

# Arundel Planning Board Meeting Minutes

April 15, 2025, 7:00 pm

**Board Attendees:** Richard Ganong, Susan Roth, Marty Cain, James Lowery, Zachary Shapiro and Samantha Peikes (Planner)

**Public Attendees:** Annette & George Labrecque, Patrick & Stella McCormick, Barb Miller, Suzanne McKechnie, Bill Thompson, Tristan Everett, Jim Logan, Mary Beth & Michael DeLuca, Cameron Ferrante, Michael Thomas, Phil Labbe, Dan Dubois, Sharon Binette, Kim Gallant, Susan Heafield, Beverly Heald, Lauren Roche, Kim & Pete Gillingham, James Morin, Richard Sylvain, Dolores Smith, Diane Robbins-Mockus, Amy & Scott Hooper, Amy Dobson, Ariel Taschereau, Paulette & Phil Taschereau, Erica Everett, Jake Hawkins, Joanne Maloney, Jeff Hevey

**Call to Order:** Chairman Ganong called the meeting to order at 7:00pm.

## I. APPROVAL OF AGENDA

**Motion:** Zach Shapiro moved to approve the agenda, Jamie Lowrey seconds.

**Vote:** 5 -0 Approved, Motion Carries.

## II. APPROVAL OF MINUTES:

**Motion:** Marty Cain moved to approve the minutes of the April 01, 2025, meeting as written, Susan Roth seconds.

**Vote:** 5 - 0 Approved, Motion Carries

**Motion:** Jamie Lowrey moved to approve the minutes of April 01, 2025, Site Walk as written, Marty Cain seconds.

**Vote:** 3 - 2 Approved with two abstentions (Zach Shapiro & Susan Roth), Motion Carries

## III. PUBLIC COMMENT

No comments from the public members present. **NONE**

## IV. PUBLIC HEARING

<b>Item 1:</b>	<b>Christ Church- Conditional Use:</b> Proposal to convert the existing Empeople Credit Union building to a church. The credit union will continue to operate the ATM located on site through a leasing agreement with the church, for a period of five years. The property is located at 1298 Alfred Rd., Tax map 20 Lot 6 in the R4 district. The current owner is
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	Empeople Credit Union. The applicant is Christ Church, and the agent for the applicant is Barbara Miller.
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Chairman Ganong opened the Public Hearing at 7:05 PM. No comments or questions resulted from the people in attendance.

Chairman Ganong closed the Public Hearing at 7:06 PM.

**V. PENDING BUSINESS**

<b>Item 1:</b>	<b>Christ Church- Conditional Use:</b> Proposal to convert the existing Empeople Credit Union building to a church. The credit union will continue to operate the ATM located on site through a leasing agreement with the church, for a period of five years. The property is located at 1298 Alfred Rd., Tax map 20 Lot 6 in the R4 district. The current owner is Empeople Credit Union. The applicant is Christ Church, and the agent for the applicant is Barbara Miller.
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**Discussion:** The board had no other questions or concerns.

**Arundel Planning Board**

**FINDINGS OF FACT &**

**CONCLUSIONS OF LAW**

Site Plan Amendment/Conditional Use Review

Christ Church Site Plan

1298 Alfred Road

**Background**

The applicant is proposing to change the use of the existing Empeople Credit Union building located at 1298 Alfred Rd to a church. No changes are proposed to the outside of the building. The Board deemed the application complete at the April 1 Planning Board meeting and held a site walk April 15.

**Findings of Fact**

- 1. **Applicant:** Christ Church
- 2. **Owner:** Empeople Credit Union

3. **Location:** 1298 Alfred Road
4. **Zoning:** Rural Conservation (R4) District
5. **Existing Land Use:** credit union
6. **Proposed Land Use:** church
7. **Acreage:** 3 acres

### **Conclusions of Law**

The Planning Board has determined the application to be in conformance with the criteria set forth in Section 10.6.4. in the Land Use Ordinance as follows:

1. The proposed project conforms to all standards of the zoning district and meets or exceeds performance standards specified in Sections 5, 9 and 10 of this Ordinance:  
*The proposed project conforms to all applicable zoning and performance standards.*
2. The proposed project has received all applicable Federal and State Permits:  
*The proposed project does not require any state or federal permits.*
3. The proposed project does not unreasonably impact public safety and fire protection, and will not create a financial burden for the Town of Arundel in the provision of emergency services and law enforcement to the project site and the neighborhood:  
*The proposed project does not unreasonably impact public safety, fire protection and emergency services.*
4. The proposed project will not have an adverse impact upon the quality of surface or groundwater resources:  
*No impacts to groundwater resources will result from the proposed project.*
5. The project provides adequate stormwater management facilities to produce no additional peak runoff from the site during a 25-year storm event and will not have an undue impact on municipal stormwater facilities or downstream properties:  
*No impacts to stormwater management will result from the proposed project.*
6. The proposed project will not have an adverse on-site impact upon existing vehicular and pedestrian circulation systems within the community or neighborhood:  
*No impact to the existing vehicular and pedestrian circulation will result from the proposed project.*
7. The proposed project will not have an adverse impact on environmental quality, critical wildlife habitats, marine resources, important cultural resources, or visual quality of the neighborhood, surrounding environment, or the community:

