

Town of Acton, Maine

Planning Board Meeting Minutes

Date: May 16, 2024

Members Present:

Christopher Whitman (Chairman), Gavin Maloney (Vice-Chairman), John Qua, Patricia Pearson, Adam Brock, Andrew Johnson (Alternate), Roger Perault (Alternate)

Also Present:

Jason Sevigny (Code Enforcement Officer), David Riley (Land Use Assistant), Jamel Torres (NorthStar Planning), Tiffany Riley (Howling Hunger Food Truck / Agent for Grammy Rose), Kendra Ramsell (Sebago Technics), Adam Pelletier, Daniel Norwood (Acton Selectman)

Absent:

N/A

Pledge of Allegiance

Designate Alternates:

N/A

Approval of Minutes:

Gavin Maloney – “I make a Motion we accept the minutes from May 2nd as written.”

Adam Brock – “I’ll Second that.” Motion Passed 5 – 0.

Old Business:

- **Grammy Rose. 1542 Route 109. Tax Map 233; Lot 004. Application for the Conditional Use of a Food Truck / Trailer.**

Tiffany Riley has come back before the Planning Board on behalf of Grammy Rose Dog Rescue and Sanctuary to finalize their application for use of a Food truck / trailer on the premises. Tiffany recapped to the Planning Board that she had attended on May 2nd and it was her understanding that the board would review the existing approved site plan and make a determination of the best course of action on how to proceed with the application. The CEO stated to the chairman that the existing site plan does not include any

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conditions for Grammy Rose. The Conditions for the property were listed in the Findings of Fact that were documented by NorthStar Planning when the Grammy Rose project was approved. The CEO inquired from Tiffany Riley what hours Grammy Rose decided they would like listed for a food truck to operate. John Qua stated that after reviewing the documents, the use of a food truck conforms with what was approved with the Grammy Rose project and believes that this is a minor change and could be reflected in the Conditions as an amendment. Gavin Maloney stated that he thinks the Board should spell out exactly what the Conditions are to be amended. The Planning Board agreed with Mr. Maloney, and they held a round table discussion to draft the written Conditions.

John Qua – “One food truck on the premises at a time, located in the 12-space parking lot between the welcome center and Route 109 with hours of operation to be between 9:00am and 10:00pm.”

Patricia Pearson – “I second.” Motion Passed 5 – 0.

- **E. & E. Holdings / Fairgrounds Variety Store. 631 Route 109. Tax Map 241; Lot 006-001.**

Kendra Ramsell has returned to the Planning Board to present the second portion of a proposed project along route 109 that includes a 4-unit commercial space and tiny homes. She stated that before she got into discussion about the commercial space and tiny homes, she wanted to make sure there were no additional questions about the Fair Grounds Variety store portion of the pre-application meeting. There were no questions at this time about the prior project’s pre-application conference from the last meeting, so Kendra moved on to the new business section and the proposed mall project.

New Business:

- **H.A. Mapes, Inc. / Mapes Mall and Tiny Homes. Route 109. Tax Map 241; Lots 006 & 006-001. Pre-application meeting.**

Kendra remained at the podium and gave a brief description of what will be proposed when an application is submitted. She continued to state that the application will consist of an 8,000 square foot building with a proposed 4 commercial units contained within the structure. There are also 61 parking spaces being considered for the mall. The DOT permitting will determine what is applied on the final application. Kendra continued by stating the entrance to the mall area would be shared with the neighboring Fair Grounds store project. North of the mall there is a proposal for 11 tiny homes for short term rental. 7 of these tiny homes are to be on lot 006 – 001 and 4 will be on the same lot

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the strip mall is being proposed. Kendra explained that to meet the net residential density requirement the buildings had to be arranged in this manner. Kendra informed the Board that there would be some change in language because according to the Acton Zoning Ordinance, these homes are too large to be considered tiny homes so they will simply be single family dwellings of about 600 sq. ft.

CEO Jason Sevigny asked Ms. Ramsell how this project was going to be proposed because campgrounds and cluster sub-divisions are not allowed within the Commercial A district. Kendra explained that they are looking to submit the proposed tiny homes as a condominium style development. She also stated that there would be a separate entrance from the strip mall and variety store. Kendra then gave a brief description of what the property would look like with a pond, trails, and gated access to the site. There would also be two septic fields proposed for the homes and they would be non-engineered systems. Kendra continued by explaining the flow of stormwater runoff through the proposed properties and the location that would be most closely monitored for the Maine Department of Environmental Protection standards for permitting and treatment during project operation.

The Planning Board and Kendra Ramsell continued the meeting by having round table discussions around the project and how the properties would be divided before the application is submitted. Board member Gavin Maloney explained that without getting too far into discussions about the project, because this is a pre-application meeting, he thinks the applicant needs to determine how it would be submitted so the board can properly address the proposal. Jamel Torres from NorthStar Planning stated that at first glance the proposal looked like a planned unit development. Jamel also commented that it would be cleaner to have the shared entrance between the two projects solely on one property or the other and not have the property line split the entrance. Gavin Maloney mentioned that his other concerns were with the three entrances, which are not allowed, and vegetative buffers that need to be present.

Board member Gavin Maloney asked the Chairman Christopher Whitman if there was anyone in the audience who wished to make a comment, could they be allowed to do so. Chairman Christopher Whitman said that the Board would entertain comments from the public if there were any. Andrew Johnson presented his comments to the Planning Board. Andrew stated that he feels that adjacent is a vague term and that the Board should consider adjacent to mean adjacent lot to protect any homeowner that would be adjacent to this project. He also urged the Board to consider the stormwater runoff to Loon Pond from this site seriously when considering the installation of a gas station. Following Mr. Johnson's statement, Ms. Ramsell informed the Board that she feels what she stated previously was valid and that there was no definition of adjacent listed in the Ordinance and it would have to be decided upon by the Board once an application is submitted. There were no further comments from the public in attendance.

Round Table Discussions:

None.

Pending Projects:

None.

John Qua – “I Move we adjourn.”

Adam Brock – “I’ll Second that.” Motion Passed 5 – 0.