

**PLANNING BOARD MEETING MINUTES  
MARCH 4, 2024**

**MEMBERS PRESENT**

**VINCENT GRASSI, CHAIR  
WILLIAM BENSON, VICE CHAIR  
DAVID WALSH  
ROBERT DELANY  
JAMES HAGER  
RUSSELL FRANK  
DAVID BURROWS, SEC.**

**STAFF PRESENT**

**CAROL EYERMAN, TOWN PLANNER  
DAMON YAKOVLEFF, ASSISTANT  
TOWN PLANNER  
CHUCK NORTON, TOWN ENGINEER**

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

The roll was called, with all 7 members present.

---

**APPROVAL OF THE FEBRUARY 5, 2024 PLANNING BOARD MINUTES**

**Jim Hager MOVED and William Benson SECONDED to approve the February 5, 2024, Planning Board minutes pending corrections. MOTION CARRIED, 7 AYES.**

---

**CHAIRMAN'S REPORT**

Chairman Vincent Grassi announced it was his last meeting as a member of the Planning Board. He thanked the Town for the opportunity, the Planning Department for collaboration, and expressed enjoyment working with current and previous Board members. He wished the town good luck and pledged to support the community in a civilian role.

**COMMITTEE REPORTS**

**A. Ordinance Review Committee**

The Committee did not meet.

**B. Comprehensive Plan Implementation Committee**

The Committee did not meet.

**Administrative Review Report**

There were no new administrative reviews to report.

---

## CONCENT AGENDA

- A**            **Private Way - Cummings, Dakota - 59 Wood Road** – a request to construct a private way to serve a single-family house lot. Map 54, Lot 16. Zoned R. The applicant is represented by Andrew Morrell, P.E., with BH2M.

No discussion took place.

**Jim Hager MOVED and David Walsh SECONDED to grant approval for a 447 foot Private Way off Wood Road designed to the Town's One-Lot Gravel Private Way Standard, located on Map 54 Lot 16 and situated in the Rural Zoning District based on Findings of Fact and Conditions of Approval as written by the Town Planner and amended by the Planning Board. 7 AYES. MOTION PASSED.**

- B**            **Private Way Amendment – Gushee, Grant – Gushee Drive** – a request to reduce depth of unimproved land behind an existing hammerhead. Map 75, Lot 2.004. Zoned SR-MH. The applicant is represented by David Gushee.

The Board deliberated taking the item off Consent Agenda, but decided against it.

**Jim Hager MOVED and David Burrows SECONDED to grant the request for approval for an Amendment to a Private Way off Ira Lane designed to the Town's 2-6 Lot Gravel Private Way Standard located on Map 75 Lot 2-5 and situated in a Suburban Residential Zoning District based on Findings of Fact and Conditions of Approval as written by the Town Planner and amended by the Planning Board. 6 AYES, 1 ABSTAIN (BENSON). MOTION PASSED.**

- 
- ITEM 1**       **Public Hearing – Site Plan & Subdivision Amendment – Moody's Co-Worker Owned, Inc. – Moody's Truck Center** – a request for approval to divide Lot 3 on Raceway Drive into Lots 3 and 4, and to develop Lot 4 into a 27,600 sf truck repair facility. Map 39, Lot 2.003. Zoned NMUD. The applicant is represented by Shawn Frank, P.E., with Sebago Technics.

Damon Yakovleff, Assistant Town Planner presented proposal to divide a 22.07-acre lot in an existing commercial subdivision into two new lots, one of which would remain undeveloped and the other would host a 27,600 square foot truck automobile repair building. The original subdivision had been approved in 2016. Several outstanding items were flagged, including the absence of a photometric plan, pending confirmation from the Portland Water District regarding the ability to serve, and the need for public sewer information. Additionally, the DEP stormwater permit was pending, vehicle turning diagrams had been requested, and trip generation for the subdivision as a whole was required. The proposed development's compatibility with the Comprehensive Plan and zoning for the area was in alignment. There was one potential natural resource concern regarding bat habitat for which recommendations were made to reach out to the US Fish and Wildlife Service. The site plan showed a proposed 10-foot wide gravel bicycle-pedestrian access trail, and the Board requested more details about its establishment via an easement. The applicant's engineer had stated they would ensure that the design did not cause water to discharge to the adjacent site within the MS4 Regulated Area. It was recommended not to install a stormwater pipe under the right of way of Raceway Drive. Pedestrian connections to the sidewalk on Raceway Drive needed to be addressed.

