

## PLANNING BOARD MEETING MINUTES

AUGUST 2, 2021

### **MEMBERS PRESENT**

**MOLLY BUTLER-BAILEY, CHAIRWOMAN**  
**SCOTT FIRMIN, VICE CHAIRMAN**  
**JAMES ANDERSON**  
**GEORGE FOX**  
**SUSAN DURST**  
**VINCENT GRASSI**  
**THOMAS HUGHES**

### **STAFF PRESENT**

**CAROL EYERMAN, TOWN**  
**PLANNER**  
**BARBARA C. SKINNER**  
**CLERK OF THE BOARD**

Chairwoman Molly Butler-Bailey called the in-person meeting to order at 7:00 p.m. and noted that all members were present.

### **APPROVAL OF THE JULY 12, 2021 MEETING MINUTES**

**Gorge Fox MOVED and James Anderson SECONDED a motion to approve the July 12, 2021 meeting minutes as written and distributed. Motion CARRIED, 6 ayes (Molly Butler-Bailey abstaining as not having present at the meeting).**

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### **COMMITTEE REPORTS**

- A. ORDINANCE REVIEW COMMITTEE** – Mr. Hughes reported that this committee met prior to the Board's meeting this evening and discussed the proposed amendments to the Land Use and Development Code's Home Occupation ordinance regarding allowed uses and standards.
  - B. Comprehensive Plan Implementation Committee** – Mr. Anderson reported that the CPIC has met twice since the Board's last meeting, the first time on July 19, 2021, regarding the Mosher's Corners proposed ordinance language, which will go the Planning Board for a future public hearing. The committee also met earlier this evening and reviewed proposed amendments to the Village Expansion District, with planning staff to provide additional language for the committee to review.
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**CHAIRMAN'S REPORT** – Ms. Butler-Bailey reported that there is no Chairman's Report this evening.

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### **ADMINISTRATIVE REVIEW REPORT**

Ms. Eyerman reported that the Administrative Review Committee met within the last two weeks to review the Moody's Collision Center request for approval for a small addition to square up the building, to connect to the sewer recently run to the area, to remove the leach field associated

with their current septic system, and to add 6 new parking spaces. She said she anticipates approval to be forthcoming within the next month.

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**CONSENT AGENDA – Subdivision and Site Plan Amendment – Chase Custom Homes & Finance – Bramblewood Estates** – a request for approval to amend the existing Bramblewood Estates subdivision and site plan to allow eight single family unit to replace 4 previously approved duplex buildings, located at Baxter Lane, zoned UR, Map 25, Lot 7.001.

Ms. Butler-Bailey explained that items on the consent agenda are applications that have been before the Board which have minor outstanding issues that staff feels have been satisfactorily addressed, and the item is ready for Board approval. Such items are approved without discussion, unless a member of either the Board or the public wishes to take the item off the Consent Agenda.

There being no one from the Board or the public wishing to take the item off the Consent Agenda,

**Scott Firmin MOVED and Tom Hughes SECONDED a motion to approve the item on the Consent Agenda. Motion CARRIED, 7 ayes.**

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**ITEM 1 Preliminary Subdivision Review – Town of Gorham, Gorham Industrial Park – West Campus** – request for preliminary subdivision approval of a proposed additional Industrial Park in the Town of Gorham and a review of the proposed landscaping features, zoned I, Map 30, Lot 1; Map 29, Lots 20 and 1.

