

**PLANNING BOARD MEETING
TOWN OF CUMBERLAND
Cumberland Town Hall
290 Tuttle Road, Cumberland, Maine 04021
Tuesday, May 21, 2013
7:00 p.m.**

A. *Call to Order:*

B. *Roll Call:*

Present: Chris Neagle, Chair, John Ferland, Vice Chair, Peter Bingham, Jerry Boivin, Jeff Davis, Josh Saunders, Peter Sherr

Absent:

Staff: Carla Nixon, Town Planner, Pam Bosarge, Administrative Assistant

Mr. Neagle welcomed two new Planning Board members: Jeff Davis, an architect for a civil engineering firm who has been on the Gray Planning Board, and Josh Saunders who is new to town, but has experience with the Westbrook Planning Board.

Mr. Neagle continued stating next month we will be losing one of the Board's current members, and he would talk about it at the end of the meeting.

C. *Approval of Minutes of March 26, 2013 meeting*

Mr. Sherr stated on page 30 it states his firm has done work for the applicant and it should be changed to Town.

Mr. Bingham moved to approve the minutes as corrected.

Mr. Ferland seconded.

VOTE: 5 in favor

(Neagle, Ferland, Bingham, Boivin, Sherr)

2 abstain (Davis, Saunders)

D. *Staff Site Plan Approvals: Caddy's Shack; Ice Cream Shop at 169 Gray Road, Tax Assessor Map U19, Lot 14 in the Village Center Commercial (VCC) district.*

Ms. Nixon reviewed the site plan of Caddy's Shack stating the hours of operation will be Monday through Friday from 12:00 p.m. to 9:00 p.m. and Saturday and Sunday from 2:00 p.m. to 9:00 p.m. Ms. Nixon reviewed the art work stating this is not a sign, but art.

E. *Minor Change Approvals:*

1. Doc's Café to add an ice cream window and extend hours of operation.

Ms. Nixon stated she had approved the change for an existing window to be used as an ice cream window and extend the hours of operation a few hours a week. She stated she had polled the Planning Board then checked with the Town Attorney prior to making her decision.

Mr. Neagle stated this is a great business and he has no concerns specific to the ice cream window; that is a great addition. He stated an applicant had given hours and specifics of its business and the Standard Condition of Approval states the approval is to run in accordance with statements presented to the Board, even though the hours were not stated as a condition of approval. In going forward he would like the public to have a chance to comment and he respects everyone's input.

2. *Paving Parking Area next to the Little League Fields at Drowne Road.*

Ms. Nixon stated the gravel overflow parking was muddy this spring and the approved change has allowed the area to be paved.

3. *319 Main Street – Elevation Changes to proposed café*

Ms. Nixon stated these changes include changes to the location of windows. The restaurant will have booths along the front wall and the change in window location is to work with the location of the booths.

F. *Hearings and Presentations:*

1. *Public Hearing:* To recommend to the Town Council an amendment to the Official Shoreland Zoning Map to remove the Wetlands / Limited Residential designation to the properties shown on the map below; these properties will be changed to the underlying zones of RR1 and RR2 as shown on the Official Cumberland Zoning Map. The zoning map amendment will include the following lots shown on the map below: Map R05, Lots 33B, 33C, 35, 35A, 35B, 35C, 35D, 35E, 35F, 35G, 37, 37A, 37B, 37C, 37D, 37E, 37F and Map U15, Lots 10, 10A, 10B, and 7B.

Ms. Tibbetts, Assistant Town Manager, presented background as follows: The property owner off the end of Bruce Hill Road requested to amend the zoning map since the lot did not meet the requirements for Shoreland designation. Mr. Longley consulted with the Maine DEP Coordinator for Shoreland Zoning and he advised that the wetlands and other resources did not require the Town to zone the area as Shoreland. He also confirmed that the Town of Falmouth does not regulate any Shoreland area in or near the mapped Shoreland Zone on the Cumberland map. This change would keep Cumberland consistent with State Shoreland zoning and not more restrictive. The lots would revert to the underlying zones of RR1 and RR2. This request was forwarded to the Planning Board with a positive recommendation from the Ordinance Committee.

Mr. Ferland asked if there were any instances elsewhere where the shoreland zoning was more stringent.

Ms. Tibbetts stated Knight's Pond which has been changed.

The public portion of the meeting was opened.

Ms. Maureen Anderson, owner of 15 Bruce Hill Road who requested the change; stated this designation was changed in 2005, and has not been in effect the entire time she and her family have owned the parcel. She was not aware of the restriction until looking at building on the property.

Mr. Shane, Town Manager stated Ms. Anderson is correct. The portion of the property within 75' of the stream will be in compliance with State Regulations.

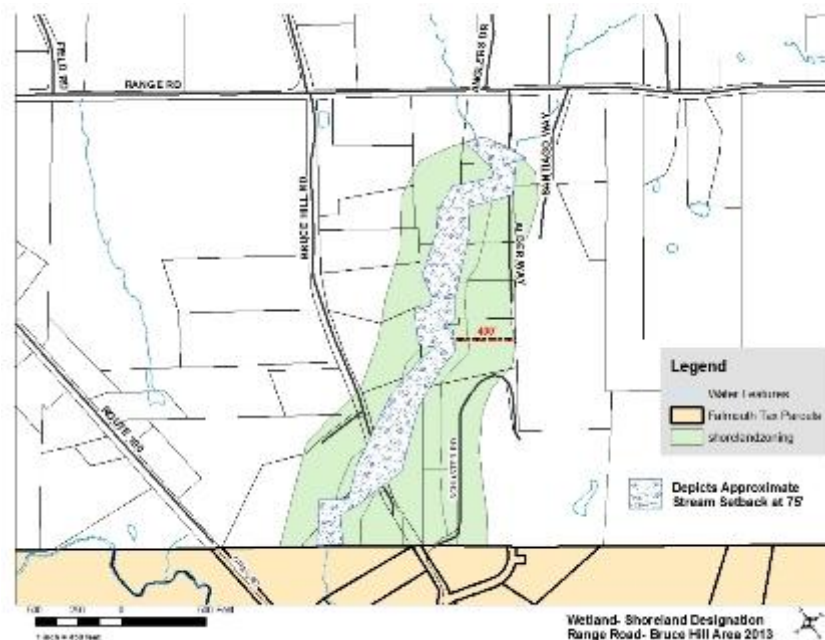
Mr. Neagle read into the record the letter from Liz Orser. Mr. Neagle stated this change would not constitute spot zoning. We are modifying local zoning to be no more strict than the State

Law. We are not changing the flood zone areas that is done by FEMA. The town will have no liability.

The public portion of the meeting was closed.