Sean Moody, of Moody's Co-Worker Owned, Inc., hoped for the board's support, noting the project's location across from the manufacturing facility, Harvey. He praised Harvey's perseverance in establishing their facility, considering it a great asset to the Town.

Sean Frank, Civil Engineer with Sebago Technics, presented the proposal, which is an amendment to the subdivision for division of a single existing lot into two lots. One lot, 14 acres in the front, would remain undeveloped, while the other, almost 8 acres in the back, would be developed with a 27,600 square foot building for a truck automobile repair facility. The proposed facility would have an entrance at the front and another at the back, with a wide driveway to separate truck traffic. The design aimed to prevent congestion and ensure easy access to the building's four overhead doors. Lighting would be building-mounted, and a photometric plan would be provided. Stormwater management included constructing a wet pond at the rear, relocating a stormwater pipe, and providing a 10-foot gravel pedestrian/bike path connecting to an existing path at the Sports Arena. Water and sewer services were available, with a small pump station for sewer and three-phase power from Narragansett Street for the building. The building's design included metal panels, windows, and brickwork to break up the facade. Mr. S. Frank concluded his presentation, noting they were hopeful to proceed after addressing review comments and obtaining necessary permits.

**Public Comment Opened:**

There were no public comments.

**Public Comment Closed.**

David Walsh asked for clarification regarding connecting to established public sidewalks. Mr. S. Frank stated that the goal would be to connect to the sidewalks along Raceway Drive.

Chairman Grassi asked for clarification regarding wetland impacts. Mr. S. Frank confirmed there would be no impact. He stated that this project would not require tree-cutting and therefore would not impact the bat habitats. He added that the Harvey project and its associated roadway had gone through the full Site Location Development Permitting process with the Maine Department of Environmental Protection (DEP). Many environmental concerns such as wetlands and habitats were addressed as part of that process. Although they were proposing a new lot within the subdivision, the subdivision itself had already been reviewed by the DEP.

Chairman Grassi questioned whether the Board could put this on the next consent agenda. Carol Eyerman, Town Planner, noted that although they are waiting for a few items from the applicant, the Board could put it on the next agenda if the applicant would be ready by that time. Mr. S. Frank confirmed that with no expected changes to the overall Site Plan, the only hold up would be the permit from the DEP.

**William Benson MOVED and David Walsh SECONDED to place the plan on Consent Agenda when the applicant is ready to meet the requirements. 7 AYES. MOTION PASSED.**

**ITEM 2      Public Hearing – Site Plan – GenX Capital Partners, LLC. – Luxury Motor Toys**  
– a request for site plan approval for 40 condominium garage units with associated clubhouse. Zoned OCI. Map 34, Lot 3.003. Represented by Jon Whitten, Jr., P.E. with Haley Ward.

Damon Yakovleff detailed a Site Plan Amendment proposal for what was originally a proposed cannabis operation in the Old Canal Business Park. The original plan was approved in 2007, and the Site Plan was approved in 2022. The current applicants propose a 40-unit condominium for luxury cars, boats, and general storage. Several items were noted for the Board's attention, including a pending Ability-to-Serve letter for public water and sewer, discussions with the Portland Water

District regarding oil-water separators, and compliance with Zoning and Comprehensive Plan Requirements. No natural resource issues were flagged. An existing DEP Site Location Development Permit and Natural Resources Permit were in place for the Business Park, and the applicant intended to meet their conditions. Stormwater would be directed into existing infrastructure. The applicant proposed 36 parking spots, although 42 were required by Zoning, which was a matter for Board discussion. Fencing and gate requirements, not shown on the plans but important for emergency responder access, were also to be discussed. Sprinkler provisions and other comments from staff and peer reviews.

John Whitten, Civil Engineer with Haley Ward, mentioned that each unit would have space for two vehicles and would include a kitchenette, full bathroom, and a mezzanine level living room, though not intended for habitation. A central clubhouse would be available for gatherings, with a full kitchen. Security measures include a gated entrance, security system, and individual-unit security. The site would be serviced by public water, sewer, underground electric communications conduits, and natural gas. Approval for public water was obtained, and floor drains were removed from the proposal to address concerns about oil spills. A small pump station would be installed for units without gravity sewer access. Stormwater and sewer designs were being finalized with the Portland Water District. Wetlands and stormwater drainage easements would be preserved, with a fence only at the entrance. The units would be sprinklered, and fire and water lines proposed. Visual renderings were updated to reflect changes to the outdoor balcony design in order to create more uniform roof slopes for stormwater control.