Ms. Eyerman described the proposed project and noted that the Board had approved a waiver from the submission requirement of a Class A Soils Survey because the subdivision will be served by public water and sewer. A Class B Soils Survey has been submitted. Ms. Eyerman said that Maine DOT Traffic Movement, Site Location of Development and Natural Resource Protection Act permits will be required, along with peer reviews. She noted that lighting and landscaping plan peer reviews are recommended. Ms. Eyerman reviewed for the Board the outstanding issues of concern as presented in the staff notes for this evening's meeting from the Fire and Planning Departments, as well as comments from Public Works. Review is pending by the Portland Water District, and there are outstanding comments from the Town's peer review engineer, Wright Pierce

Mike Zarba, P.E., SLR Consulting, appeared on behalf of the applicant and gave the Board an overview of the project. He described the physical boundaries of the two parcels comprising the proposed additional industrial park, which will be subdivided into 16 lots, all zoned Industrial with some 6,000 feet of total roadway. He said the Town is looking at phasing the development for monetary reasons as it can only develop a certain amount of the roadway infrastructure needed at any one time. Mr. Zarba said a phasing plan has been included with the Board's packet, but timing of that phasing plan is not specific as it is tied to the sale of individual lots.

PUBLIC COMMENT PERIOD OPENED: None offered

PUBLIC COMMENT PERIOD ENDED.

In reply to Ms. Butler-Bailey, Ms. Eyerman said that some traffic assessments have been done with some recorded vehicle trips, but she is suggesting that a peer review be done. Mr. Zarba said they are in the process of finalizing a traffic impact study, as well as an application package for the Transportation Movement Permit to the DOT. He said both items will be submitted to the Board as well. Ms. Eyerman asked if the Board would like that impact study peer reviewed.

Ms. Butler-Bailey asked if the utilities plans need to be submitted for review. Mr. Zarba replied that submissions have been made to the Water District and they are still coordinating finalizing review comments with them.

Ms. Butler-Bailey asked for the Board's consensus on the peer reviews that Planning is recommending for traffic and landscaping. Mr. Fox said in light of the size and scope of the project, it is worth the time, effort and cost associated to conduct those peer reviews. Mr. Grassi and Mr. Anderson agreed, with Mr. Anderson asking if some renderings can be provided showing Shamrock Drive and what the existing buffer looks like if someone decides to build a 30-foot building on an adjacent lot.

In response to Mr. Anderson's comments, Mr. Zarba said that the Town would like to make the proposed lots as saleable as practical in terms of permitting activities as gone through initially with Maine DOT SLODA permit, stormwater permit, and DOT traffic movement permit. Mr. Zarba said the Town still wants the Planning Board to go through its site plan review process on the individual lots as they get developed, so there is a two-fold approach to some of the activities that would normally be on the original subdivision plans. Mr. Zarba said that individual uses on the lots have not been identified, which dictate much of the traffic movement issues and many of the landscaping requirements. He said that they have put together what needs to be in place for phase 1, the infrastructure development portion, that would then be tagged upon by an individual site after that. It is acknowledged that landscaping is a significant item to be addressed, so what has been maintained is a minimum 50 foot buffer along Main Street and along Shamrock Drive. Mr. Zarba said their landscape architect has reviewed photographs, made site visits, to figure out what is best to do, and his determination is there is a lot of natural screening along the Shamrock Drive 50-foot zone, which is more appropriate to leaving in place to protect the residential zone and then adding additional buffering when the site development for those particular lots come before the Board. Mr. Zarba said that until the use has been determined, it is difficult to identify what the best landscaping plan would be.

Mr. Fox said that while he understands the difficulty of predicting what future needs will be, he is also hesitant to deal with the landscaping piece meal, and knowing that it may a number of years before all of these parcels get built out could be a recipe for inconsistency from application to application. He asked if there is an opportunity for a middle ground where there can be some definition around boundary landscaping and perhaps leaving interior lot landscaping for future owners when there are specific applications. Mr. Zarba said that there is not much they can do in the zones that lend themselves to landscaping currently without being too far into the lots. Mr. Fox said his preference is to establish some type of boundary buffering on a consistent basis in place for the future. Ms. Eyerman asked if it is the intent of the Town to build into its contracts with each of the developers of each of the lots a description of how they are to landscape each lot. Mr. Zarba replied that they haven't gotten quite that far yet, but he believes that any

restrictions or conditions of approval that go along with any of the approvals that are sought would tag to each particular lot on the sale.

