

Town of Acton, Maine

Planning Board Meeting Minutes

Date: July 18, 2024

Members Present:

Christopher Whitman (Chairman), Patricia Pearson, Adam Brock, Roger Perreault (Alternate)

Also Present:

Jason Sevigny (Code Enforcement Officer), David Riley (Land Use Assistant), Ben Smith (NorthStar Planning), Tyler Matthews, Arnold Martel, Brad Jones (Jones & Beach Engineering), Charles Crespi (G.E.L.I.A.)

Absent:

Gavin Maloney (Vice-Chairman), John Qua, Andrew Johnson (Alternate)

Pledge of Allegiance

Designate Alternates:

Chairman Christopher Whitman designates Roger Perreault as a voting member for this meeting.

Approval of Minutes:

Patricia Pearson – “I make a Motion we approve the minutes as written for June 20th.”

Patricia Pearson – “Second.” Motion Passed 3 – 0. (Adam Brock did not vote as he was in attendance after the approval of the minutes.)

Old Business:

- None

New Business:

- **Linda Woodcock. 1160 West Shore Drive. Tax Map 123; Lot 017. Application for Greatest Practical Extent.**

Tyler Matthews approached the podium to present an application for Greatest Practical Extent on behalf of Linda Woodcock at 1160 West Shore Drive. Tyler gave a brief description of the project and an overview of the application packet to the board. He informed the Planning Board that the intent is to remove the four existing structures on the property and combine them into one single family dwelling further back from the high-water mark of Square Pond. Tyler stated that the applicant is looking to move the new structure to 75' back from the high-water mark instead of going to the 100-foot setback. He contends that if the applicant moves back to the 100-foot setback, there would be a much more adverse impact to the environment and a significant amount of trees would need to be removed. The Planning Board determined a site walk should be scheduled to view the property before deciding to approve the application. Mr. Matthews noted that he would stake out the proposed area for the new dwelling prior to the site walk.

Roger Perreault – “I make a Motion that we do a site walk on this one to get a better understanding of what we are talking about here.”

Patricia Pearson – “I second.” Motion Passed 3 – 0. (Adam Brock did not vote as he was in attendance after the Motion was presented.) (The site walk was scheduled for August 1, 2024 at 5:00pm.

- **Martel Estates, LLC. Martel Estates Subdivision. 760 Young’s Ridge Road. Tax Map 217; Lot 029.**

Brad Jones of Jones and Beach Engineers introduced himself to the Planning Board and stated he was in attendance representing Arnold Martel’s proposed subdivision on Young’s Ridge Road. They are in attendance for Sketch Plan Review and Mr. Jones stated that the proposed subdivision consists of 7 new building lots and four lot line adjustments to already existing building lots. All the proposed lots in the subdivision are in conformance with Acton’s Zoning regulations and consist of a minimum of 2 acres and 250 feet of road frontage. The property consists of 92 acres with 1,208 linear feet of frontage on Great East Lake. Mr. Jones then stated that the applicant would like to schedule a site walk to show the board the property and then come back to a future meeting with a full set of plans for review of the subdivision. (Planning Board member Adam Brock entered and joined in attendance with the Board for the meeting.)

Ben Smith from NorthStar Planning introduced himself to the Planning Board and those in attendance. He stated that he is a contracted planner working on behalf of the

Town of Acton. He continued to inform the Board that his firm would be reviewing the application and providing technical guidance to the town and applicant to help move the review process in a smooth and coherent fashion. Ben then stated the plan submitted to the Board this evening is part of a Sketch Plan Review which provides the Board with a chance to ask any general questions about the project or the property without having to make any procedural decisions other than scheduling a site walk. The plans are provided to get general information about the overall scope of the project to the Planning Board. Ben Smith asked Mr. Jones if the large parcels of open space land were going to be retained by the applicant or will they become part of a homeowner's association? Mr. Jones answered that the subdivision is not going to be a cluster subdivision so open space stipulations required in cluster subdivision applications does not apply. The large parcels of land will be retained by the applicant. Board member Patricia Pearson inquired as to how long it might take to complete a site walk for this 92-acre parcel. Mr. Jones commented that there was good access to the property with transportation available so it would take approximately 45 minutes.

Patricia Pearson – "I make a Motion we do a site walk for this property, Youngs Ridge Subdivision."

Roger Perreault – "Second." Motion Passed 4 – 0.

The site walk was scheduled for August 8, 2024 at 5:00pm.

Pending Projects:

- **E & E Holdings / Fairgrounds Variety Store. 631 Route 109. Tax Map 241; Lot 006-001.**
- **H.A. Mapes, Inc. / Mapes Mall and Tiny Homes. Route 109. Tax Map 241; Lots 006 & 006-001.**

Roger Perreault – "I Move that we adjourn."

Patricia Pearson – "I Second." Motion Passed 4 – 0.