

**Planning Board Meeting  
September 8, 2020 – 7:00 PM  
Town Hall**



**Meeting Materials**

**Planning Board  
Tuesday, September 8, 2020  
7:00 PM – Town Hall**

**CALL TO ORDER**

**MINUTES**

August 26, 2020

**COMMUNICATIONS**

**OLD BUSINESS**

**NEW BUSINESS**

Amended Minor Subdivision Application – Mark Lopez – 1484 Maine Street – Map 15 Lot 18B

Comprehensive Plan Update for the Planning Board

**ANY OTHER BUSINESS**

**ADJOURNMENT**

**POLAND PLANNING BOARD**  
**MINUTES OF MEETING**  
**August 26, 2020**  
**Approved on \_\_\_\_\_, 2020**

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

**BOARD ORGANIZATION** – Member Greenwood nominated James Porter as Chairperson. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no 1- abstained (Chairperson Porter abstained to avoid a conflict of interest.)

Member Porter nominated Stephanie Floyd as Vice Chairperson. Member Greenwood seconded the motion. Discussion: None Vote: 3-yes 0-no 1-abstained (Member Floyd abstained to avoid a conflict of interest.)

Member Porter nominated George Greenwood as Secretary. Member Floyd seconded the motion. Discussion: None Vote: 3-yes 0-no 1-abstained (Member Greenwood abstained to avoid a conflict of interest.)

**MINUTES** – July 28, 2020 – Member Floyd moved to approve the minutes. Alternate Member Walker seconded the motion. Discussion: None Vote: 3-yes 0-no 1-abstained (Member Greenwood abstained from voting as he was not present at that meeting.)

**COMMUNICATIONS** – None

**OLD BUSINESS** – None

**NEW BUSINESS** – Formal Site Plan Review – Flowers of Serenity, LLC – 1484 Maine Street – Map 15 Lot 18B

Randy and Kristina Wante presented the project to the Board. The Wante's would like to open a store to sell candles, flowers, shampoos etc. that they make.

Member Greenwood moved to approve the checklist as complete. Member Floyd seconded the motion. Discussion: None Vote: 3-yes 0-no (Alternate Member Walker was absent for this vote.)

Member Greenwood moved to approve the Formal Site Plan Review with the following conditions: the public hearing is waived, and the site walk is waived. Member Floyd seconded the motion. Discussion: None Vote: 4-yes 0-no

**POLAND PLANNING BOARD**  
**MINUTES OF MEETING**  
**August 26, 2020**  
**Approved on \_\_\_\_\_, 2020**

Findings of Fact and Conclusions of Law for:

Formal Shoreland Zoning Application – David and Ruth Pease – 14 Spruce Drive  
– Map 36 Lot 19

Member Floyd moved to approve the Findings of Fact. Member Greenwood seconded the motion. Discussion: None    Vote: 4-yes 0-no

Formal Shoreland Zoning Application – Patrick and Shelley Shrader  
– 87 Birch Drive – Map 43 Lot 45

Member Greenwood moved to approve the Findings of Fact. Member Floyd seconded the motion. Discussion: None    Vote: 4-yes 0-no

Formal Site Plan Review – ThompsonRolec Enterprises, LLC/ NextGrid  
– Lewiston Junction Road – Map 3 Lot 9A

Member Floyd moved to approve the Findings of Fact. Alternate Member Walker seconded the motion. Discussion: None    Vote: 4-yes 0-no

Formal Site Plan Review – BD Solar Auburn, LLC – Northwest of Lewiston  
Junction Road – Map 4 Lots 16 and 15-1

Member Greenwood moved to approve the Findings of Fact. Alternate Member Walker seconded the motion. Discussion: None    Vote: 4-yes 0-no

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

Member Greenwood moved to approve the Findings of Fact. Member Floyd seconded the motion. Discussion: None    Vote: 4-yes 0-no

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

Member Greenwood moved to approve the Findings of Fact. Alternate Member Walker seconded the motion. Discussion: None    Vote: 4-yes 0-no

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

Member Greenwood moved to approve the Findings of Fact. Member Floyd seconded the motion. Discussion: None    Vote: 4-yes 0-no

**ANY OTHER BUSINESS** – The consensus of the Board is to recommend Alternate Member Walker as a full member of the planning board.

**POLAND PLANNING BOARD**  
**MINUTES OF MEETING**  
**August 26, 2020**  
**Approved on \_\_\_\_\_, 2020**

**ADJOURN** – Member Greenwood moved to adjourn the meeting at 7:28 pm. Member Floyd seconded the motion. Discussion: None    Vote: 4-yes 0-no

Recorded by: Sarah Merrill

Planning Board

\_\_\_\_\_  
James Porter, Chairperson

\_\_\_\_\_  
George Greenwood, Member

\_\_\_\_\_  
, Secretary

\_\_\_\_\_  
Stephane Floyd, Vice Chairperson

\_\_\_\_\_  
Absent with Notice  
Cheryl Skilling, Member

\_\_\_\_\_  
James Walker, Alternate Member

8/27/2020

Town of Poland

Planning Board

Attn.: Mr. James Porter, Chairman

**Re : Lot Line Modification/1484 Maine Street**

Dear Mr. Porter,

Attached herewith please find 8 copies of the minor subdivision application for my property located at 1484 Maine Street. As discussed at your meeting in late July, the empty lot to the north of the existing building is being combined with the storage building in the rear of the site and the existing office building would be on the remaining land.

The attached plans reflect the reconfiguration of the lots and I have included 2 copies with the required signature block.

Also, I would like to formally request that my approval be amended to reflect the recently passed zoning amendment which allows the installation of black chain fence around the facility.

Please let me know if you have any questions.

Thank you,

A handwritten signature in black ink, appearing to be 'M. J. Porter', written below the text 'Thank you,'.



# Town of Poland, Maine Planning Board

## Minor Subdivision Application Instructions

### 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 on these pages.
  - 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 to be sent by this office of your request.
    - ii) An "Agenda Request form should be filed 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 606.3 of the Comprehensive Land Use Code.
    - i) The actual Code wording may be found on-line at [www.polandtownoffice.org](http://www.polandtownoffice.org). Go to the "Code Enforcement" page and then select "Comprehensive Land Use Code". Hardcopies are 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. Make the necessary copies of all information requested.
5. NUMBER OF COPIES OF THE APPLICATION AND DUE DATES
  - A) A total of 14 copies of the plans are needed.
    - i) Four (4) of the copies are required for Department Heads and should be attached to the department head notice. (The Recreation Dept. need to be notified but usually does not need a copy of the application)
    - ii) The applicant is responsible for the delivery of the Road Commissioner's, the Fire/Rescue Chief's, the Police Dept, and the School Departments application copies.
  - B) Department heads require at least fourteen days to review the applications. If insufficient time is given to the department heads for review, their response to the Planning Board will delay the Planning Board's decision.
  - C) The Code Enforcement Office must receive an original application (An application with original signatures) and an additional 13 copies for the Board members along with the appropriate fees by 1:00 p.m. eleven (11) days before the stated meeting to remain on the upcoming agenda.
  - D) 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.
  - E) The application will be put on display for public review 7 days prior to the meeting.
  - F) Applications received after the Agenda is posted may not be reviewed by the Board for your scheduled meeting date.

