

Town Hall Meeting Room & Zoom Virtual Meeting Platform  
Municipal Building  
Minden Street, Greenville, Maine 04441  
Minutes  
March 28, 2022

**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 generally identify the discussions at the meeting.

**MEMBERS PRESENT:** John Contreni, Chair, Lurline Arco, Secretary, Noel Wohlforth, Jenny Ward, Dawn Holbrook (Alt. 1), Maureen Hopkins (Alt. 2)

**MEMBERS ABSENT:** In Joanie Withee’s absence, Dawn will have voting privileges

**ALSO PRESENT:** Mike Roy (Town Manager)  
Peter Leathers (Code Enforcement Officer)

**GUESTS:** None

**GUESTS VIA ZOOM:** None

**Meeting called to order:** 5:00 p.m.

**Minutes:** Pending receipt of December 7 and 12, 2020; February 8, 2021

**Motion made by:** Noel made a motion to approve the March 14, 2022 Minutes

**Seconded by:** Jenny

**Motion passed/failed:** Minutes of March 14, 2022 approved 5-0

**Adjustments:** None

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

**Report from CEO:** Peter reported on the period of 3/15/22 - 3/28/22. There are two additional requests to be put onto the Board’s Agenda. 8 Birch Street a pre-permit meeting for change of use (Mike noted that it should be Birch Point Road not Birch Street) and the old bank next to Shaw Block Building wants to expand upwards with residential over retail. 17 Harmony Lane demolished the existing house, took it off the tax roll. In order to rebuild, needs to come before

the Board and reapply. Jenny wanted to know why permits issued this year are so low. Peter said many permits need to be renewed plus there is a lack of manpower. John asked Peter to do a comparison of permits issued for last year for the same time this year going forward. Issued three new permits. Permits issued to date: 11

**Action Items: Lighting Ordinances: Outdoor and Signage.** Jenny presented updates on Section 17. Outdoor Lighting and Section 11. Signs. John asked if the lighting terms were intended to be incorporated since there are already definitions. Jenny said she thought they would be helpful in case some are needed for clarity. Motion made by Lurline to approve the drafts of the amendments to the Land Use Ordinance for: Definitions, Section 17 Outdoor Lighting, and Section 11 Signs for forwarding to the Select Board for approval and ultimately to the Town. Dawn seconded. Approved 5-0.

**Joanie Withee resignation.** Joanie has resigned from the Board for new responsibilities in her job. According to our By-Laws, John asked Dawn, Alt. 1, to step up. Dawn said she would not be able to step up at this time and suggested that John ask Maureen, Alt. 2. Maureen accepted. The change needs to be presented to the Select Board for approval. John will do this at the next Select Board meeting on April 6.

**Old Business:** Approval of the February 22, 2021 Minutes. There was a majority of three, John, Noel and Lurline. Noel made a motion to accept the February 22, 2021 Minutes. Lurline seconded. Approved 3-0.

**New Business:** None

**Items for Next Meeting (4/11/22):**

- 33 Moosehead Trail pre-permit Conditional Use office over retail

**What's on Your Mind:** Jenny – with the changes made to the outdoor lighting and signage, made her wonder if we should look at other sections of the Land Use Ordinance to see if they need to be updated to fit our current needs versus when they were written. John – I believe in being proactive and during this quiet time maybe take a look at the ordinances. Maureen – we need a small wireless facility ordinance. If a permit is submitted, you have 90 days to review and if you do not have published rules and regulations, they only have to follow federal standards. Something we should look into. Noel – his brother-in-law the astronomer, is delighted with the lighting changes and would enjoy doing programs when he visits. John presented the By-Laws to the Select Board, which did not need their approval, for informational purposes. They were well received. Also presented the Establishment Ordinances with suggested changes. The Select Board approved but need a public hearing. Jenny wanted to know if it was possible to also get the small wireless facility ordinance completed so it can be ready for the June town meeting. Lurline asked Mike if he could have the pothole on the foot of Pleasant Street filled. Mike said it is a State Road and he will get in touch with them. Dawn – no comments at this time.

**Adjournment:** Noel motioned to adjourn at 5:32. Jenny seconded. 5-0.