

MINUTES
HERMON PLANNING BOARD
Public Safety Building
May 16, 2023 – 6:30PM

1. **CALL TO ORDER BY CHAIRPERSON**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL- Appoint Alternate Member(s) if necessary.**

Members Present: Ed Marsh, Joshua Pelletier, Deborah Whitman, Jeremy Snow,
Kyle Sullivan, Curt Bartram, Greg Newell

Members Absent: NONE

Others Present: Code Officer Jessefa Murphy, Deputy Clerk Angie Ireland, Jim Kiser representing Kiser & Kiser, Andrew Sjogren representing Coldbrook Holdings LLC, and 7 guests.

4. **CONSENT AGENDA-** Approve minutes of the April 18, 2023 meeting.

Joshua Pelletier moved to approve the Consent Calendar as presented. Deborah Whitman seconded the motion. Motion passes unless doubted.

5. **PUBLIC ITEMS OR COMMENTS (Items Not Already on Agenda)**

No public comments were given.

6. **PUBLIC HEARINGS**

- A. **PB 23-010 – T&T Property Management, LLC, represented by Kiser & Kiser, is seeking Preliminary/Final subdivision approval for a 4-lot subdivision located at 217 Newburgh Road. The property is located on tax map 019-001-000**

Chair Ed Marsh opened the public hearing at 6:31 PM. Public hearing was closed at 6:35 PM. Public comments were given.

Jim Kiser: Pine Crest Subdivision is the creation of four additional lots of the remaining land that is on the Newburgh Rd. It directly abuts Pendleton Drive subdivision on the easterly side. The plan for the four lots is for all the frontage to be on the Newburgh Road so there will not be any public infrastructure included in this development. The plan does show one lot that was created about a year ago and that was broken off from the original parcel under current regulations that say one lot can be broken off of the land. We've provided that information in the packet that includes a soil test, well drilling letter, ariel map, topography, USGS maps and associated plans.

Tim Croyley (Newburgh Rd): Looking at the plans it looks like there is one lot squeezed very tightly in between my house and the next-door neighbor's house and my only concern would be about the well drilling and possible tapping off the same aquifer that we are on and disrupting the water.

Close Public Hearing

- B. PB 23-011** – Coldbrook Holdings, LLC, represented by Plymouth Engineering, is seeking Site Plan Approval for construction of a Light Manufacturing facility located in the Commercial Zone at 901 Coldbrook Road. The property is located on tax map 021-039-000

Chair Ed Marsh opened the public hearing at 6:35 PM.
Public hearing was closed at 6:36 PM. Public comments were given.

Andrew Sjogren: This site was formally a greenhouse business, and we are looking to build an 80 by 120 ft structure there intended to make roofing and siding. Business hours will be 7-5 for the week, no weekends, no late nights so super minimal disruption. In the packet there is a site plan in there that shows all the boundary lines and we also have the DOT permit for the changing of the entrance to make it safer for line of site.

Close Public Hearing

7. SCHEDULED AGENDA ITEMS

New Business

- A. **PB 23-010** – T&T Property Management, LLC, represented by Kiser & Kiser, is seeking Preliminary/Final subdivision approval for a 4-lot subdivision located at 217 Newburgh Road. The property is located on tax map 019-001-000

Ed Marsh: What is the frontage on lot four?

Jim Kiser: 233.3 ft

Ed Marsh: How much is the far back?

Jim Kiser: The very back is 51 ft and it's 1.3 acres.

Ed Marsh: Properly sited, can a home fit in there with the setbacks?

Jim Kiser: Yes, we expect it'll be down towards the front of the lot where the slope is a bit gentler.

Ed Marsh: Could you explain lot 2?

Jim Kiser: Lot 2 has good building area behind the wetlands. We provided a 30-foot easement on lot 1 given 30-foot utility and access easement which may or may not be used.

Kyle Sullivan: There is a line showing the extent of wetland, is there a reason that stopped where it did?

Jim Kiser: Yes. Because we're just looking at frontage development. There is room beside the existing where the garage is that if you decided to take down the garage you could use as the access. We were just thinking if we could keep the garage it would be worthwhile but it's nothing that is set in stone yet.

Kyle Sullivan: The house and the driveway are going to be split up by that property line?

Jim Kiser: The driveway is on the property. The driveway and the garage are split off from the house. The house has a garage underneath because it's a raised ranch and the separate garage was an accessory garage on the property.

Kyle Sullivan: Is the intention to use the septic and well that is there?

Jim Kiser: Correct.

a) Act on PB 23-010

Kyle Sullivan moved to approve 23-010. Deborah Whitman seconded the motion. The motion was accepted. Motion passed 4-0.

B. PB 23-011 – Coldbrook Holdings, LLC, represented by Plymouth Engineering, is seeking Site Plan Approval for construction of a Light Manufacturing facility located in the Commercial Zone at 901 Coldbrook Road. The property is located on tax map 021-039-000

Ed Marsh: Can you describe a little more about the metal fabrication and manufacturing?

