

**Town of Winterport Planning Board Meeting
Winterport Town Office
February 15, 2024**

The Town of Winterport Planning Board met on Thursday, February 15, 2024 at 7:00 p.m. at the Winterport Town Office. Members present were: Chair Jim Gilbert, Lew Aurelio, John Coggeshall, Livia Davis, Vice Chair Kate Grossman and Carol Worster.

Board Secretary Gloria Aurelio and Land Surveyor Darrell Ginn were also in attendance.

Sean Thies of Haley Ward Engineers, Katie Foster and Charlie Peters of R. H. Foster Energy, and Michael Thibodeau attended as audience members.

1. Preliminaries

a. Call to Order

Chair Gilbert called the meeting to order at 7:00 p.m.

b. Determination of a Quorum

All Board members were in attendance, indicating a quorum.

c. Approval of the minutes of January 18, 2024

Coggeshall moved, Grossman seconded, and the Board voted unanimously to approve.

d. Changes to the Agenda

Chair Gilbert announced that representatives from R. H. Foster will present on installation of new storage tanks and proposed renovation at their Winterport site.

e. Chair's Report

Chair Gilbert announced that Travis Gould is the new Code Enforcement Officer for the Town of Winterport, due to the resignation of Jacki Robbins. He will take over the post in 10 days time.

2. Old Business

a. "Wild Parsnip Acres" - Review for Approval

As the Completeness Review was held at the last regular meeting, Chair Gilbert entertained a motion to approve. Worster then seconded, Coggeshall seconded, to approve the site plan, and the Board voted unanimously in favor. Motion carried.

The Board then signed the approved plan.

b. "Stacy's Way" - Completeness Review

Surveyor Ginn presented the preliminary plan of the 16-lot subdivision. Certain restrictions were added since the Board's last meeting.

John Coggeshall asked about a wetland area.

Chair Gilbert asked if the Town Water District will want to review the engineering plans. Mr. Thibodeau has spoken to the District to ensure the subdivision will be accepted as a District property, to provide water and sewer services.

Livia Davis asked about the location of proposed driveways.

Chair Gilbert then conducted the Site Plan Review Completeness Checklist.

Vice Chair Grossman asked if a new deed needed to be recorded. Winterport's town attorney advised that it does not need to be rerecorded.

Coggeshall moved, Aurelio seconded, and the Board voted unanimously that the application was complete.

Chair Gilbert then entertained a motion to approve the application as presented. Coggeshall moved, Worster seconded, and the Board voted unanimously in favor. Motion carried.

The Board then signed the approved plan.

3. New Business

a. Amendment to K & V Forest Subdivision

This subdivision was created long ago, but is still active.

Surveyor Ginn report there has been only one change in 20 years - one lot was divided off to a family member. He requests a public hearing.

Chair Gilbert will schedule a public hearing for March 21, and a site visit. He advised Surveyor Ginn to bring a list of waivers to the next meeting.

Kate Grossman and Livia Davis will perform a site visit on February 27, beginning at 8:00 a.m.

b. Clendenning Subdivision

Surveyor Ginn announced this project is in sketch phase. His main concern is a question on required paving of the private road. There are seven lots currently served by this private road,

which is currently well maintained. After discussion, Chair Gilbert advised that there was not enough information presented to respond to the question.

4. Other

R. H. Foster Request

To begin, Chair Gilbert referred to the page on shoreline zoning from the Winterport Land Use Ordinance of June, 2011, and its' list of permitted uses.

Engineer Sean Thies, representing R. H. Foster, reported that a permit has been obtained to replace underground fuel tanks at their Winterport location. By law, fuel tanks must be replaced every 30 years. At time of replacement, the company would also like to renovate the existing building and add a ten foot addition, L-shaped. This would be an extension to the building, with Planning Board approval.

The fuel tanks are scheduled to be removed in April, 2024. He asked what is required to start building demolition in April.

John Coggeshall asked about current square footage. The building is currently 3,400 square feet; the addition will add 1,500 square feet.

Katie Foster suggested she request opinion on impact from the DEP (Maine Department of Environmental Protection). Chair Gilbert agreed DEP approval would be helpful.

Chair Gilbert asked about the parking area. Four spaces will be added, with no net increase due to addition location.

Chair Gilbert suggested continued communication, and a sketch plan the Board could review prior to the meeting on March 21. The Board would also need the letter from Maine DEP for the March meeting.

5. Adjournment

At 8:08 p.m. Coggeshall moved, Grossman seconded, and the Board voted unanimously to adjourn.