



# *City of Presque Isle, Maine*

## *Planning Board Minutes*

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### *Sargent Family Community Center*

*April 21, 2022 @ 6:00 PM*

**Planning Board Members Present:** Bruce Roope; Chairman, Ward Gerow, Vice-Chairman; Jayne Farrin, Sean Nordenhold, Travis Ouellette, David Perry, Stacey Walton (Alternate-In Voting Capacity)

**Planning Board Members Absent:** Brandon McDonald

**Others Present:** Galen Weibley, Director of Economic & Community Development; Tim St. Peter, Code Enforcement Officer; Tom Powers, Executive Director PI Industrial Council; Tim Roix, BRSA Engineering; Craig Walton

#### **1. Call to Order**

Chairman Roope called the meeting to order at 6:01 PM.

Mr. Weibley interrupted the Chairman that since there is an absence of members, that Ms. Walton be recognized as a voting member in replacement of Mr. McDonald. Chairman Roope recognized the replacement and proceeded with the meeting.

#### **2. Minutes Approval:** Review and approve draft minutes from March 17, 2022.

A motion by *Jayne Farrin*, second by *Sean Nordenhold* to approve the March 17, 2022 Planning Board Meeting Minutes. **Vote – unanimous 7-0**

#### **3. Review of Site Plan for 65 Central Drive – FW Webb Site Development:** Review maps and application before taking action.

Tim Roix for BRSA Engineering addressed the Planning Board with an overview of the project and operations for F. W. Webb. Mr. Roix addressed concerns raised regarding the proposed one-way drive from Central into the property that City Staff was concerned regarding the proposed two-way design initially. City staff agreed to allow a one-way entrance into the property. There was also concerns raised regarding stormwater infrastructure tie into the City's existing system on Central Drive. The Public Works Director proposed treating the stormwater through the underground filtration systems (UFS) proposed on the site that collect into an existing basin on the

property before being tied into the City's system. Mr. Gerow inquired regarding run off concerns of salt from the development into the stormwater system. Mr. Roix addressed concern stating the UFS will treat the waste before it is tied into the City's system. Ms. Farrin requested a better understanding for the developers need for two accesses on Central Drive. Mr. Roix shared only one access will allow both entrance and exit (Truck & Shipping loading area to the far west of the development). Mr. Roix client has a standard design that allows for a separate entrance for non-commercial truck traffic to the parking lot which will be a one-way on Central Drive closest to Parsons intersection. Mr. Weibley reviewed the plans and inquired where the traffic movement plan is for the application. Mr. Roix confirmed that the copy that the City received earlier in the day should be included with the final Site Plan recording with the City. Mr. Weibley followed up with an inquiry into the manhole/grate proposed in notation 5.01(8) wanting to know if these are to be closed manhole covers or grated per the Public Works Director's notes. Mr. Roix responded that the covers closest to the stormwater basin is closed but will be grated further up to collect stormwater before being treated into the City's system on Central Drive. Ms. Walton inquired the status of pedestrian access on the property. Mr. Roix confirmed that the existing sidewalks will remain accessible after development.

A motion by *Sean Nordenhold*, second by *Ward Gerow* to approve the proposed Site Plan for 65 Central Drive. **Vote – unanimous 7-0**

*There was a short recess at 6:42 PM to sign the Site Plans by members present.*

*Chairman Roope returned the meeting to order at 6:49 PM.*

**4. Review Subdivision Plan for 1 Edgemont Drive – ACAP Housing Assistance Project:**  
Review proposed residential subdivision plan before taking action.

Tim Roix representing ACAP's subdivision plan presented an overview of his client's project to create 15 new units within the existing footprint of the former AMHC facility. The property is properly zoned for multifamily and project meets density and parking requirements of the City's Land Use Code. Ms. Farrin inquired how many of the units will be efficiency units. Mr. Roix responded that there will be proposed four in the basement. Mr. Weibley brought to the applicant and Planning Board's attention a community concern regarding the safety of occupants of the property as they currently smoke tobacco products in the middle of the road including in the winter. By approving the current subdivision development, this change of use without additional safeguards may accelerate more problems with people and vehicle safety. Mr. Weibley suggested the Planning Board review line item 14 relating to screenings and item 21 additional conditions as a way to ensure this development does not cause a negative impact to the surrounding community and roadway. Mr. Roix defended the current plan stating these sections do not apply to an interior subdivision. Mr. Weibley respectfully disagreed stating a subdivision is to safeguard the negative impacts for the surrounding communities and that this extends from the interior walls to the surrounding parcels. Jason Parent with ACAP confirmed that ACAP has a no smoking policy on their facility grounds and that employees and residents are to leave the properties when smoking. Chairman Roope requested instead of screening or other requirements if Mr. Parent will speak with his board to reach a reasonable solution that will address the safety concerns of individuals visiting ACAP facilities to not be on the roadway causing potential danger to motorists. Mr. Parent stated he would speak with his board regarding this concern.

There was consensus by the board members to approve this subdivision with a simple motion for all requirements found in the subdivision checklist. A motion by *Jayne Farrin* second by *David Perry* to approve the proposed subdivision plan of 1 Edgemont Drive. **Vote – unanimous 7-0.**

***Chairman Roope recessed the Planning Board to sign the Subdivision plans at 7:17 PM***

***Chairman Roope reconvened the meeting at 7:21 PM after signing.***

**5. CDBG Letter of Support of ACAP’s Housing Assistance Program Project**

Mr. Weibley briefed the Planning Board regarding the request by the Planning Board to support ACAP’s proposed housing project at 1 Edgemont Drive. He stated that this project would comply with 1 Policy and three strategies of the recently adopted comprehensive plan.

A motion by *Ward Gerow*, second by *Sean Nordenhold*, to approve Chairman Roope to sign the draft letter of support found in the meeting packet. **Vote – unanimous 7-0**

**6. Other Business**

Mr. Weibley shared an update regarding LD 2003 which he was apart of the compromise committee to reach a solution to encourage affordable housing developments. There will be new updates to the Land Use Code that the Planning Board will need to consider at future meetings.

**7. Adjournment of the Planning Board**

A motion by *Sean Nordenhold*, second by *Ward Gerow* to adjourn the Planning Board at 7:30 PM. **Vote – unanimous 7-0.**

Respectfully Submitted,

Galen Weibley

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**Planning Board Members**  
**Bruce Roope, Chair, Ward Gerow, Vice-Chair**  
**Jayne Farrin, Dave Perry, Brandon McDonald,**  
**Sean Nordenhold, Travis Ouellette & Stacey Walton**