

**Planning Board Meeting
July 28, 2020 – 7:00 PM
Town Hall**



Meeting Materials

**Planning Board
Tuesday, July 28, 2020
7:00 PM – Town Hall**

CALL TO ORDER

BOARD ORGANIZATION

MINUTES

July 15, 2020

COMMUNICATIONS

OLD BUSINESS

NEW BUSINESS

Informational – Mark Lopez

Amended Final Major Subdivision Application – James Williams – Wildwood Subdivision – Map 13
Lot 16 Sublot 2

Findings of Fact and Conclusions of Law for:

Formal Site Plan Review – Frank and Joy Lowe – Maine Street – Map 6 Lot 47F

Formal Site Plan Review – Kimball & Sons Logging and Trucking, LLC
– 1184 Maine Street – Map 39 Lot 8

Formal Site Plan Review – ISM Solar Development, LLC – 1484 Maine Street
– Map 15 Lot 18B

ANY OTHER BUSINESS

ADJOURNMENT

POLAND PLANNING BOARD
MINUTES OF MEETING
July 15, 2020
Approved on _____, 2020

CALL TO ORDER – Chairperson Porter called the meeting to order at 7:00pm with Members Cheryl Skilling, Alternate Member Jimmy Walker, CEO Scott Neal, and Sarah Merrill present. Alternate Member Walker is a voting member for this meeting. Members George Greenwood and Stephanie Floyd are absent with notice.

MINUTES – June 23, 2020 – Member Skilling moved to approve the minutes. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

COMMUNICATIONS – None

OLD BUSINESS – Formal Site Plan Review – Middle Range Pond Restaurant, LLC – 723 Maine Street – Map 6 Lot 52

Mike Morse of Morse Environmental Consulting and Mark Bosse of Poland Spring Resort presented the amended project to the Board. The project has been scaled back from 32 boat slips to 22 boat slips and will happen in the spring instead of in phases etc.

The checklist was approved at the June 9, 2020 meeting.

Member Skilling moved to approve the Formal Site Plan Review with the following conditions: the public hearing is waived, and the site walk is waived. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

NEW BUSINESS – Formal Site Plan Review – Taylor Investments, LLC - 1408 Maine Street – Map 15 Lot 21

Glenn Bolduc presented the project to the Board. Mr. Bolduc wants to build a new building for his business and move a smaller building back and permit it. The business hours will be from 7:00 am to 5:00 pm Monday through Friday with some weekends.

Member Skilling moved to approve the checklist as complete. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

Member Skilling moved to approve the Formal Site Plan Review with the following conditions: the storm water requirement is waived, the landscaping requirement is waived, the traffic data requirement is waived, the public hearing is waived, and the site walk is waived. Alternate Member Walker seconded the motion.
Discussion: None Vote: 3-yes 0-no

POLAND PLANNING BOARD
MINUTES OF MEETING
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Formal Site Plan Review – ISM Solar Development, LLC – 1484 Maine Street
– Map 15 Lot 18B

Melanie Falzone presented the project to the Board. Ms. Falzone would like to lease Unit #2 as office space for her business. There will usually only be 1 person there at a time and no customers.

Member Skilling moved to approve the checklist as complete. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

Member Skilling moved to approve the Formal Site Plan Review with the following conditions: the public hearing is waived, and the site walk is waived. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

Shoreland Zoning Application – Jeanette and William Almy – 23 Nash Lane
– Map 34 Lot 16

Stuart Davis of Davis Land Surveying and Bill Almy presented the project to the Board. The Almy's would like to add a 12' x 20' addition onto the existing home.

Member Skilling moved to approve the checklist as complete. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

Member Skilling moved to approve the Shoreland Zoning Application with the following conditions: the public hearing is waived, and the site walk is waived. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

ANY OTHER BUSINESS – Chairperson Porter reminded the Board that they would need to reorganize the officers at the next meeting when the full Board is present.

ADJOURN – Member Skilling moved to adjourn the meeting at 7:55 pm Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no

Recorded by: Sarah Merrill

POLAND PLANNING BOARD
MINUTES OF MEETING
July 15, 2020
Approved on _____, 2020

Planning Board

_____ James Porter, Chairperson	_____ Absent with Notice George Greenwood, Member
_____ , Secretary	_____ Absent with Notice Stephane Floyd, Vice Chairperson
_____ Cheryl Skilling, Member	_____ James Walker, Alternate Member

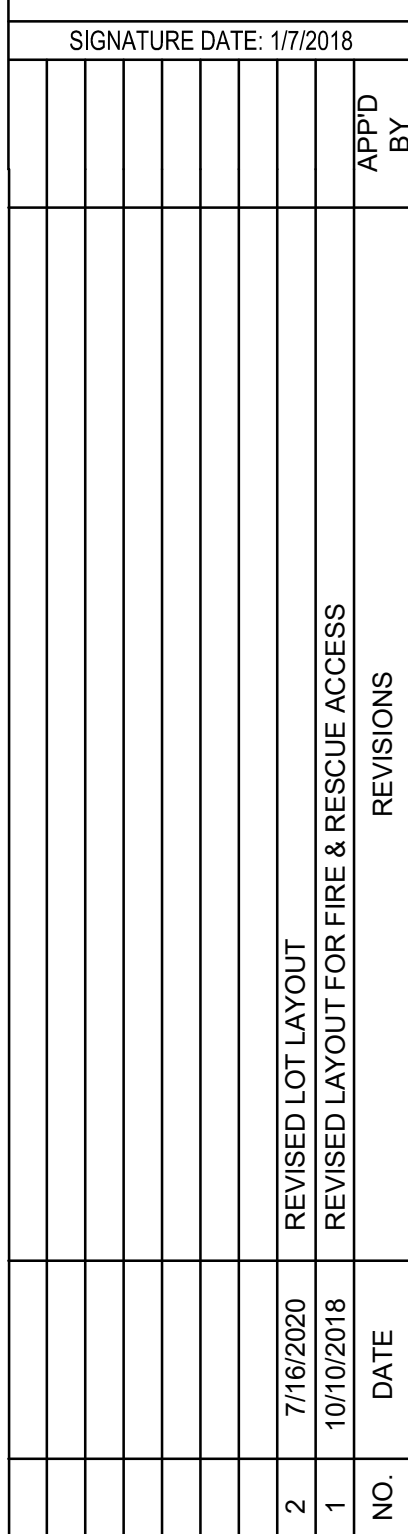
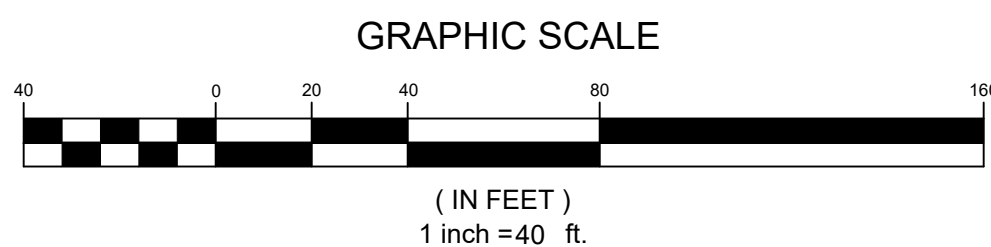
1. THE RECORD OWNER OF THE PARCEL IS GREG C. WASHBURN RECORDED IN THE ANDROSOGGIN COUNTY
REGISTRY OF DEEDS IN BOOK 5021 & PAGE 343.
2. THE PROPERTY IS SHOWN AS LOT 18B ON THE TOWN OF POLAND TAX MAP 15 AND IS LOCATED IN THE
DOWNTOWN VILLAGE ZONE.
3. BOUNDARY & TOPOGRAPHIC INFORMATION SHOWN HEREON IS BASED UPON A STANDARD BOUNDARY
SURVEY BY SURVEYWORKS INC., 528 RIVER ROAD, GREENE, MAINE, 04236, DATED MAY 10, 2018.
4. THE TOTAL AREA OF THIS PROPERTY IS 9.77 AC.
5. THESE LOTS WILL BE SERVICED BY PUBLIC WATER AND SEPTIC SYSTEMS.
6. SPACE AND BULK CRITERIA:

MIN. LOT SIZE	-	-	-	-	20,000 SF
MIN. ROAD FRONTAGE:	-	-	-	-	100'
MIN. FRONT SETBACK:	-	-	-	-	30'
MIN. SIDE SETBACK:	-	-	-	-	10'
MIN. REAR SETBACK:	-	-	-	-	10'
7. THE PROPERTY DOES NOT CONTAIN ANY FLOOD HAZARD AREAS ACCORDING TO FLOOD INSURANCE RATE
MAPS Z301C0283E.
8. THE WETLANDS ON THIS PLAN WERE DELINEATED BY SURVEYWORKS, INC..
9. REFERENCE IS MADE TO THE ENGINEERING PLANS AS PREPARED BY TERRADYN CONSULTANTS, LLC
SUBMITTED AS PART OF THIS APPROVAL.

	EXISTING PROPERTY LINE
	PROPOSED PROPERTY LINE
	PROPOSED SETBACK LINE
	EXISTING SETBACK LINE
	EXISTING EASEMENT
	PROPOSED EASEMENT
	ROAD CENTERLINE
	STONE WALL
	MATCH LINE
	ZONE LINE
	STREAM
	SOIL BOUNDARY
	TEST PIT
	EXISTING MONUMENT
	PROPOSED MONUMENT
	EXISTING IRON PIPE
	EXISTING REBAR
	EXISTING DRILL HOLE
	PROPOSED IRON PIPE
	WETLAND AREA
	PROPOSED ACCESS EASEMENT

[illegible]

ATTEST _____ REGISTRAR



TERRADYN
CONSULTANTS, LLC

Civil Engineering - Land Planning - Stormwater Design - Environmental Permitting

SHEET DESCRIPTION WASHBURN MINOR SUBDIVISION POLAND, MAINE SUBDIVISION PLAN	
PREPARED FOR MR. MARK LOPEZ 438 COMMONS DRIVE BRIDGTON, MAINE 04009	
DATE:	7/13/2018
SCALE:	AS SHOWN
DESIGNED:	JDA
JOB NO:	1811
FILE: 1811B.DWG	
SHEET	C-1.0

Town of Poland



FOR OFFICIAL USE ONLY

Date Received	
Time Received	
Received By	
Parcel ID	
Meeting Date	

Planning Board Agenda Request

Meetings are normally conducted from 7:00 to 9:00 pm in the Town Office Conference Room on the second and fourth Tuesday of each month.

Date of the meeting you are requesting to be scheduled for

____/____/____

Applicant's Name:	James K Williams
Mailing Address:	18 Tamerack Way
Town, State, Zip:	Poland, ME 04274
Phone Number and	480-343-3166

Type of Application:	<input type="checkbox"/> Sketch Plan <input type="checkbox"/> Site Review <input type="checkbox"/> Shoreland <input checked="" type="checkbox"/> Subdivision <input type="checkbox"/> Informational
Map, Lot, Sub-lot:	13, 16 + 12
Road Location:	Bakerstown Rd (Route 11) and North Raymond Rd
Zoning:	V3
Lake Watershed:	
Project Description:	Jessica Way

IMPORTANT INFORMATION:

This office must receive the original application, plus thirteen (13) copies, one digital PDF copy (on either cd or usb), and appropriate fees by Friday at 1:00 pm, eleven days (11) prior to the stated meeting to be put on the upcoming agenda.

- New business is scheduled on the agenda in the order this office receives this form.
- If you want your application reviewed for contents prior to the meeting, it must be in this office fourteen days prior to the stated meeting.
- Should to board choose to adjourn before all business is addresses, all remaining business will be tabled until the next available meeting.
- Unfinished business is conducted before new business is addressed.

Applicant Signature:

Date:

6/12/20

June 12, 2020

Mr. James Porter, Chairperson
Town of Poland Planning Board
1231 Maine Street
Poland, ME 24274-7328

RE: Wildwood Waivers

This is a request for Waivers for Jessica Way:

1. Min Tangent Reverse Curves
2. Max. Gradient Within 75' of Intersection

Jessica Way appears to meet all of the requirements of Table 808.1 - Hot Bituminous Pavement and Table 807.1 - Street Design Standards for Minor (Type III) Street except minimum tangent between reverse curves (100'), angle at intersections (90d) at Bakerstown Road, max. gradient within 75' of intersection (2%) at Bakerstown Road, and 5' sidewalk (as previously discussed).



