

Town of Waldo Planning Board Meeting

Minutes of regular meeting, Tuesday, May 6, 2025, 7 pm, Waldo Town Office

1. Call to order/Roll call

Craig Curtis, Chair, called the meeting to order in the Town of Waldo Office Building in Waldo, ME, at 7:00 pm. A quorum was validated with 5 of 5 Planning Board members present: Sue Blais, Jim Connors, Craig Curtis (Chair), Mike Hodgson, and Kim Weaver. One alternate Planning Board member was present: Holly Hilts. One alternate Planning Board member is excused absent: Gerard Corbin, II.

Dave Schofield, Code Enforcement Officer/Licensed Plumbing Inspector, attended the meeting.

2. 6 property owners presented applications and/or posed questions, and all were addressed in this order

Motions are documented in ***bold red italics***.

- a. **Guillaume R. Bagal, 142 Moosehead Trail**, presented a 1190 form to replace existing electrical for a cottage (second dwelling on the property) with its own meter from the main road for Tax map 4, Lot 22.3 and 24.1. Robert Gondola presented two 1190 forms on April 1, 2025 for this property; see April 1st meeting minutes for details.
 - Craig Curtis noted that the deed states 250 feet of road frontage for lot 24.1 and 50 feet of road frontage for 22.3 for a total of 300 feet of road frontage. Craig communicated that under the current town ordinance, 400 feet of road frontage and four acres is required for two dwellings. The property meets the acreage requirement and does not meet the road frontage requirement.
 - Craig Curtis reviewed the Survey Map presented by Guillaume R. Bagal and it states there is 350 feet of road frontage for lot 24.1 and 50 feet of road frontage for lot 22.3 which satisfies the 400-foot requirement for two dwellings.
 - Craig Curtis clarified that the deed is the legal document used in issuing approval.
 - Guillaume Bagal stated he will work with his attorney and site survey team to resolve the discrepancy.
 - Other potential options were discussed:
 - Sue Blais offered that if the deed is accurate, then a potential possibility is to wait until the new town ordinance is passed provides the necessary parameters to move forward. The proposed ordinance modifications that will be put forth for vote are that a duplex and another dwelling are allowed on 200 feet of road frontage and 2 acres. Craig Curtis stated that there is no certainty around timing of this ordinance being passed.
 - Mike Hodgson stated that another potential possibility is to make a right of way which requires 50 feet width and 400 feet minimum length to the cottage.
 - Guillaume Bagal asked about the process to expand the main dwelling to include another two bedrooms.
 - Craig Curtis stated that the standard building permit process would be the appropriate path, and that the septic would need to be updated to accommodate the final number of bedrooms.

Town of Waldo Planning Board Meeting

Minutes of regular meeting, Tuesday, May 6, 2025, 7 pm, Waldo Town Office

- b. **Ben Morsey, 265 Savage Rd**, presented an 'Application for Permit to Build' seeking approval to move a dwelling onto the vacant property.
- Craig Curtis stated that the property is tax map 2, lot 62 and is 3.9 acres.
 - Ben Morsey presented the septic design and stated that the land currently has an outhouse, a shed, septic, and a well. He stated that there is nothing connected to the septic or well at this time.
 - Jim Connors asked how large the dwelling is, and Ben stated it is 12 feet by 20 feet.
 - Jim Connors asked if Ben plans to live in the dwelling for all 4 seasons and Ben responded that he plans to live in the dwelling for 3 seasons and drain the water in the winter.
 - Jim Connors asked how the dwelling is being transported to the land and Ben responded that he does not know exactly how it will be transported.
 - Jim Connors asked if the dwelling is on wheels or will be moved on a flat bed and Ben stated the dwelling does not have wheels.
 - Craig Curtis asked how close the septic is to the stream and Dave Schofield, Code Enforcement Officer/Licensed Plumbing Inspector, stated that the septic is outside the shoreline zone.
 - ***Motion by Mike Hodgon and second by Sue Blais to issue the building permit. Sue Blais, Jim Connors, Craig Curtis (Chair), Mike Hodgon, and Kim Weaver were all in favor and there was no opposition. Moved 5-0.***
 - Craig Curtis issued the building permit, and Ben Morsey submitted payment in the form of a check.
- c. **Kate Maddocks, 84 Cross Lane**, is seeking to have Troy Jackson to build a 24-foot by 24-foot garage on her property and wants to know what is required to move forward.
- Craig Curtis located 84 Cross Lane on tax map 1, lots 68 and 69, for a total of 2 acres.
 - Craig Curtis asked if the lots are deeded together.
 - Troy Jackson stated that he believes they are.
 - Kate Maddocks stated that she believes they are as the deed includes both properties and she receives one tax bill.
 - Craig Curtis expressed that the subdivision may need to be adjusted after Kate Maddocks validates that they are deeded together.
 - Craig Curtis declared that there is no need for a permit and that they can proceed with implementing the building on the property.
- d. **Caleb R. Sadler** has questions regarding a piece of property he purchased on Savage Road which is 3.41 acres.
- Craig Curtis asked questions to determine where the property is and it was determined with Caleb Sadler that it is on tax map 2, lot 53.
 - Caleb asked how many feet a building must be from the water. Craig Curtis and Jim Connors reviewed the map to ensure the property is not near the shoreland zone and responded that he must be 75 feet from the high water mark.
 - Caleb asked at what point in the process a permit is required. Dave Schofield gave his business card to Caleb and said he would be happy to work with him on the process. Craig Curtis

Town of Waldo Planning Board Meeting

Minutes of regular meeting, Tuesday, May 6, 2025, 7 pm, Waldo Town Office

responded that the permit is needed before any major changes are made such as pouring cement.

