

*Shapleigh Planning Board*

*Minutes*

**October 11, 2023**

Members in attendance: Roger Allaire (Chairman), Steve Foglio (Vice Chairman), Roland Legere, Madge Baker, Maggie Moody, and Alternate Ann Harris. Code Enforcement Officer Mike Demers was also in attendance.

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Minutes are no verbatim unless in quotes “” – If the names of a citizen making a comment was not requested by the Planning Board Chairman, the reference to their name will be known as ‘Citizen’ or ‘Abutter’ depending on who is speaking.

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*The Planning Board meeting started at 7:00 pm.*

*The minutes from Tuesday, September 13, 2022 were accepted as written.*

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**Unfinished Business:**

**Discuss Village Areas & Questionnaire for Townspeople**

The Planning Board held a workshop with Lee Jay Feldman from SMRPC to discuss village areas, affordable housing, and accessory dwelling units several weeks ago. From that meeting they concluded it would be a good idea to get input from the citizens of Shapleigh regarding village / growth areas, and that a questionnaire should be created to start that feedback. This evening the board began the discussion for the questionnaire.

Roland L. began by stating that he found reading the minutes of the workshop to be informative, since he was unable to attend. He thought there were good ideas expressed, and he felt he better understood what Shapleigh’s responsibility was for affordable housing and a possible business district.

Ann H. asked if the next step was to create a questionnaire for when people come to vote? Barbara F. stated that yes, it could be ready for either the November election or Town Meeting in March. The questionnaire could be made available and townspeople could return them by bringing them back to the town hall and leaving them with her. She was unsure if it would be ready for the November election, but certainly it could be ready for Town Meeting. Ann asked how many questions people would normally respond to? Barbara wasn’t sure how many they had for the comprehensive plan, she thought perhaps 10? CEO Demers believed 10 would be too many. He thought perhaps 5 or 6 questions. Madge B. agreed. Roger A. didn’t think there was a great response. Ann asked why do it if there would not be a great response? The board noted that often people want to give an opinion, but not in this manner. Barbara stated that she recalled there were quite a few responses, because she was the one who processed them for the Comp Plan. She did add that it was at a vote where many attend, she thought it might have been

a presidential election, where the ballot clerks handed the questions out to everyone who came to vote. Ann wondered if there should be questionnaires laying out near the Town Clerks office, for when they go register their cars? Ann thought they could add their name to paper. Maggie M. was concerned if the board asks for their name, they may not respond. Steve F. thought the name could be optional.

Steve F. stated he wanted to see if this is what the townspeople want. He felt as a board they have a significant role in shaping the way things go. He said often when the board presents zoning changes at Town Meeting, they are accepted whether by open vote or secret ballot. So he thought it important to see if the townspeople would be interested in what he envisioned.

CEO Demers asked how they would phrase the question; ‘are you in favor of?’ Steve F. said he would like an opinion on where they see the Town going. Madge B. agreed with Steve and said she thought they should start with a statement. She said she started a statement but was not married to it. She read: ‘The Planning Board anticipates the Town will continue to see increases in residents and businesses. As the Town continues to grow, we welcome your thoughts as to how our zoning handles that growth’. She said again she didn’t have the phrasing correct but it was a place to start. She said they could then ask a couple questions around small house lots, small business lots, and encourage houses and businesses on the same lot. She said, then ask ‘where would you like to see some of this increased growth?’ She said you can ask, ‘should it be throughout the Town or in a more focused area?’ CEO Demers asked if the questions would be phrased so they can select A, B, or C. Madge believed so. Steve added, ‘or D, none of the above’.

Maggie M. said she was thinking of asking if they would be more likely to shop locally if the stores were clustered in a village area. Madge B. thought that was a good question. Steve F. said they could ask if the townspeople support the idea of having an IGA or something similar in Shapleigh. He said what he was really interested in, was were they likely to go to a local market in Town, or drive right past it and go to Hannaford. He said he wasn’t looking to make this a question, but it’s what he wants to know. Ann H. thought they could ask if the townspeople want to see businesses in one area. Madge said they have to allow businesses around Town, so she didn’t want the questions to be too specific. She said they could ask where they would like businesses encouraged. Ann asked if they could put some suggestions? Madge thought that would be fine, but not one location. Madge added that businesses probably should be on Rte. 109 or 11; she was speaking about retail businesses. Maggie added that also service businesses. It was agreed upon that the wording had to be such that it was understood what the board was looking for, and the fact it likely would lead to a zoning change.