Mr. Bingham stated we are not changing lots from RR1 to RR2; we are simply changing the shoreland designation to the existing underlying zones.

Mr. Bingham moved to recommend to the Town Council draft zoning map amendments to the Official Shoreland Zoning Map to remove the Wetlands / Limited Residential designation to the properties shown on the map below: these properties will be changed to the underlying zones of RR1 and RR2 as shown on the Official Cumberland Zoning Map. The zoning map amendment will affect the following lots as shown on the map: **Map R05, Lots 33B, 33C, 35, 35A, 35B, 35C, 35D, 35E, 35F, 35G, 37, 37A, 37B, 37C, 37D, 37E, 37F and Map U15, Lots 10, 10A, 10B, and 7B**



Mr. Ferland seconded.

VOTE: Unanimous

2. Public Hearing: To recommend to the Town Council amendments to Chapter 315 Zoning Ordinance; Section 48 (Erosion and Sedimentation Control) of the Cumberland Code.

Ms. Tibbetts, Assistant Town Manager, stated this was a small section of the Ordinance. We have had several discussions at staff level regarding filling of land and what protective measures we would have on those types of activities. The existing language didn't have any. We borrowed from an existing Windham Ordinance and tailored it to our needs in Cumberland. All the text in red is new. It is essentially matching the State's Best Management Practices and allowing the Code Enforcement Officer a level of review over certain filling and grading activities to minimize off site impacts from this type of activity.

Public portion of the meeting was opened. There were no public comments. The public portion of the meeting was closed.

Mr. Neagle stated this is more update language for a section with minimum language.

Mr. Sherr asked about the highlighted 25% of any lot.

Ms. Tibbetts stated there are two items which are highlighted; those are the two changes that the Ordinance Committee requested after review.

Mr. Neagle asked if there was any discussion regarding moving the 25% number or did they want to make sure they were not affecting the property owner digging his garden.

Ms. Tibbetts stated yes, they were trying to qualify a minimum standard.

Mr. Sherr said the language will also apply to activities which may result in unstabilized soil conditions; do you want to have a limit to that effect? Soil disturbance less than 25% of unstable soil conditions could be an issue.

Ms. Tibbetts agreed that is a possibility.

Mr. Neagle stated that is a good point on a lot of 40 acres there could be some damage.

Mr. Sherr suggested adding some language referencing shoreland zone or within 250 feet of a water body.

The Board reviewed the language and discussed the unstabilized soil conditions and 25% disturbance.

Mr. Neagle asked if size could be defined by square footage.

Ms. Tibbetts stated that was discussed, based on varying lots the attempt was to use a percentage to be uniform regardless of the lot size.

Mr. Sherr stated it is not the percentage but how close you are to the water body or an environmentally sensitive area.

Mr. Shane stated all the unstable soils have been identified and are mapped throughout the Town. The state GIS Map has done all of our shoreline and interior unstable areas of soils, indicating where it is unsafe to build houses.

Mr. Shane stated we can post these maps on our website. The intent of the ordinance is to be able to regulate residential building; site plans are already regulated.

Mr. Saunders asked if the maximum amount of soil is disturbed do residents need a permit; and no more than 5,000 sq. ft. can be disturbed in any circumstance.

Ms. Tibbetts stated the intent was a disturbance of 25% or more would require a permit; for a single homeowner.

Ms. Nixon asked if everyone would need a permit prior to work.

Mr. Neagle stated there would be public outreach and education to inform residents of the ordinance.

Mr. Ferland moved to recommend to the Town Council to the Town Council draft zoning amendments to Chapter 315, §48 (Erosion and Sedimentation Control) of the Cumberland Code; with the following changes:

All activities that involve filling, grading, excavation or other similar activities which may result in unstablized soil conditions ~~on 25% or more of any lot~~ affecting an adjacent lot or an area designated as unstable on the State GIS Map identifying unstable soils shall require a permit and a written soil erosion and sedimentation control plan.

The following activities are exempt from the requirements of this section:

I. Permit applications in subdivisions and site plans, which have a Planning Board approved soil erosion and sediment control plan.

Mr. Sherr seconded.

VOTE: Unanimous

§315-48 Erosion and sedimentation control

The purpose of this section is to eliminate or minimize the off-site impact from any proposed development. To this end, all construction shall be accomplished in conformance with the erosion prevention provisions of the Maine Erosion and Sediment Control Best Management Practices published by the Department of Environmental Protection and the permitting process as outlined herein.

Filling, grading, lagooning, dredging, earthmoving activities, and other land use activities shall be conducted in such manner to prevent, to the maximum extent possible, erosion and sedimentation of surface waters. In order to create the least potential for erosion, development shall be designed to fit with the topography and soils of the site, control stormwater run-off through the construction phase and strategic placement of structures, roads and driveways. The natural features and drainage patterns of the lot shall be preserved using careful site design prior to any clearing or construction. The natural flow of water shall be identified and undisturbed buffers protected to minimize off site transport by stormwater. Areas of steep slopes where high cuts and fills may be required shall be avoided wherever possible, and natural contours shall be followed as closely as possible.

All activities that involve filling, grading, excavation or other similar activities which may result in unstabilized soil conditions on 25% or more of any lot affecting an adjacent lot or an area designated as unstable on the State GIS Map identifying unstable soils shall require a permit and a written soil erosion and sedimentation control plan. The plan shall be submitted to the Code Enforcement Officer for approval and shall include, where applicable, provisions for mulching and re-vegetation of disturbed soil, temporary runoff control features such as hay bales, silt fencing or diversion ditches, and permanent stabilization structures such as retaining walls or riprap.

The maximum amount of soil area to be disturbed shall be based on the slope of the disturbed area, as outlined in Table I below.

TABLE 1	
% Ground Slope Range	Amount of Soil Disturbance (sf)
$\geq 20\%$	500 sf
$\geq 10 < 20\%$	1000 sf
$\geq 5 < 10\%$	2000 sf
$\geq 2 < 5\%$ §315-48 Erosion and sedimentation control	4000 sf

Any exposed ground area shall be temporarily or permanently stabilized within one (1) week from the time the work was started, by use of riprap, sod, seed, and mulch, or other effective measures. In all cases, permanent stabilization shall occur within nine (9) months of the initial date of exposure. Where mulch is used, it shall be applied at a rate of a least one (1) bale per five hundred

(500) square feet and shall be maintained until a catch of vegetation is established. Anchoring the mulch with netting, peg and twine or other suitable methods may be required to maintain the mulch cover (wood chips are acceptable). Additional measures shall be taken where necessary in order to avoid siltation into the water. Such measures may include the use of staked hay bales and/or silt fences.