### **PROJECT NAME:** Poland Storage

Date of Planning Board Review: 01 / 22 / 2019 Application # 1518B

### **LOT INFORMATION:**

Tax Assessor's \_\_\_\_\_ Map # 15 Lot # 18B Sub-lot # \_\_\_\_\_  
Lake Watershed: \_\_\_\_\_  
Road Location: 1484 Maine St  
Lot Size +/- 7 Acres \_\_\_\_\_ Sq. Ft. Water frontage \_\_\_\_\_ Ft. Road Frontage: 150 Ft.  
Year lot created: 2019 (If unknown, give best estimate with "est." after date)  
Zoning District(s): downtown village district Flood Zone: \_\_\_\_\_ Aquifer Overlay: \_\_\_\_\_  
Current use of lot: Storage facility

### **LAND OWNER(s):** Submit copy of deed and copy of Tax Assessor's information card

Name(s): Mark Lopez/Poland Storage LLC & MJK Investments

Company: \_\_\_\_\_

Mail Address: 438 Commons Drive, Bridgton & 120 Lewis Road in Naples, Maine Phone: 603 - 479 - 9095

Town/State/Zip Bridgton

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

If landowner, write "Same" below and continue to next block below. 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): SAME

Company: \_\_\_\_\_

Mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Town/State/Zip: \_\_\_\_\_

**THIS APPLICATION IS FOR:** (Check all that apply)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Commercial | <input 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"/> Residential           | <input type="checkbox"/> Resumption of Use         |

**EXISTING LOT CONDITIONS****1. General**

- i) Does this lot have any existing development? (If No, go to next page) ☒ Yes ☐ No
- b. Is there an existing Well ☐ Yes ☒ No
- c. Is there an existing Septic System ☒ Yes ☐ No
- i) If yes, submit a copy of a septic permit, or drawing(s) showing size & location.
- d. 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.)
- e. 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 \_\_\_\_\_ Sq. Ft. or Acres
- b. Size of fields \_\_\_\_\_ Sq. Ft. or Acres
- c. Size of driveways/roads \_\_\_\_\_ Sq. Ft.
- d. Size of paths & other non-vegetated areas \_\_\_\_\_ Sq. Ft.
- e. Wetlands already filled \_\_\_\_\_ Sq. Ft.

**3. Existing Main Structure**

- a. Ground Footprint \_\_\_\_\_ Sq. Ft.
- b. Total Gross Floor Space (exterior dimensions of all floors) \_\_\_\_\_ Sq. Ft.
- c. Road Frontage Setback \_\_\_\_\_ Ft.
- d. Side Setback \_\_\_\_\_ Ft.
- e. Rear Setback \_\_\_\_\_ Ft.
- f. Distance to Great Pond \_\_\_\_\_ Not applicable (over 250') \_\_\_\_\_ Ft.
- g. Distance to Stream \_\_\_\_\_ Not applicable (over 250') \_\_\_\_\_ Ft.
- h. Distance to Wetlands \_\_\_\_\_ Not applicable (over 250') \_\_\_\_\_ Ft.
- i. Foundation \_\_\_\_\_

☐ Full Basement ☐ Frost Walls ☐ Slab ☐ Piers**4. Existing Accessory Structure(s)**

- a. Total Number of Structures \_\_\_\_\_
- b. Total Ground Footprint \_\_\_\_\_ Sq. Ft.
- c. Total Floor Space \_\_\_\_\_ Sq. Ft.
- d. Closest Road Setback \_\_\_\_\_ Ft.
- e. Closest Side Setback \_\_\_\_\_ Ft.
- f. Closest Rear Setback \_\_\_\_\_ Ft.
- g. Distance to Great Pond \_\_\_\_\_ Not applicable (over 250') \_\_\_\_\_ Ft.
- h. Distance to Streams \_\_\_\_\_ Not applicable (over 250') \_\_\_\_\_ Ft.
- i. Distance to Wetlands \_\_\_\_\_ Not applicable (over 250') \_\_\_\_\_ Ft.



## **PROPOSED Development**

### **SUBMISSION REQUIREMENTS:**

1. Standard submissions requirements shall follow Section 606.2 Comprehensive Land Use Code.
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. Submit information on status of any necessary state and/or federal permit.

### **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. 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.
2. I understand that all construction of structures shall conform to the *Maine Uniform Building and Energy Code* and the *NFPA-101 Life Safety Code, 2006*.
3. 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.
4. 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.
5. 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.
6. 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.
7. I understand that a **Certificate of Occupancy** 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.
8. I understand that the approval becomes invalid if construction or use has not commenced within twelve (12) months of the 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.
9. 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.
10. 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 Court.
11. I understand that all state and federal permits are my responsibility as the applicant and/or owner.
12. Anything agreed to verbally or in writing during the application process must be adhered to and will be enforced.

\_\_\_\_\_  
Applicant's Signature



\_\_\_\_\_  
Date

8/26/20

# Submissions CHECKLIST:

Plan Name: \_\_\_\_\_

The following list is the information required by Chapter 606.3 of the Comprehensive Land Use Code for the Town of Poland, Maine for a Minor 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
			<b>Section 606.3 Submission requirements</b>				
✓			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. Final Plan				
	✓		* 2 Originals plans				
	✓		* 12 copies of application				
	✓		* Board Endorsement area				
✓	✓		* Digital form of plan				
✓			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. Wetland identified				
	✓		D.16. Phosphorous analysis				
			D.17. Location of sewers, water mains, culverts, & drainage ways				

For Applicant Use				For Planning Board Use			
Provided	Waiver Request	Not Applicable		Received	On File	Waived	Not Applicable
		✓	D.19. Dedicated public use land				
		✓	* Offers to town				
		✓	* Selectmen look favorable on offer				
		✓	D.20. Flood prone areas				
		✓	D.21. Hydrogeologic assessment				
		✓	D.21.a. Sand & gravel aquifers				
		✓	D.21.b. Average dwelling density				
		✓	* Potential for adverse impact				
		✓	D.22. Storm water management plan				
		✓	D.23. Erosion & sedimentation plan				
		✓	D.23.a Permit from DEP				
		✓	D.24 Areas of wildlife habitat				
		✓	D.25. Areas on NRHP				
		✓	D.26. Disposal of debris				
		✓	* DEP permit				
		✓	D.27. Scenic sites				
		✓	D.28. Agricultural areas				
		✓	D.29. Archeological resources				
		✓	D.30. Technical & financial ability				
			<b>Supplemental Information</b>				
			Notification of fire, rescue, road, & school departments				
			Status of State and/or Federal permits				
			Condition A.				
			Condition B.				
			Condition C.				
			Condition D.				
			Condition E.				
			Condition F.				

