



Minutes of Planning Board Meeting 14 December 2016

Call to Order: A quorum being present, the regular meeting of the Hollis Planning Board was called to order at 7:00 PM by Chair Paul Mattor.

Roll Call: Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Kevin Flinger; Bruce Wishart; Peter Lovell; Heather Sullivan; Mike Seely, Select Board; CEO Bob Cyr; Lee Jay Feldman, SMPDC; Martha Turner, Secretary.

Others present: Mark Floor, Steven Drew, Louis Neveux, Josh Baston, Edna Bailey, Anne and Erik Johnson.

Public Hearing:

At 7:03, motion was made and seconded to close the regular meeting and open the Public Hearing regarding the Conditional Use Permit requested by ReVision Energy for a large solar array to be located at 33 Old Grassy Road. The motion carried unanimously. Mr. Mattor asked if any members of the public had any concerns regarding this Conditional Use Permit application, or any questions for the developer or the Planning Board. No members of the public expressed any questions or concerns.

At 7:07, motion was made and seconded to close the Public Hearing and reopen the regular meeting. The motion carried unanimously.

Review of Minutes: Motion was made and seconded to approve the minutes of the 5 November 2016 Site Walk at 33 Old Grassy Road. Motion carried unanimously. Motion was made and seconded to approve the minutes of the November 9 Planning Board meeting. Motion carried unanimously.

The minutes of the November 27 Site Walk at Red Barn Lane Estates were discussed, and several additions were suggested. Approval will be tabled until the next meeting.

Correspondence: None



CEO Report: Mr. Cyr reported on a problem with the septic system that serves both the Station House gas station and the Fox and Hound Café. He noted that the 2014 septic design specified no more than two meals per day to be served on the premises. In an attempt to determine why the system failed, the entire system was inspected with cameras. Mr. Cyr has not yet received the written report regarding the findings.

Mr. Cyr noted that he had issued a use permit to the Fox and Hound Café because it was not a change in the use of the property. Without a change in use, he did not believe it was necessary for the new owners to come before the Planning Board. Mr. Feldman agreed, unless it is specified otherwise in the Ordinance.

Mr. Cyr also reported that he is in the process of reviewing the entire Hollis Zoning Ordinance, and at the next meeting he expects to have some proposed changes for the Planning Board to consider. He noted the importance of beginning the review process as soon as possible to allow adequate time for public hearings before the June 2017 Town Meeting.

Old Business: 1 - ReVision Energy CUP. Mr. Mattor reviewed Mr. Feldman's draft of the Findings of Fact. After minor editing was suggested, a motion was made and seconded to approve the ReVision Energy FOF. The motion was discussed, and carried unanimously.

2 - Jason's Auto Service CUP: Mr. Beaulieu was not present; discussion was tabled.

3 - Shoreland Zoning Ordinance. Mr. Feldman reported that he has reviewed all electronic records of the Southern Maine Planning and Development Commission, and has not found any evidence that they were involved in the creation of the existing Hollis Shoreland Zoning Ordinance in 2008. Mr. Mattor questioned whether Hollis had adopted the previous State Shoreland Guidelines intact, or were changes made, and if so, why? He stated that he would like to be able to compare the 2008 State guidelines with the Hollis Ordinance. Mr. Flinner will research this online and report back to the Planning Board.



Mr. Wishart asked about the definition of a watershed zone. He noted that Dayton's Shoreland Ordinance designates many of its roads as being in watershed areas. The state defines the Shoreland zone as being within 250' of the body of water. The Saco River Corridor Commission is a separate entity, dealing specifically with areas within 500' of the Saco River.

Mr. Cyr pointed out that the one area where the town must make a choice concerns woodlot management and tree harvesting. Mr. Feldman noted that most of the towns he has worked with have opted out, and will delegate enforcement to the State.

Mr. Feldman stated that Waterboro has recently adopted their new Shoreland Zoning Ordinance, and it was been vetted by the State. He will provide a copy of that document for Board members to review. He will also provide a copy of the new State guidelines. Mr. Mattor expressed his hope that an editable Word document could be created prior to the next Planning Board meeting. Mr. Flinner will assist. Mr. Feldman will provide an estimate of the cost to have SMPDC create the new ordinance.

Mr. Seely stated that he will now be now attending all Planning Board meetings, and he would very much like to see the editable draft of the proposed Shoreland Zoning Ordinance so the Select Board can have some input. To allow public input, the working draft could possibly be posted to the website, with a note on each page that emphasizes DRAFT.

New Business: Louis Neveux presented his application and sketch plan for a three-lot minor subdivision to be located at the corner of Mansion Road and Deerwander Road, near the intersection with Pleasant Hill Road, Map 6 Lot 40.

Mr. Neveux stated that last year he purchased a 21-acre lot, and is now planning to sell off a 4-acre lot. At the time of his purchase, he was not aware that his lot had recently been split from a 37-acre lot, with someone else purchasing the other 16 acres. Unaware that his sale of the 4-acre lot was creating a subdivision, he did not begin the subdivision application process at that time. Mr. Neveux stated that he had been in contact with the previous CEO regarding developing his property, but there is no written record of this contact.

Mr. Cyr reported on previous conversations he has had with Mr. Neveux. Mr. Neveux has also consulted with an attorney and a real estate broker.

Mr. Feldman noted that there will probably be many items in the subdivision application that can be waived, due to the small number of lots and



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the fact that no road will be needed. He offered to meet with Mr. Neveux to assist him with the application process, to ensure that everything is complete prior to the next Planning Board meeting. Mr. Feldman emphasized that Mr. Neveux will need to obtain a letter from the owner of the third lot authorizing Mr. Neveux to represent him in this process. Mr. Cyr emphasized that he cannot issue an occupancy permit until the subdivision is approved.

Mr. Cyr stated that he is familiar with the site, and he does not believe a site visit will be required. A motion was made to waive the site visit for Mr. Neveux's minor subdivision. The motion was seconded, and carried unanimously.

Mr. Feldman encouraged Mr. Neveux to refer to Article 6 of the Hollis Subdivision Regulations, pages 16-19, outlining the requirements for the minor subdivision final plan. Mr. Mattor stated that if Mr. Neveux's application is determined to be complete at the next Planning Board meeting on 11 January 2017, the public hearing can then be scheduled two weeks later at the 25 January 2017 meeting. The applicant will provide the secretary with a list of the names and addresses of all abutters.

Public Comment: Mark Floor stated that he has submitted a revised application package for Tyler's Corner Subdivision, including all the changes that were requested at the last Planning Board meeting, such as location of driveways and test pits. Copies were distributed tonight.

Mr. Feldman noted that one issue still to be clarified is the exact location of the Economic Overlay Zone. Although the Hollis Zoning Ordinance states that the EOZ includes only lots with frontage on Routes 35, 117, 202, and 4 A, Mr. Feldman noted that the EOZ extends in a 500' band. Further discussion will continue at a future meeting. Mr. Floor requested to have Tyler's Corner Subdivision added to the agenda for the next meeting.

Next Meeting: 11 January 2017.

Adjourn: The meeting was adjourned at 9:00 PM.

Minutes Submitted by Martha Turner, Secretary
Approved by Planning Board 11 January 2017