

Town Hall Meeting Room & Zoom Virtual Meeting Platform  
Municipal Building  
Minden Street, Greenville, Maine 04441  
Minutes  
June 5, 2024

NOTE TO PUBLIC: There is a video recording of this Planning Board meeting available on the Town website: <https://greenvilleme.com/boards/planning-board-meeting-video/>. The video recording is the official record of the Planning Board meeting. These Minutes reflect specific actions taken by the Planning Board (the “Board”) at the meeting and identify the discussions at the meeting.

**Meeting called to order at:** 5:01 p.m.

**MEMBERS PRESENT:** John Contreni, Chair, Lurline Arco, Secretary, Noel Wohlforth, Brent Ireland, Vacant (Alt. 1), Vacant (Alt. 2)

**MEMBERS ABSENT:** David Case

**MEMBERS VIA ZOOM:** None

**ALSO PRESENT:** Mike Roy (Town Manager)  
Ronald Sarol (Code Enforcement Officer)

**GUESTS:** Michelle Weirich (Alternate in Waiting), Ed Jewett

**GUESTS VIA ZOOM:** None

John said he has applied for reappointment to the Planning Board but has not heard from the Select Board. Michelle also has not heard from the Select Board regarding her position as Alternate #1. John said his three-year term ended but will preside over the meeting but will not vote. Ron read the paperwork which notes the terms of each board member. John’s term ends June 30, 2024, therefore, he is still a member. Lurline’s term ends July 5, 2025. Ron noted that Noel’s term ended June 2, 2024. Noel said he completed paperwork to renew his term. John asked Ron to give him a list of all members and their term information.

John noted that his term as Chairperson ended June 5<sup>th</sup> right after the annual town meeting. Therefore, the election of Board Chairperson, #5 Action Item, was moved to this slot. John read #2E from the Planning Board By-laws which states “E. The Board shall elect annually a Chairperson and Secretary from its membership. The election of the officers will be held the meeting following the annual Town meeting. The term of all officers shall be one (1) year with eligibility for re-election.”

John asked for nominees for Secretary. Noel nominated Lurline. Brent seconds. John asked if there were any other nominees. Hearing none. Nominated and seconded 3-0-1.

John asked for nominees for Chairperson. Noel nominated John. Brent seconds. John asked if there were any other nominees. Hearing none. Nominated and seconded 4-0.

**Conflict of Interest with any agenda item by Board members:** None.

**Minutes:** May 15, 2024

**Motion Made By:** Noel moved to accept the May 15, 2024 Minutes

**Seconded:** Brent seconds

**Motion passed/failed:** Passed 4-0

**Additions or Deletions:** None

**Report from CEO:** Ron reported on the period from 5/16/24 – 6/4/24. Ron continues to check the status of permits about to expire to verify progress and to assign 911 addresses and update existing properties using the State's Geo-Lynx Server, transfer mortgages and deeds to our system and work on the Comprehensive Plan. Ron investigated possible tree cutting violations on Wilson Pond. 13 new permits were issued. Permits awaiting payment and/or pending: 1 new home and 3 subdivisions. There have been 35 permits issued to date. John asked if Ron spoke to the assessor about getting new construction on the tax rolls. Ron not yet. Scheduled to be here next week. Mike said that has been postponed. Ron said he will discuss it with him when he comes.

**Action Items:** John said the LD2003 May 21<sup>st</sup> informational meeting was attended by himself, David, Mike and Ron. One person from the public as well as Ben Averill of the Housing Opportunity Program. John learned from this meeting that we do indeed need to have a Town vote even though mandated by the State. Ben noted that this should be completed by July 1<sup>st</sup> or as soon as possible. A special town meeting would need to be held to vote on the Accessible Dwelling Unit Ordinance and Affordable Housing Development Ordinance. Common wall would not be included since it is a building ordinance not a land use ordinance. Need to abide by the Maine Uniform Building and Energy Code (MUBEC) since Greenville does not have a building code of its own. Ron said MUBEC does not take into account Greenville's setbacks and lot size requirements. Ron said maybe put something into an application that common wall setback can be granted by the Planning Board or something to that effect.

**Old Business:**

Review of LD2003 Compliance – Section 21 Affordable Housing Development. Besides a few grammatical changes, John asked if there were any questions regarding the substance of the ordinance. Lurline asked if short-term rentals would not be allowed. Ron said the State of Maine considers anything over 30 days long-term. Ron will add a bullet stating no short-term rentals will be allowed.

Skyline Subdivision. Ron said all abutters were notified. There were some questions but once he explained how the property was being divided, everyone was happy. The \$831 subdivision fee

has been paid. John noted that all items needed for the subdivision have been completed and asked for a motion to approve the subdivision. Noel motioned to approve the subdivision, Lurline seconds. Hearing no further discussion, the subdivision approved 4-0.

Green Village Subdivision. John stated that there has been a pre-application meeting. The Board approved for Mr. Jewett to go forward. John asked Ed to submit a complete application and read the 37 requirements, noting which the Board required, for this subdivision permit. A public hearing will be held within 30 days of receiving a complete application. Ed said he met with the State Fire Marshall and will meet the requirements for common wall setbacks.

**New Business:** None.

**Items for Next Meeting:** LD2003 Affordable Housing Ordinance. Ron said the next meeting falls on a federal holiday. John said we will meet on the same day as the Select Board. Mike said date has not been agreed upon but will be the 18<sup>th</sup> or the 20<sup>th</sup>.

**What's on your mind:** Lurline passed. John noted that the Fence Ordinance was endorsed by the voters. Also, minimum lot sized passed without any questions. John said we need to come with a fee for the fence permit as well as frequently asked questions. John thought possibly \$25 and Ron said he was thinking that was appropriate. The Select Board sets the fee but with our recommendation. John said he saw Bangor Neon Sign Company at the blue building behind Stress Free. Ron said they did approach him, and the sign will not be neon, back lit or digital. Noel said he is still interested in the short-term rental situation. Brent passed.

**Adjournment:** Noel motioned to adjourn at 5:53. Brent seconds. Passed 4-0