**Public Comment Opened:**

There were no public comments.

**Public Comment Closed.**

Chairman Grassi inquired about the continuity of the buildings on the Site Plan, noting some appeared continuous. Mr. Whitten explained the plan was to keep the buildings connected, especially since they would be sprinkled. He mentioned eliminating two spaces to make ten units continuous and all others would be continuous as well.

Chairman Grassi asked about the requirement for multiple materials in the Zoning District. Ms. Eyerman clarified that it was not required in that district. Regarding the gated access, Chairman Grassi asked if that was an issue. Mr. Whitten responded that it was not an issue and explained the Knox Box provisions for emergency vehicle access.

Chairman Grassi inquired about provisions for outdoor sprinkler access. Mr. Whitten explained that there would be a six-foot break in the middle of each cluster, creating a utility corridor for sprinkler access with an outdoor connection.

Chairman Grassi asked about parking, whether they would stick with 36 spots or try to fit 42. Mr. Whitten explained they could technically show lines for 42 spots if the Board preferred, but they felt 36 spots were adequate since each spot was a garage and tenants could park outside their garage doors.

Ms. Eyerman explained the process for requesting a waiver from the technical code for parking. Mr. Whitten asked if agreeing to include 42 spots could lead to a Consent Approval or if it would require another meeting. Chairman Grassi discussed the possibility of handling the waiver that evening or if a form needed to be filled out.

David Burrows inquired about the number of trees shown in the rendering and whether they could preserve as many trees as depicted. Mr. Whitten acknowledged the rendering was generous with trees and explained that while they planned to preserve trees around the exterior, some grading

would be necessary in the middle.

Regarding washing vehicles, Mr. Walsh asked if there would be a place for owners to wash their vehicles. Mr. Whitten explained there were no proposed containment pads for washing vehicles and thus washing would not be allowed to prevent water from entering the stormwater system.

Mr. Burrows mentioned a nearby self-serve car wash for owners to use. Mr. Walsh asked how the washing prohibition would be enforced. Mark McClure, the applicant, explained that the Condo Documents would outline Rules and Regulations, and the Homeowners' Association would enforce them.

Regarding outdoor spigots, Mr. Whitten explained that water services would be provided to the kitchenette and bathroom, so there would be faucets and a sink.

Ms. Eyerman explained to the Board the options regarding off-street parking standards, highlighting a Waiver or a Determination under Chapter 2, Section 2-2a8. Mr. Burrows and the board agreed that a determination would be more appropriate and efficient than a waiver.

Mr. Hager raised some questions about outstanding documents and highlighted areas for which they were still waiting for information. Ms. Eyerman clarified that these outstanding items needed to be addressed by the Peer Review Engineer and the Town Engineer. Mr. Benson sought clarification on the need for a waiver or determination regarding sidewalks, and Ms. Eyerman explained that a waiver should be requested if sidewalks were not planned in the development, but that a similar Determination could be applied to this particular situation due to the lack of sidewalks on Mosher Road and within the expected development.

Mr. Hager proposed sending the item to a Consent Agenda with contingencies, emphasizing the need to address waivers. However, Ms. Eyerman explained that putting it on the Consent Agenda would require voting on the waivers, making tabling the best option.

**Jim Hager MOVED and David Walsh SECONDED to table the item until waivers as requested or mutually agreed upon were submitted. 6 AYES, 1 OPPOSED (BENSON). MOTION PASSED.**

**ITEM 3      Discussion – Land Use and Development Code Amendment – LD 2003 –**  
proposed amendment to the Land Use and Development Code to allow for unit bonuses for affordable housing in the Town's growth areas as required by 30-A MRSA §4364, also known as "LD 2003".

Damon Yakovleff provided an overview of LD 2003, a state law from 2022 aiming to increase housing units, particularly affordable ones. They highlighted the requirements, including permitting accessory dwelling units, both attached and stand-alone, and upzoning in growth areas. Gorham had already implemented some of these, such as allowing multifamily housing in all Residential Zones. One outstanding provision is a 2.5 times Density Bonus for Affordable Housing Developments meeting specific criteria, including affordability thresholds based on area median income and family size. Mr. Yakovleff recommended sending the matter to the Ordinance Committee, as per the Town Council's recommendation. He also offered a motion for the Board to consider, applicable to multiple items on the agenda.