Town of Poland, Maine

Planning Board

Final Major Subdivision Application

Project Name: <u>Wildwood</u>	Number of Lots/Units: <u>13 Lots</u>
Project Description: <u>Jessica Way</u>	

LOT INFORMATION: Map: <u>13</u> Lot: <u>16 + 12</u> Sub-lot: _____ Lot Size: _____ Acres or Sq. Ft.	
Registry of Deeds Information: Book# <u>8092</u> Page# <u>102</u>	
Road Frontage: <u>123 + 433</u> Ft. Road Location: <u>Bakerstown Road (Route 11) and North Raymond Rd</u>	
Year Lot Created: <u>1988</u> (If unknown, give best estimate with "est" after date)	
Zoning District(s): <u>V3</u>	Flood Zone: <u>No</u> Aquifer Overlay: <u>No</u>
Current Use of Lot: <u>Residential</u>	

LAND OWNER(s): Submit copy of deed and copy of Tax Assessor's information card	
Name(s) or Company Name(s): <u>Wildwood Homeowner Assoc, LLC</u>	
Mailing Address: <u>18 Tamerack Way</u>	Town/State/Zip: <u>Poland, ME 04274</u>
Phone Number: <u>480-343-3166</u>	

APPLICANT or CONTACT PERSON: If not the landowner, submit a letter of permission to construct on or use the land, or a copy of the contract to buy from the landowner, along with the following information:	
Applicant is: <input checked="" type="checkbox"/> Landowner _____ Contractor _____ Renter _____ Buyer _____	
Name(s): <u>James Williams</u> Company Name(s): _____	
Mailing Address: <u>18 Tamerack Way</u>	Town/State/Zip: <u>Poland, ME 04274</u>
Phone Number: <u>480-343-3166</u>	

THIS APPLICATION IS FOR: (Check all that apply)	
<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial <input type="checkbox"/> Expansion of Structure(s) <input type="checkbox"/> Expansion of Use <input checked="" type="checkbox"/> Residential
<input type="checkbox"/> New Development	<input type="checkbox"/> Change in Use <input type="checkbox"/> Governmental <input type="checkbox"/> Institutional <input type="checkbox"/> Resumption of Use

SUBMISSION REQUIREMENTS:

1. Standard submissions requirements shall follow Section 608 of the Comprehensive Land Use Code. Use the checklist on page 3.
2. Additional information requested by the Planning Board at the Preliminary Plan meeting(s) shall be added, by the Applicant, to the standard submission requirements in this packet.
3. Information shall be submitted in the order shown in the check list.
4. The Code Enforcement Office must receive an original application (An application with original signatures) and an additional 13 copies and a digital PDF copy (on either cd or usb) along with the appropriate fees by 1:00 p.m. eleven (11) days before the stated meeting to be placed the upcoming agenda.

DISCLOSURE: (READ BEFORE SIGNING)

1. I hereby acknowledge that I have read this application and pertinent sections of the ordinances, and state that the information in this document is to the best of my knowledge true and accurate.
2. I agree to comply with all the Town of Poland's ordinances and the State of Maine's statutes regulating the activities sought in this application as well as any permits approved for this application.
3. I understand that all construction shall conform to the Town's ordinances and the State's statutes, and all structures to the Maine Uniform Building and Energy Code and the NFPA-101 Life Safety Code.
4. I understand that any approval is valid for only those uses as specified in this application. The permitting authority must approve any changes made to the uses sought in the application. Any approval issued for this application is approved on the basis of truthful information provided by the Applicant(s), and as allowed by the ordinances of the town.
5. I understand that it is my responsibility to assure that the original lot's description herein accurately describes its ownership, its boundary lines, and the setback measurements from the legal boundary lines. All sub-lots described herein accurately describe their boundary lines and setback measurements.
6. I understand that I have the burden of proof as to the legal right to use the property, and approval of this application in no way relieves me of this burden. Any approval issued does not constitute a resolution in favor of myself or the landowner in any matters regarding the property boundaries, ownership, or similar titles.
7. I understand that if I fail to comply with the aforementioned statements, a "STOP WORK" order may be issued for which I will immediately halt any construction or uses that are approved for this application. This failure may also require that I return the property to its natural state or as closely thereto before the construction or uses were approved.
8. I understand that all necessary **Construction, Development, Building, and Use Permits** shall be secured from the Code Enforcement Office after the Planning Board grants approval of this application **before work commences on this project**.
9. I understand that the **approval becomes invalid** if construction or use has not commenced within twelve (12) months of the Planning Board's approval date, construction is suspended for more than six (6) months and no notice for just cause is submitted prior to the end of the six (6) months, or it is found that false statements have been furnished in this application.
10. I understand that **all state and federal permits** are my responsibility as the Applicant and/or owner.
11. All conditions agreed to in writing or verbally during the process of this application will be enforced

Applicant's Signature

Date

6/12/20

Submissions CHECKLIST:

Plan Name: _____

The following list is the information required by Chapter 6 of the Comprehensive Land Use Code for the Town of Poland, Maine for a Final Major Subdivision Plan Application. Please check in the columns on the left if the information has been provided, a request of a waiver, or you believe the information is not applicable to your application. If a waiver is requested, or the information is not applicable, a written explanation is required.

For Applicant Use				For Planning Board Use			
Provided	Waiver Request	Not Applicable		Received	On File	Waived	Not Applicable
			Section 608.2 Submission requirements				
✓			A. Final Plan				
✓			• Two stable transparent originals				
✓			• 14 copies				
✓			• Size of drawings requirement				
✓			• Digital copy of plan				
		✓	B.1. Name, town, & #'s				
		✓	B.2. Names & address of all involved				
		✓	B.3. Date, North, Scale				
		✓	B.4. Existing physical features				
		✓	B.5. Zoning dist. & boundaries				
		✓	B.6. Location of existing & proposed utilities				
		✓	B.7. Location, names, size of roads				
		✓	B.8. 100-yr flood boundaries				
✓			B.9. Detailed street construction plans				
			B.10 Prior to sale of lots				
			• List of const. items				
			• Estimates of cost				
			• Proof of financial commitment				
		✓	B.11. Town incurred items				
		✓	• Estimate of net increase in taxable assessed valuation				
		✓	B.11.a. Schools & busing				
	✓		B.11.b. Street maint. & snow removal				
		✓	B.11.c. Police				
		✓	B.11.d. Solid waste disposal				
		✓	B.11.e. Recreational facilities				
✓			B.11.f. Storm water drainage				
		✓	B.11.g. Fire & rescue				
		✓	B.12. Copy of any additional deed restrictions				
		✓	B.13. Public Use Land				
		✓	• Written offers to convey to town				
		✓	• Copy of agreements to retain open spaces				
	✓		• Written approval from town to recommend acceptance of roads				

Conditions of Approval: _____

Planning Board Chair

Date

Section 1

Preliminary Major Subdivision Application



Town of Poland, Maine Planning Board

Preliminary Major Subdivision Application

Instructions:

1. **Read every part of this document. Failure to follow requirements can and will delay the Planning Board's decisions.**
2. Fill out the forms and obtain copies of information as required by the application.
 - a. Obtain names and addresses of "Abutters" (within 500 feet of your lot) from the Assessor's Office.
 - i. You will need to deliver this list to the Planning Board Office. It is needed for the official abutters' notification sent by this office of your request.
 - ii. An Agenda Request form should be filled at the same time so that a meeting date with proper notification to the abutters can be set.
3. Use the "Submission Checklist" to make sure submission requirements are met.
 - a. The checklist is a summary of the standard requirements in Section 607.2 of the Comprehensive Land Use Code.
 - i. The actual Code wording may be found on-line at www.polandtownoffice.org. Go to the "Code Enforcement" page and then select "Comprehensive Land Use Code". Handcopies are also available for purchase at the town office.
 - b. Make sure all waiver requests have a written statement for each request. Check with the Code Enforcement Office to make sure items stated as "On File" are indeed in the town office.
 - c. Some requirements may need only a one paragraph or one sentence statement. Make sure all requests are answered.
4. **NUMBER OF COPIES OF THE APPLICATION AND DUE DATES**
 - a. A total of 14 copies of the plans are needed.
 - i. Four of the copies are required for Department Heads and should be attached to the department head notice. (Recreation Dept. needs notification but does not need an application)
 - ii. The Road Commissioner's, Fire/Rescue Chief's, and Police Dept. copies may be dropped off at the town office. The applicant is responsible for the delivery of the School Departments application.
 - iii. Department heads should receive their copies 14 days prior to the scheduled meeting. This allows them ample time to report their recommendations back to the Planning Board before the scheduled meeting.
 - b. The Code Enforcement Office must receive an original application (An application with original signatures) and an additional 10 copies along with the appropriate fees by 1:00 p.m. ten days before the stated meeting to remain on the upcoming agenda.
 - c. If review for completeness of information by the Code Enforcement Officer is desired, a copy must be submitted to the CEO at least 14 days prior to the meeting.
 - d. The application will be put on display for public review 7 days prior to the meeting.

PROJECT NAME: Wildwood

Date of Planning Board Review: 11 / 8 / 2011 Number of Lots/ Units: 13 Lots

LOT INFORMATION:

Tax Assessor's Map # 13

Lot # 16 & 12

Sub lot # _____

Registry of Deeds Book # 8092

Page# 102

Road Location: Bakerstown Road (Route 11) and North Raymond Road

Lot Size: 102 Acres Acres or Sq. Ft.

Road Frontage: 123 & 433 Ft.

Year lot created: prior to 1988 (If unknown, give best estimate with +/- after date)

Zoning District(s): V3

Flood Zone: No

Aquifer Overlay: No

Current use of lot: Vacant/Forested

LAND OWNER(s):

Name(s) Brian Merrill

Company Autumn, Inc.

Mail Address: 18 Hines Road

Main Phone: 207 - 998 - 1003

Town/State/Zip Poland, ME 04274

Alternate Phone: 207 - 712 - 3237

June 12, 2020

Mr. James Porter, Chairperson
Town of Poland Planning Board
1231 Maine Street
Poland, ME 24274-7328

RE: Wildwood Waivers

This is a request for Waivers for Jessica Way:

1. Min Tangent Reverse Curves
2. Max. Gradient Within 75' of Intersection

Jessica Way appears to meet all of the requirements of Table 808.1 - Hot Bituminous Pavement and Table 807.1- Street Design Standards for Minor (Type III) Street except minimum tangent between reverse curves (100'), angle at intersections (90d) at Bakerstown Road, max. gradient within 75' of intersection (2%) at Bakerstown Road, and 5' sidewalk (as previously discussed).



