



City of Presque Isle, Maine

Planning Board Minutes

City of Presque Isle, 12 Second Street, Presque Isle, Maine 04769
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Sargent Family Community Center

January 19, 2023 @ 6:00 PM

Planning Board Members Present: Bruce Roope (Chairman), Ward Gerow (Vice-Chairman), Jayne Farrin, Sean Nordenhold, Rachel Murchison, David Perry, Stacey Walton, & Richard Engels (Alternate),

Planning Board Members Absent: None

Others Present: Galen Weibley, Director of Economic & Community Development, Tim St. Peter, Code Enforcement Officer; Tim Roix, BRSA; Carolyn Lyford, Jim Lyford, & Becky Martinez

1. Call to Order

Chairman Roope called the meeting to order at 6:00 PM. Total members present seven voting members and one alternate.

2. Election of Officers

Mr. Roope opened the meeting for nominations of officers:

A motion by *Ward Gerow* and second by *Dave Perry* to nominate *Bruce Roope* as Chair

A motion by *Bruce Roope* and second by *Dave Perry* to nominate *Ward Gerow* as Vice Chair

A motion by *Sean Nordenhold* and second by *Dave Perry* to nominate *Galen Weibley* as Secretary

No more nominations were received by the Board. The Planning Board decided to vote on the slate. **Vote - unanimous 7-0**

Selecting meeting dates for the Planning Board were discussed. After a short presentation by Mr. Weibley, the Planning Board agreed to meeting twice a month to aid in being business friendly to developers should the Land Use Code Changes be approved below. The Board established that every third Thursday at 6 PM will be the official monthly meeting. In the event that land use Code changes are adopted, the Planning Board will additionally meet on the First Thursday at 6 PM to consider subdivision and final site plan approvals.

3. Minutes Approval: Review and approve draft minutes from December 15, 2022.

Mr. Gerow suggested changes to the parenthesis of titles under the members present.

A motion by *Jayne Farrin*, second by *Stacey Walton* to approve the December 15, 2022 Planning Board Meeting Minutes with Mr. Gerow's suggestions. **Vote – unanimous 7-0**

4. Citizen Comments: None presented

5. Amended Site Plan Review: F W Webb Development 15 Central Drive

Tim Roix from BRSA presented an overview and history of the project and detailed the revisions to the recently approved site plan for the FW Webb development. Mr. Roix stated the need for a larger curb cut at the Parsons Street entrance to accommodate large commercial deliveries onto the site. The reason this was not in the original plans was that the specifications outlined in the City's Curb Cut Ordinance have not kept with changes in commercial deliveries and was overlooked by the developer in design phase. The City's Development Review Staff met with Mr. Roix and saw no issues with the proposed changes.

There was consensus by the Planning Board to expedite a simple motion approval for revised site plan.

A motion by *Stacey Walton*, second by *Sean Nordenhold* to approve the proposed revision to the FW Webb Development located at 15 Central Drive. **Vote – unanimous 7-0**

Chairman Roope recessed the meeting for board members to sign the revised final site plan at 6:29 PM.

Chairman Roope reconvened the meeting at 6:35 PM.

6. Land Use Code Changes

Mr. Weibley offered an overview of the final changes that have not been reviewed by the Planning Board. Many were technical in nature and the majority of the changes are being proposed by the City's Engineer relating to stormwater, road design and wastewater standards. Mr. Weibley overviewed new changes in screening/buffering and exterior lighting which the Planning Board agreed are needed to protect the night sky and abutting property owners.

A motion by *Jayne Farrin*, second by *Ward Gerow* to schedule a public hearing at the Planning Board's February 16, 2023 meeting. **Vote – unanimous 7-0**

7. Adjournment of the Planning Board Meeting

A motion by *Jayne Farrin*, second by *Ward Gerow* to adjourn the Planning Board Meeting at 7:25 PM. **Vote – unanimous 7-0.**

Respectfully Submitted,

Galen Weibley

Planning Board Members
Bruce Roope, Chair, Ward Gerow, Vice-Chair
Jayne Farrin, Dave Perry, Sean Nordenhold,
Stacey Walton, Rachel Murchison, & Richard Engels, Alternate