Chairman Grassi raised a question about the order of proceedings, whether to hold a public hearing first and then bring the matter to a committee or to go directly to a committee discussion. Mr. Hager suggested having a public hearing to allow people time to digest the information, a sentiment with which Mr. Walsh and Chairman Grassi agreed.

**William Benson MOVED and David Walsh SECONDED to send the Land Use and**



**Development Code Amendments to the next available Planning Board meeting for Public Hearing. 7 AYES. MOTION PASSED.**

**ITEM 4      Discussion – Land Use and Development Code Amendment – Floodplain –**  
proposed amendment to the Land Use and Development Code to remain in  
compliance with the National Flood Insurance Program.

Carol Eyerman, Town Planner, reported that Cumberland County had been working on updating its Floodplain Maps for about 12 years, with several communities involved in the process. An agreement had been reached between the communities, the County, and FEMA, requiring the adoption of the updated maps by June 20 to avoid suspension from the National Flood Insurance Program. She presented a draft ordinance reflecting all proposed changes made in the last 10 years.

Chairman Grassi suggested seeking public comment on the draft ordinance.

Mr. Hager inquired about the consistency of the language with other localities in Cumberland County. Ms. Eyerman explained that Gorham's policy on new development in floodplains was more stringent than in other towns, requiring some tweaks to the ordinance.

Mr. Hager expressed a desire for a public hearing to allow community input. Mr. Walsh asked about the timeline for the process, and Ms. Eyerman confirmed that it would be tight but doable. Mr. Walsh emphasized the need for due diligence to avoid putting the system at risk. Mr. Benson questioned if adopting the ordinance that night would materially change anything for developers or the community, to which Ms. Eyerman confirmed that no major impacts would be made in the community other than the adoption of the new maps. Chairman Grassi proposed a workshop before the April meeting, followed by a public hearing that same night. The board discussed the timeline, considering the council's need for a public hearing as well, and agreed that a workshop before the April meeting would be beneficial.

Mr. Hager emphasized the importance of due diligence while also meeting the timeline requirements. The Board deliberated on timelines and scheduling.

**Jim Hager MOVED and David Burrows SECONDED to send the Floodplain Land Use and Development Code Amendment to the next available Planning Board Meeting for Public Hearing. 7 AYES. MOTION PASSED.**

**ITEM 5      Discussion – Land Use and Development Code Amendment – Zoning Map Amendment** – proposed amendment to the Land Use and Development Code to  
rezone lots on Preble Street from UR to OR.

Ms. Eyerman presented the Town Council's proposal to change the zoning of Preble Street from Urban Residential to Office Residential, affecting parcels from South Street to three-quarters down toward Elm Street.

Mr. Benson sought clarification on the differences between Urban Residential and Office Residential Zoning. Ms. Eyerman explained that Urban Residential allows predominantly residential use with limited commercial opportunities, while Office Residential permits more office space and professional offices.

Chairman Grassi suggested soliciting public comment and asked if they should proceed to a committee after that, but Mr. Walsh proposed going directly to a public hearing. Mr. Hager agreed and suggested involving the Gorham Village Alliance to ensure their familiarity with the proposal, particularly regarding the park at the corner of Preble Street and South Street.

**Jim Hager MOVED and David Burrows SECONDED to send the proposed Zoning Map Amendment for rezone along Preble Street to Office Residential District to the next available Planning Board meeting for Public Hearing. 7 AYES. MOTION PASSED.**

**ITEM 6      Discussion – Site Plan & Subdivision Pre-Application – Troiano Properties, LLC. – The Residences at Gorham Country Club** – a request for approval to construct a mixed-use development on McLellan Road. Map 7, Lot 18. Zoned SGXR. The applicant is represented by Daniel Riley, P.E., with Sebago Technics.