Permits granted under this section may be made subject to additional conditions or restrictions to ensure conformity with the purposes and provisions of this section. Each application to the Code Enforcement Officer for a permit to erect a new building or structure or to enlarge or to move an existing one shall be accompanied by a description of the intended use of the land and/or buildings and a site plan showing the measurements of the lot and of all buildings, driveways, yards and parking spaces, drainage ways, storm drains, and streams existing and proposed. Additional measures may be required in order to comply with this section, such as drainage ways and easements, soil erosion control measures, and all features to be installed for compliance with this section.

The following activities are exempt from the requirements of this section:

1. Activities in the Shoreland Zone which are governed by the Shoreland Zone Ordinance.
2. Permit applications in subdivisions, and site plans, which have a Planning Board

- approved soil erosion and sediment control plan.
3. Activities wherein none of the area of soil disturbance has a slope steeper than two percent, but it shall be the applicant's responsibility to furnish a topographic survey demonstrating such gradual slope.
 4. Normal Agriculture as defined in the Shoreland Zoning Ordinance.
 5. Five Hundred (500) square feet or less of net impervious area (foot print)

***NOTE: a \$25 permit fee associated with this section will be added to the Fee Ordinance**

2. Public Hearing: To recommend to the Town Council draft amendments to Chapter 229 – Site Plan Ordinance, Section 11 (Expiration of Approval) of the Cumberland Code.

Ms. Nixon presented background information as follows: As you read through the draft, you will see we are proposing a change so that our time frames for commencement and completion make more sense.

The current ordinance language states: *commencement of improvement must be commenced within 12 months of approval.* That part is fine. Then it goes on to say, *if construction has not been substantially commenced and substantially completed within the specified period, the approval shall be null and void.*

The new language gives 12 months to *start* construction and 24 months to *complete it*. The same option to extend both deadlines for up to two, one year extensions is still in the ordinance.

Mr. Neagle asked why the specified time needed to be amended.

Mr. Shane, Town Manager stated the closing of a gravel pit could take up to five years; this would give the Planning Board more flexibility.

Mr. Davis asked if the approval is null and void and the construction was not finished what happens.

Mr. Sherr stated applicants are bonded and insured.

Mr. Bingham asked if this precluded the Planning Board from issuing up to two (2) one (1) year extensions.

Mr. Neagle stated the Board would still be able to grant extensions.

The public portion of the meeting was opened. There were no public comments. The public portion of the meeting was closed.

Mr. Bingham moved to recommend to the Town Council draft zoning amendments to Chapter 229 – Site Plan Ordinance, Section 11 (Expiration of Approval) of the Cumberland Code.

Mr. Sherr seconded.

VOTE: Unanimous

§ 229-11. Expiration of approval.

Construction of the improvements covered by any site plan approval must be substantially commenced within 12 months of the date upon which the approval was granted. If construction

has not been substantially commenced within 12 months of the date upon which approval was granted, the approval shall be null and void. and If construction has not been substantially completed within 24 months of the date upon which approval was granted or within a time period as specified by the Planning Board ~~the specified period~~, the approval shall be null and void. The applicant may request an extension of the approval deadline to commence or complete construction prior to expiration of the period. Such request must be in writing and must be made to the Planning Board. The Planning Board may grant up to two one-year extensions to the period if the approved plan conforms to the ordinances in effect at the time the extension is granted and any and all federal and state approvals and permits are current.

4. Public Hearing: To hear a presentation from the Town Manager on the Proposed five-year Capital Improvement Plan(CIP) and to send a recommendation to the Town Council.

Mr. Shane, Town Manager stated the Town Charter requires a 5-year Capital Program be submitted to the Town Council with a recommendation from the Planning Board annually. While the narrative focuses on the upcoming year, the entire project listing can be found on pages 10 – 14 inclusive.

Mr. Shane continued stating for the fiscal year 2014 the proposal is 1.1 million, in paving and equipment; two years ago the Council adopted a paving program that would pave every road in town between 12 and 14 years. Also, I want to focus on some of the other things, the CIP has brought forward the shelter building at Twin Brook, and some of the field improvements there. We will be building a playground at the West Cumberland recreation area this summer, and improvements to the West Cumberland Hall. The hall needs some major internal upgrades for heating, it has had a new roof, and we are looking at insulation and some new window treatments. The CIP looks at the Town as a whole and any additional project that the Planning Board would like to see recommended would get put on a radar screen to be discussed as a community; it comes up before the Council and the Planning Board. Hopefully the Planning Board would have heard about these major projects prior to coming forward for review. The Charter requires a recommendation from the Planning Board regarding the CIP and that can be as broad as you would like, or if you want to add anything. One of the big improvements on July 1, 2013 is the replacement of one of our ambulances; that is a \$200,000 cost. This will be a mini hospital on wheels, as we have combined our fire and rescue department, and several police officers have also become EMTs. We have great medical coverage throughout the Town. Some of the programs the Council has changed in this CIP are replacement of two plow trucks. The Council replaced one of those and has instructed him to go out for contract on the other routes; there will be two retires at Public Works this year, they will not be replaced; they will be replaced with contract plow routes. The Town is looking to become more efficient. The other issue the Council has asked is if there is a possibility for several towns to get together and share fire department ladder trucks. Having the discussion opens up talks with surrounding towns on what equipment each has, and if there is a possibility to share items. The Capital Program generates discussions; he would answer any questions or take any questions back to the Council.

Mr. Bingham asked about the possibility of Mr. Bateman being interested within a one to two year time period of activating Phase II of the Doane project. I don't see anything in the CIP anything addressing the maintenance / bus garage.

Mr. Shane stated the CIP is intended to look closely at the next five years. Initially he thought that item might be year 5 & 6 however; the Bateman's would be ready to go tomorrow. The Council has taken a slower approach; they wanted to see the success of Phase I; to date it is very successful about 20% of the houses have been built in less than a year. Drowne Road School which is Phase III will be open for occupancy in late June or July with 38-units of affordable senior housing ready by the end of the summer. We are already talking about extending the road to Phase II which is perpendicular to the loop road of Wyman Way; and that could be on the radar this summer for some of the crossings and winter construction for some of the road. They are very optimistic on their sales, which are strong and on a monthly basis they ask when they can start. The discussion will probably begin next summer with the Council; at that point they will have some real numbers; to give the Council more confidence on a relocation of Public Works and school bus services and maintenance facility; with discussions on opportunities to collaborate with another town to combine facilities, those discussions will take some time and a realistic time frame is two to three years to begin discussions. The re-location of the school bus services and maintenance facility and is there opportunities to collaborate with another town to combine facilities elsewhere, those discussions will take some time and realistically it is in the two to three year time frame before we actively having those discussions. The Doane property is potentially over 30 million in taxable real estate when completed.

