

**NEWRY PLANNING BOARD**  
**MINUTES OF BOARD MEETING**  
**Wednesday, February 3, 2021**  
**Raymond C. Foster Municipal Building**

*Full discussion on topics below is available on audio recording at the Newry Town Office.*

**Members Present:** John (aka Gootsch) Gauthier (Board Chair), Kenny Young (Board Vice Chair),  
Becky Bean (Board Secretary & Recording Secretary)

**Members Late:**

**Members Absent:**

**Staff Present:** Dave Bonney (Code Enforcement Officer); Shelley Norton of AVCOG via Zoom

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**Call to Order:** Chairman John Gauthier called the meeting to order at 7:02 PM.

**Current Attendance/Quorum:** The Chair took attendance and confirmed the presence of a quorum.

**Prior Attendance/Voting Eligibility:** With no recent absences, all members are eligible to vote.

**Previous Meeting's Minutes:** The Board reviewed the previous meeting's minutes. **Kenny moved to accept the minutes as drafted. Gootsch seconded. There was no discussion. The motion passed with all voting in favor.**

**Business**

- a) **Project # 21-263;** SUBDIVISION AMENDMENT; **The Preserve at Puzzle Mountain Subdivision;** Puzzle Mountain, Map R5 Lot 23A-3; Gary Inman, agent: Gary distributed the application packet with a revised site map. The applicant now plans to just move the lot line between Lots 3 and 4. Lot 3's acreage will be reduced from 100.54 acres to 44.44, and Lot 4's acreage would increase from 102.5 acres to 158.60 acres. Gary stated that there is a test pit on the parcel that will remain as Lot 3, and he provided the Board with a copy of the Soil Report created by Main-Land Development in August of 2004.

For the record, the original application # 04-94. The amendment application, which is numbered 21-263, was received Feb 3<sup>rd</sup>, 2021. A check covering the fee was not submitted with the application; Gary stated that he would bring a check to cover the application fee of \$200 to the Town Office tomorrow, Feb 4<sup>th</sup>.

The Chair noted for the record that the Planning Board has jurisdiction to review this subdivision amendment under the UDRO. The Board has received a letter of authorization from Robert Stewart authorizing Gary Inman to represent him. No Board member reported any bias or conflict of interest. No escrow is needed for this project.

**Becky moved that the Board find Amendment Application #21-263 complete except for the fact that the applicant is still required to pay the application fee of \$200 to the Town of Newry; the applicant stated that he would bring the check to the Newry Town Office tomorrow, Feb 4, 2021. Kenny seconded, and the motion passed unanimously.**

**Kenny moved that no site visit nor public hearing recommended; Becky seconded. The motion passed unanimously.**

No waivers are being requested.

**Becky moved that the Board apply a condition of approval to application 21-263 stating that the application fee will be paid to the Town of Newry by tomorrow, Feb 4, 2021, and that application fee is \$200. Kenny seconded. The motion passed unanimously.**

Prior to the Board's review of the Criteria for Approval, discussion ensued regarding the 150' of road frontage required for Lot 4, which is currently not shown on the map. It was decided that a revised map showing the required road frontage is necessary for approval. Gary will revise the map to show that road frontage and submit it for the Board's Feb 17<sup>th</sup> meeting, and will bring the payment for the application fee to that meeting. The Board will plan to review the Criteria for Approval at its Feb 17 meeting.

Gary will be added to the next agenda.

b) Ordinance Workshop

- Continued review of UDRO proposed revisions – Shelley proceeded to review the changes shown in the most recent draft document that she provided to the Board. In addition to the changes shown, the following revisions were discussed:
  - In the diagrams for Exhibits B-1 and B-2, Shelley was asked to outline the road edge with a bolder line/darker ink than what is used to show the measurements surrounding it.
  - Also, in those diagrams, the radius measurements will be noted as being minimums.
  - In Exhibit B-2, the radius measurements will be added, and "Neighbor" will be changed to "Neighborhood" for type of road.
  - A legend or an explanation will be added to explain the different line types.
  - On Exhibit B-2, an asterisk will be added along with a note stating that the diagram depicted is for a Standard Road with a required width of 20 feet; the required road width for Neighborhood Road is 18 feet.
- Continued review of proposed revisions to Shoreland Zoning Ordinance and Map – Shelley is still waiting to hear back from folks at Maine DEP and from USGS regarding inconsistent data before updating this map.
- Building Permit Ordinance discussion – Dave explained his notes to the group. Following discussion, it was decided that Board will prepare to talk about in depth at its next meeting. It was noted that the title of the ordinance will need to change, some driveway standards will be added, some building standard sections may need to be removed as they cannot legally be regulated by the Town since Newry is not part of MUBEC. It was decided that Dave will reach out to Paul, the new MUBEC contact at the State of Maine for more information on this. This topic will be added to the next agenda.

**Findings of Fact** - none

**Correspondence/Mail:**

*(NOTE – All emails listed below (received before the 72-hour deadline for tonight's meeting) were forwarded to the Board for review; the emails were not read aloud at the meeting. Emails pertaining to a particular application have been printed for the file.)*

- Email received 1/27/2021 from Christa Watson RE: Strategies for gathering community feedback about short-term rentals
- Email received 1/28/2021 from Gary Inman RE: Re: FW: Robert Stewart Planning Project
- Email received 1/28/2021 from Shelley Norton RE: Shoreland zoning map
- Email received 2/1/2021 from Dave Bonney RE: Building Code Ordinance Thoughts
- Email received 2/3/2021 from Shelley Norton RE: UDRO Update
- Email received 2/3/2021 from Dave Bonney RE: FW: Building Code Ordinance Thoughts
- Emails received from MMA
  - Cultural Competency & Diversity 101-Live Zoom Webinar-March 10, 10-11:30am
  - Zooming in to Facilitate Effective Zoom Meetings-Live Zoom Webinar-Feb 11, 9-noon

**Open Discussion**

- a) Becky noted that she has not heard any additional information regarding the joint meeting that the Select Board has scheduled January 20<sup>th</sup> and cancelled for a lack of quorum by the Select Board. Becky will call Amy to ask if this meeting is being rescheduled.

**Next Meeting** – Wednesday, February 17, 2021

**Adjournment** Becky moved to adjourn; Kenny seconded. Motion passed with all voting in favor. The meeting adjourned at 8:54 PM.

APPROVED