Town of Poland, Maine

Planning Board

Final Major Subdivision Application

Project Name: <u>Wildwood</u>	Number of Lots/Units: <u>13 Lots</u>
Project Description: <u>Jessica Way</u>	

LOT INFORMATION: Map: <u>13</u> Lot: <u>16 + 12</u> Sub-lot: _____ Lot Size: _____ Acres or Sq. Ft.	
Registry of Deeds Information: Book# <u>8092</u> Page# <u>102</u>	
Road Frontage: <u>123 + 433</u> Ft. Road Location: <u>Bakerstown Road (Route 11) and North Raymond Rd</u>	
Year Lot Created: <u>1988</u> (If unknown, give best estimate with "est" after date)	
Zoning District(s): <u>V3</u>	Flood Zone: <u>No</u> Aquifer Overlay: <u>No</u>
Current Use of Lot: <u>Residential</u>	

LAND OWNER(s): Submit copy of deed and copy of Tax Assessor's information card	
Name(s) or Company Name(s): <u>Wildwood Homeowner Assoc, LLC</u>	
Mailing Address: <u>18 Tamerack Way</u>	Town/State/Zip: <u>Poland, ME 04274</u>
Phone Number: <u>480-343-3166</u>	

APPLICANT or CONTACT PERSON: If not the landowner, submit a letter of permission to construct on or use the land, or a copy of the contract to buy from the landowner, along with the following information:	
Applicant is: <input checked="" type="checkbox"/> Landowner _____ Contractor _____ Renter _____ Buyer _____	
Name(s): <u>James Williams</u> Company Name(s): _____	
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<input type="checkbox"/> Change in Use	<input type="checkbox"/> Governmental
<input type="checkbox"/> Institutional	<input type="checkbox"/> Resumption of Use

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Applicant's Signature

Date

6/12/20

Submissions CHECKLIST:

Plan Name: _____

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For Applicant Use				For Planning Board Use			
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✓			A. Final Plan				
✓			• Two stable transparent originals				
✓			• 14 copies				
✓			• Size of drawings requirement				
✓			• Digital copy of plan				
		✓	B.1. Name, town, & #'s				
		✓	B.2. Names & address of all involved				
		✓	B.3. Date, North, Scale				
		✓	B.4. Existing physical features				
		✓	B.5. Zoning dist. & boundaries				
		✓	B.6. Location of existing & proposed utilities				
		✓	B.7. Location, names, size of roads				
		✓	B.8. 100-yr flood boundaries				
✓			B.9. Detailed street construction plans				
			B.10 Prior to sale of lots				
			• List of const. items				
			• Estimates of cost				
			• Proof of financial commitment				
		✓	B.11. Town incurred items				
		✓	• Estimate of net increase in taxable assessed valuation				
		✓	B.11.a. Schools & busing				
	✓		B.11.b. Street maint. & snow removal				
		✓	B.11.c. Police				
		✓	B.11.d. Solid waste disposal				
		✓	B.11.e. Recreational facilities				
✓			B.11.f. Storm water drainage				
		✓	B.11.g. Fire & rescue				
		✓	B.12. Copy of any additional deed restrictions				
		✓	B.13. Public Use Land				
		✓	• Written offers to convey to town				
		✓	• Copy of agreements to retain open spaces				
	✓		• Written approval from town to recommend acceptance of roads				

Conditions of Approval: _____

Planning Board Chair

Date

Section 1

Preliminary Major Subdivision Application



Town of Poland, Maine Planning Board

Preliminary Major Subdivision Application

Instructions:

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3. Use the "Submission Checklist" to make sure submission requirements are met.
 - a. The checklist is a summary of the standard requirements in Section 607.2 of the Comprehensive Land Use Code.
 - i. The actual Code wording may be found on-line at www.polandtownoffice.org. Go to the "Code Enforcement" page and then select "Comprehensive Land Use Code". Handcopies are also available for purchase at the town office.
 - b. Make sure all waiver requests have a written statement for each request. Check with the Code Enforcement Office to make sure items stated as "On File" are indeed in the town office.
 - c. Some requirements may need only a one paragraph or one sentence statement. Make sure all requests are answered.
4. **NUMBER OF COPIES OF THE APPLICATION AND DUE DATES**
 - a. A total of 14 copies of the plans are needed.
 - i. Four of the copies are required for Department Heads and should be attached to the department head notice. (Recreation Dept. needs notification but does not need an application)
 - ii. The Road Commissioner's, Fire/Rescue Chief's, and Police Dept. copies may be dropped off at the town office. The applicant is responsible for the delivery of the School Departments application.
 - iii. Department heads should receive their copies 14 days prior to the scheduled meeting. This allows them ample time to report their recommendations back to the Planning Board before the scheduled meeting.
 - b. The Code Enforcement Office must receive an original application (An application with original signatures) and an additional 10 copies along with the appropriate fees by 1:00 p.m. ten days before the stated meeting to remain on the upcoming agenda.
 - c. If review for completeness of information by the Code Enforcement Officer is desired, a copy must be submitted to the CEO at least 14 days prior to the meeting.
 - d. The application will be put on display for public review 7 days prior to the meeting.

PROJECT NAME: Wildwood

Date of Planning Board Review: 11 / 8 / 2011 Number of Lots/ Units: 13 Lots

LOT INFORMATION:

Tax Assessor's Map # 13

Lot # 16 & 12

Sub lot # _____

Registry of Deeds Book # 8092

Page# 102

Road Location: Bakerstown Road (Route 11) and North Raymond Road

Lot Size: 102 Acres Acres or Sq. Ft.

Road Frontage: 123 & 433 Ft.

Year lot created: prior to 1988 (If unknown, give best estimate with +/- after date)

Zoning District(s): V3

Flood Zone: No

Aquifer Overlay: No

Current use of lot: Vacant/Forested

LAND OWNER(s):

Name(s) Brian Merrill

Company Autumn, Inc.

Mail Address: 18 Hines Road

Main Phone: 207 - 998 - 1003

Town/State/Zip Poland, ME 04274

Alternate Phone: 207 - 712 - 3237

APPLICANT or CONTACT PERSON:Applicant is: ☒ Landowner ☐ Contractor ☐ Renter ☐ Buyer

If not the landowner, submit a letter of permission to construct on or use the land, or copy of a contract to buy from the landowner, along with the following information:

Name(s): Brian Merrill Mike Gotto (Agent)Company: Autumn, Inc. Stoneybrook Consultants, Inc.Mail Address: 18 Hines Road 456 Buckfield Road Main Phone: 207 - 225 5062 (Agent)Town/State/Zip: Poland, ME 04274 Turner, ME 04282 Alternate Phone: 207 - 513 - 6123 (Agent)**THIS APPLICATION IS FOR:**

(Check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Commercial | <input checked="" type="checkbox"/> New Development |
| <input type="checkbox"/> Industrial | <input type="checkbox"/> Change In Use |
| <input type="checkbox"/> Institutional | <input type="checkbox"/> Expansion of Use |
| <input type="checkbox"/> Governmental | <input type="checkbox"/> Expansion of Structure(s) |
| <input type="checkbox"/> Open Space | <input type="checkbox"/> Resumption of Use |

EXISTING LOT CONDITIONS: (This page is to describe what is on your lot currently)**1. General**

Does this lot have any existing development? (If No, go to "Proposed Development")

☒ Yes☐ No

a. Is there an existing Well

☐ Yes ☒ No

b. Is there an existing Septic System

☐ Yes ☒ No

i) If yes, submit a copy of a septic permit, or drawing(s) showing size & location.

c. Is there an existing Road Entrance or driveway

☒ Yes ☐ No

i) If yes, will there be any changes/modifications?

☒ Yes ☐ No

ii) (If no, submit copy of appropriate road entry application if entrance is onto a state or town road.)

d. Any structures to be removed

☐ Yes ☒ No

i) If yes, submit information about the structure to be removed and how any debris will be disposed of.

2. Existing Land Development & Improvements NOT Including Buildings

a. Size of lawns

0 Sq. Ft. or Acres

b. Size of fields

102 Sq. Ft. or Acres

c. Size of driveways/roads

16,050 Sq. Ft.

d. Size of other non-vegetated areas

0 Sq. Ft.

e. Wetlands already filled

0 Sq. Ft.**3. Existing Main Structure**

a. Ground Footprint

N/A Sq. Ft.

b. Total Gross Floor Space (exterior dimensions of all floors)

N/A Sq. Ft.

c. Road Frontage Setback

N/A Ft.

d. Side Setback

N/A Ft.

e. Rear Setback

N/A Ft.

f. Distance to Great Pond

Not applicable (over 250')N/A Ft.

g. Distance to Stream

Not applicable (over 250')N/A Ft.

h. Distance to Wetlands

Not applicable (over 250')N/A Ft.**4. Foundation Type**☐ Full Basement☐ Frost Walls☐ Slab☐ Piers**5. Existing Accessory Structure(s)**

a. Total Number of Structures

0

b. Total Ground Footprint

N/A Sq. Ft.

c. Total Floor Space

N/A Sq. Ft.

d. Closest Road Setback

N/A Ft.

e. Closest Side Setback

N/A Ft.

f. Closest Rear Setback

N/A Ft.

g. Distance to Great Pond

Not applicable (over 250')N/A Ft.

h. Distance to Streams

Not applicable (over 250')N/A Ft.

i. Distance to Wetlands

Not applicable (over 250')N/A Ft.

PROPOSED DEVELOPMENT:

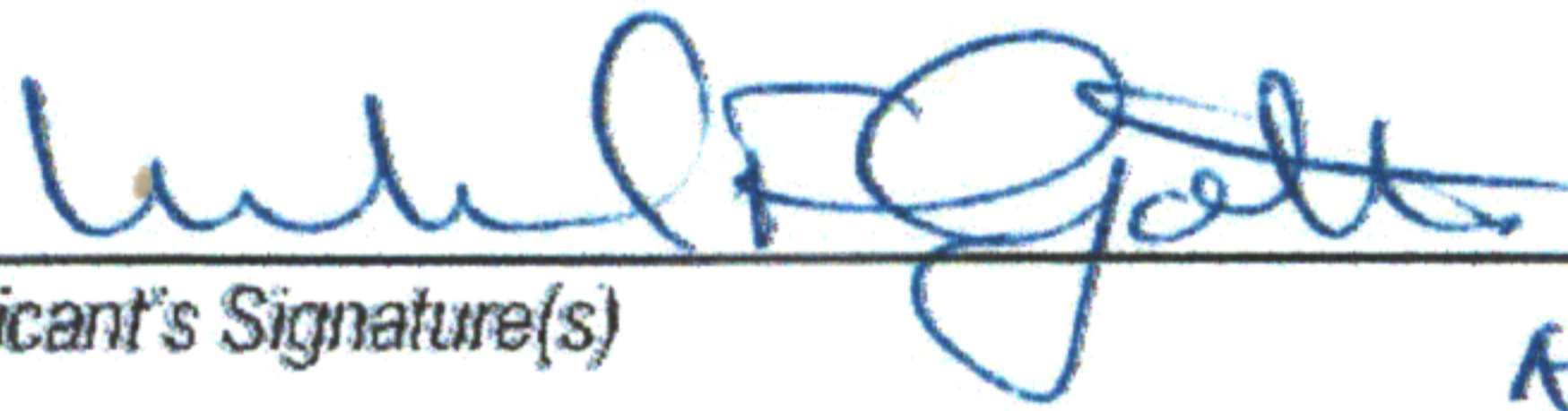
SUBMISSIONS:

1. Standard submissions requirements shall follow Section 607.2 Comprehensive Land Use Code.
 - a. Use the checklist on pages 7 & 8. *(See attached Addendum B for detail of requirements.)*
2. Additional information requested by the Planning Board at the Pre-application Sketch Plan and/or the Site Inspection meetings shall be added to the standard submission requirements.
3. Information shall be submitted in the order shown in the check list.
4. **List status of all state and federal approvals, permits, and licenses required, if any, for the project:**
This includes but is not limited to the following:
 1. State highway entrance permit.
 2. Soil disturbances involving more than one acre.
 3. Impact on more than 4,300 square feet of any type wetland.
 4. Soil disturbances within 100 feet of lakes, rivers or streams.
 5. Activity within 75 feet, over the water, or in the water of lakes, rivers, or streams.
 6. Timber harvesting.
 7. Flood zones.
 8. Discharges and emissions

DISCLOSURE: (READ BEFORE SIGNING)

1. I hereby acknowledge that I have read this application and pertinent sections of the ordinances, and state that the information in this document is to the best of my knowledge true and accurate.
2. I agree to comply with all the Town of Poland's ordinances and the State of Maine's statutes regulating the activities sought in this application as well as any permit(s) approved for this application.
3. I understand that all construction of structures shall conform to or exceed the minimum requirements of the Maine Uniform Building and Energy Code, and the NFPA-101 Life Safety Code, 2006
4. I understand that any approval is valid for only the use(s) as specified in this application. The permitting authority must approve any change(s) made to the use(s) sought in the application. Any approval issued for this application is approved on the basis of truthful information provided by the applicant(s), and as allowed by the ordinances of the town.
5. I understand that it is my responsibility to assure that the lot description herein accurately describes its ownership, its boundary lines, and the setback measurements from the legal boundary lines.
6. I understand that I have the burden of proof as to the legal right to use the property, and that approval of this application in no way relieves me of this burden. Any approval issued does not constitute a resolution in favor of me or the landowner in any matters regarding the property boundaries, ownership, or similar titles.
7. I understand that all necessary **Building and Use Permits** shall be secured from the Code Enforcement Office after the Planning Board grants approval of this application.
8. I understand that a **Certificate of Occupancy or Compliance** shall be required prior to the start of any use or occupancy associated with this application unless a signed written waiver is issued with the permit. Fines and penalties may be issued if use or occupancy is started prior to the issuance of the certificate.
9. I understand that the **approval becomes invalid** if construction or use has not commenced within twelve (12) months of the Planning Board's approval date, construction is suspended for more than six (6) months and no notice for just cause is submitted prior to the end of the six (6) months, or it is found that false statements have been furnished in this application.
10. I understand that if I fail to comply with the aforementioned statements, a "STOP WORK" order may be issued for which I will immediately halt any construction and/or use(s) that are approved for this application. This failure may also require that I return the property to its natural state or as closely thereto before the use(s) was/were approved.
11. I understand that failure to follow these requirements will lead to Violation Notices and Citations that have fines and penalties. This in turn can lead to civil proceedings in District and/or Superior Court.
12. I understand that **all state and federal permits** are my responsibility as the applicant and/or owner and will secure the same prior to the start of the project.
13. Anything agreed to verbally or in writing during this application process must be adhered to and will be enforced.