Carol Eyerman, Town Planner detailed the project's 38-acre site, noting its mix of canopy trees, understory, and a man-made pond. The site was designated as the South Gorham Crossroads Zone, with a zoning change made the previous year. The Master Site Plan, required for sites over five acres, was submitted for approval. The Board needed to verify if the plan met pedestrian and block standards within the Zoning Ordinance Performance Standards. The applicant sought exemption from the Growth Management Ordinance for Mixed-Use Development. Gross Floor Area calculations would need to be submitted by the applicant, as it pertains to Mixed-Use Development regulations, to ensure requirements have been met. Public water and sewer utilities were proposed to be extended to the site, with the applicant proposing to extend public water 5500 linear feet as part of Phase 1 and public sewer as part of Phase 2. The applicant also sought an amendment to the ordinance to allow a Cluster Septic System through the Town Council. Ms. Eyerman explained that a Traffic Movement Review must be conducted but would occur later in the process. A commercial lot was to be included in Phase 1 to comply with the Growth Management Ordinance.

Dan Riley, Engineer with Sebago Technics, explained that property under consideration is part of the former Gorham Country Club site, spanning 38 acres with approximately 1,950 linear feet of frontage on McClellan Road. The proposed project includes a mix of multifamily residential units (townhouses and apartments) and commercial spaces.

Key challenges identified in the proposal include the need to extend public sewer and water, currently located about two miles away from the site, as well as requesting amendments to the Town's Septic Ordinance, allowing a clustered septic system for this project. The proposed solution involves extending public water first, followed by the phased development of the project under exemptions that allow for more than 10 building permits per year.

Mr. Riley detailed the phased development structure. Phase 1 entails the construction of 57 townhouse units at the West end of the site, with public water extended to the site and a proposed cluster septic field. Phase 2 would involve the development of commercial space at the Southeast end, closest to Bracket Road, with plans for 2 units of approximately 5,000 square feet of space each. Theoretic uses would include gas stations with attached car washes, banks, or food operation that would utilize the drive thru features. Phase Three includes the construction of 90 apartment units in 15-unit buildings at the center of the site, connected to the sewer system brought in during Phase Two. Phase Four is a follow-on phase of commercial development at the Northeast corner, planned for 15,000 square feet of commercial space. Phase Five comprises a second apartment complex with 75 units, and Phase Six concludes with a final 60 units of apartments at the North end of the site. Amenities would include a clubhouse and pool, and other future amenities.

Infrastructure considerations include options for extending public water, such as a project extending about 6,000 square feet to the site from Newtown Drive or bringing water down through Saco Street from Westbrook. Sewer routes, likely a combination of gravity sewer and pump station, would follow similar paths to the water options. The development program aims to address challenges in providing higher residential densities and mixed-use development, with the phased approach allowing for manageable financing and construction while meeting the goals of the South Gorham Crossroads District.

Chairman Grassi asked about the meaning of master plan approval. Ms. Eyerman explained that it

was a new section in the Zoning Ordinance with its own Performance Standards. She clarified that while Contract Zoning is for a different purpose, a Master Plan shows a plan with every single detail for a parcel, unlike the incremental approach of seeking approvals for individual buildings or phases over time.

Mr. Walsh sought clarification on whether each phase of the development would require separate approval. Ms. Eyerman explained that since the entire development is on one parcel, each phase would not require separate approval unless the developer decides to split up the parcel. However, if the developer does split it into phases, each phase would require separate approval, as outlined in the ordinance. She clarified that the master plan approval provides a conceptual approval for the entire project, with details for each phase submitted for approval as they are developed.

Chairman Grassi sought clarity on the process the Planning Board would follow to evaluate and approve the Master Plan. Ms. Eyerman explained that the Board would review the plan and ensure it complies with the standards outlined in the ordinance, including the incorporation of a mixed-use component in Phase 1. The process would involve workshops and public hearings to discuss and approve the plan.

Mr. Riley intervened to clarify the applicant's position, stating that they have no intention of going through the Contract Zone process and that they are seeking Master Plan approval to move forward with their development plans. He explained their approach and rationale for the sequencing of residential and commercial phases, emphasizing the financial viability and compliance with the Comprehensive Plan and Zoning ordinance.

Chairman Grassi inquired about the 1,600-foot block requirement. Mr. Riley explained that while the Staff Memo did not mention it, they could look into it further. He clarified that the plan was conceptual and could be adjusted to create more blocks if needed.

Chairman Grassi raised a question about the Town Attorney's comment regarding Commercial Development and Growth Management. Ms. Eyerman indicated that more detail would need to be obtained from the attorney to understand the background of the comment.