Ann H. thought the board needs to pose the questions in a way that gets people to start thinking about it. She believed if the board gave them choices, perhaps people would think by not having them give an opinion it would limit their options in the future, especially existing business owners. Maggie M. stated that it should be stated the board was not trying to move existing businesses. Ann didn’t agree, they want people to start thinking about the future, and if they are uncomfortable it may push them to voice their opinion. She believed if you don’t take them out of their comfort zone, they will do nothing. She said she was looking for a response. Maggie added that perhaps it could encourage a few people to come to a meeting to see what is being discussed. Ann agreed.

Madge B. said if they want responses, they should mention signage. Ann H. said there could be an A, B, or C – ‘would you like to see business signs like this?’ Madge agreed. Ann asked if they should narrow down to five things, to figure out how to ask the questions? Maggie M. asked if they should see how other towns handle signage? She said she did not like sign tents, like in Portsmouth NH, you trip over the signs. She said sidewalks should be clear. Ann noted there were no sidewalks. Other board members said, “Some day”. Maggie said it shouldn’t be in the road either.

Roger A. thought another question should be, ‘would you like affordable housing in Shapleigh?’ Ann H. wasn’t sure they would know what they were talking about. Roger disagreed, due to all the news around affordable housing. Ann thought there should be a different way to ask the question. Madge B. said, ‘What location do you think affordable housing would be suitable?’ Ann asked if they should add what affordable housing means. Madge did not believe so, she didn’t think they should get too specific because it will bog people down. She said this could lead to conversations such as, ‘I hate affordable housing or don’t talk about affordable housing’. She said it is a hot button issue. Barbara F. believed the first questionnaire should be succinct, because everyone is so stressed right now, so if it is simple they may reply. She believed if it is too complicated or detailed, they likely will just throw it in the trash. She said people are feeling very overwhelmed with all that is going on.

Madge B. asked if the first question should be around retail and service businesses? Roger A. thought they could ask if they want affordable housing in Shapleigh and where? Barbara F. thought the board was focusing on the growth area right now, which is more about businesses. CEO Demers asked if affordable housing would be upstairs above the business. Steve F. said he wasn’t sure that would be true, he thought they were leaning more toward a rental. Steve thought Roger was referring to a subdivision. Roger agreed, a small subdivision, such as Waterboro has. He said they have complexes with 10 or 20 houses, and a percentage is for affordable housing and the rest are market rate. He didn’t know if the townspeople want that, and if they do, zoning has to be changed. He said the minute you get beyond 3 houses it is a subdivision. CEO Demers agreed and said the only thing the Town does is reserve several growth permits for affordable housing. Roger agreed, there were several for Habitat for Humanity, but not everyone agrees the Town should have them available.

Ann H. asked if there was legislation that states the Town has to have a certain amount of affordable housing? Madge B. said, no. She said we have to have accessory dwelling units, but it doesn’t mean it has to be affordable. She said someone could build one for their mother and bring in all the finest things. Steve F. said all the board has to do is make sure the ordinance complies with the new law. Madge said that Lee Jay Feldman thought it did. Roger A. said if the townspeople want more affordable housing, then the board has to look at zoning to see if it accommodates that, such as allowing multiple units in a certain area for affordable housing. He said over the years there has not been any incentive for a developer to do affordable housing in Shapleigh. He didn’t see anyone coming in to spend 2 to 6 million dollars on housing, only to have the Town charge them at the going tax rate.