Applicant's Signature(s)



AS AGENT

10/24/11

Date

Completeness of Submission CHECKLIST for:

(Plan Name) Wildwood

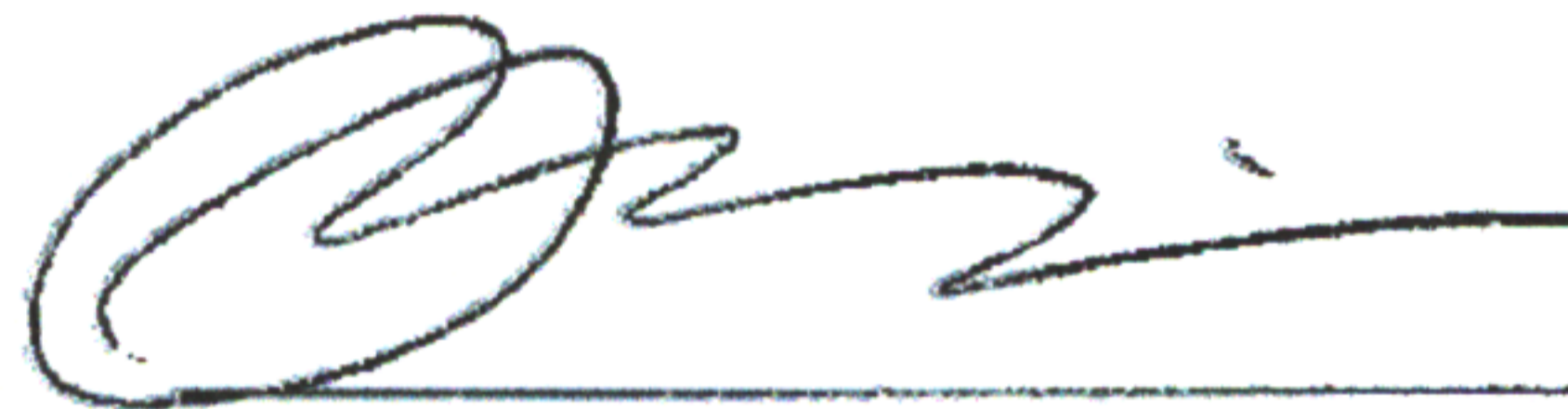
The following list is the information required in Chapter 607.2 of the Comprehensive Land Use Code for the Town of Poland, Maine for a Minor Subdivision Plan Application. Please check the appropriate left-hand column depending if the information has been provided, if you request a waiver from submitting the information, or if you believe the information is not applicable to your application. If a waiver(s) is requested, or the information is not applicable, a written explanation is required.

For Applicant Use			Submission requirements	For Planning Board Use			
Provided	Waiver Request	Not Applicable		Received	On File	Waived	Not Applicable
			607.1.H Municipal Impact				
			• Road Commissioner				
			• School Superintendent				
			• Police Department				
			• Rescue & Fire Departments				
			Section 607.2 Submissions				
✓			A. Application form				
✓			B. Location Map				
✓			B.1. Existing subdivision in proximity				
✓			B.2. Location & names of streets				
✓			B.3. Zoning Districts				
✓			B.4. Outline of subdivision & holdings				
✓			C. Preliminary Plan				
✓			* 15 copies of application				
			D. Section 606.3.D requirements				
✓			D.1. Proposed name				
✓			D.2. Names & address of all involved				
✓			D.3. Date plan prepared				
✓			D.4. Existing physical features				
✓			* Number of acres				
✓			* Property lines				
✓			* Existing buildings				
✓			* Vegetative cover type				
✓			* Trees >24" DBH				
✓			* Clearing area for lawns & structures				
✓			* Restrictions on clearings				
✓			D.5. Location of water bodies				
✓			D.6. Contours at requested intervals				
✓			D.7. Zoning Districts				
			D.8 Location, names, widths of:				
✓			* Roads				
✓			* Easements				
		✓	* Buildings				
		✓	* Parks				
✓			* Open Spaces				
✓			D.9. Title, rights, & interests				
✓			D.10. Standard boundary survey				
✓			D.11. Copy of most recent deed on parcel				
✓			D.12. Intended deed restrictions				
✓			D.13. Type of sewage disposal				
✓			D.13.a. SSWS pit locations & analyses				
		✓	D.14.a. Public water supply approval				
✓			D.14.b. Private wells adequate supply				
		✓	D.14.c. Adequate central supply				
✓			D.15. Wetlands identified				

Autumn, Inc.
18 Hines Road
Poland, ME 04274

To Whom It May Concern:

The signature below authorizes Stoneybrook Consultants, Inc. to act
as the applicant's agent in the processing of the enclosed application.



for Autumn, Inc., applicant

Brian Merrill Pres.

(print name, title)

**Town of Poland, Maine
Planning Board
DEPARTMENTAL REVIEW OF PROPOSED PRELIMINARY PLAN
FOR MAJOR SUBDIVISION APPLICATION**

Date: 10 / 24 / 2011

To: _____

In accordance with Chapter 607.1.H of the Comprehensive Land Use Code for the Town of Poland, an applicant for development approval is required to ask that Municipal Departments to comment on their capacity of capital facilities to serve a proposed development. Therefore, the Planning Board, by way of the applicant, is notifying you of the following proposed project and requests your comments.

Applicant: <u>Autumn, Inc.</u>	Mike Gotto-Stoneybrook (Agent)	Phone: <u>225-5062 (Agent)</u>
Address: <u>18 Hines Road</u>	<u>456 Buckfield Road</u>	
<u>Poland, ME 04274</u>	<u>Turner, ME 04282</u>	
Location: Map # <u>13</u>	Lot # <u>16 & 12</u>	Sublot # _____

Road Location: Bakerstown Road (Route 11) & North Raymond Road

Project overview: 13-Lot Residential Subdivision to be developed on land that is currently
forested/vacant.

Tentative Planning Board Meeting Date 11 / 8 / 2011

Applicants:

1. Should attach all relevant sections of their plans to prevent delays
2. Mail this form letter so that each department head receives it at least fourteen days prior to the scheduled meeting.
3. Confirm with the department heads that they have delivered their response to the Planning Board Office in time for the meeting.

For the Department Head

I have reviewed this application and provide the following:

- ☐ The project has no impact on the Department.
- ☐ The Department has adequate existing capital facilities to serve the project.
- ☐ The Department does not have adequate existing capital facilities to serve the project for the reasons listed. (Please submit reasons on department letterhead)
- ☐ I need more information on the application.

Signed: _____ Date: / /

Head of Department
RETURN THIS FORM TO:
Please return by:
Date: / /

Planning Board Office
Town of Poland
1231 Maine Street
Poland, Maine 04274

Town of Poland
Department Heads

FIRE/ RESCUE CHIEF	MARK BOSSE 1231 Maine Street Poland, ME 04274 998-2361 (Dispatch)
ROAD COMMISSIONER	1231 Maine Street Poland, ME 04274 998-4601
SUPERINTENDENT OF SCHOOLS	DENNIS DUQUETTE Union #29 1146 Maine Street Poland, ME 04274 998-2727
POLICE DEPARTMENT	CAPT. RAYMOND LAFRANCE Androscoggin Sheriff's Office 2 Turner Street Auburn, ME 04210 998-2361 (Dispatch)

FIELD REPORT**TOWN OF POLAND, MAINE**

Inspection Services
Stantec Consulting Services, Inc.

**Stantec****PROJECT:** Wildwood**LOCATION:** Bakerstown Road**CONTRACTOR:** P&K

Date: 1/21/2016
 Place/Time: On-Site Inspection (12/26/2015)
 Next Meeting: To be Determined
 Present:
 Inspector: Patrick Clark, Stantec
 Distribution: Via e-mail

Report # 8: Site Inspection**Recommendation/Action/Comment:****Observations/Issues**

Patrick Clark of Stantec Consulting Services, Inc. visited the site on Saturday, December 26, 2015 at Wildwood Estates in Poland, Maine, to perform final visual inspection of Wildwood roads and site conditions. Developer has recently completed surface course for final pavement and regraded shoulders for Jessica Way. Stantec performed a brief inspection of the existing site conditions and pavement. Visual inspection confirmed the pavement wearing course completed for all paved roads, including aggregate road shoulders. Roadside ditches and side slopes were well vegetated, and appeared to be in stable condition. Stormwater management facilities and pond were stable and well vegetated and appeared to be functioning.

The gravel roads/common driveways were constructed and a few homes were completed. Stantec performed a brief inspection of the site to observe the condition of the site and existing conditions. The surface pavement was in place, and appeared to be constructed in accordance with drawings and specifications, except for the turnaround which was constructed with an unpaved center island. The Grading Plan (sheet 3) indicates the turnaround as solid paving with no center island. However, the street construction standards (Chapter 8) provide for a center vegetated island. Center island of turnaround is not yet vegetated. Seeding and mulch has apparently been applied as dormant seeding but has not germinated. A few vehicle ruts were observed beyond the pavement edge in the island. Spring follow up by the developer will be necessary to ensure vegetative growth and repairs to lawn areas.

The overall site was generally stable and was sufficiently maintained, and protected from sediment deposits. Although not determined by field measurement,

Visual inspection and observation of road construction and existing conditions as noted.

Additional permanent or temporary erosion control measures may be still required for disturbed areas and until adequate vegetative growth or other stability measures are well established.

Recommend that developer/contractor revisit the site in the Spring to ensure vegetative growth in the center island and perform repairs and reseedling if needed.

pavement was of high quality and appeared to be of uniform thickness, based on visual observation. Pavement was smooth, well compacted and well aligned.

The contractor has previously completed site work and the stormwater pond. The owner shall continue maintenance responsibility for, and repair for all aspects of the constructed site and Jessica Way until road is accepted for Public street by Town of Poland.

Project Status/Work Completed

Overall, the road construction for Jessica Way has been completed to apparent alignment, grade and pavement. Side slopes and ditches appeared to be well vegetated and stable. Stantec will consider this to be final inspection unless otherwise requested.

Jessica Way provides direct access to a single house lot #13 only, unless further expansion is pursued. The Common Driveways serving the remaining 12 subdivision lots, are currently constructed and a few house lots are constructed or under construction. The owner will complete the remaining private common driveways and house lots based on market demand. It is Stantec's understanding that the private drive construction is entirely the owner's responsibility for meeting design plans and road standards including erosion controls and permanent stabilization. Stantec will not provide further inspection services for the private roads or Common Drives unless specifically requested.

Owner must maintain vegetation, temporary and permanent erosion controls and matting for all ongoing construction activities and constructed areas until stable.

Stantec has not received any as-built information with regards to the construction of Jessica Way or Private driveways. No electronic field surveys were performed by Stantec sufficient to determine accurate as-built locations or elevations of constructed items. The contractor and owner are responsible for determining and ensuring accurate location and alignment of streets and related infrastructure including structures, grades, elevations, inverts, dimensions, etc. to reflect "as-built" conditions, as required. The owner has requested that Stantec provide services for collecting data for as-built conditions for the road. Field work will be performed as soon as scheduling permits.

Owner must provide as-built information for Jessica Way prior to acceptance by town. Stantec to provide GPS survey for determining as-built conditions.