Mr. Poirier told the Board that he believes the Board should be provided with the landscape architect materials that were previously submitted to show what is existing and what needs or does not need to be augmented. He noted that Shamrock Drive sits at quite a bit higher grade than a lot of the parcel, which is why the landscape architect recommended that where the buildings are is where the buffer is needed. Basically what is being recommended is a two-fold screen, one at the property boundary as a buffer looking out, and one down by the building to provide a second buffer. Mr. Poirier said that if the Board wants to add conditioning of these lots to include additional landscaping and peer review for landscaping, that will be part of the sale when the lots get sold.

Per Ms. Eyerman's request, Mr. Zarba described some of the landscaping that is on the plan, such as along the entry ways and along the new road.

The Board concurred that a peer review of the traffic study and landscape plan needs to be provided.

Mr. Fox confirmed that while a 3-phase buildout is proposed, the application will be for everything and all-encompassing. Mr. Zarba replied they are seeking all-encompassing subdivision approval, filed in the phases shown on the plan so that lots can then be sold only with that particular phase when that infrastructure is constructed. Mr. Poirier said that currently what is being proposed is one big project, all the phases at once, but based on the feasibility of that approach, the next time the project is before the Board it may be for one phase approval and not all of it. He said the lot function will remain the same. Mr. Zarba told Mr. Fox that all of the studies done so far have been for the entire site.

Mr. Firmin pointed out the landscaping section in Section E, Performance Standards, Section 1-12, Industrial District and asked for more information about how to "provide effective visual and auditory buffering from abutting residential properties..." Mr. Zarba said they will resubmit the information provided for the April Board meeting.

**James Anderson MOVED and Vincent Grassi SECONDED a motion to postpone further review of the Town of Gorham's Gorham Industrial Park – West Campus request for preliminary subdivision and major site plan approval pending further review by peer reviewers, responses to remaining issues and revisions to the plans.**

Discussion: Mr. Poirier asked the Board if there is any additional input on the road or the lot lines that the Board wishes to see changed in order to facilitate filing for DEP approval. Ms. Eyerman said it would be helpful for the Board to have the subdivision plan with the lot sizes in it and the lot frontages shown, along with metes and bounds and easements. She said comments on the lot layouts would be better handled if the Board has the actual subdivision plan.

**Motion to postpone CARRIED, 7 ayes.**

**ITEM 2      Pre-Application – Site Plan – hep Energy USA, LLC** – a request for approval of a ground-mounted photovoltaic installation on 20 acres of leased land of a 68-acre parcel located on Wescott Road, zoned R, Map 86, Lot 13.

Ms. Eyerman provided the Board with an overview of the proposed 4.875 MW ground mounted solar array on 20 acres of a 68 acre parcel located at Westcott Road. The lot is zoned Rural and is currently used as a hay field, contains a branch of the Little River, Skunk Knoll Brook, wetlands, mature canopy trees and understory. Ms. Eyerman noted that the Rural zone allows for public and private utility facilities such as this. She said that an administrative staff review might be warranted in this case, if calculations are submitted showing that it meets that section of the Site Plan Review Ordinance.

Jeffrey Read, P.E., of Sevee & Maher Engineers, Inc., introduced Tom Donnelly of hep Global and Jeff Sanborn, representing the property owner. Mr. Read told the Board that 20 acres of property will be leased of a 68 acre parcel. Property setbacks will be observed, and they will stay outside the Skunk Knoll Brook shoreland setback. A Wetlands and Natural Resources inventory has been completed on the parcel, performed by Al Frick & Associates. There are no vernal pools on site and only a few minor areas of wetlands. There will be approximately 1000 feet of road coming into the site. He said that one item they did not notice before is the impervious surface requirement, which he believes will be tripped with the road and some equipment pads.