This pre-application was first looked at by the Planning Board on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ but does not create vested rights in the initiation of the review process.

By vote of the Board this application requires an on-site inspection: Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, an onsite inspection is scheduled for \_\_\_\_ / \_\_\_\_ / \_\_\_\_ at \_\_\_\_ : \_\_\_\_ AM \_\_\_\_ PM

**Special Requirements for Formal Site Review:**

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\_\_\_\_\_  
**Planning Board Chair**

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Date**

**On-site Inspection**

ITEM	Requirements Met	Deficient	Waived	Not Applicable
A. Less than 6 inches of snow on the ground				
B. Structures, roads, parking, etc. flagged				
C. Notice of inspection posted				
D. Public allowed to accompany on-site inspection				
E. PB reviewed site findings at next meeting				
F. PB set contour intervals for formal application				

## Town of Poland

### Planning Board

#### DEPARTMENTAL REVIEW OF PROPOSED SITE APPLICATION

Date:   1  /  1  /  

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In accordance with Chapter 606, Site Review, 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: MARK LOPEZ  
Address: 436 Commons Dr  
Bridgton, Maine  
Location: Map # 15 Lot # 18B Sublot # \_\_\_\_\_  
Road Location: 1464 Maine St.  
Project overview: \_\_\_\_\_  
Scheduled Planning Board Meeting Date 9 18 120

#### Applicants:

1. Should attach all relevant sections of their plans to prevent delays.
2. Mail this form letter along with a copy of the application so that each department head receives it at least fourteen days prior to the scheduled meeting. (See reverse for list of Department Heads)
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: \_\_\_\_\_  
Head of Department

Date:   /  /  

#### RETURN THIS FORM TO:

Please return by: Date:   /  /  

Planning Board Office  
Town of Poland  
1231 Maine Street  
Poland, Maine 04274-7328

## **Town of Poland**

### **Department Heads**

#### **FIRE/ RESCUE CHIEF**

**TOM PRINTUP**  
1231 Maine Street  
Poland, ME 04274  
998-4689

#### **ROAD COMMISSIONER**

**BYRON A. STROUT**  
1231 Maine Street  
Poland, ME 04274  
998-4601

#### **SUPERINTENDENT OF SCHOOLS**

**KENNETH HEALEY**  
1146 Maine Street  
Poland, ME 04274  
998-2727

#### **POLICE DEPARTMENT**

**CHIEF DEPUTY WILLIAM GAGNE**  
Androscoggin Sheriff's Office  
2 Turner Street  
Auburn, ME 04210  
753-2599

**Town of Poland, Maine**  
**PLANNING BOARD AGENDA REQUEST**

Date of meeting you are requesting to be scheduled for: 9 / 8 / 20  
Meetings are normally conducted from 7:00 to 10:00 PM in the Municipal Conference Room at the Town Office  
Map 15 Lot 16B Sub-lot \_\_\_\_\_

Applicant's Name: MARK LOPEZ  
Mailing Address: 438 Commons Dr  
Town, State, Zip: Bridgton, ME 04909  
Home Phone: \_\_\_\_\_ Hours: \_\_\_\_\_  
Work Phone: 1003-479-9095 Hours: 6AM-10PM

Type of application: ☐ Sketch Plan ☐ Site Review ☐ Shoreland ☒ Subdivision ☐ Informational

Road location for project: 1404 Maine St

Zoning: PVD Lake Watershed: \_\_\_\_\_

Nature of business to be discussed (Brief description): Modify lot lines

**IMPORTANT - READ CAREFULLY:**

This Office must receive the original application, plus thirteen (13) copies, a digital PDF copy (on either cd or usb), and appropriate fees by Friday at 1:00 p.m., eleven (11) days before 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 14 days before the meeting.
- Should the Board choose to adjourn before all business is addressed, all remaining business will be tabled until the next available meeting.
- Unfinished business is conducted before new business is addressed.

Applicant's Signature:  Date: 8 / 26 / 20

**OFFICE USE ONLY:**

Request Taken By: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Time: \_\_\_\_ : \_\_\_\_ a.m. p.m.

**WARRANTY DEED**

**GREGORY C. WASHBURN**, of Minot, County of Androscoggin, and State of Maine, for consideration paid, grants to **MARK A. LOPEZ**, of Bridgton, County of Cumberland, and State of Maine, with WARRANTY COVENANTS, the land, with any buildings thereon, situate in the Town of Poland, County of Androscoggin, and State of Maine, bounded and described as follows:

A certain lot or parcel of land, situate in the Town of Poland, County of Androscoggin, and State of Maine, being northeasterly of Route 26, so known, and being more particularly bounded and described as follows:

Beginning at an iron pipe set at or near the assumed north easterly sideline of Route 26, aforesaid, in which iron pipe marks the southwesterly most corner thereon of the premise herein conveyed and the northwesterly most corner of other land of the Grantor;

Thence N 28° 30' 46" W and along said sideline of Route 26 a distance of 110 feet, more or less, to a 5/8" iron rebar found;

Thence N 59° 41' 11" E and along said Route 26 a distance of 42 feet, more or less, to a 6" by 6" concrete monument with drill holes set in the ground;

Thence N 28° 18' 48" W and along the northeasterly sideline of Route 26 a distance of 78.19 feet, more or less, to an iron pipe set and land formerly of Pheasant Run Property Management, LLC, and now believed to be owned by MJK Investments, LLC;

Thence N 61° 41' 12" E and along the southerly bound of MJK Investments, LLC a distance of 238.04 feet, more or less, to an iron pipe set;

Thence N 21° 21' 55" W and along said MJK Investments, LLC property a distance of 122.08 feet, more or less, to a 1" iron pipe found and land now or formerly of Edwardo Flores et ux as described in an instrument recorded in the Androscoggin County Registry of Deeds in Book 3409, Page 333;

Thence N 53° 51' 50" E and along said Flores property a distance of 176.74 feet, more or less, to a point and land now or formerly of Nu Realty, Inc. as described in a deed recorded in said registry in Book 3429, Page 54;

Thence continuing on a course of N 54° 3' 3" E and along said Nu Realty, Inc. property a distance of 249.74 feet, more or less, to a point and land now or formerly of McLand, LLC as described in a deed recorded in said registry in Book 8337, Page 277;

Thence S 34° 49' 40" E and along said McLand, LLC property a distance of 699.22 feet, more or less, to a 3/4 "rebar #2177 set in the ground at land now or formerly of Marie L. Groves et al as described in an instrument recorded in Book 6659, Page 184;

