

Town of Baldwin, Maine Planning Board

Meeting Minutes from August 28, 2025

After the final public meeting ended, Jo called the regularly scheduled Planning Board meeting to order at 7:10 pm.

Board Members Present

Jo Pierce, David Stock. Don Sharp, Matt Fricker, and Merhiella Crawford. (quorum established)

Also Present

Selectboard member Jim Dolloff. Don Kent, CEO, members of the community, Jamie Garland from Main-Land Consultants,

Minutes

A motion was made by Matt Fricker and seconded by Merhiella Crawford to approve the minutes of August 14, 2025, that was prepared by Don Sharp and were unanimously approved by all Board Members present.

1. OLD BUSINESS

Jamie Garland presented the final application for the subdivision of Map 5, Lot 44-A for seven single-family lots located on Pigeon Brook Road. The subdivision will be known as *Porter Lane Subdivision*. The required application fee of \$3803.25 has not been included with the application.

Jamie stated that the Final Plan addresses the submission requirements of Section 8.2 of the Baldwin Subdivision Ordinance and drawing S2.1 has been revised address comments that were made during the August 14, 2025, Planning Board meeting. The revisions to the plan included.

- Addition of the following note.

18. IF A DRIVEWAY IS CONSTRUCTED TO A LENGTH AS SHOWN ON THE PLAN IT SHALL BE CONSTRUCTED WITH 15" OF BASE GRAVEL AND 3" SURFACE GRAVEL AS SPECIFIED BY THE TOWN OF BALDWIN SUBDIVISION ORDINANCE. A FIRE CISTERN SHALL ALSO BE REQUIRED TO BE INSTALLED.

- The areas that have a slope greater than 20% have been removed from the buildable areas that are shaded in green on the plan.
- The title block has been revised to show the name of the subdivision as *Porter Lane Subdivision*.

Following this there were questions from the neighbors regarding the ATV trails. There is no mention on the plan about public access to the existing trails. There was a consensus that there should be notes on the plan guaranteeing continued public access to the trails. Jamie was asked to talk to Andrew Porter about this.

There was a question about the construction of the 10,000-gallon water storage tank. Jamie said the tank would be underground on Lot 6. No fire hydrants will be installed

There was a discussion about providing a buffer along the property line that Lot 5 surrounds. Jamie said that Lot 5 is presently wooded and the limit of clearing is shown on the plan. It was noted that the limit of clearing should be revised to show clearing for septic leach fields.

Joe said that areas in tree growth to remain in tree growth.

David Stock said that the following conditions of approval should include the following.

- Each lot must be limited to one dwelling unit.
- Before any development of the subdivision, the applicant must request must receive approval of the Final Plan from the Saco River Corridor Commission and comments from the Baldwin CEO.
- All development improvements must adhere to the approved plan and final application.
- No development or improvements to Lot 6 shall be made until the driveway has been installed and the CEO has provided written approval that it complies with the plan.
- Electric services must be parallel with driveways shown on plan.
- If a lot is sold, the applicant or current owner must provide the prospective buyer with a copy of the approved plan and final application prior to closing.
- Add to Note 15 – Notice to CEO.
- Add to Note 18 – As depicted on approved plan.
- Restrict areas outside of buildable areas to Forest Management.
- Maintain vegetation along property surrounding existing lot.

The Board members agreed that in addition to the receipt of the required application fee, following needs to be addressed by the applicant before a final decision on application can be made.

1. Each lot will be limited to one (1) dwelling unit.
2. Before any development of the subdivision, the applicant must request a review of the final application and plans by the Saco River Coordinator Commission and submit approvals to the Town of Baldwin Code Enforcement Officer and the Town of Baldwin Planning Board.
3. All development or improvements must adhere to the approved plans and application submitted to the Town of Baldwin Planning Board.
4. No Development or improvements to lot six (6) shall be completed until the driveway and fire cistern are installed and the Town of Baldwin Code Enforcement Officer has provided

written approval that it complies with the approved plans.

5. Electrical service must be installed parallel to the driveways as shown on the plans.
6. If a lot is sold, the applicant or current owner must provide the potential buyer with a copy of the approved plan and final application prior to closing.
7. Property owners shall not disturb wetlands or vernal pools without the approval of the Maine Department of Environmental Protection in the form of a permit or license. A copy of the permit application and approval shall be provided to the Town of Baldwin Code Enforcement Officer.
8. If a driveway is constructed to a length as shown on the plan, it shall be constructed with 15" of base gravel and 3" of surface gravel as specified by the Town of Baldwin Subdivision Ordinance, a 10,000- gallon fire cistern shall also be installed as depicted on the approved plans.
9. Lot areas not used for driveways, and dwelling units shall be limited to de minimis forest management activities.
10. A vegetated buffer shall be maintained around the property identified as Map5, Lot 40.
11. The applicant will keep the trails system on the property open to the public.

All the Board members present agreed that There should be further discussions regarding the proposed subdivision at the next regularly scheduled Planning Board meeting at 7:00 pm on August 28, 2025.

2. NEW BUSINESS

Stanley Douglas Subdivision

James R. Seymour, PE, from Sebago Technics, presented a pre-application and Sketch Plan for Stanley Douglass subdivision/site plan for 4 additional dwelling units in two duplexes on Tax Map 3, Lots 2 and 3.1. The site is in the Rural District and already has one duplex with two units on the site. The Baldwin Land Use Ordinance requires two acres for the first unit and one acre for each additional unit for a total of 7 acres. The proposed site will have 7.05 acres. The ordinance also requires that 200 feet of road frontage be provided for each unit. 1200 feet of frontage will be provided. Only one entrance road to the site will be allowed off of Sebago Road (Route 11).

Julia Frost and Kyle Etheridge CUP

Julia appeared before the Board to see if a Conditional Use Permit (CUP) would be required for manufacturing business use on Map 9 - Lots 44C and 44D. It was the Board's opinion that a CUP would be needed. The property is located on Frost Heave Road, a private road. Some improvements to the road may be needed.

Perney

Appear before the Board to see if a second dwelling unit could be built on a lot located at the corner of School Street and Pequawket Trail. The lot is less than 2 acres. The lot is a non-conforming lot and a second dwelling unit probably would not be permitted by the Planning Board and may need to go before the Appeals Board. Matt suggested that he should look at LD 1829 that was recently approved by the State.

3. MEETING ADJORNMENT

At 9:45 pm, the meeting was adjourned.

Minutes have been prepared by Don Sharp, Planning Board Secretary