

Arundel Planning Board

Meeting Minutes

September 02, 2025 7:00 pm

Board Attendees: Rich Ganong, Susan Roth, Tom McGinn and Paul Green.

Public Attendees: Patrick Donahue, Tehilla Shoshar and Micaela Baney, Lisette Lehouillier, Lionel Turgeon, Werner Gilliam (Walsh Engineering).

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

I. APPROVAL OF AGENDA

Motion: Mr. McGinn moved to approve the agenda as written, Mr. Green seconds.

Vote : 4 - 0 Approved, Motion Carries.

II. APPROVAL OF MINUTES

Motion: Ms. Roth moved to accept the minutes of August 19, 2025 Site Walk, Mr. McGinn seconds.

Vote: 4 – 0 Approved, Motion carries.

Motion: Ms. Roth moved to accept the minutes of August 19, 2025 meeting, Mr. McGinn seconds.

Vote: 4 – 0 Approved, Motion carries.

III. PUBLIC COMMENT

No comments from the public.

IV. PUBLIC HEARING

Chairman Ganong opened the hearing at 7:03:

Item 1:	Total Care ABA Daycare-Conditional Use Application: Proposal for a change of use to a special needs daycare facility. The business will serve up to 40 children with special needs and will include therapy services. There are no changes to the site plan. The applicant will be leasing the space from the current owner, Champagne’s Holdings, LLC. The applicant is being represented by Patrick Donahue of Commercial Buildout, LLC. The parcel is located at 2625 Portland Rd. on Tax Map 1, Lot 4 in the Gateway District.
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Discussion: Mr. Donahue reviewed the plan to convert the Champagne Energy office building to a special needs day care facility. The facility will be able to serve up to 40 children per day, with an average of 3 clients at a time. Ms. Lehoullier asked questions concerning hours of operation, Ages of day care students, number of students expected each day and the fencing of the yard.

Ms. Baney explained the facility will be more in relation to a therapy type business than a standard day care facility seeing clients in 3 hour blocks vice 40 clients arriving and leaving at the same time. The fencing will be completed to close in the yard including extending the bottom of the fence for safety purposes.

Chairman Ganong read a letter from an abutter Mr. David Trottier asking if the board addressed the traffic concerns in the area , to which Mr. Ganong stated the board did review the concerns on the site walk and the State DOT has approved the entry/exit points.

With no other comments from the public, Chairman Ganong closed the Public Hearing at 7:06 pm.

Public Hearing on Industrial Parks Ordinance is being delayed to allow for proper public notification prior to hearing date.

V. PENDING BUSINESS

Item 1:	Total Care ABA Daycare-Conditional Use Application: Proposal for a change of use to a special needs daycare facility. The business will serve up to 40 children with special needs and will include therapy services. There are no changes to the site plan. The applicant will be leasing the space from the current owner, Champagne’s Holdings, LLC. The applicant is being represented by Patrick Donahue of Commercial Buildout, LLC. The parcel is located at 2625 Portland Rd. on Tax Map 1, Lot 4 in the Gateway District.
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Discussion: The board indicated they had no further concerns in addition to the items addressed by the applicant from the initial meeting and site walk.

Motion: Ms. Roth moved to approve the application, Mr. McGinn seconds.

Vote: 4 – 0 Approved, motion carries.

Chairman Ganong made the applicant aware that the board did not have the notice of decision from the town planner and would have to be completed at our next meeting.

VI. NEW BUSINESS

Item 1:	Southern Maine Marine-Site Plan Review Application: Proposal to construct a 5,500 sq.ft. addition to the existing office/retail building. The addition will contain three marine repair maintenance bays with overhead doors of truck and trailer access. There will not be an increase in impervious surface or parking spaces but the existing employee spaces will be relocated on site. The property owner is KPT Marine, LLC dba Southern Maine Marine. William Walsh, PE of Walsh Engineering Associates is the project manager. The parcel is located at 2641 Portland Rd. on Tax Map 12 Lot 4-2 in the Business Industrial zone.
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Discussion: Mr. Walsh outlined the proposal with the editorial that the size of the addition will be reduced to less than 5,000 sq. ft. and include the changes based on the comments from the planner and fire chief. The board asked comments concerning the use of the building reviewed the changes proposed at the last meeting and was satisfied with the changes.

Motion: Mr. Green moved to hold a Site Walk on September 16, 2025 @ 6:00 pm., Ms. Roth seconds.

Vote: 4 – 0 Approved, motion carries.

VII. OTHER BUSINESS

The discussion on the Industrial Park ordinance change is formally delayed pending the Public Hearing.

Motion: Motion to adjourn was made by Ms.Roth at 7:45 PM.

Respectfully Submitted

Paul R. Green

Planning Board Recording Secretary