Mr. Neagle stated the Council presents a CIP plan every year; and next year this could be in the plan. Mr. Neagle stated this is a great opportunity and a time for the Board to do some planning.

The public portion of the meeting was opened. There were no public comments. The public portion of the meeting was closed.

Mr. Sherr moved to accept and recommend the current 5-year Capital Improvement Plan to the Town Council.

Mr. Bingham seconded.

VOTE: Unanimous

- 5. Public Hearing: Major Site Plan Review for construction of a two-story addition for five (5) classrooms on the southwest end and one story cafeteria addition for a total of 1,806 sq. ft. footprint and 4,075 sq. ft. total floor area at the Greely Middle School with associated changes to parking, circulation and drainage, at the Greely Campus, Tax Assessor Map U11, Lots 11 & 9 in the Medium Density Residential (MDR) district; MSAD 51 Owner, Stephen Blatt, Architect, Blatt Associates and Dwight Anderson, P.E., DeLuca Hoffman Engineers, Representatives.***

Mr. Sherr stated his firm has conducted the peer review for this project. He has had no discussions regarding the application and does not feel this will have any effect on his ability to review the project.

Mr. Bingham stated that he has known Mr. Stephen Blatt since junior high school, and felt he could be objective.

Mr. Davis stated his firm conducted the traffic peer review; he did not work on the application and has had no discussions regarding the application, he could be objective.

Ms. Nixon highlighted the application as follows:

The applicant and owner is MSAD #51. DeLuca-Hoffman Associates and Stephen Blatt Architects are the consultants for the project. The project consists of additions and improvements as listed below:

- Two small building additions to the Middle School;
- The relocation of a fire lane behind the westerly back and side of the Middle School building;
- The conversion of some lawn area behind the Middle School to soft and hard play surfaces for the fourth graders;
- Changes near the rear entrance door to the Middle School;
- Modifying an internal driveway to allow use by all vehicles removing the busses only restriction. This change will include appropriate crosswalk and signage adjustments;
- Modifying the geometry of the driveway between the High School and lower portion of the Campus to widen the pavement and eliminate a mild reverse curve for vehicles traveling from the High School to enhance the margin of safety for travel between the schools;
- Isolation, burial, and protection of arsenic laden topsoil in a berm north of the proposed soft play area; and
- The addition of water quality control measures for the new improvements;
- Potentially construct six new parking spaces in front of the Middle School.

This project is being done to accommodate the 4th and 5th grade students from the North Yarmouth Memorial School, which is closing. The area under review is shown on Tax Assessor Maps U11 & U 13, Lots 1, 8, 9 and 13 in the Medium Density Residential (MDR) zone.

PROJECT HISTORY:

- Combined Neighborhood Meeting and Notice of Intent to File for MDEP-SLODA amendment held on 4/23/13

Stephen Blatt will be presenting this project for the review.

Mr. Bingham asked if the changes to the road will address Mike Perfetti's letter.

Ms. Nixon stated yes.

Mr. Neagle stated the applicant held a public hearing in respect to the DEP permit; some of the Planning Board members attended this meeting and addressed concerns prior to this meeting.

Mr. Stephen Blatt, Architect of the project stated his firm Stephen Blatt, Architects designed the middle school, and renovations to the high school. Present with him this evening is Scott Poulin, representing the MSAD, Bill Hoffman, of DeLuca Hoffman the civil engineer, and Tom Gorrill, from Gorrill-Palmer the traffic engineer. This project is a result of a long study of the North Yarmouth Memorial School and a decision to close that school and bring the 4th and 5th grade students to this campus. In order to do that we have proposed two small additions to the building:

- One addition on the south end of the building which will have two meeting rooms and an exit stair.
- One addition at the edge of the existing cafeteria and above it there will be two classrooms for special education use; one very small and one normal size.
- The site ramifications to the site, a modification to the DEP permit is underway, we are hoping you will see fit to approve the application pending DEP approval.
- The referendum for the project is in June and would like to get to bid early summer, start construction mid-summer and get a lot of the heavy digging done prior to the students returning in September.
- There are five major points on the campus:
 - a. An area under the existing parking lot where an additional drainage structure will be installed – Bill Hoffman will give details
 - b. Classroom addition facing the road, it is directly facing south
 - c. Modification from general play area to the far left field of the baseball field; into a hard play and soft play area for 4th and 5th grade students.
 - d. The cafeteria addition with special education classrooms above; it included changes to the parking and re-location of dumpsters
 - e. The straightening of the connector road which has been restricted to bus use only; there is a lock off gate which will be opened. Intra circulation of the campus will be improved and allowed.

Mr. Blatt reviewed the plan stating the plan is quite simple the blue areas are new construction, the yellow existing circulation, and the various areas of light red are interior renovations which will be removal of partitions and replacement with partitions. The elevations are consistent with the existing building, everything will sit on a brick base, and the windows will match existing aesthetics.

Mr. Blatt continued reviewing the parking lot excavation and addition of a subsurface drainage structure; depending on cost bids, there may be four (4) additional parking spaces. The drainage structure is something called a filterterra; it is a subsurface vessel which uses a tree bed to take the stormwater down and treats it before releasing it into the subsurface drainage network. We just completed a school in Farmington which has an array of these systems and they are working very well, and very well integrated on the surface. The work around the south addition includes re-orientation of the existing walkway; we are changing the topography on the very outfield of center field. We are improving an unpleasant drainage system where water has been ponding and flooding across; there will be additional drainage, and the area will be re-graded. There will be a new exit walkway; this is where buses will drop off early. This is a two-story addition. The play area will have wood chips with swings and other play equipment. There will be a paved area for four-square and similar play. The cafeteria addition will consist of an eating area for the students with the classrooms. There will be an exit added for emergency egress, dumpsters will

be re-located and recreate existing parking. The collector road will be straightened, and open to intra campus circulation. The blue area on the plan shows the widener and more gradual S curve.

This project should not be more than five to six months from start to finish. It is only about 6,000 square feet of new construction, and about the same in renovation; which is less intensive.

Ms. Nixon stated the Town's engineer Steve Bradstreet is present for any questions.

Mr. Bingham asked if the drainage system would require a significant amount of maintenance.

Mr. Bill Hoffman P. E. of DeLuca Hoffman Engineers stated the system is a curb inlet similar to what you would see at the edge of the street with a curb. Water flows into the system, if there is material that needs to be maintained or removed, it would rest at the top surface. The tree grate gets removed and the material could be removed. After the water enters the top section it is filtered, so any maintenance will be near the top surface. The way you would know if maintenance was required is there would be a slight pooling near that inlet. To date we have about three years' experience with this system and we have not seen any unusual maintenance, nor has it been reported in areas where there is quite a bit of use. The technology is new to the area, it is technically sound in that the function is filtration, as with all drainage systems removal of winter sand will help function. It is an easy system which consists of removing debris at the top; there is a three inch mulch layer will degrade and need to be replaced every several years. There is a filter media which long term twenty year period could need replacement; piping is PVC which is not subject to deterioration.