Mr. Read said they are updating the plan currently before the Board based on input from the staff meeting review of the project, with some of the items involving the shoreland zone setbacks, landscaping and buffering, comments from the Fire Department about the road access, signage details to be included, updating of the gate to 22 feet, and separate site access and entrance.

PUBLIC COMMENT PERIOD OPENED: None offered.

PUBLIC COMMENT PERIOD ENDED.

Mr. Fox commented that there might be some concerns from abutters, and suggested that be kept in mind when considering buffering. In reply to Mr. Anderson, Mr. Read said no buildings are planned, only the equipment pads. Mr. Fox confirmed that no lighting is proposed. Mr. Anderson confirmed that after the last unit the electric will be underground and the only above-ground electric will be what CMP requires. Mr. Firmin confirmed that the panels will be fixed and asked what happens to the panels at the end of their useful life or the lease period. Mr. Donnelly explained the process of securing a decommissioning bond.

In reply to Ms. Butler-Bailey, Ms. Eyerman noted that an administrative review is off the table because of the anticipated impervious area.

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**OTHER BUSINESS**      Ms. Eyerman said that the State of emergency has been lifted so future Board meetings will now be in person. She explained the process now in place for applicants to come before staff at weekly staff meetings to obtain feedback. Mr. Fox confirmed that site walks will also be possible.

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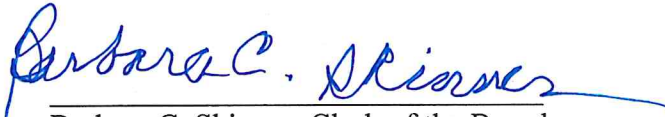
**ANNOUNCEMENTS**      **None**

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**ADJOURNMENT**

**Scott Firmin MOVED and Vincent Grassi SECONDED a motion to adjourn. Motion CARRIED, 7 ayes. [8:20 p.m.]**

Respectfully submitted,

  
Barbara C. Skinner, Clerk of the Board  
August 2, 2021

**CONSENT AGENDA – CHASE CUSTOM HOMES – BRAMBLEWOOD ESTATES –  
SUBDIVISION AND SITE PLAN AMENDMENT**

**CHAPTER 3 - SUBDIVISION, SECTION 3 - PRELIMINARY PLAN**

The Planning Board, following review of the Subdivision Application, makes these findings based on the Subdivision Review criteria found in Chapter 3, Subdivision, Section 3 – C. Preliminary Plan Review, and Section IV – D. Final Plan Review.

**C. PRELIMINARY PLAN REVIEW**

2) The Planning Board shall include in its review the following general and specific requirements that the development has proposed for approval:

- a) Shall be in conformance with the Comprehensive Plan of the Town, and with all pertinent State and local codes and ordinances, including the Performance Standards related to specific types of development which are stipulated in Chapter II.

*Finding: Bramblewood Estates Subdivision conforms to the Comprehensive Plan of the Town, and with all pertinent State and local codes and ordinances.*

- b) Will not cause congestion or unsafe conditions with respect to use of the highways or public roads, existing or proposed on or off the site.

*Finding: Bramblewood Estates Subdivision will not cause congestion or unsafe conditions with respect to use of the highways or public roads, existing or proposed on or off the site.*

- c) Will not place an unreasonable burden by either direct cause or subsequent effect on the availability of the Town to provide municipal services including utilities, waste removal, adequate roads, fire and police protection, school facilities and transportation, recreational facilities, and others.

*Finding: Bramblewood Estates Subdivision will not place an unreasonable burden by either direct cause or subsequent effect on the availability of the Town to provide municipal services including utilities, waste removal, adequate roads, fire and police protection, school facilities and transportation, recreational facilities, and others.*

- d) Has sufficient water supply available for present and future needs as reasonably foreseeable.

*Finding: Bramblewood Estates Subdivision provides for adequate water supply for present and future needs.*

- e) Will provide for adequate solid and sewage waste disposal for present and future needs as reasonably foreseeable.