Russell Frank asked about the clubhouse proposed for Phase 6 and whether including a restaurant would qualify as commercial and therefore mixed-use. Ms. Eyerman stated that it would qualify if it was a legitimate restaurant.

Mr. Walsh inquired about the process for public input. Ms. Eyerman explained that a public hearing could be held at any time during the process, and it could be beneficial to do so sooner rather than later given the public interest in the project.

Mr. Hager noted that there were outstanding questions from the planning office, particularly those raised by Town Engineer Chuck Norton and the Conservation Commission, that had not been addressed by the applicant. He suggested that these questions be answered before moving forward and emphasized the importance of a public hearing, especially given potential developments related to the turnpike.

Chairman Grassi stated that it was too early to make any decisions regarding the Master Plan. Mr. Walsh asked Chuck Norton, Town Engineer, about the changes for a combined septic system, to which Norton responded that staff would seek outside recommendations from sewer experts and review ordinances from surrounding towns.

Nick Troiano, the applicant, expressed his excitement about the project and highlighting the need for affordable housing and additional retail and daycare options in Gorham.

Mr. Walsh expressed appreciation for the project potentially bringing water and sewer to that



section of town. Mr. R. Frank commented on the attractiveness of having a clubhouse or restaurant with a pool in the development.

Ms. Eyerman explained the options for the next steps, suggesting either holding a public hearing based on the current information or allowing the applicant to respond to the review memo and present another document for a public hearing.

Mr. Hager requested that the questions in the review memo be answered before holding a public hearing. Mr. Riley confirmed that the applicant had enough information to proceed and would address the questions and concerns raised in the review memo before the next meeting.

## **DISCUSSED.**

**ITEM 7      Discussion – Site Plan Pre-Application – Calito Development Group – Dry Goods Retail Store** – a request to construct a dry goods retail store and associated infrastructure on the corner of Ossipee Trail and Dingley Springs Road. Map 77, Lot 5. Zoned RC. The applicant is represented by Stephen J. Haight, P.E., with Civilworks New England.

Carol Eyerman, Town Planner presented a new application that proposed dividing off a roughly two-acre parcel from a larger one previously approved for a self-storage facility. This plan had not been signed or recorded, and peer review comments had yet to be addressed. The applicant, now identified as All-Purpose Storage Gorham LLC, had submitted paperwork to clarify ownership. The applicant would need to comply with Access Management Standards and other performance standards in the Land Use and Development Code, including providing adequate parking space or demonstrating the ability to operate with fewer spaces.

Mark Beaudry, with Civil Works New England, explained that he has been involved in the project despite Stephen Haight being listed as the Representative. He highlighted that the project involves an out parcel of approximately 1.98 acres at the corner of Ossipee Trail and Dingley Spring Road, part of a Self-Storage plan recently approved by the board. The proposed development includes a 10,640 square foot retail store and complies with setback requirements.

Mr. Beaudry mentioned that the project's stormwater systems were designed to accommodate up to 60% of impervious cover, but the actual impervious cover is 39.1%, allowing for more green space. He emphasized that the retailer does not need as much parking as the ordinance requires and is prepared to justify the lower number of parking spaces.

Regarding access, Mr. Beaudry explained that the plan includes a driveway location that was master planned as part of the Self-Storage project. He argued against combining the driveways, stating that the retailer needs control over their driveway. He also questioned the requirement for the front of the store to face the secondary road, suggesting that the ordinance's definition of "front of store" is subjective.

Mr. Beaudry mentioned that the project will include three different building materials and an attractive design. He expressed a desire for the main entrance of the store to face Ossipee Trail for visual access and consistency with other commercial buildings along the highway. He indicated that the project will comply with signage requirements and will have a stamped landscape plan. He defended the inclusion of a sidewalk connection to Dingley Spring Road, stating it provides a walking path that could be useful if sidewalks are added in the future.

Mr. Beaudry requested feedback from the Board before proceeding further with the plan.

Chairman Grassi inquired about the Board's opinion on the proposed separate entrances. Mr. Walsh recalled discussions during the Self-Storage project approval, where it was concluded that there

would be no entrance off the Self-Storage driveway for the proposed project. Ms. Eyerman provided context on the staff's review process after the Self-Storage approval, highlighting that the applicant must comply with all comments by peer reviews and staff. She suggested that the current applicant review the previous plan's comments to address outstanding issues. Mr. Beaudry mentioned that the delay in revising the plans for Board approval was due to waiting for DEP approval of the stormwater systems for the Self-Storage project.