According to *Section 810 CERTIFICATION OF CONSTRUCTION* – of the current street ordinance:

"...Upon completion of street construction and prior to vote by the Municipal Officers to submit a proposed public street to the legislative body, a written certification signed by a State of Maine registered Professional Engineer, shall be submitted to the Municipal Officers

and Road Commissioner at the expense of the applicant, certifying that the proposed street(s) meet or exceed the design and construction requirements of this Code and Chapter. "As Built" Plans shall be submitted to the Road Commissioner..."

Should Jessica Way be proposed for acceptance as a public street, the applicant must provide information required by Section 810 and all other applicable sections, including "as-built" plans and certification by Maine registered engineer.

It is the intent of the developer to propose Jessica Way as a public road. Such request shall be in accordance with *Section 806- ACCEPTANCE OF PUBLIC STREET* – stating that "...Approval by the Board of proposed public street shall not be deemed to constitute nor be evidence of acceptance by the Town of said street. Final acceptance of said public street shall be by affirmative vote at an annual Town meeting..."

The owner, has completed site work, grading, and roadwork through placement and compaction of sub-base gravel, base gravel, base pavement, surface pavement, loaming and seeding, stormwater management systems and other required improvements, all in accordance with approved plans and Town of Poland requirements and specifications, to the best of my knowledge, based upon visual observation by Stantec and testing of materials and compaction by SW Cole, except as otherwise noted herein. Stantec did not verify any aspects of the road geometry, alignment or elevations by survey or measurement.

Construction of the stormwater pond is completed including the dry fire hydrant which has been inspected by the Fire Department.

Site Conditions/Erosion Controls

Erosion controls including riprap ditches along road ditches, back slopes, and sideslopes were installed and maintained during construction and site appears stable. No significant erosion or sediment transport was observed. Temporary erosion controls for Jessica Way have been removed.

The owner shall be responsible for providing and maintaining effective erosion controls at the site for all disturbed areas, house lots, and ongoing construction activities throughout the construction process regardless of whether indicated on drawings. Erosion controls indicated on plans need to be in place prior to construction for any public or private portion of the project

The hydrant location is different than shown on plans. Stantec does not have authority to recommend or approve changes to plans. However, contractor has apparently installed dry hydrant in accordance with Fire Department recommendations and approvals.

Construction of the public portions of the project is completed. Owner is responsible to evaluate vegetative growth and general site stability and maintain site until final acceptance by Town of Poland.

which is undergoing or affected by construction activities. Owner shall assume stewardship and maintenance responsibilities for protecting the resources and offsite areas from erosion and sedimentation damage regardless of whether applicable erosion controls are represented on the approved plans and shall make any adjustments or additions, at all times, as necessary, based upon field conditions and observed conditions.

Discussions/Issues

It should be noted that power distribution or utilities locations were not identified on the approved plans. Applicant shall provide, prior to acceptance, a power distribution and layout plan showing "as-built" locations of power. Street lighting and/or street signs for road name, traffic safety or traffic control may be required in accordance with Section 809.3. Subdivision signs or other public or private amenities shall also be identified and located if desired or required prior to street acceptance.

Owner must provide as-built information for Jessica Way prior to acceptance by town. Stantec to provide GPS survey for determining as-built conditions prior to request for street acceptance.

Construction is completed for Jessica Way, stormwater pond and dry fire hydrant. Based on visual observations the construction appears to be in conformance with approved plans. Prior to acceptance of Jessica Way as a public street the applicant shall demonstrate compliance with Section 806-Acceptance of Public Streets and Section 808- Street Construction Standards. Applicant shall also demonstrate compliance with Section 809-Additional Improvements and Requirements prior to street acceptance. The applicant shall submit "as-built" plans to the Road Commissioner in accordance with Section 810-Certification of Construction prior to request for public street acceptance along with a written certification signed by a State of Maine Licensed Engineer certifying that the street meets the design and construction requirements of the Town of Poland.

Stantec has previously (2007) reviewed the portion of Jessica Way for previous owner, Meyers Development, up to the first turnaround to be constructed as a Type II, Collector Street. The road appeared to conform to Street standards for Type II "Collector" street except for paving, sidewalk, reduction of gravel sub-base to 18" and reduction of road width to 20 feet. However, these deviations were approved by the Poland Planning Board in accordance with the approved drawings (letter from Planning Board Office, dated July 31, 2007. At that time, the contractor had satisfactorily completed construction (except pavement) of Jessica Way from station 18+50 to 24+50, in accordance with Town of Poland requirements

with the approved exceptions noted above.

The current owner, Autumn, Inc. has received subdivision approval for Phase 1, Wildwood, for a 13 lot subdivision. This plan for phase one of Wildwood currently serves less than 15 lots in accordance with Section 1402-“Minor Street” but may serve additional lots in the future as indicated on the drawings. Although no notes or waivers are indicated on the approved plan, it is Stantec’s understanding that the subdivision is approved in accordance with the provisions of a Cluster Development, and may be expanded to up to 36 lots, which will require road construction as a Collector Street. The project has received waivers for the road standards for Jessica Way to be constructed as a Type III Minor Street and for Common Driveways to serve up to 4 lots.

The Common Driveways serving twelve of the thirteen subdivision lots are indicated on the *“Subdivision Plan-Phase 1”*, as “private” roads with gravel surface. Each of these roads/driveways are intended to serve at least four house lots and to be constructed in 60’ (Easements “B” and “C”) or 40’ (Easement “A”) Rights-of-Way. Driveways B and C may be extended and upgraded to street standards for future expansion. Dimensional requirements for a dead-end cul-de-sac turnaround per Section 8-107.2 are 70’ radius to property line, 55’ radius to outside edge of road and 15’ radius to inside edge of road. Plan indicates 70’, 55’ and 0’ radii respectively. However, the paved cul-de-sac has been constructed with a center vegetated island. As approved by the Town of Poland Planning Board, the roads were not constructed with 5’ wide sidewalks per street construction standards (807.1) for Minor street. It is assumed that the Board did not require the installation of sidewalks per Section 807.4-Sidewalks.

The requirement for Minor Streets (Type III), Section 808.1, includes 18” sub-base (MDOT, Type D) and 3” base (MDOT, Type A). Pavement requirements for Minor Streets are 2-1/2” bituminous base and 0” bituminous surface for a total thickness of 2-1/2”. Typical Road Section detail indicates 2” bituminous base 1” bituminous surface for a total thickness of 3” which exceeds the pavement requirements of Type III “Minor” street. Typical Road Section detail indicates a 20’ paved surface road with 3’ shoulders and no sidewalk. This street meets construction requirements as a “Type III-Minor Street” in accordance with section 808. Slopes of up to 10% are permissible for Type III roads. Maximum slope indicated

for Jessica Way is 6%.

Drawing "Plan-Profile, Jessica Way", sheet 3, indicates a 50' wide ROW for Jessica Way. This appears to be a typo error, since the drawing scales 60'.

Jessica Way appears to meet all of the requirements of Table 808.1-Hot Bituminous Pavement and Table 807.1-Street Design Standards for Minor (Type III) Street except minimum tangent between reverse curves (100'), angle at intersections (90d) at Bakerstown Road, max. gradient within 75' of intersection (2%) at Bakerstown Road, and 5' sidewalk (as previously discussed).

Although all Cluster Subdivisions shall meet the use standards of the Districts in which they are located and comply with the design standards set forth in Chapter 8, Street Construction Standards, the standards for a Cluster Development (613.9), allow the Board flexibility to waive or modify certain otherwise applicable standards and provisions. Approved plans include these minor discrepancies, but do not include a note or waiver indicating exceptions to the street standards.

Comments

Developer has satisfactorily completed construction of Jessica Way, including final surface pavement, in accordance with Town of Poland requirements and approved drawings. Based on agreement between owner and Town of Poland, on behalf of the Town of Poland, Stantec confirms that the project has been completed in accordance with Poland Street Standards, except as noted, and work is satisfactorily completed for acceptance and release of any related performance bonds funds.

The developer may request that the roads be accepted as Privately Owned Streets or Public Streets.

Should the developer wish to have the roads accepted as Public streets, the requirements and conditions of the Poland Streets Standards must be met to the satisfaction of the Town of Poland, including "as-built" requirements and approval at Poland Town Meeting.

Recommendations/Suggestions

Developer is encouraged to meet with the town code enforcement to discuss current road construction and requirements for public street prior to proposing Jessica Way as a public street.

Prior to acceptance of public street, owner shall provide "as-built" plans and letter from engineer attesting to compliance to street standards.

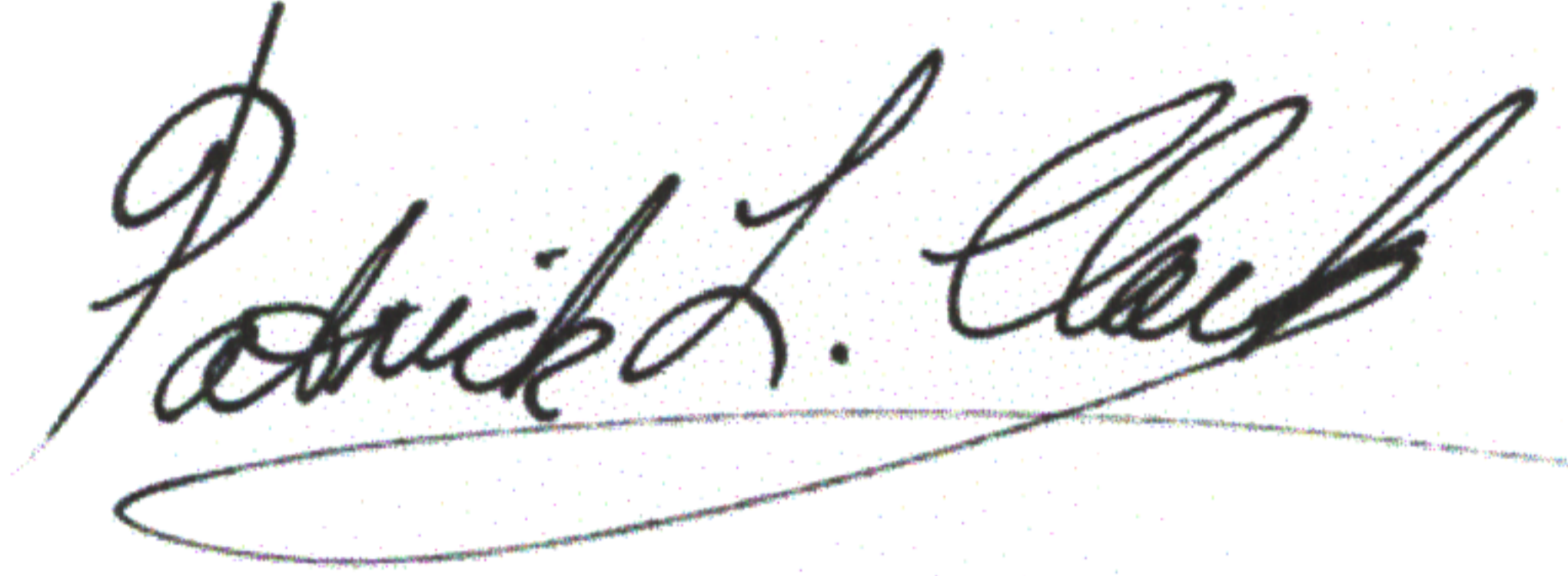
Next inspection/Testing

None expected unless Town of Poland requests additional inspections.

Stantec will not perform additional inspections unless requested by Town of Poland.

The foregoing is considered to be a true and accurate record of all items observed and discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING SERVICES, INC.

A handwritten signature in black ink, reading "Patrick L. Clark". The signature is fluid and cursive, with a long horizontal flourish at the bottom.

Patrick L. Clark, PE, CPESC, CPSWQ
Senior Civil Engineer
482 Payne Road
Scarborough, Maine 04074
Tel: (207) 887-3823
pat.clark@stantec.com

Attachments:

c. (via e-mail) Brian Merrill, Nick Adams, Frank Holmes

• REFERENCE: Site Photo Gallery



PHOTO 1



PHOTO 2

Photograph 1

Photo shows view of Jessica Way from Bakerstown Road.