*Finding: Bramblewood Estates Subdivision provides for adequate solid and sewage waste disposal for present and future needs as reasonably foreseeable.*

- f) Will not result in undue pollution of air, or surficial or ground waters, either on or off the site.

*Finding: Bramblewood Estates Subdivision will not result in undue pollution of air, or surficial or ground waters, either on or off the site.*

- g) Will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.

*Finding: Bramblewood Estates Subdivision will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.*

- h) Will not affect the shoreline of any body of water in consideration of pollution, erosion, flooding, destruction of natural features and change of ground water table so that a dangerous or unhealthy condition may result.

*Finding: Bramblewood Estates Subdivision will not affect the shoreline of any body of water in consideration of pollution, erosion, flooding, destruction of natural features and change of ground water table so that a dangerous or unhealthy condition may result.*

- i) Will respect fully the scenic or natural beauty of the area, trees, vistas, topography, historic sites and rare or irreplaceable natural or manmade assets.

*Finding: Bramblewood Estates Subdivision will respect fully the scenic or natural beauty of the area, trees, vistas, topography, historic sites and rare or irreplaceable natural or manmade assets.*

- j) Financial Capacity to meet Subdivision Regulations. The applicant must have adequate financial resources to construct the proposed improvements and meet the criteria standards of these regulations. The Board will not approve any plan if the applicant has not proven its financial capacity to undertake it.

*Finding: The applicant has adequate financial resources to construct the proposed improvements and meet the criteria standards of these regulations.*

- 3) Every subdivision shall be responsible for providing open space and recreational land and facilities to the additional demand created by the residents of the subdivision. This requirement shall be met by the payment of a Recreational Facilities and Open Space Impact Fee in accordance with Chapter VIII.

*Finding: Bramblewood Estates Subdivision is responsible for providing open space and recreational land and facilities to meet the additional demand created by residents of the subdivision.*

- 4) If an applicant chooses to create open space and/or recreational land and facilities within the subdivision in addition to paying the impact fee, the following applies:

a) **Land Improvements:** The applicant shall improve the land according to the proposed use of the land and the requirements of the Planning Board.

b) **Owners Association:** A homeowners' association shall be formed to provide for the perpetual care of commonly owned recreation land.

*Finding: Bramblewood Estates Subdivision is proposing to create open space and recreational land and facilities within the subdivision in accordance with the Planning Board requirements and the Stonefield Phase IV homeowners' association shall be required to provide for the perpetual care of commonly owned recreation land.*

### **CHAPTER 3 - SUBDIVISION, SECTION 3-4 C - FINAL PLAN**

The Planning Board shall review the Final Plan of the proposed development as submitted. It shall verify the provision of all information as required under the above subsections, and the provision of any additional information requested during the Preliminary Review. It shall examine any changes made subsequent to the Preliminary Plan for satisfactory correction.

### **CHAPTER 4, SITE PLAN REVIEW, SECTION 9 – Approval Criteria and Standards**

The Planning Board, following review of the Site Plan Application Amendment, makes these findings based on the Site Plan Review criteria found in Chapter 4, Section 9 – Approval Criteria and Standards, of the Town of Gorham Land Use and Development Code.

#### **CHAPTER 4, Section 9 – Approval Criteria and Standards**

**A. Utilization of the Site:** The plan for the development will reflect the natural capabilities of the site to support development.

*Finding: The plan for the development reflects the natural capabilities of the site to support the development and the natural features and drainage ways are preserved to the greatest extent practical.*

**B. Access to the Site:** Vehicular access to the site will be on roads which have adequate capacity to accommodate the additional traffic generated by the development.

*Finding: Vehicular access to the site will be on roads which have adequate capacity to accommodate the additional traffic generated by the development.*

**C. Access into the Site:** Vehicular access into the development will provide for safe and convenient access.

*Finding: The vehicular access into the development will provide for safe and convenient access.*

**D. Internal Vehicular Circulation:** The layout of the site will provide for the safe movement of passenger, service and emergency vehicles through the site.