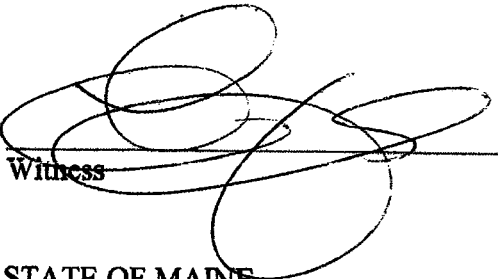
MAINE REAL ESTATE  
TRANSFER TAX PAID

DLN # 1001840042510  
MAINE SHORT FORM WARRANTY DEED

**PHEASANT RUN PROPERTY MANAGEMENT LLC**, a Maine limited liability company, with a place of business in Poland, Androscoggin County, Maine, for consideration paid, grants to **MJK INVESTMENTS, LLC**, a Maine limited liability company, with a mailing address of 120 Lewis Road, Naples, Maine 04055, with **WARRANTY COVENANTS**, a certain lot or parcel of land, with any buildings thereon, situated in Poland, County of Androscoggin, and State of Maine, being further described in the attached Exhibit A.

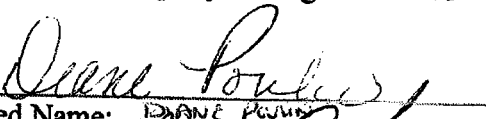
The premises are conveyed subject to any easements and restrictions of record, and this deed includes all rights, easements, privileges and appurtenances belonging to the premises hereinabove described.

IN WITNESS WHEREOF, Pheasant Run Property Management LLC has caused this instrument to be executed on its behalf by Diane Poulin and Maurice Poulin, in ~~his/her~~ capacity as Members, thereunto duly authorized, this 21<sup>st</sup> day of December, 2018.

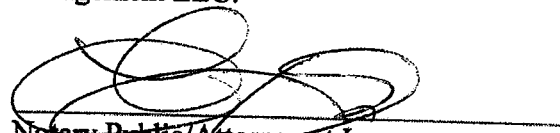
  
Witness

STATE OF MAINE  
COUNTY OF Cumberland, SS.

Pheasant Run Property Management LLC

By:   
Printed Name: Diane Poulin  
Capacity: Maurice Poulin  
Members

Then personally appeared the above-named Diane Poulin and Maurice Poulin in ~~his/her~~ capacity as Members known to me, this 21<sup>st</sup> day of December, 2018 and acknowledged before me the foregoing instrument to be ~~his/her~~ free act and deed in his said capacity and the free act and deed of Pheasant Run Property Management LLC.

  
Notary Public/Attorney at Law  
Name: Thomas F. Smith  
My commission expires: \_\_\_\_\_



1. THE RECORD OWNER OF THE PARCEL IS GREG C. WASHBURN RECORDED IN THE ANDROSCOGGIN 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 2301C0283E.
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

DATE \_\_\_\_\_

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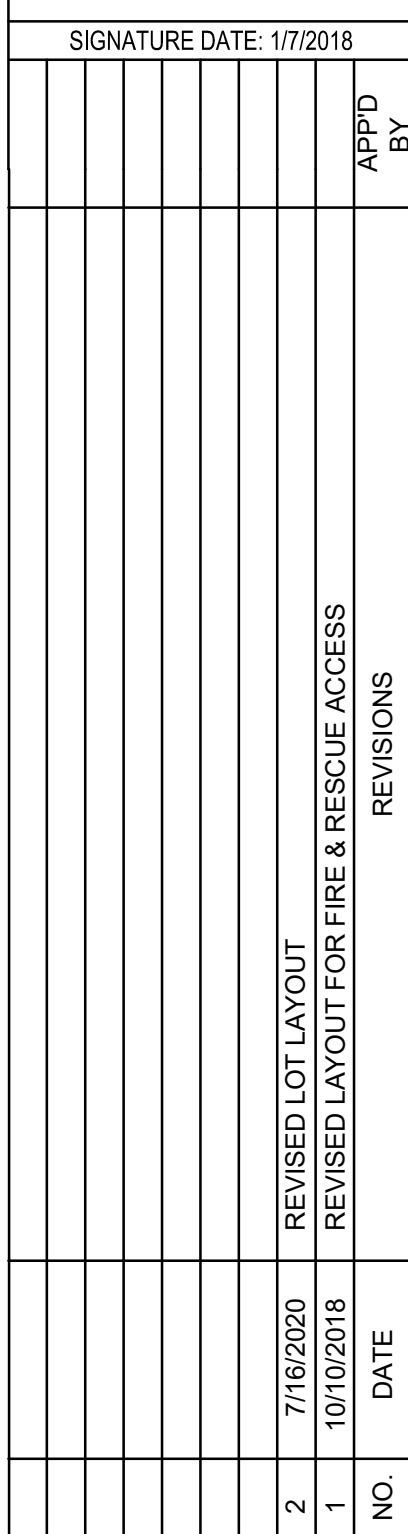
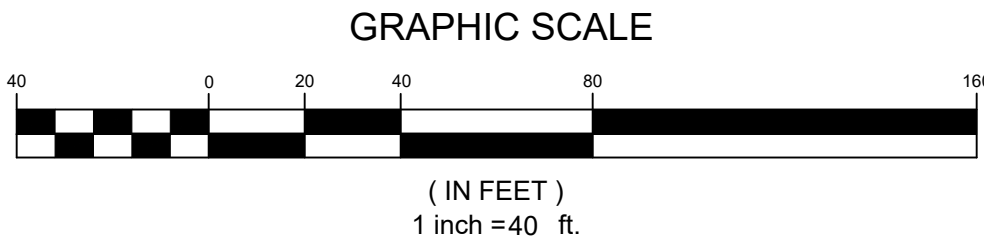
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ATTEST \_\_\_\_\_ REGISTRAR



 **TERRADYN**  
CONSULTANTS, LLC

41 Campus Drive, Suite 101  
New Gloucester, ME 04260  
Office: (207) 926-5111  
Fax: (207) 221-1317  
[www.terradynconsultants.com](http://www.terradynconsultants.com)

Civil Engineering • Land Planning • Stormwater Design • Environmental Permitting

SHEET WASHBURN MINOR SUBDIVISION POLAND, MAINE SUBDIVISION PLAN	
PREPARED FOR <b>MR. MARK LOPEZ</b> 455 MONROE ST. BRISTOL, MAINE 04009	
DATE:	7/13/2018
SCALE:	AS SHOWN
DESIGNED:	JDA
JOB NO.	1811
FILE: 1811B.DWG	
SHEET	<b>C-1.0</b>



# Memo

To: Planning Board

From: Cyndi Robbins, Comprehensive Plan Committee Chair

cc: Comprehensive Plan Committee

Date: September 1, 2020

Re: Comprehensive Plan Update

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The Comprehensive Plan Committee is in the process of updating the town's Comprehensive Plan. The Comprehensive Plan consists to two parts. Part one talks about the vision for the town, goals, and other items. Part two mainly consists of data that is used to inform the vision and goals of the town. A complete copy of the current Comprehensive Plan can be found on the town's web site.

