector to display images. The projector was not operational due to damage it had received.

Ms Young described the project, which involves the freezing and storing of lobsters and other seafood for later distribution. Site improvements include the 15,000 square foot building and parking lot. Sewer and water connections will be made. Electricity will be underground from the street.

The Chair determined that no member had a conflict or interest of bias related to the projects.

Mr. McCarthy answered a few general questions from board members and the CEO. The CEO reported that department directors commented on the application and no concerns were expressed. The fire chief inquired about chemical storage and the building floor plan. This will be discussed during the standards review.

The board then commenced the standards review.

Environment Standards: The board determined that the following environment standards were applicable:

- 2) Stormwater runoff from the land use is minimized to the greatest practical extent and adequately managed to reduce the risk of relevant detrimental effects.
DOCUMENTATION: A topographic map showing the site to be relatively flat. Surface water flow will be directed to existing roadway ditches.
- 3) Soil that may be exposed during any soil disturbance activity of the land use is adequately protected from unreasonable erosion and sedimentation.
DOCUMENTATION: Best management practices, as described in the application, will be applied during site work.
- 4) Surface and subsurface waters are adequately protected from the detrimental effects of any water pollutant from the land use.
DOCUMENTATION: The building will be served by town water.

The board did not believe a site visit was necessary to verify compliance with the environment standards.

Special Areas Standards: The board determined that no special areas standards were applicable.

Local Areas Standards: The board determined that the following local areas standards were applicable:

- 1) The scale and site features of the land use are consistent with the development patterns in the local area or neighborhood.
DOCUMENTATION: The proposed building and site improvements as described are consistent with other commercial development in the industrial park.
- 2) The land use is appropriately separated and shielded from abutting land uses and public or private ways to adequately mitigate any relevant detrimental effect.
DOCUMENTATION: Abutting properties are commercial, and shielding is not needed. No new buffer or screening are proposed.
- 4) Any relevant detrimental effects of artificial lighting from the land use are adequately mitigated.
DOCUMENTATION: Security yard lights will be used for the parking area.
- 5) Any relevant detrimental effects of noise from the land use are adequately mitigated.
DOCUMENTATION: Fans and condensers located outside the building will not generate levels of noise unsuitable for an industrial park

- 6) Any relevant detrimental effects of nuisance odors from the land use are adequately mitigated.

DOCUMENTATION: The processing operation will not result in nuisance odors.

The board did not believe a site visit was necessary to verify compliance with the local areas standards.

Public Safety Standards: The board determined that the following public safety standards were applicable:

- 1) The quantity and quality of public and private drinking water supplies are adequately protected from any relevant detrimental effects of the land use.
DOCUMENTATION: The water supply will be from the town' public water service. No unusual quantities will be consumed. 200 gpd is expected.
- 2) The safety and sufficiency of energy supply services are adequately protected from any relevant detrimental effects of the land use.
DOCUMENTATION: CMP will provide power. It will be installed underground from the street.
- 3) Public safety services are adequately protected from any relevant detrimental effects of the land use.
DOCUMENTATION: Chlorine will be stored in a 50-gallon drum in a separate room. Ammonia and Freon are used for refrigerants. The building will not have a sprinkler or a fire alarm system, and these are not required.
- 4) Public wastewater facilities are adequately protected from any relevant detrimental effects of the land use.
DOCUMENTATION: Plumbing in the building includes two bathrooms for employees, a break room sink, freezer & cooler floor drains, and a 40' trench drain.
- 5) The proper management of solid wastes is adequately protected from any relevant detrimental effects of the land use.
DOCUMENTATION: A dumpster will be placed on site and will be screened from view as required by park covenants.

The board did not believe a site visit was necessary to verify compliance with the public safety standards.

Specific Uses Standards: The board determined that the following specific use standard is applicable: Parking in Section 13.15.8.12. The board reviewed the proposed parking. Parking for up to 15 employees was proposed and deemed to be sufficient by the board.

The board did not believe a site visit was necessary to verify compliance with the specific use standards.

Dimensions Standards: The board determined that the following dimensional standards were applicable:

A minimum setback of 10 feet from property lines for the proposed building and parking lot.