*No impacts to environmental quality, critical wildlife habitats, marine resources, important cultural resources or visual quality of the neighborhood, surrounding environment, will result from the proposed project.*

8. The proposed project will not produce noise, odors, dust, debris, glare, solar obstruction, or other nuisances that will adversely impact the quality of life of surrounding parcels:  
*None of the above nuisances will result from the proposed project.*
9. The proposed project will not have a negative fiscal impact on municipal government:  
*No negative fiscal impact on municipal government will result from the proposed project.*
10. That the use is consistent with the Comprehensive Plan and the anticipated future development of the neighborhood.  
*The proposed project is consistent with the Comprehensive Plan.*

**Conditions of Approval**

Based on the above findings of fact and conclusions of law, the Arundel Planning Board approves the Amended Site Plan/Conditional Use Review of Christ Church as herein presented.

**So approved by the Arundel Planning Board this Date, April 15, 2025**

**Motion:** Jamie Lowrey moved to approve the application, Susan Roth seconds.

**Vote:** 5 - 0 Approved, Motion Carries

<b>Item 2:</b>	<b>Gary Martin- Site Plan Amendment:</b> Proposal to create a 40' x 40' (1697s.f.) addition to an existing 56' x 100' building and an additional 50' x 100' (5258s.f.) five bay storage building. The parcel is located at 35 DMR Drive on Tax Map 1 Lot 1D in the BI district. GEM Holdings LLC is the property owner, and Gary Martin is the applicant. James Logan of Longview Partners, LLC, is the applicant's agent.
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**Discussion:** Mr. James Logan made no additional comments, and no comments or questions resulted from the board. The board had no other questions or concerns.

**Motion:** Marty Cain moved to approve the application, Susan Roth seconds.

**Vote:** 5 - 0 Approved, Motion Carries

## VI. NEW BUSINESS

<b>Item 1:</b>	<b>Clearview Estates- Subdivision Amendment:</b> The applicant proposes to modify the subdivision plan for Clearview Estates, Section #3, which was approved by the Planning Board on April 1, 1981. Specifically, the applicant seeks to modify the plan by replacing the cul de sac located on Lot 14-14 and identified as Laurel Loop on the plan with a road and hammerhead turnaround. He is seeking this amendment to resolve underlying issues regarding the location and construction of Laurel Loop caused by the subdivision’s original developer and the lack of compliance with a consent agreement. Michael Thomas is the parcel owner and applicant. The parcel is located at 189 Clearview Drive on Tax Map 17 Lot 14-14 in the R1 zone.
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**Discussion:** A letter from Mrs. Paulette Morin was read into the minutes which asked the board to reject the applicant’s request to amend the subdivision plan and maintain the current road design. Mr. Thomas and his attorney, Mr. Cameron Ferrante, answered questions. It was determined that ownership of the plot of land Mrs. Morin referenced in her letter is owned by the Town of Arundel and not Mr. Thomas. Mr. Thomas stated that he had no issue redrawing the plan to show this on an updated plan. Further discussion ensued referencing the original “consent decree,” but it was determined that the information had no bearing on the application’s completeness.

**Motion:** Zach Shapiro moved to deem the application complete, Jamie Lowrey seconds.

**Vote:** 5 - 0 Approved, Motion Carries

**Motion:** Jamie Lowrey moved to hold a Public Hearing on May 06, 2025 @ 7:00 pm. Susan Roth seconds.

**Vote:** No vote taken

### Other Business

#### 1. Fire Protection Ordinance §5.7 Amendment for Town meeting

It was discussed that §5.7.1 1b should be corrected to read “Between *three* and seven lots located more than 1,500 linear feet.... etc. not as it is currently proposed at four to seven, as a subdivision is classified as three or more lots. It should be corrected for the warrant article for the annual town meeting.

**Motion:** Zach Shapiro moved to amend the proposed ordinance language to read “three to seven lots...” Second by Susan Roth.

**Vote:** 5-0 approved motion carries

- 2. Skillings Woods Subdivision Amendment-** Mr. Turgeon has requested a 60 day extension for the Board to render a decision on the application because we are awaiting legal opinion from the town attorney. Board agreed to grant the extension request.

**Motion:** Motion to adjourn was made by Zach Shapiro at 7:52 pm.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "S. L. Roth". The signature is written in a cursive style with a large, looping initial "S".

Susan Roth

(for) Planning Board Recording Secretary