Part of the update process includes an assessment of where we are on the various goals, policies and the strategies for achieving them.

Attached is the Assessment of Goals, Policies and Implementation Strategies of the 2008 Plan. Highlighted in yellow are goals where the Planning Board would have oversight. We have reviewed the Land Use Code and offer what we believe are the current status for each area.

Please review the Assessment of Goals, Policies and Implementation Strategies. Any changes or updates to the Planning Board items would be welcome.

# Poland Comprehensive Plan

## Assessment of Goals, Policies and Implementation Strategies of 2008 Plan

The 2008 Comprehensive Plan was the result of two years of effort on the part of the Comprehensive Plan Committee members and other volunteers. The Comprehensive Plan, presented in two sections--the Goals, Policies, & Strategies and Inventory and Analysis -- serves as a guide for the community and town officials as they make decisions about the future of Poland. The Plan suggests general directions; recognizing the specific details will require further efforts. The Plan should be considered a living document meaning that it will require review and revisions as the town changes over time.

The comprehensive plan contains a number of implementation strategies or actions that were recommended to achieve the goals and policies of the plan. This assessment examines the status of each of the recommended actions since adoption of the plan 11 years ago.

**This assessment is intended to be reviewed and revised by the Town of Poland to reflect the status of each implementation action.**

## **Section I**

### **A. Introduction**

*No policies, goals or implementation strategies are contained in this section.*

### **B. Assessment of Effectiveness of Current Plan**

*No policies, goals or implementation strategies are contained in this section.*

### **C. Vision Statements**

*No policies, goals or implementation strategies are contained in this section.*

## D. Goals, Policies and Strategies

### 1. Water Resources

#### Town Goal:

*Protect the quality, and manage the quantity of the Town's water resources, including lakes, aquifers, rivers and streams.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. That the conversion of seasonal dwellings to year-round dwellings do not impact water quality.	Amend the CLUC to require that prior to the issuance of a conversion permit, any unstable site conditions creating erosion and sedimentation are corrected.	Planning Board Town Meeting	Completed
2. That agricultural and forestry activities minimize nutrients carried by run-off that may reach-surface waters.	Conduct an inventory of all farms, golf courses, nurseries, and orchards in the watershed areas of the Town's great ponds to locate potential sources of nutrient.	CEO Soil Conservation	Completed
3. That erosion and sedimentation of surface waters does not occur.	Inspect development sites to ensure compliance with approved erosion and sediment control plans.	CEO	Completed
	Conduct/update lake watershed surveys	Lake Associations	TLEA Yes RPA No TLA No
	Seek grants to correct erosion and sedimentation issues in lake watershed	Lake Associations	TLEA Yes RPA Yes TLA No
	Provide training to the highway department in soil erosion and storm water control practices and implement such practices	Selectpersons/Road Commissioner	Ongoing Ongoing
	Place all significant inlet streams to great ponds in stream protection districts under Shoreland zoning	Planning Board Town Meeting	Completed
4. Minimize the threat of the spreading of invasive aquatic species into lakes and ponds.	Develop an education and inspection program that will control the introduction/spread of invasive species.	Lake Associations	TLEA Ongoing RPA Ongoing TLA Ongoing
5. Protect the quality and quantity of ground water resources.	Strictly administer and enforce provisions in the CLUC relating to ground water protection.	Planning Board/CEO	Ongoing
	Review existing standards in the CLUC relating to ground water protection and propose needed amendments	Planning Board	Ongoing

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
6. Work with surrounding communities to protect common water resources.	Meet, on a biennial basis, with representatives of adjacent communities to review strategies for protecting and enhancing shared surface and ground water resources, and work for the passage of similar protection strategies.	Comprehensive Plan Committee	Not done
	With the towns of Casco, Mechanic Falls, New Gloucester, Otisfield, Oxford and Raymond develop common standards for phosphorus export in shared lake watersheds.	Planning Board	Unknown
7. To minimize phosphorus loading as the result of development and other land use activities within watersheds.	Strictly administer and enforce provisions in the CLUC relating to phosphorus loading.	Planning Board/CEO	Ongoing
	Review and revise if needed the Post Development Phosphorus Export amounts contained in the CLUC.	Planning Board	

## 2. Critical Natural Resources

### Town Goal:

*Protect the Town's other critical natural resources, (including, without limitation, wetlands, wildlife and fisheries habitat, shorelands, scenic vistas and unique natural areas).*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Permit development or other activities only upon soils which are suited for such activity.	Strictly administer and enforce provisions in the CLUC relating to soil suitability.	Planning Board/CEO	Ongoing
2. Protect wetlands from filling or encroachment so that their benefits and values are maintained.	Amend the CLUC by placing all State-identified, moderate to high value 10-acre wetlands in a Resource Protection District and low and non rated in the Limited Residential District.	Planning Board Town Meeting	Completed
	Include provisions in the CLUC to discourage or prohibit filling and other activities that would degrade or destroy wetlands. Designate the CEO with responsibility for administration.	Planning Board Town Meeting	Completed
	Amend the CLUC to require applicants to obtain permits required under the Natural Resource Protection Act prior to the issuance of any local permit.	Planning Board Town Meeting	Completed

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
3. Prohibit inappropriate development within floodplains.	Review and update as necessary Floodplain Management standards.	Planning Board Town Meeting	Ongoing
	Continue strict administration of the Town's Floodplain Management Standards.	CEO	Ongoing
4. Assure that development and other activities upon steeper slopes (20%) are undertaken in such a manner as to minimize municipal costs and environmental degradation.	Amend the CLUC to add provisions, requiring that on slopes in excess of 20%, developers and subsequent owners retain trees and other natural vegetation to stabilize hillsides, reduce erosion, siltation and nutrient run-off.	Planning Board Town Meeting	Completed
5. Maintain wildlife resources through habitat preservation and/or enhancement.	Seek assistance from the Beginning with Habitat Program to develop ordinance standards.	Planning Board	Completed
	Inform applicants for development approvals and building permits laws and rules that regulate vernal pools.	Planning Board & CEO	Ongoing
	Amend the CLUC to require buffers that conserve riparian areas.	Planning Board	Complete
	Seek conservation easements to protect important wildlife habitats.	Conservation Commission	Complete and ongoing
6. Maintain a sport fishery.	Request the Department of Inland Fisheries & Wildlife to conduct/update inventory of streams with brook trout habitat.	Conservation Commission	Ongoing and update
	Adopt stream crossing practices (culvert type, installation, maintenance) which do not impede fish passage.	Planning Board & Road Commissioner	Done by RC Ongoing
	Seek updated information from the Natural Areas Program.	CEO	Unknown
7. Protect unique natural areas.	Recommend amendments to the CLUC aimed at protecting important natural areas.	Planning Board	Completed
8. Maintain significant scenic qualities.	Amend the CLUC to authorize the Planning Board to require modifications of subdivisions development to protect scenic vistas.	Planning Board Town Meeting	Complete

