

**Town of Buxton
Planning Board Minutes
February 24, 2025**

Minutes prepared by Roxanne Gardner

Members present: Jere Ross, Craig Lefebvre, Scott Warchol, Roger Tracy. Also attending on behalf of the town: Patti McKenna, Code Enforcement officer, Roxanne Gardner, Code Enforcement Secretary. Other attendees: Jay Lord, Dan Kiley, Tonja Lefebvre, Henry W. Huntly, Cliff Thomas, Kelly Hovey.

Absent from meeting: Heath Knight

Chairman Jere Ross called the meeting to order at 7 pm

Appointments:

Application for a conditional use- Hannaford Bros CO, LLC/ Maple Rock LLC- For a Clynk structure- 24 Portland Road-Map 9 Lot 33.

Dan Kiley stated that he was from Clynk, and it had been two weeks since he was in front of the board to look at the design elements and color renderings that had been submitted. Dan stated that he was looking for some feedback from the board on directional setting to move forward to the next level of the permitting process which would be public hearing.

Roger Tracy asked the applicant if it was a wrap they are using. Dan stated that the outside of structure would be done in a wrap. The wrap is going to look like a vinyl siding and the coral color of the wrap matches with the lower brick portion of the Hannaford store front.

Scott Warchol stated that the structure would be wrapped on all four sides with text on the front. Dan answered yes, the text would only be on the front of the structure.

Scott stated that on the box container there is trim pieces on the corners and across the top is the color going to be green. Dan answered the trim would be white pvc and the windows would be framed with bare aluminum.

Scott asked if the windows would be clear or tinted and if they would have decals on them. Dan answered the windows would be clear.

Scott asked the applicant how wide the corner pieces are. Dan answered that the corner pieces are four inches.

Scott asked the applicant what kind of lights would be on the outside of the building. Dan answered that the lights have low voltage, and the lights are pointed down. Dan stated that the lights are like a patio light. They are small lights that just illuminate the doors.

Scott stated that on the plans the applicant showed ramps for the windows. Dan stated that the ramps are on the inside of the building. When a customer opens a door/window and sets a bag in it allows it to slide towards the rear of the box.

Scott stated that he is not thrilled about the aluminum on the corners. Dan asked if the board would like it to be all white wood trim. Scott stated that he would like to see something contrasting if it matches the windows, a white trim would be okay.

Jere Ross stated that the only issue is parking and does the board feel we have to have additional parking. Jere stated that the applicant is proposing to take up four existing parking spots.

Scott asked the applicant if the structure could be placed off the pavement. Dan stated that the structure could be placed off the pavement, but it is easier to place the structure on the pavement because it is a more level surface.

Roger Tracy stated that it would make sense to have the structure off the pavement and not eliminate the parking spaces, but I do not feel that there is an issue with not having enough parking spaces at Hannaford.

Jere asked the applicant if the structure is placed on the pavement, will the structure stick out into the parking lot. Dan answered no it will not. If you take a standard 9-by-18 parking stall with the building itself is 8 by 20 we would put it to the front edge of the parking stall that would give us 10ft from the front of the building to the end of the parking stall where the travel lane would be. Also, there will be bollards placed across the front of the building. The bollards will be placed in the center of each of the parking stalls.

Jay Lord stated that the existing pavement for the parking lot is not being fully used. We would like to keep as much as the previous area as possible. If we set the building off the pavement, we would need to put in access to get the trolley in to get the bags out. For us it would be easier all the way around to keep the building on the existing pavement.

Dan stated that there are two parts one is the way we design the building, the cost of the building today compared to what Hannaford has built in the past. This building's cost is about a third of the cost and the second part is to manage the cost of the project as closely as possible.

Scott Warchol Made a motion to set a public hearing for March 10,2025 at 7:00pm for Hannaford Bros CO, LLC/ Maple Rock LLC-for a Clynk structure-24 Portland Rd-Map 9 Lot 33. Roger Tracy seconded the motion. Motion passed with a vote of 4-0 in favor.