Regarding dry goods, Mr. Beaudry explained that they refer to stores that sell a variety of items, including hardware, food, party supplies, and some home furnishings. He mentioned that alcohol sales are typically included but wasn't certain about specifics.

Mr. Beaudry confirmed that the proposed entrance would be for delivery vehicles, allowing them to enter off the street for loading and unloading. He mentioned that the building would not be sprinkled but could be if required.

The board discussed the number of parking spaces proposed and expressed the need for more information on the nature of the goods sold and the number of patrons to make an informed decision. Mr. Beaudry expressed confidence in justifying the lower number of parking spaces based on data from other stores.

There was a discussion about the proposed entrances and the necessity of complying with the ordinance's requirements. Ms. Eyerman mentioned that the plan would need to comply with all peer review comments and that there was a recommendation to combine entrances with the Self-Storage Facility.

Mr. Benson raised questions about the previous plan's relevance, given the change in ownership and vision for the property. Ms. Eyerman clarified that the ordinance and review comments still apply, regardless of ownership changes.

The Board discussed the front orientation of the store, with some members noting the importance of visibility and practicality in design. Mr. Beaudry emphasized the need to consider the retailer's perspective to avoid a design that would discourage them from proceeding with the project.

Mr. R. Frank suggested a different entrance for delivery vehicles to avoid congestion in the parking lot. Mr. Beaudry acknowledged the suggestion and noted that store management could regulate delivery times to minimize disruption to customers.

Mr. Beaudry thanked the Board for their feedback and expressed his intention to report back and address the issues raised during the meeting.

## **DISCUSSED.**

**ITEM 8      Discussion – Private Way – Greg McCormack – Samantha Drive** – A request for approval to construct a 323 ft private way to serve a future single family house lot. M104, Lot 10.003, Map 24, Lot 7.004 and. Zoned UR. The applicant is represented by Andrew S. Morrell, P.E. with BH2M.

Ms. Eyerman noted that this was the second time the application had come before the Board, with the last review likely six or eight months prior. She highlighted several points for the Board to consider, including the removal of the proposed lot line if the property wasn't to be divided, the need for the proposed private way to be open to the public as it would be constructed through a publicly owned right-of-way, and the correction of a 20-foot snow storage easement to simply refer to the 20-foot wide snow storage area already owned by the Town. She also mentioned that the private way was designed to promote improved winter maintenance management by draining

snow melt towards the snow storage area. Furthermore, she emphasized that the applicant would be required to connect the development at the lot serviced by the private way to public water and sewer, not on-site well and septic.

Austin Fagan, representing BH2M, explained that the project had been revised since the last Board review to stagger the private way within the right-of-way to accommodate a 20-foot snow storage area as requested by Public Works. He clarified that the Fire Department's concern about a driveway off the hammerhead was technically an extension of a roadway, not a driveway, within an existing easement, and thus met the criteria of the right-of-way. He noted that all required changes were superficial and didn't require design changes, suggesting that the item could be approved or placed on the Consent Agenda at the next meeting pending these changes.

Regarding notification of abutters, Mr. Walsh inquired if proper notification had been conducted this time, recalling an issue from the previous review. Ms. Eyerman confirmed that the specific notification requirements had been followed, and the person who had previously expressed concern had been on the notification list for this project.

**Jim Hager MOVED and Robert Delany SECONDED to send Greg McCormick's request for Private Way Extension Approval to the next available Planning Board meeting for Consent Agenda pending the submission of revised information addressing outstanding Staff and Planning Board comments. 7 AYES. MOTION PASSED.**


#### **OTHER BUSINESS**

Chairman Grassi suggested discussing one more item, but several Board members noted that some attendees had already left. He acknowledged the situation, noting that the applicant and their engineer were present. Mr. R. Frank and Mr. Walsh expressed concern that addressing the item now would upset those who had already left.

#### **ADJOURNMENT**

**Jim Hager MOVED and David Walsh SECONDED to adjourn at 10:01 pm. MOTION CARRIED, 6 AYES – 1 OPPOSED (Benson).**

Respectfully submitted,

  
\_\_\_\_\_  
Nina Yeliseyev, Committees Administrative Assistant  
April 3, 2024