Madge B. asked if the Town has to change the zoning because the accessory dwelling units can be put anywhere. She asked if zoning needed to be changed to make it clear. Steve F. thought that the way it is written is that it has to be on a conforming lot. He asked if the new law says that? Madge said, the way she understood it, if she owned a 50 x 100’ lot, that is greater than 20,000 sf, she could add one, provided she could put in a septic. CEO Demers believed the verbiage to adopt would be net density. He said if you have a non-conforming lot because it is a half-acre, then you don’t have room for that net density, to add

that second unit. He said if you have a non-conforming lot because it only has 190 feet of road frontage, and you have 2 acres, then you can add it. Steve asked if this is how the law reads. CEO Demers said that it simply states that it can be placed on any lot where a single family home can be placed. He said a single family home can be placed on a non-conforming lot of record, but there is a lot minimum for Shapleigh of 80,000 sf and 200 feet of road frontage. He said the law does not address a non-conforming lot of record. Madge believed there is a change the Town may need to make, but she didn't think it was a big deal, because of the previous changes made.

Roger A. said that they want to keep it out of the Shoreland District. CEO Demers agreed, and they will add the ADU in the chart and add under each zone where it will and won't be allowed. Madge B. thought it was allowed in the Shoreland District. CEO Demers did not believe it was. Roger agreed. CEO Demers said it wouldn't be allowed in Resource Protection.

Ann H. asked if they wanted 3 or 5 questions on the questionnaire? Madge B. said she thought they wanted to know if people want retail and service businesses in a certain area. Ann said the first question could be on businesses. Maggie M. added that it also could be what type of businesses do people want to see. Ann asked if the second question could be on signs? Madge said she wasn't pushing for a question on signs. She said they thought they wanted to know about increased density of housing and businesses. She said this is how they get to a growth area. Steve F. asked if they want townspeople's opinion on it or their ideas? Barbara F. reminded them that it can't be too complicated. She said with the comp plan questionnaire, there were a few open ended questions and you had for example, 50 people with 50 different ideas, so you couldn't put it in a category, there wasn't a focus. She thought it was important to give them options to choose from, A, B, or C and there could be an 'Other'. She said she experienced most people will check A, B or C. She felt by leading them somewhat, statistically you can get a better idea of a direction to focus on. She felt open ended questions were great for a discussion, but she did not find it worked well with the questionnaire.

Madge B. asked Steve F. what he thought would work for questions? Steve said he keeps going back to 'is this now or 50 years from now'. He said if he is still a resident of Shapleigh 30 years from now, he didn't want to look at what is going on and think they shouldn't have done this. He said he can't put his finger on what things are going to look like. He said he likes getting people's ideas, but he is also looking at a pattern to follow from another town, from someone who has already done this and is 20 or 30 years ahead of us. He said the information Lee Jay sent was good, but it is beyond his expertise or ability. He said he could picture what he would like the Emery Mills area to look like in his mind, but getting there is another issue. He said it is businesses and residences, its Saturday and it's busy, and there are people at the coffee shop and people going to the bank, a couple at the store, all in this little village area. He said he grew up in Limerick and pictures Limerick village, where Main Street is only 1000 feet long. He said there was a store, post office, village variety, dentist office, real estate office. Ann H. noted downtown Kennebunk. Steve said Main Street would not have to stretch from the foot of the lake to the Sanford line, more condensed makes it easier. He said the struggle may be the water / sewer. He doesn't see wells and septic systems changing. He said he didn't want to be the only one in Town with the vision. CEO Demers said, "Boil that vision down to a question. Are you in favor of promoting retail and residential uses on one lot in a designated area?" Steve said it's a hard one to try to pin down in one or five questions. Ann H. brought up a question such as "If you agree to this, and have it go to an algorithm over to the side, A, B, C, with the location, A – Emery Mills or something else. Or put 'Other' and let them write in where they would like to see it." She said if you put locations, it would get them to think about it being more dense

in one area. Steve thought it was tough to ask. Ann didn't think so, and added that people may say they don't want businesses in Shapleigh at all. Steve thought if that was the case he would want to ask where they shopped or got their car fixed, etc.