*Finding: The layout of the site provides for the safe movement of passenger, service, and*

*emergency vehicles through the site.*

E. Pedestrian Circulation: The development plan will provide for a system of pedestrian circulation within and to the development.

*Finding: The layout of the site provides for a system of pedestrian circulation within and to the development.*

F. Stormwater Management: Adequate provisions will be made for the disposal of all storm water collected on streets, parking areas, roofs or other impervious surfaces through a storm water drainage system and maintenance plan which will not have adverse impacts on abutting or downstream properties.

*Finding: The site has adequate provisions for the disposal of all storm water collected on streets, parking areas, roofs or other impervious surfaces through a storm water drainage system and maintenance plan which will not have adverse impacts on abutting or downstream properties.*

G. Erosion Control: For all projects, building and site designs and roadway layouts will fit and utilize existing topography and desirable natural surroundings to the fullest extent possible.

*Finding: The project, building, and site designs and roadway layouts will fit and utilize existing topography and desirable natural surroundings to the fullest extent possible.*

H. Water Supply: The development will be provided with a system of water supply that provides each use with an adequate supply of water meeting the standards of the State of Maine for drinking water.

*Finding: The development will be provided with a system of water supply that provides each use with an adequate supply of water meeting the standards of the State of Maine for drinking water.*

I. Sewage Disposal: A sanitary sewer system will be installed at the expense of the developer if the project is located within a sewer service area as identified by the sewer user ordinance. The Site Plan Review Committee or Planning Board may allow individual subsurface waste disposal systems to be used where sewer service is not available.

*Finding: The sanitary sewer system will be installed at the expense of the developer meeting the requirements of the sewer user ordinance.*

J. Utilities: The development will be provided with electrical and telephone service adequate to meet the anticipated use of the project.

*Finding: The development will be provided with electrical and telephone service adequate to meet the anticipated use of the project.*

K. Natural Features: The landscape will be preserved in its natural state insofar as practical by minimizing tree removal, disturbance and compaction of soil, and by retaining existing vegetation insofar as practical during construction.

Finding: *The landscape will be preserved in its natural state insofar as practical by minimizing tree removal, disturbance and compaction of soil, and existing vegetation will be retained insofar as practical during construction.*

L. Groundwater Protection: The proposed site development and use will not adversely impact either the quality or quantity of groundwater available to abutting properties or public water supply systems.

Finding: *The proposed site development and use will not adversely impact either the quality or quantity of groundwater available to abutting properties or public water supply systems.*

M. Exterior Lighting: The proposed development will provide for adequate exterior lighting to provide for the safe use of the development in nighttime hours.

Finding: *The proposed development will provide for adequate exterior lighting to provide for the safe use of the development in nighttime hours.*

O. Waste Disposal: The proposed development will provide for adequate disposal of solid wastes and hazardous wastes.

Finding: *The development will provide for adequate disposal of solid wastes and hazardous wastes.*

P. Landscaping: The development plan will provide for landscaping to define street edges, break up parking areas, soften the appearance of the development and protect abutting properties from adverse impacts of the development.

Finding: *The development plan will provide for landscaping to define street edges, break up parking areas, soften the appearance of the development and protect abutting properties from adverse impacts of the development.*

Q. Shoreland Relationship: The development will not adversely affect the water quality or shoreline of any adjacent water body. The development plan will provide for access to abutting navigable water bodies for the use of occupants of the development.

Finding: *The development will not adversely affect the water quality or shoreline of any adjacent water body. The development plan will provide for access to abutting navigable water bodies for the use of occupants of the development.*

R. Technical and Financial Capacity: The applicant has demonstrated that it has the financial and technical capacity to carry out the project in accordance with this Code and the approved plan.

Finding: *The applicant has demonstrated that it has the financial and technical capacity to carry out the project in accordance with this Code and the approved plan.*

S. Buffering: The development will provide for the buffering of adjacent uses where there is a transition from one type of use to another use and to screen service and storage areas. The buffer

areas required by the district regulations will be improved and maintained.

