

PROSPECT PLANNING BOARD
PROSPECT COMMUNITY CENTER

THURSDAY, APRIL 10, 2025

4:15 PM

PRESENT: HENRI GIGNOUX, LAURIE JONES, ARLINE LAMARCHE, KATHLEEN JENKINS, LOIS GIANNI, ALFRED REYNOLDS

GUESTS: TOM FOWLER, RICHARD DYER, SCOTT REDMOND (CEO)

Jenkins called the meeting to order at 4:20 pm.

READING AND APPROVAL OF MINUTES OF REGULAR MEETING FOR MARCH 13, 2025 & MARCH 27, 2025:

Minutes from the meetings were sent to all members. Gignoux made a motion to accept the minutes of March 13, 2025, Ames seconded the motion. Gianni abstained and all others approved.

Gignoux made a motion to accept the minutes of March 27, 2025, Ames seconded the motion. Gianni & Reynolds abstained and all others approved.

COMMUNICATION:

- Aspen Solar reached out to the Planning Board because they would like to add a storage unit to the 1129 Bangor Road location. It will most likely be over 200 feet so Jenkins mailed them the Intention to Build Notification form to complete and submit to the Town.
- *Jenkins asked the CEO about the changes that need to be made to the Intention to Build Notification form. Change the title of the Document. On the third page of the form, delete paragraph at the top of the page. At the bottom of page 3 changes to Required Setbacks include the Front needs to change to “All new dwellings and/or buildings shall be set back a minimum of 40 feet from all public or private right-of-way property lines.”, and Side, Side & Rear need to revert back to 15’. Also, delete Frontage 200’ road frontage.*

Currently reviewing the Minimum Lot Size Ordinance to see if it aligns with the changes above.

- The CEO said the Town needs to add the updated Minimum Lot Size Ordinance and updated Subdivision Ordinance to the Town website.
- The CEO also said that people coming in to complete the Intention to Build Notification form are putting N/A in a lot of places because they don't understand everything on the form.
- A pole on Blanket Lane was set too close to the road by a private contractor. The CEO will present a violation and it will be up to the property owner to appeal.

1. OLD BUSINESS:

a. Prospect Shores Project Review:

A posting needs to be up for two weeks prior to a Public Hearing. Tom Fowler is hoping to email or drop off the updates to the project at the Town office by April 24th. If that is done, maybe we can plan a Public Hearing for May 8, 2025. He will email Jenkins if all the information is complete so the project can be added to the agenda for May 24, 2025.

Permits by rule for NERPA and Stormwater were approved April 2, 2025. This will help with how much time we spend on Finding of Fact after the Public Hearing. Jones has found a typical format for Finding of Fact and will complete a checklist for review. Article 8 in Site Plan Review has around 22 items that would be part of this review. The Planning Board has to vote on each individual fact. It was recommended that this Finding of Fact be reviewed by the Town Attorney and that the Town Attorney be present for the Public Hearing. Jones will not be at the Planning Board meeting on April 24, 2025. She said the Finding of Fact is to show that decisions made were not arbitrary and that they are tied to the facts.

The Developer is okay with extending the 45 day period. Gignoux asked that they put that in writing so we have it with the other documentation.

Gignoux mentioned that we should review the original paperwork that was submitted for the project as part of Finding of Fact.

2. NEW BUSINESS:

N/A

3. OTHER BUSINESS:

Just a reminder that there is a Land Use Committee meeting for the public on April 19, 2025.

Tentatively Town elections are set for May 16 & Town meeting for May 17, 2025.

4. MOTION TO ADJOURN MEETING:

Jenkins made a motion for adjournment. All approved. The meeting was adjourned at 5:23 pm.

Next regular meeting of the Planning Board will be held on Thursday, April 24, 2025 at 4:15 pm at the Prospect Community Center.