Photograph 2

Photo shows paved road from near retention pond for constructed extension of Jessica Way looking towards Bakerstown Road.



PHOTO 3



PHOTO 4

Photograph 3

Photo shows paved road from near retention pond, for constructed extension of Jessica Way looking towards new turnaround.

Photograph 4

Photo shows retention pond and dry-hydrant stand pipe from Jessica Way.



PHOTO 5



PHOTO 6

Photograph 5

Photo shows new paved turnaround and unpaved center island.

Photograph 6

Photo shows paved road and riprap ditch along Jessica Way from turnaround looking towards retention pond.



Stantec

▪ PREPARED FOR:

Wildwood
Bakerstown Road
Poland, ME

▪ DATE: January 21, 2016

▪ TITLE:

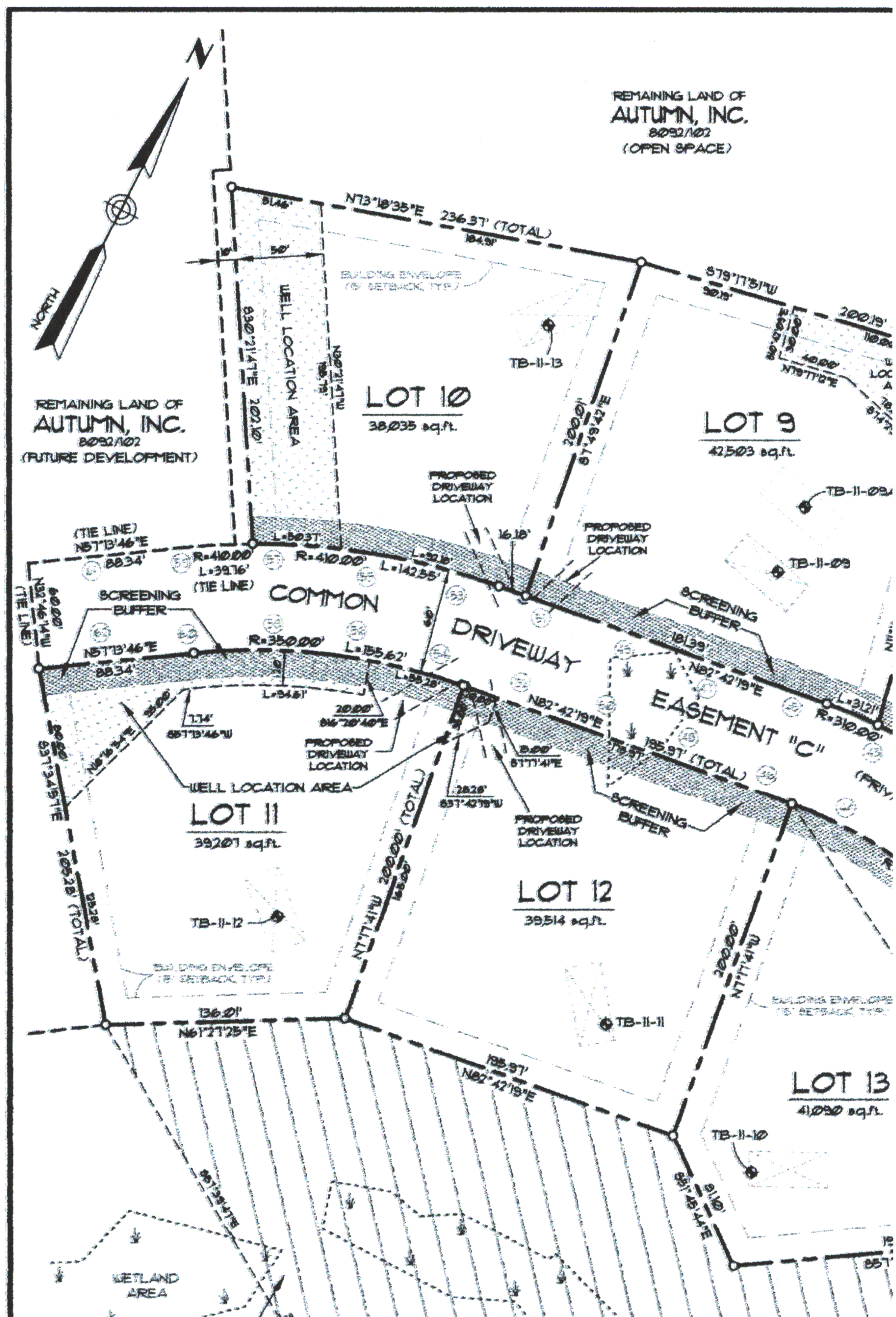
Site Photographs

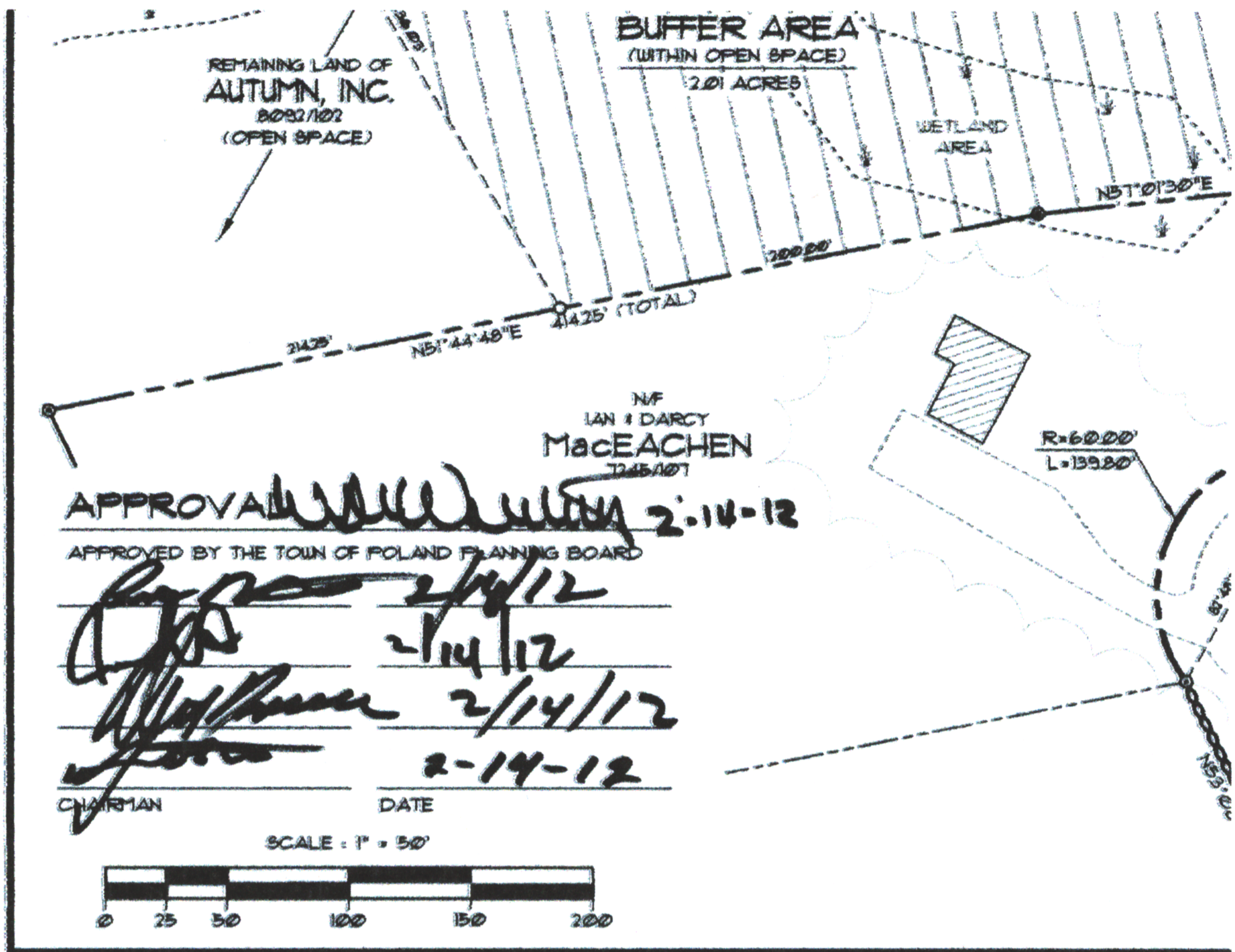
▪ JOB NO:
210800906

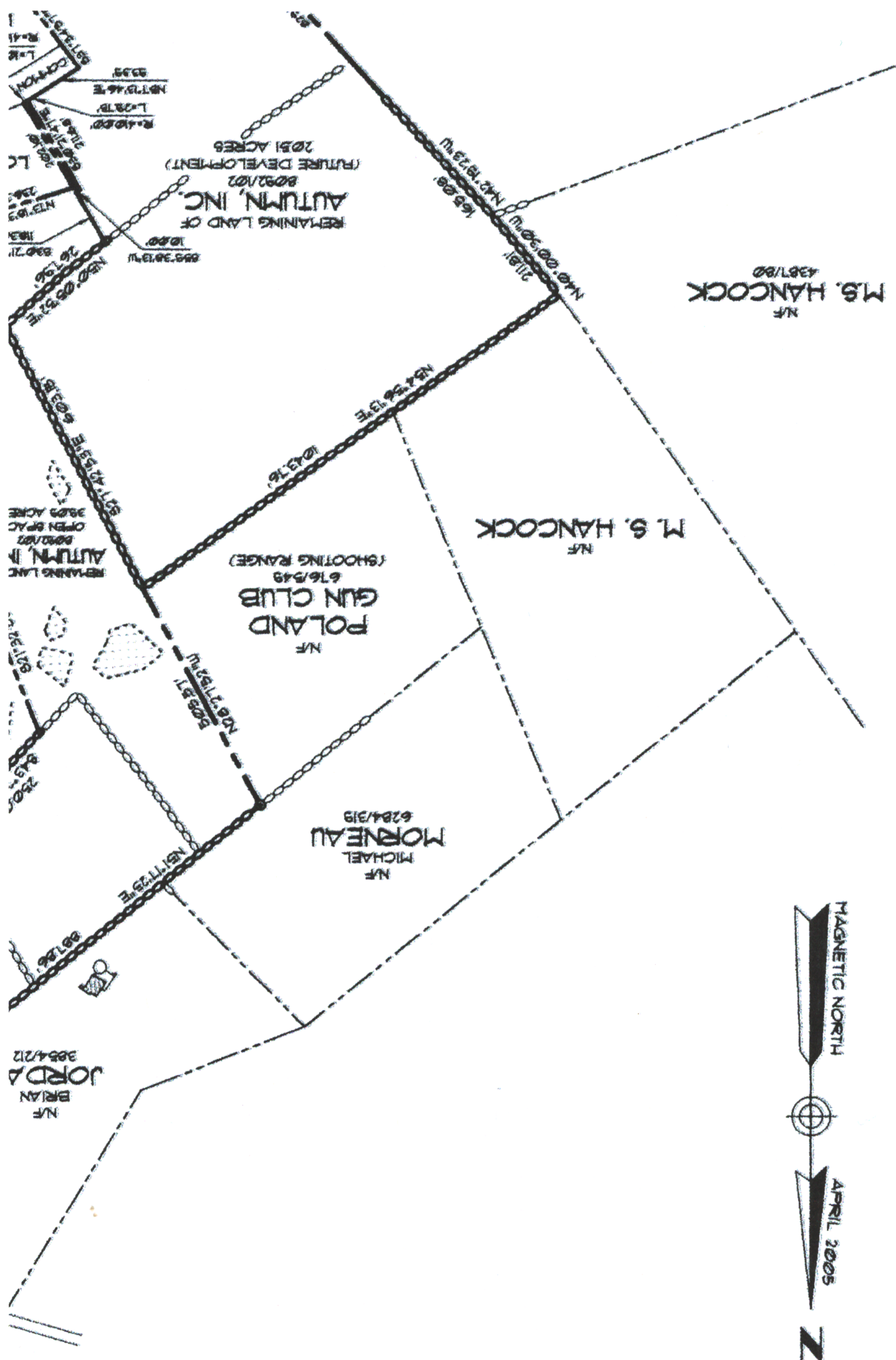
Exhibit
8

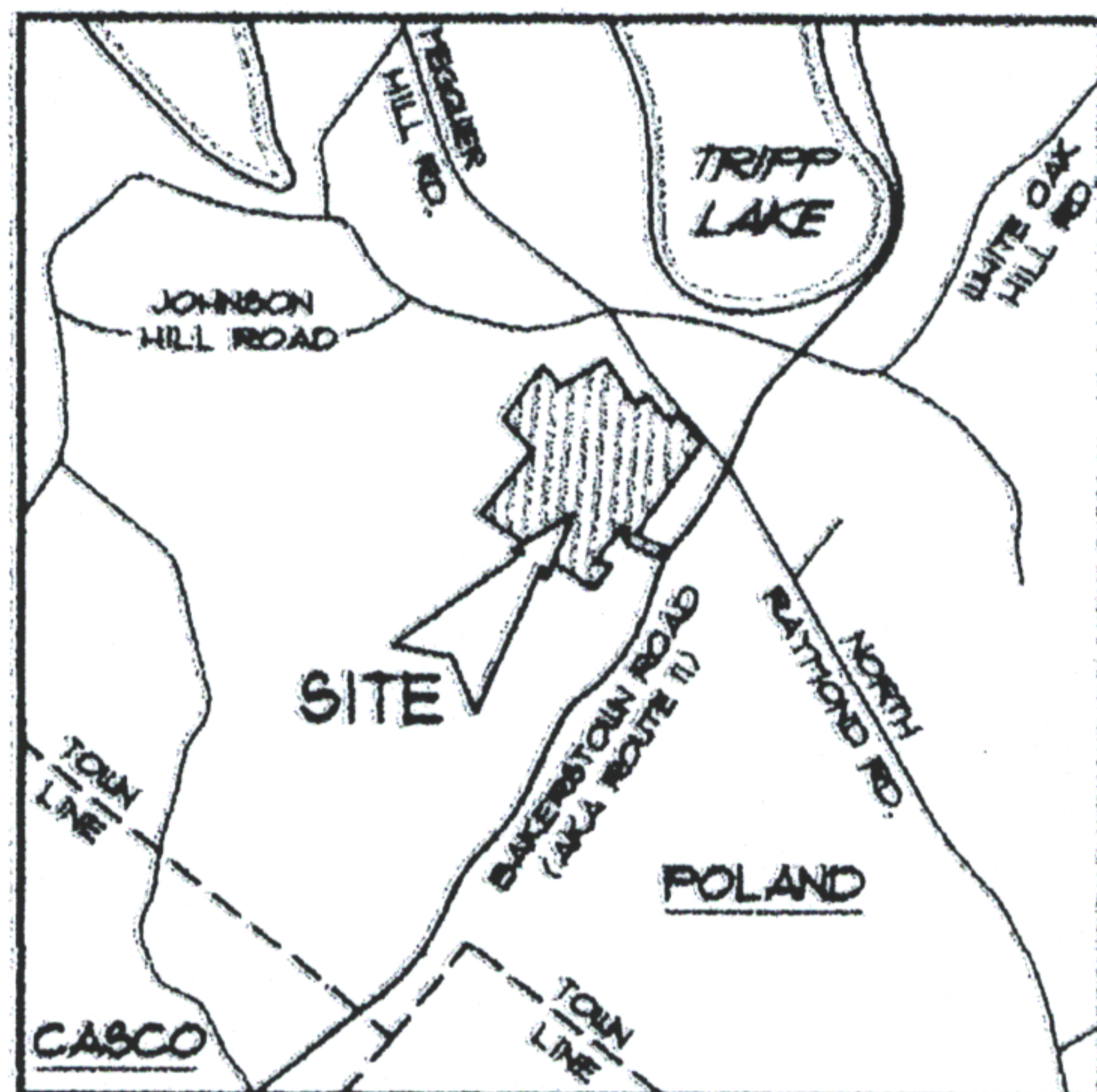












LOCATION MAP

SCALE: 1" = 200'



N/F
M. S. HANCOCK



W
DEC
48



Planning Board Office

1231 Maine Street,
Poland, Maine 04274-7328

Findings of Fact & Conclusion of Law

Application Type: Formal Site plan

Owners Name: Frank and Joy Lowe; Hi-Low Dispensary (183 Black Island Rd. Oxford, Maine 04270)

Located at: 435 Maine St.

Parcel ID: 0006-0047F

Zoning District: Village 4

509.8 SUBMISSIONS

The Planning Board voted on June 9, 2020 that the application, for a retail adult use marijuana store with an attached apartment, included all the mandatory submissions requirements for the site plan application. Based on this information and in the record the Planning Board (Board) finds that this criterion will be met.

509.9 SITE PLAN REVIEW STANDARDS

A. Preservation of Landscape:

The site plan includes minimal changes to the existing landscape. Based on this information and in the record the Planning Board finds that this criterion will be met.

B. Relation of Proposed Buildings to Environment:

The proposed building meets the required Downtown District Standards. Based on this information above and in the record the Planning Board finds that this criterion will be met.

C. Compatibility with Residential Areas:

The proposed retail store is in Village 4. There is a mix of commercial and residential in the area. The applicant has proposed ample parking for the use and the proposal will not create any unsightly views, noise, odor, or lighting pollution. Based on this information above and in the record the Planning Board finds that this criterion will be met.

D. Vehicular Access:

This parcel does not appear to contain more than five hundred (500') feet of street frontage on a single street and consists of more than ten (10) acres; therefore, a conceptual access master plan is not required. Based on this information and in the record the Planning Board finds that this criterion will be met.

E. Access to Route:

The application includes a Driveway/Entrance permit from the Maine Department of Transportation. Based on this information and in the record the Planning Board finds that this criterion will be met.

F. Surface Water:

Minimal changes to the existing drainage are proposed. Based on this information and in the record the Planning Board finds that this criterion will be met.

G. Conservation, Erosion and Sediment Control:

An erosion control plan is included with the proposed site plan. Based on this information and in the record the Planning Board finds that this criterion will be met.

H. Phosphorus Export:

Based on the minimal changes and the size of the project the applicant has asked for a waiver on the phosphorus export requirements. Based on this information and in the record the Planning Board finds that this criterion will be met.

I. Site Conditions:

The site condition changes are minimal, and the site will be maintained in a safe and sanitary manner. Based on this information and in the record the Planning Board finds that this criterion will be met.

J. Signs:

The application has only included a sign location and a permit will be required for a new sign on the site. Based on this information and in the record the Planning Board finds that this criterion will be met.

K. Special Features:

The Applicant has proposed installing HVAC equipment on the side of the retail store. Based on this information and in the record the Planning Board finds that this criterion will be met.

L. Exterior Lighting:

The Applicant has stated that all exterior lighting will be full cut off LED. Based on this information and in the record the Planning Board finds that this criterion will be met.

M. Emergency Vehicle Access:

The proposed gravel parking areas were reviewed by the Fire Chief and deemed sufficient. Based on this information and in the record the Planning Board finds that this criterion will be met.

N. Municipal Services:

No Town departments have disclosed any concerns with the application as it stands. Based on this information and in the record the Planning Board finds that this criterion will be met.

O. Water Supply:

The property will be served by the public water supply. Based on this information and in the record the Planning Board finds that this criterion will be met.

P. Ground Water:

The parcel is not located in an aquifer overlay district and above or below ground fuel storage has not been proposed; therefore, the Board finds that this section is not applicable.

Q. Air Emissions:

The proposed adult use retail marijuana store will not create any dust, ash, smoke, or other particulate matter and will meet or exceed the standards set by the MDEP. Based on this information and in the record the Planning Board finds that this criterion will be met.