Mr. Bingham thanked Mr. Hoffman for his information; stating historically according to the town's engineer the existing drainage ponds haven't been maintained; it gives him pause with something more sophisticated.

Mr. Neagle stated at the DEP conference he heard comments that the school had done a poor job of maintaining the detention pond up closer to Tuttle Road, has there been any discussion within the district to get that system up to speed as part of this project.

Mr. Hoffman stated the district is aware of it, there was a little overstatement of the problem, there was a belief that it was intended to be an infiltration system, and it is not; it is a very flat bottom system that will pool because of lack of grade. I am not aware of either system not functioning, and think the pond system has improved downstream conditions.

Mr. Neagle stated there were some neighbors in the condominiums living down grade stated it was wetter than it was before. Have there been any changes to the drainage since that public hearing?

Mr. Hoffman stated the area of concern will not be affected by this project. One of the things changing over time is regulations in control of peak discharge, and systems such as this tree box filter look at methods that will help reduce total discharge over extended periods.

Mr. Neagle clarified that all traffic will be allowed to use the inner connector road.

Mr. Hoffman stated that is correct.

Mr. Neagle asked if there had been any discussion among the district's traffic engineers considering changing the bus routes so that fewer buses will be on Main Street. I don't understand why a bus would need to be at the intersection of Main and Tuttle roads.

Mr. Hoffman stated that was discussed, buses come down Main to Tuttle because of the turn lane. The district sees things better with buses on public streets and internal use of private vehicles. The change will enhance the ability for private vehicles to move within the campus.

Mr. Neagle stated this is a great project; he would renew his request to the district to be mindful of keeping more buses within the campus and not at the intersection.

The public portion of the meeting was opened.

Mr. Neagle read into the record Michael Perfetti's letter dated April 30, 2013. His letter encouraged the use of the inner connector road by parents and private vehicles.

The public portion of the meeting was closed.

The Board reviewed the proposed findings of fact.

SECTION 10: APPROVAL STANDARDS AND CRITERIA

The following criteria shall be used by the Planning Board in reviewing applications for site plan review and shall serve as minimum requirements for approval of the application. The application shall be approved unless the Planning Board determines that the applicant has failed to meet one or more of these standards. In all instances, the burden of proof shall be on the applicant who must produce evidence sufficient to warrant a finding that all applicable criteria have been met.

10.1 Utilization of the Site

Utilization of the Site - The plan for the development, including buildings, lots, and support facilities, must reflect the natural capabilities of the site to support development. Environmentally sensitive areas, including but not limited to, wetlands, steep slopes, floodplains, significant wildlife habitats, fisheries, scenic areas, habitat for rare and endangered plants and animals, unique natural communities and natural areas, and sand and gravel aquifers must be maintained and preserved to the maximum extent. The development must include appropriate measures for protecting these resources, including but not limited to, modification of the proposed design of the site, timing of construction, and limiting the extent of excavation.

The project work limits do not impact any environmentally sensitive areas, as evidenced by the State and Federal agency contacts. Arsenic remediation work done as part of previous projects has improved the environmental condition of the site. The application states that the site is under a Voluntary Remedial Action Plan (VRAP) and that some limited amount of tainted topsoil is anticipated to be encountered during this project and will be handled similar to prior construction for the High School and Middle School.

The Board finds the standards of this section have been met.

10.2 Traffic, Circulation and Parking

10.2.1 Traffic Access and Parking

Vehicular access to and from the development must be safe and convenient.

10.2.1.1 Any driveway or proposed street must be designed so as to provide the minimum sight distance according to the Maine Department of Transportation standards, to the maximum extent possible.

10.2.1.2 Points of access and egress must be located to avoid hazardous conflicts with existing turning movements and traffic flows.

10.2.1.3 The grade of any proposed drive or street must be not more than +3% for a minimum of two (2) car lengths, or forty (40) feet, from the intersection.

10.2.1.4 The intersection of any access/egress drive or proposed street must function: (a) at a Level of Service D, or better, following development if the project will generate one thousand (1,000) or more vehicle trips per twenty-four (24) hour period; or (b) at a level which will allow safe access into and out of the project if less than one thousand (1,000) trips are generated.

10.2.1.5 Where a lot has frontage on two (2) or more streets, the primary access to and egress from the lot must be provided from the street where there is less potential for traffic congestion and for traffic and pedestrians hazards. Access from other streets may be allowed if it is safe and does not promote short cutting through the site.

10.2.1.6 Where it is necessary to safeguard against hazards to traffic and pedestrians and/ or to avoid traffic congestion, the applicant shall be responsible for providing turning lanes, traffic directional islands, and traffic controls within public streets.

10.2.1.7 Access ways must be designed and have sufficient capacity to avoid queuing of entering vehicles on any public street.

All the above criteria have been met.

10.2.1.8 The following criteria must be used to limit the number of driveways serving a proposed project:

a. No use which generates less than one hundred (100) vehicle trips per day shall have more than one (1) two-way driveway onto a single roadway. Such driveway must be no greater than thirty (30) feet wide.

b. No use which generates one hundred (100) or more vehicle trips per day shall have more than two (2) points of entry from and two (2) points of egress to a single roadway. The combined width of all access ways must not exceed sixty (60) feet.

10.2.2 Access way Location and Spacing

Access ways must meet the following standards:

10.2.2.1 Private entrance / exits must be located at least fifty (50) feet from the closest un-signalized intersection and one hundred fifty (150) feet from the closest signalized intersection, as measured from the point of tangency for the corner to the point of tangency for the access way. This requirement may be reduced if the shape of the site does not allow conformance with this standard.

10.2.2.2 Private access ways in or out of a development must be separated by a minimum of seventy-five (75) feet where possible.

10.2.3 Internal Vehicular Circulation

The layout of the site must provide for the safe movement of passenger, service, and emergency vehicles through the site.

10.2.3.1 Projects that will be served by delivery vehicles must provide a clear route for such vehicles with appropriate geometric design to allow turning and backing.

10.2.3.2 Clear routes of access must be provided and maintained for emergency vehicles to and around buildings and must be posted with appropriate signage (fire lane - no parking).

10.2.3.3 The layout and design of parking areas must provide for safe and convenient circulation of vehicles throughout the lot.