A maximum building height of 75 feet.

The board found that both dimensional standards would be met.

The board commenced their findings upon conclusion of the standards review.

MOTION(Hallowell): To find that the proposed use has met all applicable environment standards.

SECOND(See)

DISCUSSION: None

VOTE: 6-0 motion adopted

No special area standards were found to be applicable, so a finding on these standards was not required.

MOTION(See): To find that the proposed use has met all applicable local areas standards.

SECOND(Hallowell)

DISCUSSION: None

VOTE: 6-0 motion adopted

MOTION(Grant): To find that the proposed use has met all applicable public safety standards.

SECOND(Hallowell)

DISCUSSION: None

VOTE: 6-0 motion adopted

MOTION(See): To find that the proposed use has met all applicable specific use standards.

SECOND(Belcher)

DISCUSSION: None

VOTE: 6-0 motion adopted

MOTION(See): To find that the proposed use has met all applicable dimensional standards.

SECOND(Hallowell)

DISCUSSION: None

VOTE: 6-0 motion adopted

Upon conclusion of their findings, the chair advised the applicant that the application had been approved. The CEO will issue a land use/building permit upon evidence that the applicant has received a deed from the town.

- B. Application for approval of a Trade category land use at 71 Heritage Park Road, town tax map 3, lot 48. The applicant proposes to construct a 1,696 sq. ft. building with related site improvements, to be occupied with an on-site service business offering machining and related services.**

Applicant: Kimberly Smith dba Northeast Precision Machining

Kimberly Smith was present to represent the applicant.

The CEO conducted a brief introductory presentation without benefit of the projector to display images.

Dave Milan described the project. Products under contract will be made, and work will also be taken from walk-in customers. Site improvements include the 1,696 square foot building and parking lot. Sewer and water connections will be made. Electricity will be overhead from the street.

The Chair determined that no member had a conflict of interest or bias related to the projects.

Ms Smith answered a few general questions from board members.

The CEO reported that department directors commented on the application and no concerns were expressed. The fire chief inquired about chemical storage and the building floor plan. This will be discussed during the standards review.

The Chair noted that the applicant had not provided evidence of right, title or interest, or a letter of authorization from the property owner, the town. Dave Milan explained that the applicant will be taking all the necessary steps to become eligible for owning the lot, but if they waited until after then to seek the board's approval, it would be too late to begin construction before winter.

The CEO noted that the board had done a review without this required documentation once before. In the current matter, if the property owner had been someone other than the town, the CEO suggested that they should not conduct a review. However, there was no indication that the project would be deemed undesirable for the industrial park, and it is expected to be approved by the town council. The board discussed this issue, and decided to proceed with their review. If approved, a condition will be added that the applicant provided evidence of right, title or interest before any permits can be issued.

The board then commenced the standards review.

Environment Standards: The board determined that the following environment standards were applicable:

- 2) Stormwater runoff from the land use is minimized to the greatest practical extent and adequately managed to reduce the risk of relevant detrimental effects.
DOCUMENTATION: A topographic map showing the site to be relatively flat. Surface water flow will be directed to the side and rear of the lot.
- 3) Soil that may be exposed during any soil disturbance activity of the land use is adequately protected from unreasonable erosion and sedimentation.
DOCUMENTATION: Best management practices will be applied during site work.
- 4) Surface and subsurface waters are adequately protected from the detrimental effects of any water pollutant from the land use.
DOCUMENTATION: The building will be served by town water.
- 5) The ambient air environment is adequately protected from the detrimental effects of any air pollutant from the land use.
DOCUMENTATION: No air pollutants are expected.

The board did not believe a site visit was necessary to verify compliance with the environment standards.

Special Areas Standards: The board determined that no special areas standards were applicable.

Local Areas Standards: The board determined that the following local areas standards were applicable:

- 1) The scale and site features of the land use are consistent with the development patterns in the local area or neighborhood.
DOCUMENTATION: The proposed building and site improvements as described are consistent with other commercial development in the industrial park.
- 2) The land use is appropriately separated and shielded from abutting land uses and public or private ways to adequately mitigate any relevant detrimental effect.