### 3. Agriculture, Forestry, and Open Space



**Town Goal:**

*Safeguard the Town's agricultural, forest, and open space resources from developments which affect those resources.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Maintain the Town's agricultural and forestry resources.	Provide education and encourage forest harvesting practices that maintain the Town's scenic beauty, sustainable wildlife habitat, and water quality.	Town Forester & Comprehensive Plan Committee	Not done
	Publicize availability of Right to Farm, Farm and Open Space, and Tree Growth Tax Laws, and State forest practice regulations, by including mailing with tax bills and by developing/acquiring resource materials for posting on the Town's Web site.	Comprehensive Plan Committee	Not done
	Publicize the availability of free and low-cost professional woodlot management assistance.	Conservation Commission	Continuing
	Seek conservation easements on woodland and agricultural land tracts.	Planning Board	Unknown
		Town Meeting Conservation Commission/Land Trusts	Ongoing
2. Protect existing agricultural areas from conflicts that may arise from new, adjacent land use activities.	Place conservation easements on town owned land under active forest management.	Selectpersons Conservation Commission	Complete and Ongoing Ongoing
		Planning Board & CEO	Ongoing
3. Encourage land use development practices, such as the use of cluster housing, that preserves agricultural and forestry resources and open space.	Review and amend if necessary cluster provisions in the CLUC to promote such development.	Planning Board Town Meeting	Complete
	Amend the CLUC to include provisions that lots created on backland to be used for agriculture, forestry, or open space not be required to construct roads to meet road frontage requirements.	Planning Board Town Meeting	?
4. Establish a funding mechanism for the purchase of conservation easements, and the purchase of land to	Establish an open space fund, to be administered by the Selectpersons with input from the Conservation Commission, that would be funded by donations, grants	Selectpersons, Conservation Commission/Town Meeting	Ongoing Ongoing

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
<p>preserve valuable open space areas.</p> <hr/> <p>5. Maintain large tracts of agricultural and forestry and open space land.</p>	<p>and at the discretion of the Town, town timber sales and tax penalties from the sale, or change of use or status of land which is currently tax exempt or subject to reduced taxation (such as land subject to the Tree Growth Tax.)</p> <hr/> <p>Monitor the rate of residential development in the Farm and Forest District. If in any two year period more than 25 % of all new residential dwelling units are located in the Farm and Forest district consider the following:</p> <p>a. Residential growth limitation Ordinance for the Farm and Forest District.</p> <p>b. A hybrid transfer of Development Rights program.</p> <p>c. Increased lot size requirement</p>	<hr/> <p>Comprehensive Plan Committee/ Planning Board/ Town Meeting</p>	<hr/> <p>Not done, recommend PB take full responsibility</p>

## 4. Public Facilities

### Town Goal:

*Plan for, finance and develop an efficient system of public facilities and services to accommodate growth and development.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
<b><u>General</u></b>			
1. Plan for financing the replacement and expansion of public facilities and services required to meet the demands of future growth and development.	Develop and annually update a 5-year capital improvements program for financing the replacement and expansion of public facilities and services.	Selectpersons Town Manager Budget Committee	Ongoing Ongoing
2. That new development does not over-tax community services and facilities, and that it pays its share of the cost of capital improvements needed to serve that development.	Strictly enforce the provisions in the CLUC that requires an impact statement analyzing the impact of the proposed development of public facilities including roads, schools, police, fire protection, outdoor recreation facilities.  On a biennial basis review the extent of Town development, its impact on Town services and facilities, and where appropriate or needed, make recommendations to the Town for enacting impact fees, or similar growth management strategies.	<b>Planning Board</b>  Comprehensive Plan Committee	Ongoing  Not done, <b>delete</b>
<b><u>Water Supply</u></b>			
That the provision of water to all homes, businesses and developments continues to be primarily private, not a public responsibility of all tax payers in the Town of Poland.	Maintain a minimum lot size requirement of sufficient size so as to minimize the contamination of wells by subsurface sewage disposal systems.  Assess the feasibility, costs and institutional arrangements with further connections to the Mechanic Falls and/or Auburns public water systems or private systems.	<b>Planning Board</b>  Economic Development Committee	Complete  Ongoing
<b><u>Sewage Disposal</u></b>			
1. Minimize the future need for public sewage treatment as the result of failed private subsurface waste water systems.	Continue vigorous administration and enforcement of the State's Subsurface Waste Water Disposal Rules; continue to require that a plumbing permit be obtained prior to a permit for a structure involving subsurface sewage disposal.	Local Plumbing Inspector	Ongoing

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
	Strictly administer and enforce provisions in the CLUC relating to soil suitability.	<b>Planning Board</b> & CEO	Ongoing
2. Provide public sewage disposal to priority areas	Assess the feasibility, costs and institutional arrangements with further connections/extensions to Auburn <b>and Mechanic Fall's</b> public sewer system.	Economic Development Committee	Ongoing
<b><u>Solid Waste</u></b>			
1. Work with other communities to meet mutual solid waste disposal needs for household trash.	Continue to work with the Mid Maine Waste Action Corporation (MMWAC).	Selectpersons	Ongoing
2. Reduce the volume of household waste.	Continue/expand recycling efforts.	Selectpersons Town Manager	Ongoing Ongoing
<b><u>Emergencies Services</u></b>			
1. That police, fire, and rescue services keep pace with Poland's growing population.	Annually review Poland's fire, police and rescue capabilities in light of the Town's increasing population, and recommend changes when warranted by the Town's additional growth.	Department Heads & Comprehensive Plan Committee	Ongoing Remove, DH's conduct this review
2. That adequate supplies of water are available for fire fighting purposes.	Amend the CLUC to require that developers of non residential uses demonstrate the availability of adequate water supplies for fire fighting purposes.	<b>Planning Board</b> Town Meeting	Complete
	Continue development of water sources such as hydrants for fire fighting purposes; work towards improving the fire insurance rating for the Town.	Fire Department	Ongoing
<b><u>Municipal Buildings</u></b>			
Continue the multi-year program for the care and maintenance of Town buildings	Include appropriations, as needed, in the 5-year capital improvement program.	Town Manager Town Meeting	Ongoing
<b><u>Schools</u></b>			
Coordinate planning efforts with school officials to ensure that the school system has adequate capacity to accommodate Poland's growing population.	On as needed basis, meet with school officials to consider school facility needs, including building and recreation needs, to review plans for additional growth and development, to consider population data and projections, and to review plans for increasing school capacity.	Comprehensive Plan Committee & School Board	OBE