10.2.3.4 All roadways must be designed to harmonize with the topographic and natural features of the site insofar as practical by minimizing filling, grading, excavation, or other similar activities which result in unstable soil conditions and soil erosion, by fitting the development to the natural contour of the land and avoiding substantial areas of excessive grade and tree removal, and by retaining existing vegetation during construction. The road network must provide for vehicular, pedestrian, and cyclist safety, all season emergency access, snow storage, and delivery and collection services.

There is an existing connector road but it is restricted for use by only the school busses. This road will undergo safety improvements and be opened for internal traffic circulation. All the criteria listed within Section 10.2 – Traffic, circulation, and parking have been met.

The Board finds that the above standards have been met.

10.2.4 Parking Layout and Design

Off street parking must conform to the following standards:

10.2.4.1 Parking areas with more than two (2) parking spaces must be arranged so that it is not necessary for vehicles to back into the street.

10.2.4.2 All parking spaces, access drives, and impervious surfaces must be located at least fifteen (15) feet from any side or rear lot line, except where standards for buffer yards require a greater distance. No parking spaces or asphalt type surface shall be located within fifteen (15) feet of the front property line. Parking lots on adjoining lots may be connected by accessways not exceeding twenty-four (24) feet in width.

10.2.4.3 Parking stalls and aisle layout must conform to the following standards.

Parking Angle	Stall Width	Skew Width	Stall Depth	Aisle Width
90°	9'-0"		18'-0"	24'-0" 2-way
60°	8'-6"	10'-6"	18'-0"	16'-0" 1-way
45°	8'-6"	12'-9"	17'-6"	12'-0" 1-way
30°	8'-6"	17'-0"	17'-0"	12'-0" 1 way

10.2.4.4 In lots utilizing diagonal parking, the direction of proper traffic flow must be indicated by signs, pavement markings, or other permanent indications and maintained as necessary.

10.2.4.5 Parking areas must be designed to permit each motor vehicle to proceed to and from the parking space provided for it without requiring the moving of any other motor vehicles.

10.2.4.6 Provisions must be made to restrict the "overhang" of parked vehicles when it might restrict traffic flow on adjacent through roads, restrict pedestrian or bicycle movement on adjacent walkways, or damage landscape materials.

10.2.5 Building and Parking Placement

10.2.5.1 The site design should avoid creating a building surrounded by a parking lot. Parking should be to the side and preferably in the back. In rural, uncongested areas buildings should be set well back from the road so as to conform with the rural character of the area. If the parking is in front, a generous, landscaped buffer between road and parking lot is to be provided. Unused areas should be kept natural, as field, forest, wetland, etc.

10.2.5.2 Where two or more buildings are proposed, the buildings should be grouped and linked with sidewalks; tree planting should be used to provide shade and break up the scale of the site. Parking areas should be separated from the building by a minimum of five (5) to ten (10) feet. Plantings should be provided along the building edge, particularly where building facades consist of long or unbroken walls.

There is only a minimal change to the parking area as a result of this project. A landscaped island will be removed to provide 6 parking spaces.

The Board finds the standards of this section have been met.

10.2.6 Pedestrian Circulation

The site plan must provide for a system of pedestrian ways within the development appropriate to the type and scale of development. This system must connect the major building entrances/ exits with parking areas and with existing sidewalks, if they exist or are planned in the vicinity of the project. The pedestrian network may be located either in the street right-of-way or outside of the right-of-way in open space or recreation areas. The system must be designed to link the project with residential, recreational, and commercial facilities, schools, bus stops, and existing sidewalks in the neighborhood or, when appropriate, to connect the amenities such as parks or open space on or adjacent to the site.

The project provides for sidewalks and cross walks.

The Board finds the standards of this section have been met.

10.3 Stormwater Management and Erosion Control

10.3.1 Stormwater Management

Adequate provisions must be made for the collection and disposal of all stormwater that runs off proposed streets, parking areas, roofs, and other surfaces, through a stormwater drainage system and maintenance plan, which must not have adverse impacts on abutting or downstream properties.

10.3.1.1 To the extent possible, the plan must retain stormwater on the site using the natural features of the site.

10.3.1.2 Unless the discharge is directly to the ocean or major river segment, stormwater runoff systems must detain or retain water such that the rate of flow from the site after development does not exceed the predevelopment rate.

10.3.1.3 The applicant must demonstrate that on - and off-site downstream channel or system capacity is sufficient to carry the flow without adverse effects, including but not limited to, flooding and erosion of shoreland areas, or that he / she will be responsible for whatever improvements are needed to provide the required increase in capacity and / or mitigation.

10.3.1.4 All natural drainage ways must be preserved at their natural gradients and must not be filled or converted to a closed system unless approved as part of the site plan review.

10.3.1.5 The design of the stormwater drainage system must provide for the disposal of stormwater without damage to streets, adjacent properties, downstream properties, soils, and vegetation.

10.3.1.6 The design of the storm drainage systems must be fully cognizant of upstream runoff which must pass over or through the site to be developed and provide for this movement.

10.3.1.7 The biological and chemical properties of the receiving waters must not be degraded by the stormwater runoff from the development site. The use of oil and grease traps in manholes, the use of on-site vegetated waterways, and vegetated buffer strips along waterways and drainage swales, and the reduction in use of deicing salts and fertilizers may be required, especially where the development stormwater discharges into a gravel aquifer area or other water supply source, or a great pond.

10.3.2 Erosion Control

10.3.2.1 All building, site, and roadway designs and layouts must harmonize with existing topography and conserve desirable natural surroundings to the fullest extent possible, such that filling; excavation and earth moving activity must be kept to a minimum. Parking lots on sloped sites must be terraced to avoid undue cut and fill, and / or the need for retaining walls. Natural vegetation must be preserved and protected wherever possible.

10.3.2.2 Soil erosion and sedimentation of watercourses and water bodies must be minimized by an active program meeting the requirements of the Maine Erosion and Sediment Control Handbook for Construction: Best Management Practices, dated March 1991, and as amended from time to time. **A stormwater management plan and an erosion control plan were reviewed and approved by the Town Engineer who states that the changes associated with this project will improve downstream drainage.**

The Board finds the standards of this section have been met.

10.4 Water, Sewer, Utilities

10.4.1 Water Supply Provisions

The development must be provided with a system of water supply that provides each use with an adequate supply of water. If the project is to be served by a public water supply, the applicant must secure and submit a written statement from the supplier that the proposed water supply system conforms with its design and construction standards, will not result in an undue burden on the source of distribution system, and will be installed in a manner adequate to provide needed domestic and fire protection flows.

The entire campus is served by public water. There is adequate capacity for the proposed change.

The Board finds the standards of this section have been met.