- Caleb asked how long the permit is valid and Craig Curtis responded that it is valid for one year. Craig Curtis clarified that the work must begin within one year of the permit issuance or an extension would be required; he stated an extension can be granted one time.
- Caleb asked if he could install the septic before a permit is issued and Craig Curtis responded that it would be at his own risk because there could be requirements impacting the septic depending on the facts at the time of the application review.
- Caleb asked where he can get the necessary paperwork and Craig Curtis responded that the application can be obtained from the Town Clerk at the Town Office when they are open or on the Town of Waldo webpage, and that Central Maine Power (CMP) has the 1190 form.
- Caleb asked where he can secure a burn permit, and Craig Curtis referred him to the State of Maine burn permit process.

- e. **John Tipping, 846 Waldo Station Rd**, located in the Deer Run sub-division, presented an 'Application for Permit to Build' a 1,600 square foot dwelling on Map 6, Lot 52.4. This same application was discussed in the April 1, 2025, meeting; see those meeting minutes for details.
- John Tipping provided a proposed updated subdivision map with the right of way changes required for him to proceed with building a new home on the existing property of 9.76 acres which included all other appropriate paperwork to support the building application permitting process.
 - In a prior session it was moved that, "every specification will be adhered to in the Sub-division Road Level 1 specifications for the length of the road minus the tar requirement and that if another lot is created in the sub-division, the tar requirement is mandatory. Additionally, this stipulation must be documented on the land survey map." John Tipping presented the map that had the statement on it and asked if there were any changes required before finalizing. Jim Connors provided proposed changes:
 - Initial Statement on the tax map: "The road providing access to this subdivision is considered to be a Level 1 Subdivision Road. Future development within the subdivision may require improvements to the road, including, but not limited to, paving the road.
 - Jim Connors suggested changes: "The **Deer Run** Road providing access to this subdivision is considered to be a Level 1 Subdivision Road **as of May 2025**. Future **lot subdivision and** development within the subdivision may require improvements to the road, including, but not limited to, paving the road.
 - ***Motion by Mike Hodgson and second by Kim Weaver to issue the building permit. Sue Blais, Jim Connors, Craig Curtis, Mike Hodgson, and Kim Weaver were in favor with no opposition. Moved 5-0.***
 - Craig Curtis issued the permit and John Tipping submitted payment in the form of a check.
- f. **Joe Cyr** has questions about potentially building on his property on tax map 6, lot 56.1, 17 acres.

Town of Waldo Planning Board Meeting

Minutes of regular meeting, Tuesday, May 6, 2025, 7 pm, Waldo Town Office

- Joe stated this property is currently vacant land and he is thinking about building. He further explained that he has not measured anything yet as he wanted to understand the parameters before he began planning and measuring.
- Joe asked how far the shoreline zone is from his property. Craig Curtis found the location on the map and tried to compare to the shoreline zone map. Jim Connors used his mobile phone to display the shoreland zone boundaries. Neither method was easily discernable in relation to John's property. Craig stated he will figure out who he can speak with from the State of Maine Shoreland Zoning to get many questions answered on this topic and then he will get back with Joe and the Planning Board with answers.
- Joe asked what the footage rule is regarding how close to the shoreline zone he can build, and Craig responded that it is 250 feet from the high-water mark.
- Joe asked what the new ordinance will be that was discussed earlier in the meeting and Craig explained that the new State ordinance allows for two dwellings with one being a duplex. Duplex means there must be a shared wall of the dwelling. The requirement is for 200 feet of road frontage and 2 acres which is the same requirement in place today for a single dwelling. Craig further explained that this is a State ordinance, and the Town of Waldo is documenting an ordinance which combines all ordinances into a single document. This ordinance packet will need to be voted on by the town and the target is to hold the Town Meeting in July.
- Joe asked what the limit is to how much he can put on a 10-acre property. Craig explained that he could create a subdivision. For 3-8 sub divided lots there would need to be a paved road and the other rules of a subdivision would need to be followed.

3. Other Business

- Craig Curtis stated that there is mandatory state training provided by the MMA that the Town of Waldo will pay for, and he will provide the information.
- Mike Hodgson shared that he will be on vacation and will not be at the June 3rd meeting.
- Craig Curtis reminded everyone that the next meeting is May 20th and is the workshop forum with the new ordinance being the primary agenda item.

4. Adjournment

Craig Curtis, Chair, adjourned the meeting at 9:04 pm.

5. Next meeting

The next Planning Board meeting is Tuesday, June 3, 2025. Planning Board meetings are held the first Tuesday of each month. Workshops are held the third Tuesday of each month. The schedule is posted on the Town of Waldo website to be referenced at any time by anyone.

Meeting minutes documented by Holly Hilts