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
<b><u>Recreation</u></b>  Maintain and, where necessary, improve existing recreation facilities.	Include funds in the capital improvement plan for the maintenance and improvement of indoor and outdoor recreational facilities.	Recreation Department Town Meeting	Yes, ongoing
	Review, on a biennial basis, the need for providing any additional outdoor recreation facilities.	Recreation Department	Ongoing
		Comprehensive Plan Committee	Ongoing
	Establish a public access point of Thompson Lake.	Conservation Commission Town Meeting	Ongoing
	Provide a better public access point on Tripp Lake	Conservation Commission Town Meeting	Complete
	<b>Resolve Worthley Pond access issues</b>	<b>Conservation Commission</b>	<b>NEW</b>
	Continue to maintain and improve the system of snowmobile trails throughout Town.	Snowmobile Club	Ongoing
	Create/expand non motorized trail system	Recreation Department	Ongoing
	Establish an ATV club	Interest Parties	Complete

## 5. Transportation

### Town Goal:

*Maintain and provide a safe and efficient transportation system.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Provide an adequate road system, which is responsive to demands while not over-burdening the local taxpayers to maintain the system.	Revise and maintain the multi-year road improvement program to include maintenance, upgrading and rebuilding priorities by year, as well as costs for those projects, for all roads.	Road Commissioner and Foreman	Ongoing
	Include major road improvements in the capital improvement program.	Road Commissioner and Foreman	Ongoing
	Assess the need and feasibility of developing a local impact fee for road improvements necessitated by development.	Comprehensive Plan Committee	Ongoing
	Seek improvements to Route 26	Town Manger & Selectpersons	Ongoing Ongoing
2. Manage traffic movement to minimize negative impacts on rural roads and residential areas.	Assess dangerous conditions, safety issues, and traffic routing and make recommendations to the Town and State for corrective measures.	Road Commissioner Road Foreman Police Department	Ongoing Ongoing
	Develop a Sidewalk Development Plan.	Economic Development Committee	Needs review
3. Provide sidewalks, where needed, to serve public facilities and village areas, particularly where public safety will be enhanced.	Amend the CLUC to require sidewalks based on the recommendations in the Sidewalk Development Plan.	Planning Board	Complete
	Develop a Parking Needs Plan including Park & Ride lot needs. <b>Work with WMTS to understand the need for public transport.</b>	Economic Development Committee	Ongoing
4. Provide for additional parking, where necessary, at various Town facilities.	Establish an account for purchasing and developing additional parking facilities and provide for yearly additions to the account in the Town's Capital Improvements Program.	Selectpersons Town Meeting	Not done
	Amend subdivision review-standards to include access management standards that establish a minimum level of service at intersections, that minimizes turning delays and maintains a stable flow of traffic,	Planning Board Town Meeting	Complete
5. That new development or redevelopment maintains the traffic carrying functions of the roads that serve the			

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
development and minimize congestion and accident potential.	minimum driveway spacing and limits the number of driveways based on traffic volume and frontage.	CEO & Planning Board	Ongoing
6. Provide for walking trails and bicycle lanes.	Strictly administer and enforce local access management standards. Develop walking trails and bicycle lanes plan.	Recreation Department	Walking - yes Bike – no

## 6. Economy

### Town Goal:

*Promote an economic climate which will increase job opportunities and overall economic well-being.  
Encourage a clean, light industrial base for the community.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Provide opportunities for the development of commercial activities and clean, light industries in Poland.	Designate areas for primarily industrial and commercial uses in locations that have the physical characteristics suited for such uses, are served or can be served by transportation system, including rail, that have the capacity to serve such uses, and with consideration given to the location of residential areas and sand and gravel aquifers.	Planning Board/ Economic Development Committee/ Conservation Commission Town Meeting	Complete Ongoing  Ongoing
2. Provide opportunities for the development of commercial businesses in specific areas of the community.	Amend the CLUC to provide for commercial development that is compatible with each of the village locations.	Planning Board Town Meeting	Complete
3. Reserve an area adjacent to the Atlantic and St. Lawrence railroad for rail-dependent development.	Include provisions in the CLUC that allow rail-dependent uses in the proposed industrial area.	Planning Board Town Meeting	Unknown
4. Allow home occupations that do not detract from residential neighborhoods or the rural character of Poland.	Continue provisions in the CLUC to allow for the establishment of home occupations that do not infringe upon the neighborhood or the environment and, when located in rural districts, are compatible with the rural character of Poland. Include provisions in the Zoning Ordinance for noise, parking, and size of home occupations.	Planning Board Town Meeting	Completed and ongoing
5. Retain existing industry and businesses and encourage new industry and businesses compatible with Poland's resources and services.	Coordinate with existing and potential businesses to determine actions Poland may take to assist.  Take advantage of the Auburn Foreign Trade Zone.  Establish an Economic Development Fund.	Economic Development Committee  Economic Development Committee  Town Meeting	Ongoing  Needs review
6. Seek regional options of economic development	Coordinate with municipal and regional economic development organizations	Economic Development Committee	Ongoing





## 7. Historical and Archaeological Resources

### Town Goal:

*Preserve the Town's archaeological and historic resources.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Preserve archaeological and historical resources.	Assess current historic district locations, their performance standards and recommend amendments to the CLUC as needed.	Historic Society/ Planning Board	Ongoing Unknown
	Encourage private groups and organizations to identify and archaeological sites in Town, especially on the shores of Thompson Lake and Tripp Pond.	Comprehensive Plan Committee	Change to Historical and Preservation Society
	Undertake a comprehensive inventory to identify properties which may be of historical value and/or eligible for nomination to the National Register of Historic Places.	Historic Society	Ongoing
	Develop and deliver an educational program for owners of historically significant properties in techniques to maintain their historic value.	Historic Society	Not done. Engage State agencies.
	Seek grants to help pay for purchase and restoration historic sites.	Historic Society	Ongoing
2. Provide for the protection of officially recognized archaeological and historic sites.	Research and recommend to the Planning Board ordinance provisions aimed at protecting historic and archaeological resources, and where appropriate, participate in grant programs to help pay for purchase and restoration.	Planning Board/CEO	Ongoing
	Strictly administer and enforce provisions in the CLUC that protect archaeological and historic resources.		