10.4.2 Sewage Disposal Provisions

The development must be provided with a method of disposing of sewage which is in compliance with the State Plumbing Code. If provisions are proposed for on-site waste disposal, all such systems must conform to the Subsurface Wastewater Disposal Rules.

The entire campus is served by public sewer.

The Board finds the standards of this section have been met.

10.4.3 Utilities

The development must be provided with electrical, telephone, and telecommunication service adequate to meet the anticipated use of the project. New utility lines and facilities must be screened from view to the extent feasible. If the service in the street or on adjoining lots is underground, the new service must be placed underground.

There are utilities on site that will be extended to the two additions.

The Board finds the standards of this section have been met.

10.4.4 Fire Protection

The site design must comply with the Fire Protection Ordinance. The Fire Chief shall issue the applicant a "Certificate of Compliance" once the applicant has met the design requirement of the Town's Fire Protection Ordinance.

The Fire Chief has met with the applicant's representatives and made suggested changes which have been incorporated into the plan.

The Board finds the standards of this section have been met.

10.5 Water Protection

10.5.1 Groundwater Protection

The proposed site development and use must not adversely impact either the quality or quantity of groundwater available to abutting properties or to the public water supply systems. Applicants whose projects involve on-site water supply or sewage disposal systems with a capacity of two thousand (2,000) gallons per day or greater must demonstrate that the groundwater at the property line will comply, following development, with the standards for safe drinking water as established by the State of Maine.

There is public water available and there are no proposed uses that adversely impact either the quality or quantity of groundwater.

The Board finds the standards of this section have been met.

10.5.2 Water Quality

All aspects of the project must be designed so that:

10.5.2.1 No person shall locate, store, discharge, or permit the discharge of any treated, untreated, or inadequately treated liquid, gaseous, or solid materials of such nature, quantity, obnoxious, toxicity, or temperature that may run off, seep, percolate, or wash into surface or groundwaters so as to contaminate, pollute, or harm such waters or cause nuisances, such as objectionable shore deposits, floating or submerged debris, oil or scum, color, odor, taste, or unsightliness or be harmful to human, animal, plant, or aquatic life.

10.5.2.2 All storage facilities for fuel, chemicals, chemical, or industrial wastes, and biodegradable raw materials, must meet the standards of the Maine Department of Environmental Protection and the State Fire Marshall's Office.

There will be no storage of any of the above materials. The use will not involve any discharge of unhealthful materials.

The Board finds the standards of this section have been met.

10.5.3 Aquifer Protection

If the site is located within the Town Aquifer Protection Area, a positive finding by the Board that the proposed plan will not adversely affect the aquifer is required.

The site is located within a mapped aquifer protection area. The proposed use will not adversely affect the aquifer.

The Board finds the standards of this section have been met.

10.6 Floodplain Management

If any portion of the site is located within a special flood hazard area as identified by the Federal Emergency Management Agency, all use, and development of that portion of the site must be consistent with the Town's Floodplain management provisions.

The site is not located in a special flood hazard area.

The Board finds the standards of this section have been met.

10.7 Historic and Archaeological Resources

If any portion of the site has been identified as containing historic or archaeological resources, the development must include appropriate measures for protecting these resources, including but not limited to, modification of the proposed design of the site, timing of construction, and limiting the extent of excavation.

This site has been fully reviewed as part of past projects for historic or archaeological resources. There are none on site.

The Board finds the standards of this section have been met.

10.8 Exterior Lighting

The proposed development must have adequate exterior lighting to provide for its safe use during nighttime hours, if such use is contemplated. All exterior lighting must be designed and shielded to avoid undue glare, adverse impact on neighboring properties and rights - of way, and the unnecessary lighting of the night sky.

There is no need for additional lighting; no changes are being made to the existing lighting plan.

The Board finds the standards of this section have been met.

10.9 Buffering and Landscaping

10.9.1 Buffering of Adjacent Uses

The development must provide for the buffering of adjacent uses where there is a transition from one type of use to another use and for the screening of mechanical equipment and service and storage areas. The buffer may be provided by distance, landscaping, fencing, changes in grade, and / or a combination of these or other techniques.

The additions are within the existing campus area and do not require screening as described above.

10.9.2 Landscaping

Landscaping must be provided as part of site design. The landscape plan for the entire site must use landscape materials to integrate the various elements on site, preserve and enhance the particular identity of the site, and create a pleasing site character. The landscaping should define street edges, break up parking areas, soften the appearance of the development, and protect abutting properties.

There are no changes being made to the existing landscape plan. The existing landscaping and buffering plan is adequate for the changes being made to the site.

The Board finds the standards of this section have been met.

10.10 Noise

The development must control noise levels such that it will not create a nuisance for neighboring properties.

The site is a developed school campus. The two small additions to an existing school structure will not generate noise that will create a nuisance for neighboring properties.

The Board finds the standards of this section have been met.

10.11 Storage of Materials

10.11.1 Exposed nonresidential storage areas, exposed machinery, and areas used for the storage or collection of discarded automobiles, auto parts, metals or other articles of salvage or refuse must have sufficient setbacks and screening (such as a stockade fence or a dense evergreen hedge) to provide a visual buffer sufficient to minimize their impact on abutting residential uses and users of public streets.

10.11.2 All dumpsters or similar large collection receptacles for trash or other wastes must be located on level surfaces which are paved or graveled. Where the dumpster or receptacle is located in a yard which abuts a residential or institutional use or a public street, it must be screened by fencing or landscaping.

10.11.3 Where a potential safety hazard to children is likely to arise, physical screening sufficient to deter small children from entering the premises must be provided and maintained in good condition.

The proposed project will not create any safety hazards for children. An existing dumpster will be utilized.

10.12 Capacity of the Applicant

The applicant must demonstrate that he / she has the financial and technical capacity to carry out the project in accordance with this ordinance and the approved plan.

The applicant has utilized professional consultants in preparing the plans.

Financial capacity will be provided following a June bond referendum that will fund this project. This evidence of this is a proposed condition of approval.

With the proposed condition of approval, the Board finds the standards of this section have been met.

10.13 Design and Performance Standards

10.13.1 Route 100 Design Standards NOT APPLICABLE

All development in the Village Center Commercial, Village Office Commercial I and II, and the MUZ Districts shall be consistent with the Town of Cumberland Route 100 Design Standards; in making determination of consistency, the Planning Board may utilize peer review analysis provided by qualified design professionals.

10.13.2 Route 1 Design Guidelines NOT APPLICABLE

All development in the Office Commercial North and Office Commercial South districts is encouraged to be consistent with the Route 1 Design Guidelines.