R. Odor Control:

The proposed adult use retail marijuana store will follow the rules set forth in chapter 15 of the Comprehensive Land Use Code for odor control. Based on this information and in the record the Planning Board finds that this criterion will be met.

S. Noise:

The Applicant has stated that the proposed adult use retail marijuana store and cultivation will meet the Town and MDEP'S minimum noise standards. Based on this information and in the record the Planning Board finds that this criterion will be met.

T. Sewage Disposal

The proposed adult use retail marijuana store and attached apartment will be served by public sewer. Based on this information and in the record the Planning Board finds that this criterion will be met.

U. Waste Disposal

The Applicant is proposing no visible on-site waste disposal. Based on this information and in the record the Planning Board finds that this criterion will be met.

V. Buffer Areas

The Applicant has not proposed any changes to the existing buffers. Based on this information and in the record the Planning Board finds that this criterion will be met.

W. Adequate Financial and Technical Capacity

The question of financial and technical capacity was not addressed in this application; therefore, the Board finds that this section is not applicable.

X. Conformance with the Comprehensive Plan

The adult use retail marijuana store is an allowed use in the Village 4 zoning district and will be in conformance with the Comprehensive Plan. Based on this information and in the record the Planning Board finds that this criterion will be met.

Conclusion

- The Board reviewed the Site Plan application on June 9, 2020 at which time the Board deemed the application as completed and decided to not hold a public hearing or site walk for the application.
- The Applicant has provided the Board with a deed (Book 10169 Page 264) showing reasonable right, title, or interest in the property.
- The Board has concluded that they have the jurisdiction to review the application under Ch. 5 §509.2.A.3.

Therefore, the Town of Poland Planning Board by a vote 5-0 hereby approves with the following conditions the application for Frank and Joy Lowe Hi-Lo Dispensary for an adult use marijuana retail store with an attached apartment as described in the application dated March 10, 2020 and the above findings of facts.

Conditions of Approval:

- Plan approval is also conditioned upon compliance by the Applicant with the Plans and specifications which have been received by the Planning Board in connection with the development proposal as well as with any oral or written commitments regarding the project which were specifically made by the Applicant to the Board in the course of its deliberations
- This approval will expire twelve (12) months from the date of Planning Board approval if the project or the use has not been started within this allotted time
- Building/use permits shall be obtained prior to the start of construction/use
- The Applicant must apply for and obtain all applicable permits for the proposed development under the Natural Resources Protection Act, Title 38 M.R.S.A. section 480-C, the Site Location of Development Act, the Erosion and Sedimentation Control law, Title 38 M.R.S.A. section 420-C, the Stormwater Management Law, the Federal Clean Waters Act as delegated to the State of Maine, and all other applicable state and federal laws regulating the use or development of land.
- Site plan must specify the type of plantings proposed and the measurements of the proposed parking area.
- Full cut off lighting must be used on all exterior lighting.

Pursuant to Section 304.5.B of the CLUC anyone aggrieved of this decision may file a written appeal within Thirty (30) Days of date of this decision in accordance with Rule 80-B of the Maine Rules of Civil Procedure.

Date Approved: June 9, 2020
Poland Planning Board

James Porter, Chairman

Stephanie Floyd, Vice Chairman

, Secretary

George Greenwood, Member

Cheryl Skilling, Member

James Walker, Alternate Member



Planning Board Office

1231 Maine Street,
Poland, Maine 04274-7328

Findings of Fact & Conclusion of Law

Application Type: Formal Site plan

Owners Name: Kimball and Sons Logging and Trucking, LLC (756 Megquier Hill Rd. Poland, Maine 04274)

Located at: 1184 Maine St.

Parcel ID: 0039-0008

Zoning District: Village 1

509.8 SUBMISSIONS

The Planning Board voted on June 23, 2020 that the application included all the mandatory submissions requirements for the change of use from a hair salon to a real estate/logging business office. Based on this information and in the record the Planning Board finds that this criterion will be met.

509.9 SITE PLAN REVIEW STANDARDS

A. Preservation of Landscape:

The Applicant is not proposing any exterior changes to the parcel. Based on this information above and in the record the Planning Board finds that this criterion will be met.

B. Relation of Proposed Buildings to Environment:

The existing building has wood siding, is of neutral colors and has a pitched asphalt roof, all of which are consistent with the surrounding properties. Based on this information above and in the record the Planning Board finds that this criterion will be met.

C. Compatibility with Residential Areas:

The property has been commercial for several years and the change in use will not alter the existing character of the lot. There is ample parking located on the lot for the proposed use and the proposal will not create any unsightly views, noise, odor, or lighting pollution. Based on this information above and in the record the Planning Board finds that this criterion will be met.