Andrew Sjogren: Light steel, all outside metal roofing. The equipment that we have will actually be forming it taking it from the flat stock material to the formed material.

Ed Marsh: Your material will come in rolls?

Andrew Sjogren: Correct.

Ed Marsh: How will you handle tractor trailers coming in?

Andrew Sjogren: We had DOT come in and take care of that. So, we have an entrance and an exit and curbing that is applied. The truck will come down behind the existing old greenhouse building.

Ed Marsh: I see you have some parking in front of the exiting structure.

Andrew Sjogren: Yes. The existing storefront will just be a sales office. It will be retail, as well as different people throughout the state that I sell wholesale to but there will be walking traffic as well.

Ed Marsh: What are your plans with the existing house, will that remain a home?

Andrew Sjogren: The house will remain as is and is being rented currently.

Ed Marsh: Does the back of that garage parallel to the railroad have a structural foundation anymore?

Andrew Sjogren: Yes, we'll make sure that depending on the pressure from that building it gets tested before we even get to that edge.

Deborah Whitman: What will you have for signage?

Andrew Sjogren: I have two permits approved for just signage on Route 2 as well as on Coldbrook Road. I don't know exact dimensions but it's just for business signage and will be standard DOT size. Besides that there will be a sign on the building, but nothing that is lit up or intrusive.

Ed Marsh: What is the name of your business?

Andrew Sjogren: All That's Metal.

Joshua Pelletier: What about exterior lighting?

Andrew Sjogren: Exterior lighting would just be some downward lighting just for around the perimeter. There might be some decorative outdoor lighting in front of the sales office but it won't be anything you wouldn't find on a residential.

Ed Marsh: Will you have everything gravel or will it be paved?

Andrew Sjogren: For now it will be gravel

b) Act on PB 23-011

Deborah Whitman moved to approve 23-009. Jeremy Snow seconded the motion. The motion was accepted. Motion passed 4-0.

Old Business

- A. Sign Drawings for PB23-007**
- B. Sign Drawings for PB23-008**
- C. Sign Drawings for PB23-009**
- D. Sign Drawings for PB23-010**

8. WORKSHOPS

9. CEO Items

A. Property Maintenance Letters

Jessefa Murphy (Code Enforcement Officer): The letters went out last week, we are hoping for some improvements with those out. They have until June 30th to come up with a plan of action to clean up their property before another letter gets mailed to them.

B. April Code Report

Ed Marsh: Thanked Jessefa for the April Code Report. Thinks it's a great idea that the board has it.

Jessefa Murphy (Code Enforcement Officer): I turn this in monthly for the council, so I figured I might as well turn it into you folks as well. This helps break down how many permits we have have done monthly.

Greg Newell: What category do apartments fall under?

Jessefa Murphy (Code Enforcement Officer): In this report if it is 3 units or less it would fall under new home. In the next report you'll receive there's new home single family, new home 2-3 family and then multifamily 4 +.

10. PLANNING BOARD ITEMS

Ed Marsh: Any progress on the resale shop?

Jessefa Murphy (Code Enforcement Officer): I have not heard anything.

Ed Marsh: Where do things stand with C&K?

Jessefa Murphy (Code Enforcement Officer): We have not heard anything on DOT entrance.

Ed Marsh: Are they allowed to open without that?

Jessefa Murphy (Code Enforcement Officer): No, because that is a condition of the approval.

Ed Marsh: Lastly what is happening with the Union Street Subdivision Hawks Crossing?

Jessefa Murphy (Code Enforcement Officer): I think they've been in and out sporadically working on it. I did receive an invoice for engineering services for some inspections they have done up there, so I'm hoping to make it up there in the future and check on it.

Ed Marsh: For someone to build up there the road has to be accepted, correct?

Jessefa Murphy (Code Enforcement Officer): In theory they could begin building one home, but it couldn't be sold until the road has been accepted.

Joshua Pelletier: I am curious about the status of the redemption center.

Jessefa Murphy (Code Enforcement Officer): I saw that they have opened Friday, Saturday and Sunday from noon to five.

Please see the complete video at [PlanningBoard|Hermon\(hermonmaine.gov\)](http://PlanningBoard|Hermon(hermonmaine.gov)) for all planning board items.

11. FINAL PUBLIC ITEMS OR COMMENTS (Items Not Already on Agenda)

No public comments were given.

11. ADJOURN

Joshua Pelletier made a motion to adjourn the Planning Board meeting at 7:14 PM. Deborah Whitman seconded. With no objection the council meeting was adjourned at 7:14 PM.

Respectfully Submitted,

Angela Ireland
Deputy Clerk

If you require any assistance to fully participate in this meeting, please notify us at 848-1042 or write to the Town of Hermon, 333 Billings Rd, Hermon, ME 04401.