Roger A. stated that from discussions in years past, a Dunkin Donuts or a fast food chain wasn't accepted. Steve F. thought that was good, he didn't think they needed that. Roland L. disagreed, stating it may have been the case years back, but after the donut shop was closed he heard more comments from people saying, 'if this Town only had a Dunkin Donuts or Aroma Joe's'. He believed what Roger stated was the case, but it is a different population now. CEO Demers said in the Town of York they allowed Dunkin Donuts to come in but they were not allowed to do the bright neon signs. He said they are wooden painted signs. Roger noted that was like Freeport. CEO Demers stated the Planning Board can limit signage. Steve said he was looking toward independent companies, not necessarily a chain. Roger said some of the townspeople in the past were against a national brand, and the board talked about looking like Freeport with the signs being low-key, and asked would you accept that. The townspeople said they would not. Ann said that a lot of people don't realize Dunkin Donuts are not owned by Dunkin Donuts, they can be owned by a person that lives here.

Roland L. asked what about something like this, 'Would a mixed use area of retail business and apartments be of interest to you, as a resident of Shapleigh?' Madge B. thought it was a good question and a follow up question is, 'If yes, where would you think would be suitable?' She liked the question. Roland said he could change the beginning and say, 'Would a *village area* of retail business and apartments be of interest to you?' Ann H. thought the words 'village area' were good, as it referred to it being condensed, instead of a mixed use all over Shapleigh. She thought the next question might be to suggest some areas to see what they think, and also have 'Other'. Maggie M. spoke about the business on the bottom and apartment on the top, and would the current owner of the business live above or be willing to rent it out. Madge thought Roland covered as much as the board needed, she didn't think they should get into ownership; if you speak of ownership it may stop people from replying if it does not apply to them. Madge thought Roland's question worked, Maggie did as well.

Ann H. asked if they should then go into affordable housing. Madge B. did not believe that should be addressed on the questionnaire. Barbara F. agreed that this should be kept to the village areas for now. Steve F. did not see affordable housing being anything that a developer would come to Shapleigh to do, without some serious incentives from the Federal Government, State, or Town. He said that otherwise there is no incentive. It was also noted, as it has been in the past, transportation is an issue; whereas it is not in Sanford, people can walk to stores and services, and there are transportation options. There was continued talk about affordable housing and it was agreed, this was not something the board would address at this time.

Roland L. offered a possible second question, 'Would you support Shapleigh ordinance changes, which would facilitate the development of a village area to encourage retail businesses and apartments?' The board liked the question. Ann H. spoke again about having choices for where they would like the village area. CEO Demers agreed, perhaps the last question could be 'If you agree with any or most of these questions, where would you like to see such change?' He added the choices could be Route 109, Shapleigh Corner Road, and Back Road. CEO Demers noted that the parade went by the town hall, so that is why he included Back Road, and thought it would be great to have this as a village area with the town hall, the library, and the church. He talked about more lots in the area surrounding the town hall.

Madge B. told Roland that he did a really good job. She suggested the board take his two questions, send them to the board members, and the board could think about if they needed to add to them. Roland thought there should be a sub-question to them, to further clarify what they think about areas. He said these were just two that popped into his mind while they were talking. He also thought having Lee Jay Feldman, who offered to review the questions, take a look at them. CEO Demers believed everyone could come up with one question, if they want to, and email them to Barbara. Madge thought Roland’s questions were good and that the continued chatting wasn’t improving his questions.

Ann H. asked if there needed to be another topic for the questionnaire. Madge B. did not think so. Roland L. asked the board if they wanted to ask if anyone would be willing to participate in a sit down discussion. Madge thought it was a good idea. Steve F. thought it was a good idea, perhaps someone had more information on the topic, someone that knew more about it. The board members spoke about a gentlemen in Shapleigh who has done this type of village area in Springvale and other areas, the board may try to reach out to him or others as they come to mind. Board members also agreed this is a ‘long term’ goal, not something that will happen quickly.

CEO Demers shared his thoughts on a village area, which would include the area around the town hall, it would go up Owl’s Nest Road and then come out onto Back Road. This area could have small lots and be a village area over time. He said over time, even on Rte. 109, the lots will be bought and sold and eventually they will be developed. The board members noted there could be several village areas.

Board members agreed that they would love input from anyone who is interested or may know about this subject. Madge B. thought it would be a good idea to have a question geared around inviting participation to a workshop on the subject.