10.13.3 Town Center District Performance Standards NOT APPLICABLE

All development in the Town Center District is encouraged to be consistent with the Town Center Performance Standards.

10.13.4 Village Mixed Use Performance Standards NOT APPLICABLE

All development in the Village Mixed Use Zone is encouraged to be consistent with the VMUZ Performance Standards.

Mr. Bingham moved to approve the findings of fact as amended on page 9.

Mr. Sherr seconded.

VOTE: Unanimous

Mr. Bingham moved to grant major site plan approval for an addition to the Greely Middle School; subject to the Standard Condition of Approval, and Limitation of Approval and the five Conditions of Approval.

Mr. Sherr seconded.

VOTE: Unanimous

- 6. Public Hearing: Major Subdivision Review Cider Mill Subdivision a seven 97) lot subdivision located at Orchard and Whitney Roads;** Tax Assessor Map R08, Lot 55 in the Rural Residential 2 (RR2) district; Orchard View, LLC, Applicant, Terradyn Consultants, LLC, Representative; Owner, Kathleen Lolley.

Mr. Sherr stated he works at the same firm as the Town's peer review engineer. He has had no discussions regarding the project and it will not affect his ability to review the project.

Mr. Neagle stated he lives close to this project and he does not feel that will affect his ability to be objective.

Ms. Nixon presented background information as follows: The applicant is Orchard View, LLC. The applicant has a purchase and sale agreement dated 2/18/13 for a 25.55 acre parcel of land located on Whitney Road as shown on Tax Assessor Map R-8, Lot 55 in the Rural Residential 2 (RR2) zoning district. The land is owned by Kathleen and John Wayne Lolley. The applicant proposes to divide the parcel into 8 residential house lots. Seven of the lots will have access and frontage on Whitney Road; one will have access and frontage on Orchard Rd. One of the 8 lots was split out prior to subdivision application and is shown on the plan as Lot A. All the homes will be serviced by individual on-site wells and septic.

The applicant is represented by Wayne Wood, Professional Land Surveyor and Jeff Amos, P.E., of Terradyn Consultants, LLC.

The applicant is requesting preliminary plan approval at this meeting.

HISTORY: Sketch Plan Review: March 26, 2013

DESCRIPTION:

Parcel size:	25.55 acres
Net Residential Density:	Net residential acreage is 16.01 lots allowing for 8 lots
Number of Lots:	8 (1 lot was split out prior to subdivision application and is shown as Lot A)
Zoning:	Rural Residential 2 (RR 2)
Development Type:	Single Family Residential
Subdivision Type:	Traditional
Min. Lot Size:	2 acres
Lot frontage:	200'
Water	Private Wells
Sewer:	Private septic systems
Open Space:	None; traditional subdivision design.
Buffer:	A minimum 50' buffer is required (and is shown) along the exterior of the parcels.
Utilities:	All utilities will be underground from road to house.
Street Lighting:	None proposed
Roads:	No new roads. Access will be from existing town roads.
Sidewalks:	None
Trails:	None
Wetland Impact:	5.71 acres
Vernal Pools:	None identified.
Site Prep:	Blasting is not anticipated.
Fire Protection:	Homes will have sprinkler systems.

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Waiver Requests: Note: Section 250-49 of the Subdivision Ordinance allows for waivers when “an unnecessary hardship may result from strict compliance with these standards, or where there are special circumstances of a particular plan which the Board finds makes a particular standard inapplicable”.

These, if desired, need to be requested by the applicant, in writing:

1. Traffic Study.
2. To not identify trees greater than 10” in diameter on the plans.

Planning Director’s Comments / Discussion Items:

1. The soils evaluation conducted by Mark Hampton Associates note that due to the presence of a high water table for a portion of the year, proper foundation drainage or site modification is recommended. This should be added as a note on the plan.
2. Paved aprons are required. Show detail on Plan Sheet 3.
3. Driveway Permits (Needed at time of building permit application)
4. Road opening permits (If needed for underground utility connections)
5. Any waiver requests?
6. Address peer review comments.
7. Will there be a homeowners association? (No drainage facilities to maintain) Protective covenants?
8. Statement of values for required improvements for all lots to be submitted for final plan approval. A bond, letter of credit or cash escrow account, as per Section 250-D 6 of the Subdivision Ordinance will be required prior to final plan approval.
9. MDIFW Letter
10. Maine Historic Preservation Letter
11. Maine Department of Conservation

Mr. Wayne Wood, representative most concerns have been addressed:

- CCSW is in process.
- #1 – A note will be added to the plan
- Engineer comments have/ will be met
- Traffic Study yes, they will request a waiver
- Homeowner’s Association – They are not planning on having a homeowner’s association.
- The deed for Lot # 5 will have language for maintenance of the drainage easement.

Mr. Neagle stated this is a preliminary plan he would like to see language describing the stormwater buffer, and a note on the plan for the wetland buffer on lots 4 and 5.

Mr. Neagle also stated he would like the building envelopes to be defined.

The Board acted on the two waiver requests:

Mr. Bingham moved to grant the two requested waivers.

- Traffic Study
- To not identify trees greater than 10” in diameter on plan

Mr. Sherr seconded.

VOTE: Unanimous

Mr. Bingham moved to table the application to allow the peer review to review updated submissions.

Mr. Sherr seconded.

VOTE: Unanimous

G. Administrative Matters: Comp Plan Update Committee

Ms. Nixon stated this is a new committee appointed by the Council and scheduled to meet until November 2013. The committee has met once, and the Planning Board representatives are Peter Sherr and Peter Bingham, whom we will be losing as a Planning Board representative. If anyone wants to volunteer for this committee send her an e-mail.

Mr. Neagle stated he wanted to close this meeting by thanking our esteemed member Peter Bingham who is very likely not going to be with us next month. As he understands it, Peter is running unopposed for a Town Council seat in the June election.

Mr. Neagle thanked Mr. Bingham publically for his service; Mr. Bingham has been with the Board for over two years. Mr. Bingham shares town history and puts it in prospective; we will miss historical stories from the past which helped to better shape the future. He is always free to speak his mind, Mr. Bingham has made 80% of the motions, for that I thank you.

Mr. Bingham stated over the last couple of years this has been a very effective and professional board. When I get back on the Council I will have cycled through Council, Planning Board, and School Board twice. It has been fun to be with such a professional group of people. Mr. Neagle has been a great chairman, and the planning staff is very helpful. I hope to be a Council liaison and continue to work with the Planning Board. Mr. Neagle stated our town appreciates your years of service.

Mr. Neagle declared the meeting adjourned. The meeting was adjourned at 9:10 p.m.

A TRUE COPY ATTEST:

Christopher S. Neagle, Board Chair

Pam Bosarge, Clerk to the Board