

MINUTES  
TOWN OF TOPSHAM  
PLANNING BOARD MEETING  
SEPTEMBER 19, 2017, 7:00 P.M.

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MEMBERS PRESENT: Donald Spann  
Ronald Bisson  
Scott Libby  
Peter Richard  
Tom Thompson  
Bruce Van Note

MEMBERS ABSENT: Joshua Spooner

STAFF PRESENT: Carol Eyerman, AICP, Assistant Planner

**1. CALL TO ORDER AND ROLL CALL**

Chairman Spann called the regular meeting to order at 7:00 p.m. in the Donald A. Russell meeting room at 100 Main Street. The recording secretary took the roll call and noted that all members were present, except for Mr. Spooner who had been excused.

**2. APPROVAL OF THE MINUTES OF THE SEPTEMBER 5, 2017 MEETING**

Motion was made by Mr. Thompson, seconded by Mr. Van Note, and it was unanimously (of those present)

**VOTED**

To approve the minutes of the September 5, 2017 meeting, as written.  
(The vote was 4 in favor with 2 abstentions [Bisson and Libby])

**3. PUBLIC HEARING**

**A. SITE PLAN AND CONDITIONAL USE REVIEW FOR CLOUTIER LANDSCAPING, 432 RIVER ROAD, MAP R-01, LOT 45B-1, IN THE SUBURBAN RESIDENTIAL (R-2) ZONING DISTRICT**

Applicant Glen Cloutier reviewed application to construct a 1,920 square foot maintenance garage and office. Pictures were displayed showing road views from River Road and the entrance to the site. Renderings of the building were also reviewed. Mr. Cloutier said concerns expressed by the Board at a previous meeting were now met, as well as responses to peer reviewer Tom Saucer's comments. The right of way is now 50-feet. Three deeds to Glen and Gary Cloutier have been incorporated into one showing 2.02 acres, but have not yet been recorded. Topography maps showed drainage and area where the building will be placed. Granite pillars are in place spaced 48-feet apart to accommodate chaining off the area after hours. The design of the building has now been stamped by a registered engineer. Harold Sandlin will pour the 10-foot frost wall which will be 8-inches thick. The building will have blue vinyl siding with white trim. Catalog cuts were provided showing two forms of lighting, cut-off and non-cut-off types. Ms. Eyerman noted that the ordinance Section 175-9 calls for cut-off lighting. Charles Wallace, engineer on the project noted memo from

Tom Saucier and told the Board, according to America-Meets Standards, both lighting cuts should be acceptable.

Mr. Cloutier asked for a waiver from the Landscaping Standards and also from parking. He said the proposed parking area is dense with tree growth and undergrowth and there is actually no place to plant additional trees or shrubs. He showed pictures to the Board of the trees around the parking area which cannot be seen from the road or from the abutters. Parking will be located in an area actually off the deeded lot, up the hill where the Cloutier's current landscaping business operates from on land they own on a different deed.

The applicant plans to add a bathroom to the building which is not shown on the plans. There will be an on-site septic system to accommodate the bathroom. Mr. Cloutier said he has contracted with Affordable Well Drilling to install an on-site well, and he has been assured that there is a suitable supply of water to support the operation.

A lengthy discussion ensued regarding Rural Entrepreneurial Activities, which the applicants chose to apply under. This selection limits the use of the property due to lot size. Questions arose about Note 6 on the plan regarding right, title and interest. Mr. Wallace referenced Exhibit A, an addendum to the warranty deed from Sandra Labbe which satisfied concerns.

There was a question regarding what the actual address of the property is recorded as. Some places show 432 and some show 436. The Board advised the applicant to check with the tax assessor to determine the correct number to show on the map and lot number. Calculations were reviewed on the percentage the building would occupy on the lot. Percentage of the proposed building is 3.6% and the ordinance states it cannot be more than 2% in the R-2 zone. After a lengthy discussion and doing the math on the percentages, the applicant requested to resubmit the application under Natural Resources Related Business, Conditional Use and not Rural Entrepreneurial Activities.

The Public Hearing was declared open at this point. There being no one to speak, the Public Hearing was declared closed.

The applicant will submit an amended application to be heard at the October 3, 2017 meeting of the Planning Board. This will permit time for the combined new deed to be property recorded, to add the bathroom to the plan, and to meet with the assessor to determine the correct street number.

Motion was made by Mr. Van Note, seconded by Mr. Bisson, and it was unanimously (of those present)

**VOTED**

To table the Cloutier Landscaping Application to the next regular meeting of the Board.

**4. ADJOURN**

With no further business to discuss, motion was made by Mr. Libby, seconded by Mr. Richard, and it was unanimously (of those present) to adjourn the meeting at 8:35 p.m.

Respectfully submitted,

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Patty Williams, Recording Secretary