Roland L. will come up with questions and Madge B. will write an intro. Members are encouraged to develop a question as well, if they so choose. Nothing further was discussed.

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Barbara F. asked members if there was anything they wished to add to this year’s Planning Board budget, over typical costs. Ann H. asked Barbara if there was any equipment she used that needed to be updated, that should go in the budget. Members also noted they could use better mapping which showed overlays. Barbara did not believe that would be approved. CEO Demers agreed an updated map, with the existing streets, resource protection areas, etc. should be provided. Barbara asked member to let her know within two weeks if they thought there was something that would help the board do their job. Nothing further was discussed.

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CEO Demers passed out a pamphlet on Subdivision Law. He said he had the definition of campground, and on page 13 of the pamphlet is listed what is not considered a subdivision. He read it as follows:

*G. Leased dwelling units are not subject to subdivision review if municipal reviewing authority has determined that other review exists at least as stringent as subdivision review – sometimes multifamily housing is reviewed under local Site Plan Review Ordinance (this is not site law).* He felt that because Shapleigh has a campground ordinance, he believed it does qualify. He believed the campground is not a subdivision, so all the board has to do is make sure the campground conforms to the campground ordinance that is in place.

CEO Demers said he was on a Zoom with call with Attorney Durward Parkinson and asked him the question. He said there were about 30 others on the Zoom call, he said there was overwhelming consensus that a campground was not a subdivision. He felt they could process the application before them, knowing it is not a subdivision. Steve F. said it was because they are leased lots. CEO Demers said they are leased lots rented to a person, and in the definition it talks about recreational rental; the person rents it and returns to their year round home. He said they can rent it for a week, month or season, it can't be a primary home. He said this was out of the definitions, out of the State legislature.

CEO Demers said he had trouble with having this person make cottages and not have a kitchen sink in them. He felt they should have all the amenities. He said the requirement is they are not a permanent resident. Steve F. asked if, like the Town of Wells, we should have the 28 day rule? He said they cannot live there more than 28 days. CEO Demers said they could live there for a season, it just can't be a primary residence, which means 7 months. Maggie M. asked if they would have to prove they have a primary residence? CEO Demers said he could rent it seasonally to whoever he wants to.

Madge B. said the question is how does the Town know he isn't renting them out for longer than 7 months? CEO Demers said someone isn't coming in to claim it as their residency, and they want to vote in Town. He said there would be a condition on the campground that could be enforced. He said as far as the approval process, it wasn't a problem. Roger A. noted Kettle Pond, as it was an issue. CEO Demers said Durward Parkinson noted the subdivision law is constantly changing, so what was true back then may not be true today. Roger felt the ordinance had to be changed first. Roger said Shapleigh's ordinance still is the ordinance in place when Kettle Pond was created. Roger said that if the board is to pass the campground without subdivision review, the ordinance has to be written to allow that. He did not believe the present ordinance allowed it to be reviewed as a campground. Maggie M. thought it said you could not be there any longer than 30 days. CEO Demers said the subdivision law was drafted at the State level. Roger said home rule trumps that. CEO Demers said that Durward Parkinson said you can't trump the subdivision law at the local level, you have to adopt the exact definitions that they have at the State level. Roger agreed, and asked CEO Demers to tell him it was not a subdivision. CEO Demers said that the definition is at the State level. Madge B. thought the State said we could go by our own ordinance? CEO Demers said that is true with respect to campgrounds. He said if someone would argue that it is a subdivision and they want to do a Kettle Pond scenario, I don't think they can. He said the board can get an opinion from Durward Parkinson on that. He was confident that the board can process the application knowing that all the amenities of a dwelling will be in those cabins and it is not subdivision. He said the board has every right to get a legal opinion.

Madge B. said the Town's ordinance has to be as stringent as State law. She said that the Town's campground regulations have to be as stringent as the regulations under State law. CEO Demers said, "For campgrounds." Madge said the Town can be stricter. CEO Demers said the Town can be more strict on campgrounds. He said you cannot have someone come in for a campground and review it as a subdivision. He understands that the Town did at one point, but it cannot happen today. Madge said she would review this, because she was closer to Roger's position. She said she will sit down with the information.