DOCUMENTATION: Abutting properties are commercial, and shielding is not needed. No new buffer or screening are proposed.

- 4) Any relevant detrimental effects of artificial lighting from the land use are adequately mitigated.

DOCUMENTATION: Security yard lights will be used for the parking area.

- 5) Any relevant detrimental effects of noise from the land use are adequately mitigated.

DOCUMENTATION: Tools will be operated in the building and any noise is not expected to be inappropriate for an industrial park location.

- 6) Any relevant detrimental effects of nuisance odors from the land use are adequately mitigated.

DOCUMENTATION: The processing operation will not result in nuisance odors.

The board did not believe a site visit was necessary to verify compliance with the local areas standards.

Public Safety Standards: The board determined that the following public safety standards were applicable:

- 1) The quantity and quality of public and private drinking water supplies are adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: The water supply will be from the town' public water service. No unusual quantities will be consumed.

- 2) The safety and sufficiency of energy supply services are adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: CMP will provide power. It will be installed overhead from the street.

- 3) Public safety services are adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: The building will not have a sprinkler or a fire alarm system, and these are not required. A final inspection by the CEO and fire department will be conducted prior to opening for business.

- 4) Public wastewater facilities are adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: Public sewer will be utilized and no adverse impact is expected.

- 5) The proper management of solid wastes is adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: A dumpster will be placed on site and will be screened from view as required by park covenants.

The board did not believe a site visit was necessary to verify compliance with the public safety standards.

Specific Uses Standards: The board determined that the following specific use standard is applicable: Parking in Section 13.15.8.12. The board reviewed the proposed parking. Parking for 11 employees is required and 8 spaces were proposed, all for employees. The board discussed the deficiency, and a motion was made:

MOTION(See): To find that 8 parking spaces are sufficient for the proposed land use.

SECOND(Hallowell)

DISCUSSION: None

VOTE: 6-0 motion adopted

The board did not believe a site visit was necessary to verify compliance with the specific use standards.

Dimensions Standards: The board determined that the following dimensional standards were applicable:

A minimum setback of 10 feet from property lines for the proposed building and parking lot.

A maximum building height of 75 feet.

The board found that both dimensional standards would be met.

The board commenced their findings upon conclusion of the standards review.

MOTION(See): To find that the proposed use has met all applicable environment standards.

SECOND(Grant)

DISCUSSION: None

VOTE: 6-0 motion adopted

No special area standards were found to be applicable, so a finding on these standards was not required.

MOTION(Hallowell): To find that the proposed use has met all applicable local areas standards.

SECOND(See)

DISCUSSION: None

VOTE: 6-0 motion adopted

MOTION(See): To find that the proposed use has met all applicable public safety standards.

SECOND(Belcher)

DISCUSSION: None

VOTE: 6-0 motion adopted

MOTION(Grant): To find that the proposed use has met all applicable specific use standards.

SECOND(See)

DISCUSSION: None

VOTE: 6-0 motion adopted

MOTION(See): To find that the proposed use has met all applicable dimensional standards.

SECOND(Hallowell)

DISCUSSION: None

VOTE: 6-0 motion adopted

Upon conclusion of their findings, the chair advised the applicant that the application had been approved, subject to the requirement that a deed documenting the conveyance of the property to the applicant be submitted to the CEO. The CEO will then be able to issue a land use permit.

- 9. Administrative Business:** Chair Marc Curtis announced that he will no longer be serving on the planning board after tonight's meeting. He is no longer a resident in Bucksport.

The board all agreed that the secretary, Rosemary Bamford, should chair all meetings until the next election at the December meeting.

The board reviewed and approved of the wording of the proclamation for John Daniels to be given at the next town council meeting on August 29th.

- 10. Discussion:** The CEO expressed concern that the board will, from this point forward, be without the use of the projector, which has been an invaluable tool for the past 6 years. The projector was accidentally severely damaged and it may not be safe to use. The town manager is moving toward the use of PowerPoint presentations, and the projector may not be repaired or replaced. The board discussed this, and was of the opinion that the projector is a much more practical method for application presentations.

- 11. Adjournment:** 8:30PM

Minutes prepared by
Jeffrey Hammond
Recording Secretary