GEO Report:

Patti McKenna, Code Enforcement officer stated that she has been working with a junk yard property on Long Plains Rd. Also, four of the units at 771 Narragansett Trail have received occupancy.

Craig asked for an update on the pending applications that are listed on the top right corner of the agenda. Patti stated that Wyatt properties have not come back in they wanted the building with different units. We have not heard anything from 207 landscaping. Same with Redcoral on Rocky Dundy Rd with the application for affordable housing, they have a lot of engineering to do. The MFO properties on Spruce Swamp Rd wanted to do a few duplexes I have not heard from them. She believes Christine Paul decided to wait on splitting her lot.

Minutes:

Scott made a motion to approve February 10,2025 minutes as written. Craig seconded the motion. The motion passed with a vote of 4-0 in favor.

Bills:

None currently.

Communications:

Jere stated that the board had a reminder of the online seminar training with MMA for understanding the FOA is on Tuesday March 4,2025 at 4:30pm. The training will be held in the big conference room at Town Hall.

Other Business:

None currently.

Discuss setting a public hearing for proposed zoning amendments.

Jere stated that the board voted to send the proposed zoning amendments to the Town Council. Jere asked if we had received a reply from the Town Council. Patti stated that she has not received a response back. Patti stated that she asked her if she thought she could have it within 30 days so we could schedule a public hearing towards the end of the 30 days she said that she would be able to. Patti stated that she reached out again last Thursday to say can we close the loop and confirm that you can do it within the 30 days she was on vacation and coming back into the office today, but I did not hear from her today. Patti stated that the Town website is under construction, so we are unable to post the proposed zoning amendments to the site at this time. Patti stated if anyone wanted to see them, we could email them, or they could stop by the Code Office and pick up a copy.

Jere stated that he would like to have Chief Nate Schools come to the public hearing to talk about the changes in the fire ponds that he is proposing and the changes in the sprinkler ordinance.

Craig Lefebvre made a motion to set a date for March 24,2025 at 7pm for a public hearing for the proposed zoning amendments with a snow date of March 31,2025. Roger Tracy seconded the motion. Motion passed 4-0 in favor.

Planning board annual report sheet for July 2023 – June 2024.

Jere stated that the board received a copy of the annual report for July 2023 - June 2024. Jere asked the board if they had time to look the report over and if the board was ok with the annual report. The board stated yes.

Jere stated that scott sent the board a synopsis for the comprehensive plan review and we will be meeting with Southern Maine Regional Planning on March 5,2025 at 2pm for anyone who would like to attend the meeting is open to the public. We will be talking with them on how to proceed with the comprehensive plan and see what they can do for us.

Scott stated that he had drafted a draft proposal to get some cost from other consultants to help the Town with the comprehensive plan. Scott feels there could be a couple more things that could be added but he wanted to get this part out first. Scott stated that if the board had anything that needed to be added to let Patti or Roxanne know and they will let me know. Scott stated that he assumed that this is something the lawyer is going to need to look at before we send it out. Patti stated that an RFP I do not know why they would have to. It is not a formal bid process it is for them to propose. Scott stated that he will look at it again and make some more adjustments than we should talk with the Select board.

Scott stated that as far as the budget goes, he put money into the consultant account. Right now, there are only 3,000 in there and I put in for an additional 11,000 so if the comp plan does move forward it will help cover the work for 2025 after the Town meeting. Scott stated that the board should be reviewing the goals and policies that were set in 2003 to see where we are.

Attendees may address the Board:

None currently.

Adjourn:

Jere made the motion adjourn at 7:30PM. Craig seconded the motion. The motion passed with a vote of 4-0 in favor.

Date Approved: 3/10/2025
Signed: [Signature]
Jere Ross, Chairman

Next meeting –Monday, March 10, 2025