Steve F. asked Madge B. if she thought the campground was a subdivision. Roger A. did not believe it was, unless you have a full residence with a kitchen, bathroom, etc.; and if there are greater than 3 dwellings. Ann H. said the ordinance says, 'In no case shall less than one toilet, lavatory and shower be

provided for each sex for every 10 camping and tent sites’, for a campground. Steve asked where it goes from campground to subdivision? Roger said, because there will be a permanent dwelling, with full bath, sleeping area, and a kitchen area. He said because there are full amenities, as a residence, then any more than three dwellings is a subdivision.

CEO Demers said an argument was brought up about a motel/hotel, you have all those amenities, you have 8 units, it’s not a subdivision. Roger A. stated that Shapleigh treats it as a subdivision. He said the board was told by Durward Parkinson years ago that we could. CEO Demers said the subdivision law is constantly changing. Roger agreed, but the ordinance needs to change to reflect that. CEO Demers said that the subdivision ordinance is automatically updated when the State updates theirs. Barbara F. asked if the townspeople have to vote on the changes? Madge B. said Shapleigh has their own subdivision ordinance but what she believes CEO Demers is saying is the State supersedes the local ordinance. She said if the two disagree, and the State is more stringent, we have to enforce the State’s. Roger agreed that whoever is more stringent. Madge said her concern was the campground ordinance. She said she wasn’t sure it was as stringent as the State subdivision law. Maggie M. asked if they place the stricter wording into the campground ordinance, wouldn’t the Town be covered? She said if the State updates the subdivision law that gets updated, but not the campground ordinance.

CEO Demers said there is an active application before the board that the board has to either approve, deny, or approve with conditions. Madge B. agreed. CEO Demers said there would be a bathroom, kitchen area, and sleeping area. Roger A. stated the board tabled the application because he had an incomplete application. Roger said he told the applicant there needed to be a septic design and shower house on the plan, the roads needed to be on the plan with details, the board has none of that. CEO Demers said the applicant only wanted to get an idea of what the flavor was, and that the campground was an allowed use in that area. CEO Demers said he was proposing 8 dwelling units for phase 1, he is working on the plans. CEO Demers said he didn’t want the plans to come across saying there won’t be a kitchen sink, when in fact there is going to be. He said they are building, by definition, a dwelling. He said they just will not be a permanent residence, so it is not a subdivision. Roger said if there were only 2 of them, then it would not be a problem. He said there would be more than 3. CEO Demers said they would not be a permanent residence because no one is living there full time. Roger said no, but it is available. He said tomorrow, when he wants to divide that land, and I want to buy one of those dwellings, I can buy it and it will be separated from the others. Steve F. said he thought he could not sell them. Roger said that he could, its legal. Roger said that there are camps in Shapleigh, where there are two camps on one lot that is not of legal size – it’s a non-conforming lot, they can divide the two camps – because they can, it is now two separate camps on two lots. He said that is a subdivision.

CEO Demers asked how you get to a campground use in the Town of Shapleigh, without tripping subdivision? Roger A. said that you can have a bath house, no bathroom in the structure. He said you don’t have a full dwelling unit. CEO Demers said, “You have a bath house”. Roger agreed, and tent sites, and trailers come in. Roger said that the dwelling units he wants are permanent, not moving. CEO Demers said if he is building a cottage as defined by the State, it’s not a permanent residence. CEO Demers said there are other towns close by... Roger said that they don’t have our ordinance. Roger said that was why he was saying they cannot have a full dwelling, or they have to go through a subdivision.

Madge B. stated that the existing campground ordinance doesn’t meet what he wants. She said she needed to review the ordinance before she provides a decision. She said she did not care about how the



ordinance defines campground, what she cares about is ‘Leased dwelling units are not subject to subdivision review if municipal reviewing authority has determined that other review exists at least as stringent as subdivision review’. She did not believe the campground review was as stringent as subdivision. CEO Demers said, “So you don’t think campground review is as stringent as subdivision review?” Madge replied, “Not even close”. Roger A agreed. Madge said again that she needed to sit down and review it more closely prior to making a final decision, adding that she didn’t do well trying to do this in the middle of a meeting.