Finding: *The development will provide for buffering of adjacent uses where there is a transition from one type of use to another use and to screen service and storage areas.*

T. Noise: The applicant has demonstrated that the development will comply with the noise regulations listed in Table 1 – Sound Level Limits and the associated ordinances.

The uses at the site are required to meet the A-weighted hourly equivalent sound level limits of 60 dBA daytime (7 a.m. - 7 p.m.) and 50 dBA nighttime (7 p.m. - 7 a.m.).

Finding: *The development will comply with the A-weighted hourly equivalent sound level limits of 60 dBA daytime (7 a.m. – 7 p.m.) and 50 dBA nighttime (7 p.m. – 7 a.m.).*

### **Conditions of Approval**

1. That this approval is dependent upon, and limited to, the proposals and plans contained in this application and supporting documents submitted and affirmed by the applicants and that any variation from the plans, proposals and supporting documents is subject to review and approval by the Planning Board, except for minor changes which the Town Planner may approve;
2. That prior to the commencement of construction of the site plan, the applicant is responsible for obtaining all required local, state and federal permits;
3. That all relevant conditions of approval from past approvals shall remain in effect;
4. That the applicant shall provide property line information and site information in auto-cad format to the Town Planner;
5. The buildings will meet all applicable sections of NFPA 1 *Fire Code* and NFPA 101 *Life Safety Code*. Building plans shall be submitted to the Fire Department for review and placed in Emergency Reporting Program.
6. The buildings shall be protected under the Fire Suppression Systems Ordinance as applicable. The sprinkler plans shall be submitted to the Fire Department and the State Fire Marshal's Office for review and permitting. The plans submitted to the Fire Department shall be submitted at least two weeks prior to the start of the installation of the system. Sprinkler test papers will be required to be submitted to the Fire Department at the time a CO is issued.
7. The buildings shall be properly numbered in accordance with E911 standards including height, color and location. Numbers that cant been seen from the street shall require additional numbers at the street.
8. The hammer head width needs to be 20' wide and 50' deep. Please show measurements on the plans. No drive ways will be allowed off the Hammer Head. Please show driveway's on future plans.

9. A "No Parking - Tow Away Zone" or "No Parking - Fire Lane" sign should be added to the hammer head.
10. Street names need to be approved by Police and Fire Chief as well as be properly posted. **Baxter Lane** was pre-approved.
11. That prior to the pre-construction meeting, the applicant will establish an escrow for field inspection meeting the approvals of Town Staff;
12. That prior to the commencement of any site improvements, the applicant, its earthwork contractor, and the design engineer shall arrange a pre-construction meeting with the Town's Review Engineer, Public Works Director, Fire Chief, Code Enforcement Officer and the Town Planner to review the proposed schedule of improvements, conditions of approval, and site construction requirements;
13. That all site construction shall be carried out in conformance with the Maine Erosion and Sediment Control Best Management Practices, Maine Department of Environmental Protection, latest edition and in accordance with the erosion and sedimentation control information contained in the application;
14. That the applicant shall make any required changes to the plan and provide the additional legal documents and homeowners' association documents prior to the Planning Board's signature of the final plan meeting Town Staff and Town Attorney's approvals;
15. That the applicant is responsible for recording the approved homeowners' association documents within ninety (90) days of the date of approval of the subdivision by the Planning Board and a recorded copy of the homeowners' association documents shall be returned to the Planning Department prior to the applicant applying for a pre-construction meeting;
16. That the Planning Board Chairman is authorized by the Planning Board to sign the Findings of Fact on behalf of the entire Board;
17. That the subdivision plan are required to be recorded within one (1) year of original approval or the approval becomes null and void;
18. That once the subdivision plans have been recorded at the Cumberland County Registry of Deeds, a dated copy of the recorded subdivision plan shall be returned to the Town Planner prior to the pre-construction meeting.