

**Guilford Planning Board Minutes**  
**Guilford Town Office**  
**November 20, 2019**

**Call to Order:** The Regular monthly scheduled meeting of the Guilford Planning Board was called to order at 7:00 P.M.

**Attendance:** Matt Holland, Chairman; Clayton Griffin, Richard Panciera, Martha Ward; Clayton Griffin, Alternate sitting in for Ed Davis who was absent, and Lou Sidell, Secretary  
Alternate: Dominic Riitano

**Also, in Attendance:** Keith Doore, Code Enforcement Officer; David Wilson, Town Manager; and Darrell Miles, Professional Land Surveyor.

**Minutes:** There were no minutes to approve, because the Secretary lost the minute book. There will be an attempt to reconstruct minutes based on member's input from memory.

**Code Enforcement Officer's Report:** CEO, Keith Doore, brought the following to the Board's attention:

- [Bruk??](#) Harrington, permit to replace a camp at 90 Davis Pond Road, Map 18, Lot 18-11. Camp to be 26' X 24'.

**Preliminary Subdivision Amendment Review:** Mr. Miles, PLS brought to the Planning Board for preliminary approvals and amendment to Dunham Brook Subdivision or also known as Phase II the subdivision approve a couple of months prior. The amendment includes two lot on north side and at the east end of Orchard Road adjacent to the Dover-Foxcroft town line. One lot is proposed at 3 acres with 390' frontage on Orchard Road and the second lot is 2 acres with 255' of frontage on Orchard Road. Both lots have past the soils test of septic systems. When asked if Mr. Souderquist owned anything on the other side of Orchard Road the response was no.

Orchard Road is a 3-rod wide right-of-way (ROW) seasonal road and is not maintained by the town such as snow plowing during the winter. When asked if the lots would be limited to any development other than seasonal structures the response was that he assumed no and they would most likely be marketed as seasonal lots. There was concern expressed that in winter months there could be a problem with emergency vehicle access. The town manager confirmed that others could plow the road but at no expense to the town. There is enough right-of-way width to allow the town to accept the road if it were brought up to town standards. A rod is 5.5 yards or 16' 6". Therefore the ROW width of Orchard Road is 49.5' or rounded to 50' ROW. The length of Orchard Road from the Sebec Shores Road east to the proposed new lots is approximately 4,200 feet.

Member Sidell moved to give preliminary approval to the proposed subdivision amendment for Orchard Phase II. Member Panciera seconded the motion. The motion carried unanimously. The Board members each signed three copies of the Preliminary Plat.

Member Sidell recommended a site walk before the next meeting regarding the amended plat. A site walk was scheduled for November 27<sup>th</sup> at 10:00 AM. The Board will meet at the Town office, 3 School Street. Town Manager, Wilson said he will publish the appropriate notice of the site walk.

**Town Manager Report:** TM. Wilson reported he had a call from an individual in Willimantic that is 25' north of the Guilford town line. There appears to be an addressing issue regarding mail service.

**Nuisance Ordinance/Property Maintenance Ordinance:** Town Manager, Wilson explained that he is attempting to strengthen the existing ordinance by establishing a definitive 3-step notification/enforcement process. Member Sidell expressed concern regarding definitions of Officers and Mr. Wilson indicated the issue has been clarified and will also incorporate state law references. The proposed changes will also take some of the burden off of Keith, the code enforcement officer. The proposed changes will help to reduce the time to get the property owners to clean up their problem. Three warnings should be enough to prompt action. He explained that if the Board has additional comments there is time before the town meeting.

There was some additional discussion regarding unsafe and hazardous buildings and the pitfalls of enforcement.

**Sight Distance Review:** Chairman Holland provided a copy of a sketch plan to demonstrate driveway sight distances. Visibility is a key safety concern. There was considerable discussion regarding how and where to measure the site distances. The current standard is 420' sight distance on a 45 mile-per-hour road. The sight distances vary with the speed limit on the road. He recommended the distances be measured at approximately 3½' above the road and from the centerline of the traveled way. Member Sidell suggested that due to similar sight distance requirements in the sign ordinance there ought to be a cross reference in both ordinances.

There was also a concern expressed as to if the sign ordinance requirements for better sight distances at intersections were enacted.

**Other Business:** The former Pride Industry facility inspection report was e-mailed to the Board. The town manager and State Fire Marshall's conducted the inspection based on concerns of a change in use. The owner, Mr. Fleming, has turned the facility property in to a boarding facility. The inspection revealed that he has 6 or 7 apartments established in the complex with occupancy ranging from 10 to 40 individuals at any one time.

It was determined that the sprinkler system is no longer functional which is an alleged violation for residential apartments. Access was denied to the fire marshal's office but the town was allowed to inspect the facility. The town is giving Mr. Fleming until December to comply and if that date is not met the matter will be turned over to the state to resolve. It was noted that the original equipment is still in the structures and are considered personal property. There is an acknowledgement that Mr. Fleming is trying to work with the town in cleanup a number of inoperable vehicles on the property.

Member Sidell moved to give the owner until the regular January Planning Board Meeting, the third Wednesday of January, January 22<sup>nd</sup>, to apply for a change in use from industrial use to a multi-unit residential use. Member Griffin seconded the motion. Motion carried unanimously.

**Former Red Maple Inn property:** TM, Wilson reported the former Red Maple Inn property on North Main St. adjacent to the town office and historical society structure has been sold to an out of state buyer, but there appears to be a reluctance by the new owner to say what their intentions are for the structure.

Mr. Wilson also explained he is looking to establish a committee to work on documenting the town cemetery plots.

**Adjourn:** Member Griffin moved to adjourn and Member Ward seconded the motion. Motion carried unanimously. Meeting adjourned at 8:45 P.M.

Respectfully submitted,

Lou Sidell  
Secretary

Next meeting: December 18, 2019