Steve F. stated that the applicant is not selling any of the units, so to him that was the circuit breaker. CEO Demers said that he wasn’t selling them today, it doesn’t stop it from happening in the future. Steve said again that was the circuit breaker, you can’t sell the lot. Madge B. asked how you stop that? Barbara F. did not believe you could, based on the past. CEO Demers stated that a subdivision can be triggered by a lease as well. Madge agreed. CEO Demers said that he wouldn’t even have to sell one, he could just lease it. CEO Demers said again that this was not a subdivision as presented. Madge said she understood what he was saying, what she needed to see is that whatever the board reviews it under, it has to be as stringent as subdivision.

Ann H. asked if the State Plumbing Code, Dept. of Health & Human Svs, had regulations for a campground? She said if they do, perhaps it will say they have to have an outside shower unit. She said, or they may not have anything that regulates a campground. Steve F. thought the designer would design the system based on what you provide for information. Steve said he had a design for 10 campers, and it was a basic system consisting of a tank, straight pipe and trench system. He said because there is no kitchen or laundry, he was amazed at what the stamped design consisted of. CEO Demers said he wants to rent it in the summer for those that want to camp, and rent it in the winter for those who want to snowmobile. Steve thought each unit would have its own septic tank. CEO Demers said the application is for cottage units, and if you deny it, you have to have a reason why. Madge agreed.

Ann H. asked, based on the ordinance, if Madge was saying it is a subdivision. Madge believed it was. Roger A. stated it was if it is greater than two units. He added that all the applicant provided was an application, there was no layout, no roads, no details of the dwelling units, etc. CEO Demers stated he didn’t want to spend the money on the design and have the board say he couldn’t have it. Roger said he could have come in for the trailers and then talked about the dwellings. CEO Demers said he wants cottages. Steve F. said that if he came in with 8 camping sites, it is not a subdivision. Madge agreed. Steve said that he could buy 8 campers and put them on there, and rent them out. Madge said that was correct, because they are temporary quarters. Ann asked about 8 cabins. Madge said cabins change the situation, because they are not temporary. CEO Demers said if he has 2 cabins it is not a subdivision, and then he comes back in 5 years for another cabin, that is not a subdivision. Madge said the board is not going to worry about that presently. CEO Demers stated the definition allows for temporary shelters, or a cottage. Madge stated that a cottage is not temporary. Madge stated that it is connected to plumbing, and it sits on a fixed foundation. She stated again she would review the ordinance and give the board her opinion in an email, because she is unable to attend the next meeting.

Nothing further was discussed.

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**Growth Permits**

**Map 6, Part of Lot 12 (Back Rd) – New Home – C. Desrochers**

**GP #27-2022**

Roger A. stated the deed provided showed there was 200 feet of road frontage and 2.75 acres, therefore it met the requirements for a lot in the ordinance.

**Map 4, Part of Lot 7-O (Coley Trafton Road) – J. Schneider**

**GP #28-2022**

Roger A. stated the deed provided showed there was over 200 feet of road frontage, and the lot contains 5.50 acres. There was also a copy of the survey plan provided. The lot meets the requirements for a lot in the ordinance.

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**The Planning Board meeting ended at 8:50 p.m.**

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The Planning Board now meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month at 7:00 pm, unless it falls on a holiday or Election Day. Should there be a cancellation due to a storm event, holiday, or Election, the meeting will typically be held the following Wednesday, also at 7:00 p.m. Public hearings are held at 6:30 pm, just prior to the meeting.

Please contact the Land Use Secretary if there is a question in scheduling, 207-636-2839, x4.

Also visit [www.Shapleigh.net](http://www.Shapleigh.net), there is a calendar of events, and you will find Planning Board information there including schedules, the agenda, and minutes of the meetings.

Respectfully submitted,  
Barbara Felong, Land Use Secretary  
Town of Shapleigh [planningboard@shapleigh.net](mailto:planningboard@shapleigh.net)