

**Town of Acton, Maine**  
**Planning Board Meeting Minutes**  
**Date: October 19, 2023**

**Members Present:**

Gavin Maloney (Acting as Chairman), Patricia Pearson, Adam Brock (Alternate), Andrew Johnson (Alternate)

**Also Present:**

Jason Sevigny (Code Enforcement Officer), David Riley (Land Use Assistant)

**Absent:**

Christopher Whitman (Chairman), John Qua, Ryan Gleason

**Pledge of Allegiance**

**Designate Alternates:**

Gavin Maloney designates Adam Brock and Andrew Johnson as voting members for this meeting.

**Approval of Minutes:**

***Acting Chairman Gavin Maloney – “Since we don’t have enough regular members tonight, I’ll be designating both Adam Brock and Andrew Johnson as voting members tonight.”***

***Adam Brock – “I make a Motion to accept the Planning Board Minutes for October 5<sup>th</sup>, 2023 as submitted.”***

***Patricia Pearson – “Second.” Motion Passed 3-0. (Gavin Maloney abstaining as he was not present at the October 5<sup>th</sup>, 2023 meeting.)***

***Gavin Maloney – We will table the Minutes from the 7<sup>th</sup> and 21<sup>st</sup> of September 2023 until we have enough members to vote on them.***

**New Business:**

- **Richard Lafrance: 552 East Shore Drive. Map 152; Lot 022. Application for Greatest Practical Extent.**

Mr. Lafrance addressed the Planning Board and began by explaining he is looking to raise the camp and have a full foundation constructed under the existing dwelling. He also explained he would like to include foundation under the decks to utilize the space for dry storage. The CEO explained to the Board that Mr. Lafrance's lot is non-conforming and does not meet the setbacks from the water or the road. The camp is approximately 36' from the water now. Gavin Maloney asked if the applicant was willing to move the house further away from the side property line. Mr. Lafrance stated he would like to leave the dwelling where it is because it would affect his existing septic system. Patricia Pearson inquired if the applicant would be willing to have the septic system evaluated. Mr. Lafrance stated that the septic system was in good condition but would be willing to have it evaluated.

The Board determined that the benefits did not outweigh the negatives with consideration to the amount of ground disturbance needed to move the existing dwelling 3 feet further from the property line. The Board also determined that a septic evaluation would be mentioned as a Condition of Approval.

***Adam Brock – "I'll make a Motion that we accept the Application for Greatest Practical Extent for Richard Lafrance, Map 152, Lot 022. Contingent upon the inspection and certification of the existing septic system."***

***Andrew Johnson – "Second." Motion Passed 4 – 0.***

- **Nathan Gardner: 2740 Route 109. Map 141; Lot 045. Conditional Use Application for a Ground Mounted Solar Array.**

Nathan Gardner approached the Planning Board to discuss his application for a ground mounted solar array. He began by detailing on the site map displayed on the overhead projector where he is looking to locate the solar array. Mr. Gardner also brought some pictures of the property for the Board to review. Mr. Gardner stated that he is not taking down any additional trees, the array is stationary, and it is for personal use only.

Gavin Maloney stated that the Board will need to schedule a site walk and a public hearing as the next steps in the application process. The board discussed with Mr.

Gardner that a site walk would be conducted to determine visibility from the road and other properties to ensure the array wouldn't have a negative impact on anyone. Mr. Gardner stated that the array would be facing the south and not very visible because his property is elevated from Route 109. The Board continued by determining a time for the site walk and public hearing. The site walk is to begin at 5:00 pm on November 2, 2023, with the Public Hearing to take place later that evening at the regularly scheduled Planning Board meeting.

***Adam Brock – “I’ll make a Motion that we do a site walk on November 2 for the Ground Mounted Solar Array as well as a Public Hearing for the property located at 2740 Route 109, Tax Map 141-045.”***

***Andrew Johnson – “Second.” Motion Passed 4 – 0.***

#### **Round Table Discussions:**

The remainder of the meeting consisted of round table discussions in relation to the next meeting, and a nonformal discussion of Planning Board procedures. The CEO provided the Planning Board with documents relative to a solar farm to be reviewed for the next meeting. The Board also discussed if any of the members had any suggestions for revisions to the ordinance. There were no suggestions from any of the Board members at this meeting. The Planning Board and CEO continued with discussions around Planning Board procedures. New Planning Board alternate Andrew Johnson discussed some questions he had about procedures to better understand the process of amending the zoning ordinance. He also inquired about how and where residents can submit permit applications that are addressed by the Planning Board. The CEO informed him that there is an online portal that can be utilized, or residents can come into the Code Office and submit paper applications.

#### **Pending Projects:**

**None**

***Adam Brock – “I make a Motion to adjourn.”***

***Patricia Pearson – “I Second.” Motion Passed 4 – 0.***