## 8. Orderly Growth and Development

### Town Goal:

*Encourage orderly growth and development in specific areas of the community, while protecting the Town's rural character, making efficient use of services and preventing development sprawl.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Maintain a rural area that is characterized primarily by fields, woods, open spaces and low density development.	Monitor the rate of residential development in the Farm and Forest District. If in any two year period more than 25 % of all new residential dwelling units are located in the Farm and Forest district consider the following:	Comprehensive Plan Committee/ Conservation Commission/ Planning Board/Town Meeting	Delete CPC Ongoing Unknown
	a. Residential growth limitation Ordinance for the Farm and Forest District. b. A hybrid transfer of Development Rights program. c. Increased lot size requirement		
	Seek conservation easements.	Conservation Commission	Ongoing
2. Maintain large tracts of undeveloped land.	Place conservation easements town owned land under active forest management.	Selectpersons	Ongoing
	2. In Rural Residential District and Farm and Forest District, require that developers submit two subdivision plans at the sketch plan stage; a conventional subdivision plan, showing the parcel cut up into lots, and a clustered/open space plan, showing houses clustered on one part of the property, with the remaining property preserved as open space. The net residential unit density should not exceed that allowed for traditional single family developments. Authorize the Planning Board to require the type of subdivision that would be consistent with the policies contained in the Comprehensive Plan and that significant agricultural land, forestland, and stream corridors be preserved as open space.	Planning Board	Complete
	3. Amend the CLUC to include a requirement for an open space buffer of 250 feet adjacent to moderate to high value wetland areas.	Planning Board	Complete
	4. Continue the requirement that the developer provide an open space buffer	Planning Board	?

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
	strip of 100 feet between residential developments and active farming operations.		
	5. For wooded areas, amend the CLUC to include a requirement that a 50 foot buffer strip be retained along the existing Town road.	Planning Board	Incomplete
3. Control and direct residential and commercial development so that unreasonable demands are not placed upon the Town's ability to provide necessary municipal services.	On a biennial schedule, analyze the impact of growth on the cost of delivering municipal services. Should such analysis show growth is out pacing municipal services an impact fee and/or growth limitation ordinance should be enacted.	Planning Board Department Heads	Unknown  Not formally done – it is dicussed
	On a biennial basis consider other changes, as necessary, to guide growth to appropriate locations, and recommend these changes to the voters of Poland.	Comprehensive Plan Committee/ <b>NEW - Economic Development Committee</b>	Ongoing
	a. A change in growth/rural boundaries;		
	b. Larger lot sizes for rural districts;		
	c. Additional incentives for village districts such as smaller lot sizes, greater densities, and reduced setbacks		
	Other growth management techniques which have been demonstrated to be effective in other communities in managing growth.		
4. Maintain the economic and social values of residential areas.	Identify and post those roads or portions thereof that should have non-residential through traffic prohibited.	Planning Board Selectpersons	Done by SB Complete
5. Encourage new industrial development to locate where local and/or shared municipal services are or are likely to be accessible, where transportation routes are adequate to carry projected traffic.	Assess the need to designate new areas for industrial type land uses.	Comprehensive Plan/Economic Development Committees	Ongoing  Ongoing
6. That the scale and style of commercial developments fit the character of Poland.	Include provisions in the CLUC to limit the size of retail commercial stores to a maximum of 50,000 square feet.	Planning Board	Complete
	Amend the CLUC to include specific	Planning Board	Complete

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
	<p>exterior structural design, landscaping, lighting and advertising features standard for commercial structures.</p> <p>Amend the CLUC to require that structures erected for franchise businesses comply with Town enacted design criteria.</p>	Planning Board	Complete
7. Provide locations for compact mixed use development.	Review the CLUC and amend as necessary to provide for compact mixed use village type development in the TIF Village District.	Planning Board	Complete
8. Maintain, improve and expand pedestrian facilities in village locations.	Develop a pedestrian facilities plan.	Comprehensive Plan Committee	Not done
9. That strip development that brings traffic congestion and reduction in visual qualities does not occur along the Town's major roads.	Strictly administer and enforce existing vehicle access management standards contained in the CLUC.	Planning Board & CEO	Ongoing

## 9. Housing/Affordable Housing

### Town Goal:

*Encourage and promote affordable, decent housing for all Poland citizens.*

POLICIES	ACTION STRATEGIES	RESPONSIBILITY	STATUS
1. Encourage the development of a wide range of housing opportunities within Poland.	Allow individual modular homes on individual lots throughout the community.	Town Meeting	Complete
	Allow individual mobile homes on individual lots in the majority of zones.	Planning Board Town Meeting	
	Amend standards in the CLUC to reduce the density requirements below that which is required for single family homes for development that will serve the elderly/disabled.	Planning Board Town Meeting	Complete
	Support the efforts of the Elderly Housing Task Force	Selectpersons Town Meeting	No task force established
2. Develop a housing strategy that sets forth regulatory and non-regulatory techniques designed to provide for a range of affordable housing opportunities; seek to achieve 10 percent of all future housing is affordable.	Appoint an affordable housing committee and charge it with the task of developing an affordable housing strategy.	Selectpersons	Not done
	Examine existing zoning and subdivision regulations for requirements that create impediments to affordable housing, and make recommended changes to the Town.	Affordable Housing Committee	N/A, AHC not established
	Review the CLUC to identify suitable locations for mobile home parks.	Planning Board	Unknown
	Seek regional options for affordable housing.	Affordable Housing Committee	N/A, AHC not established

### E. Future Land Use Plan

*No policies, goals or implementation strategies are contained in this section.*

### F. Capital Investment Plan

**CAPITAL INVESTMENT NEEDS  
2008-2018**

ITEM	YEAR	PROBABLE FUNDING SOURCE	STATUS
Squad Truck	2008	RF	
Fire Truck/Tank 6	2009	RF	
Squad Truck	2011	RF	
Fire Truck/Engine 3	2012	RF	
Utility 1	2015	RF	
Fire Truck/Engine 2	2018	RF	
Fire/Rescue Building Living Space Addition	2009	RF/B	
Fire/Rescue Building Apparatus Space	2009	RF/B	
Town Office Improvements	2009- 2010	RF/CR	
Town Hall Improvements	2009- 2018	RF/B	
Road Improvements/Paving	2008- 2013	CR	
Downtown Sidewalks	2012- 2018	TIF	
Downtown Water System	?	TIF/UF/G	
Downtown Sewer System	?	TIF/UF/G	
Conservation Easements	2009- 2018	G/D	
Loader	2009	RF/CR	
Loader	2009	RF/CR	
Dump Truck	2010	RF/CR	
Dump Truck	2011	RF/CR	
Grader	2012	RF/CR	
Dump Truck	2013	RF/CR	
Pick up Truck	2015	RF/CR	
Dump Truck	2017	RF/CR	
Backhoe	2018	RF/CR	

**NOTES:**

CR:	Current Revenues	UF:	User Fees
B:	Bonding	G:	Grants
RF:	Reserve Funds	TP:	Time Phased
LL:	Low Interest Loans	D:	Donations
TBD:	To Be Determined	TIF:	TIF Revenues

## **G. Regional Coordination**

*No policies, goals or implementation strategies are contained in this section.*

08.20.2019-SN