



TOWN OF MADAWASKA
328 St. Thomas Street Suite 101
Madawaska, Maine 04756
207-728-6351

Madawaska Planning Board Meeting Minutes
Wednesday, August 23, 2023 – 5:30 P.M.
Madawaska Town Office
Board of Selectman Chambers

MEMBERS PRESENT: Seth Lagasse, Michael Morin, Douglas Cyr, Habib Barber
CODE ENFORCEMENT OFFICER: Denise Duperre
RECORDING SECRETARY: Roxy Levesque
OTHERS PRESENT: Penny Barber

Article 1: Call the Meeting to Order

Seth Lagasse calls the Meeting to Order at 5:27 PM.

Douglas Cyr motions to remove Article 5. Michael Morin seconds the motion. All are in favor and motion carries.

Article 2: Establish a Quorum

A quorum is established.

Article 3: Determine and Conflict of Interest or Bias

None

Article 4: Review and approve previous meeting minutes.

Michael Morin motions to approve meeting minutes of July 31, 2023. Douglas Cyr seconds the motion. All are in favor and motion carries.

Article 5: ~~To Hear, Discuss and Consider a Change of Use from a residential house to a Daycare for 150 Main Street (Map 005, Lot 148), Zoned Commercial~~

****Application has been pulled****

Article 6: To review a Building Permit application for two (2) buildings by Richard and Ann Cayer for 57 Chapel Road Campground

Denise Duperre, Code Enforcement Officer, asks the Board Chair to go over the Cayer's building permit application with the Board.

Denise advises the Board that she has requested spec plans from the Cayers on their old mobile home, which is to be used for the larger of the proposed buildings, and their



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proposed repurposed shed is to be used for the second building. Denise Duperre says she has also requested site plans for the campground where the RVs were, in comparison to the two structures that the Cayers are proposing to pull into the campground, of which she states were never provided. Each RV is entitled to their space, per code. Denise Duperre asked the Cayers for specifications for the mobile home and shed, how it was built, and what the trusses look like. Denise states that public buildings need to be ADA compliant. Mr. Cayer claims his campground is not public. Denise advised the Cayers that their campground is public.

Denise Duperre asked the Cayers for their septic plan, which she states was also not provided. The campground currently consists of 6 camper lots. Denise states that to retrofit the Cayers 1972 RV into something viable for public use will take some engineered plans. Denise Duperre states she received a letter from Colin Clark, the head of shoreland zoning for the state of Maine, and he was in approval of the plan as the buildings would be outside of the 100-foot setback. Denise would have to determine if the vegetation was to remain at 80% and the two new structures would not consume over 20%. On page 16, (**Section D. Campgrounds.**) of the Madawaska Shoreland Zoning Ordinance explains what is permissible in campgrounds. Denise Duperre advises the Board that the Cayers will have to apply with the Department of Health & Human Services, as DHHS licenses campgrounds and makes determination on buildings in a campground.

Denise Duperre states she called the Madawaska Health Inspector, Karen Jacobs, and was told that Karen is the one who decides if the buildings are allowable and if the CEO can issue a permit. Karen Jacobs said she will need engineered plans from the Cayers as well as the purpose and use. A building permit will only go out contingent upon approval of DHHS.

Michael Morin asks where the campground boundaries are. Denise Duperre directs the Board to the tax map they were provided.

Denise states that she believes the Cayer's trailer they are proposing to use was cut in half several years back.

Denise Duperre refers to the Cayer's drawn perimeter boundaries. Denise states the campground is 554 feet by 122 feet, consisting of non-contiguous lots. The Cayer's have been granted a variance to 13 camp sites in a past meeting which never came to fruition. Denise states that the only existing structure is the Cayer's shed which is proposed to be repurposed into a bathroom. The Cayer's old trailer is proposed to be an office/rec room, which will include a kitchen that will need fire suppression.



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Seth states that no camping unit or structure shall be located less than 100 feet from any residence, per campground rules.

Michael Morin questions if the Cayer's plans are to remove campsites to place proposed new buildings. Denise Duperre is unaware as the site plans were not provided. Denise states that the Cayer's cannot consume more than 20% of green space.

The Board agrees that no motion is necessary as the Cayer's can bypass the Board and go to DHHS. A decision will be made contingent upon approval of DHHS.

Article 7: Other Business

Denise Duperre states that the Town of Madawaska has agreed to hire a consultant to rewrite the Town's ordinances. North Star Planning was the winner chosen to rewrite the ordinance. It will be a 3-to-4-year project. Denise states that she applied for a grant from DECD to help pay for some of the ordinance work because there is a new state law called LD 2003 which is an affordable housing state statute that states that you can have more than one residency on a lot in certain zone districts. Denise states that the Town still has a right to write their ordinances and follow LD 2003 for affordable housing. Solar is now in 6-month moratorium in Madawaska until October 2023, unless extended, so the Town will work on a solar ordinance. Denise states that the Planning Board will sit with the consultant and go through the language of ordinances and decide if it will move forward and be approved at a Town Meeting.

Michael Morin inquires about meeting minutes from March 21, 2018 involving limited commercial district extensions in shoreland zones. Denise states she spoke with Colin Clark at DEP, and he sent a list of what types of businesses are not allowed in shoreland zones, such as chemicals, autobody, painting, gas station...etc. If allowable, there must be a minimum of 2 acres for the property owner in the commercial zone.

Article 8: Adjournment

Douglas Cyr motions to adjourn the meeting at 6:06 PM. Michael Morin seconds the motion.