D. Vehicular Access:

This parcel does not appear to contain more than five hundred (500') feet of street frontage on a single street and consists of more than ten (10) acres; therefore, a conceptual access master plan is not required.

Furthermore, the applicant is not proposing any changes to the existing Maine Department of Transportation (MDOT) approved curb cuts. Based on this information and in the record the Planning Board finds that this criterion will be met.

E. Access to Route:

The Maine Department of Transportation (MDOT) has approved the existing location of the driveway entrance. Based on this information and in the record the Planning Board finds that this criterion will be met.

F. Surface Water:

The Applicant has not proposed any changes to the site and there is an existing site plan on file. Based on this information and in the record the Planning Board finds that this criterion will be met.

G. Conservation, Erosion and Sediment Control:

This application does not include any proposed development or soil disturbances; therefore, the Board finds that this section is not applicable.

H. Phosphorus Export:

The parcel is in the Range Pond watershed, a great pond watershed. No changes to the site are proposed; therefore, the Board finds that this section is not applicable.

I. Site Conditions:

This application does not include any proposed development or soil disturbances; therefore, the Board finds that this section is not applicable.

J. Signs:

The Applicant has proposed to add a new sign to the existing road sign and add a sign on the building. Based on this information and in the record the Planning Board finds that this criterion will be met.

K. Special Features:

The Applicant is not proposing to install any new mechanical equipment. Based on this information and in the record the Planning Board finds that this criterion will be met.

L. Exterior Lighting:

The Applicant is not proposing to install any new exterior lighting. Based on this information and in the record the Planning Board finds that this criterion will be met.

M. Emergency Vehicle Access:

The property already has emergency access to three sides of the building. Based on this information and in the record the Planning Board finds that this criterion will be met.

N. Municipal Services:

All Town departments have not disclosed any concerns with the application as it stands. Based on this information and in the record the Planning Board finds that this criterion will be met.

O. Water Supply:

The building has a drilled well which is located on the property, the existing well meets the minimum plumbing requirements for the proposed office. Based on this information and in the record the Planning Board finds that this criterion will be met.

P. Ground Water:

The parcel is located in an aquifer overlay district however the application does not include any activities that are prohibited within the overlay district therefore the existing and proposed development shall not result in undue effect of the quality or quantity of ground water. Based on this information and in the record the Planning Board finds that this criterion will be met.

Q. Air Emissions:

The office will not create any dust, ash, smoke or other particulate matter and will meet or exceed the standards set by the MDEP. Based on this information and in the record the Planning Board finds that this criterion will be met.

R. Odor Control:

The proposed office will not produce any offensive or harmful odors. Based on this information and in the record the Planning Board finds that this criterion will be met.

S. Noise:

The Applicant has stated that the proposed office will meet the Town and MDEP'S minimum noise standards. Based on this information and in the record the Planning Board finds that this criterion will be met.

T. Sewage Disposal

The existing subsurface wastewater system will be sufficient based on the new use of an office. Based on this information and in the record the Planning Board finds that this criterion will be met.

U. Waste Disposal

The Applicant is proposing no visible on-site waste disposal. Based on this information and in the record the Planning Board finds that this criterion will be met.

V. Buffer Areas

There really are no existing buffer areas on the lot and the new office will have little effect on those buffers. Based on this information above and in the record the Planning Board finds that this criterion will be met.

W. Adequate Financial and Technical Capacity

The office will require few changes and the cost of work to complete the change of use will be minimal. Based on this information and in the record the Planning Board finds that this criterion will be met.

X. Conformance with the Comprehensive Plan

The office which would be defined as a “business primary function” is a permitted use in the Downtown Village zoning district and will be in conformance with the Comprehensive Plan. Based on this information and in the record the Planning Board finds that this criterion will be met.

Conclusion

- The Board reviewed the Site Plan application on June 23, 2020 at which time the Board deemed the application as completed and decided to not hold a public hearing or site walk for the application.
- The Applicant has provided the Board with a deed, Book 10354 Page 293, showing reasonable right, title, or interest in the property.
- The Board has concluded that they have the jurisdiction to review the application under Ch. 5 § 509.2.A.3.

Therefore, the Town of Poland Planning Board hereby approves by a vote of 5-0 with the following conditions the application for Kimball and Sons Logging and Trucking LLC for the change of use from a hair salon to an office as described in the application dated May 1, 2020 and the above findings of facts.

Conditions of Approval:

- Plan approval is also conditioned upon compliance by the Applicant with the Plans and specifications which have been received by the Planning Board in connection with the development proposal as well as with any oral or written commitments regarding the project which were specifically made by the Applicant to the Board in the course of its deliberations
- This approval will expire twelve (12) months from the date of Planning Board approval if the project or the use has not been started within this allotted time
- Building/use permits shall be obtained prior to the start of construction/use
- The Applicant must apply for and obtain all applicable permits for the proposed development under the Natural Resources Protection Act, Title 38 M.R.S.A. section 480-C, the Site Location of Development Act, the Erosion and Sedimentation Control law, Title 38 M.R.S.A. section 420-C, the Stormwater Management Law, the Federal Clean Waters Act as delegated to the State of Maine, and all other applicable state and federal laws regulating the use or development of land.

Pursuant to Section 304.5.B of the CLUC anyone aggrieved of this decision may file a written appeal within Thirty (30) Days of date of this decision in accordance with Rule 80-B of the Maine Rules of Civil Procedure.

Date Approved: June 23, 2020
Poland Planning Board

James Porter, Chairman

Stephanie Floyd, Vice Chairman

, Secretary

George Greenwood, Member

Cheryl Skilling, Member

James Walker, Alternate Member



Planning Board Office

1231 Maine Street,
Poland, Maine 04274-7328

Findings of Fact & Conclusion of Law

Application Type: Formal Site plan

Owners Name: Gregory L. Luccini; ISM Solar Development, LLC (940 Waterman Ave. East Providence, RI 02914)

Located at: 1484 Maine St.

Parcel ID: 0015-0018B

Zoning District: Downtown Village

509.8 SUBMISSIONS

The Planning Board voted on July 15, 2020 that the application included all the mandatory submissions requirements for the change of use to a commercial office space for a solar development company. Based on this information and in the record the Planning Board finds that this criterion will be met.

509.9 SITE PLAN REVIEW STANDARDS

A. Preservation of Landscape:

The Applicant is not proposing any exterior changes to the parcel. Based on this information above and in the record the Planning Board finds that this criterion will be met.

B. Relation of Proposed Buildings to Environment:

The existing building has wood siding, is of neutral colors and has a pitched asphalt roof, all of which are consistent with the surrounding properties. Based on this information above and in the record the Planning Board finds that this criterion will be met.

C. Compatibility with Residential Areas:

The property is commercial and the change in use will not alter the existing character of the lot. There is ample parking located on the lot for the proposed use and the proposal will not create any unsightly views, noise, odor, or lighting pollution. Based on this information above and in the record the Planning Board finds that this criterion will be met.

D. Vehicular Access:

This parcel does not appear to contain more than five hundred (500') feet of street frontage on a single street and consists of more than ten (10) acres; therefore, a conceptual access master plan is not required.

Furthermore, the applicant is not proposing any changes to the existing Maine Department of Transportation (MDOT) approved curb cuts. Based on this information and in the record the Planning Board finds that this criterion will be met.

E. Access to Route:

The Maine Department of Transportation (MDOT) has approved the existing location of the driveway entrance. Based on this information and in the record the Planning Board finds that this criterion will be met.

F. Surface Water:

The Applicant has not proposed any changes to the site and there is an existing site plan on file. Based on this information and in the record the Planning Board finds that this criterion will be met.

G. Conservation, Erosion and Sediment Control:

This application does not include any proposed development or soil disturbances; therefore, the Board finds that this section is not applicable.

H. Phosphorus Export:

The parcel is in the Little Androscoggin watershed. No changes to the site are proposed; therefore, the Board finds that this section is not applicable.

I. Site Conditions:

This application does not include any proposed development or soil disturbances; therefore, the Board finds that this section is not applicable.

J. Signs:

The Applicant has not proposed to add any signs at this time. Based on this information and in the record the Planning Board finds that this criterion will be met.

K. Special Features:

The Applicant is not proposing to install any new mechanical equipment. Based on this information and in the record the Planning Board finds that this criterion will be met.

L. Exterior Lighting:

The Applicant is not proposing to install any new exterior lighting. Based on this information and in the record the Planning Board finds that this criterion will be met.

M. Emergency Vehicle Access:

The property already has emergency access to the building. Based on this information and in the record the Planning Board finds that this criterion will be met.

N. Municipal Services:

All Town departments have not disclosed any concerns with the application as it stands. Based on this information and in the record the Planning Board finds that this criterion will be met.

O. Water Supply:

The building has public water. Based on this information and in the record the Planning Board finds that this criterion will be met.

P. Ground Water:

The parcel is located in an aquifer overlay district however the application does not include any activities that are prohibited within the overlay district therefore the existing and proposed development shall not result in undue effect of the quality or quantity of ground water. Based on this information and in the record the Planning Board finds that this criterion will be met.

Q. Air Emissions:

The office will not create any dust, ash, smoke, or other particulate matter and will meet or exceed the standards set by the MDEP. Based on this information and in the record the Planning Board finds that this criterion will be met.

R. Odor Control:

The proposed office will not produce any offensive or harmful odors. Based on this information and in the record the Planning Board finds that this criterion will be met.

S. Noise:

The Applicant has stated that the proposed office will meet the Town and MDEP'S minimum noise standards. Based on this information and in the record the Planning Board finds that this criterion will be met.

T. Sewage Disposal

The existing subsurface wastewater system will be sufficient based on the new use of an office. Based on this information and in the record the Planning Board finds that this criterion will be met.

U. Waste Disposal

The Applicant is proposing no visible on-site waste disposal. Based on this information and in the record the Planning Board finds that this criterion will be met.

V. Buffer Areas

There really are no existing buffer areas on the lot and the new office will have little effect on those buffers. Based on this information above and in the record the Planning Board finds that this criterion will be met.

W. Adequate Financial and Technical Capacity

The office will require few changes and the cost of work to complete the change of use will be minimal. Based on this information and in the record the Planning Board finds that this criterion will be met.

X. Conformance with the Comprehensive Plan

The office which would be defined as a “business primary function” is a permitted use in the Downtown Village zoning district and will be in conformance with the Comprehensive Plan. Based on this information and in the record the Planning Board finds that this criterion will be met.

Conclusion

- The Board reviewed the Site Plan application on July 15, 2020, at which time the Board deemed the application as completed and decided to not hold a public hearing or site walk for the application.
- The Applicant has provided the Board with a letter from the owner Mark Lopez showing reasonable right, title, or interest in the property.
- The Board has concluded that they have the jurisdiction to review the application under Ch. 5 § 509.2.A.3.

Therefore, the Town of Poland Planning Board hereby approves by a vote of 3-0 with the following conditions the application for Gregory L. Luccini ISM Solar Development, LLC for the change of use to an office as described in the application dated June 30, 2020, and the above findings of facts.

Conditions of Approval:

- Plan approval is also conditioned upon compliance by the Applicant with the Plans and specifications which have been received by the Planning Board in connection with the development proposal as well as with any oral or written commitments regarding the project which were specifically made by the Applicant to the Board in the course of its deliberations
- This approval will expire twelve (12) months from the date of Planning Board approval if the project or the use has not been started within this allotted time
- Building/use permits shall be obtained prior to the start of construction/use
- The Applicant must apply for and obtain all applicable permits for the proposed development under the Natural Resources Protection Act, Title 38 M.R.S.A. section 480-C, the Site Location of Development Act, the Erosion and Sedimentation Control law, Title 38 M.R.S.A. section 420-C, the Stormwater Management Law, the Federal Clean Waters Act as delegated to the State of Maine, and all other applicable state and federal laws regulating the use or development of land.

Pursuant to Section 304.5.B of the CLUC anyone aggrieved of this decision may file a written appeal within Thirty (30) Days of date of this decision in accordance with Rule 80-B of the Maine Rules of Civil Procedure.

Date Approved: July 15, 2020
Poland Planning Board

James Porter, Chairman

Stephanie Floyd, Vice Chairman

, Secretary

George Greenwood, Member

Cheryl Skilling, Member

James Walker, Alternate Member