

SELECT BOARD
KATELYN DAMON, BOARD CHAIR
JANUARY BENNETT
INGRID GAITHER

TOWN CLERK / TREASURER
BENJAMIN SUMNER



ADMINISTRATIVE ASSISTANT
TO THE SELECT BOARD
JAMES FORTUNE

PUBLIC SAFETY COORDINATOR
SHARON MORRELL

Planning Board Meeting Minutes

December 16, 2025

Cranberry House

Attendance:

Mark Alley, Planning Board	Johnathan Bennett, Deputy Town
Philippe Donald, Planning Board	Clerk(by video)
Cari Alley, Planning Board	Dennis Dever, LPI & CEO (by video)
Sam Flavin, Planning Board(by video)	Jane Gray
Benjamin Sumner, Town Clerk	Phil Whitney

I. Call to Order: 8:45 A.M. by Chairman Philippe Donald

Three Planning Board members are present at today's meeting, which represents a quorum.
Note: Sam Flavin was present by video, but did not vote.

II. Review / Approval of Previous Meeting Minutes: March 25, 2025

Cari Alley moves to approve the March 25, 2025 minutes as written. Mark Alley seconds the motion. **Motion approved 3-0.**

III. Review Application

Aqua 55, LLC: Map 10, Lot 17
33 Boat Yard Rd
Commercial Fisheries Maritime District
Boathouse Addition

An application was filed on October 31, 2025 and determined to be complete by the CEO on November 29, 2025.

Dennis Dever provides an overview of the project. Structural addition to shoreward side of existing boathouse. General Discussion.

Land Use Ordinance for the Shorelands, Section 15: Land Use Standards

A. Minimum Lot Standard

Cari Alley moves that the project meets the standard. Phillippe Donald seconds the motion. **Motion approved 3-0.**

B. Principal & Accessory Structures

Cari Alley moves that the project meets the standard. Phillippe Donald seconds the motion. **Motion approved 3-0.**

C. Piers, Docks, Wharves, Bridges and Other Structures and Uses Extending Over or Below the Normal High-Water Line of a Water Body or Within a Wetland

Philippe Donald moves that the standard is not applicable. Cari Alley seconds the motion. **Motion approved 3-0.**

D. Campgrounds

Philippe Donald moves that the standard is not applicable. Cari Alley seconds the motion. **Motion approved 3-0.**

E. Individual Private Campsites

Philippe Donald moves that the standard is not applicable. Mark Alley seconds the motion. **Motion approved 3-0.**

F. Commercial & Industrial Uses

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

G. Parking Areas

Philippe Donald moves that the standard is not applicable. Mark Alley seconds the motion. **Motion approved 3-0.**

H. Roads & Driveways

Philippe Donald moves that the standard is not applicable. Cari Alley seconds the motion. **Motion approved 3-0.**

I. Signs

Philippe Donald moves that the standard is not applicable. Cari Alley seconds the motion. **Motion approved 3-0.**

J. Storm Water Runoff

Phillipe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

K. Septic Waste Disposal

Philippe Donald moves that the standard is not applicable. Cari Alley seconds the motion. **Motion approved 3-0.**

L. Essential Services

Phillipe Donald moves that the standard is not applicable. Mark Alley seconds the motion. **Motion approved 3-0.**

M. Mineral Exploration & Extraction

Philippe Donald moves that the standard is not applicable. Mark Alley seconds the motion. **Motion approved 3-0.**

N. Agriculture

Philippe Donald moves that the standard is not applicable. Cari Alley seconds the motion. **Motion approved 3-0.**

O. Timber Harvesting

N/A

P. Clearing or Removal of Vegetation for Activities Other than Timber Harvesting

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

Q. Hazard Trees, Storm-Damaged Trees, and Dead Tree Removal

Philippe Donald moves that the standard is not applicable. Mark Alley seconds the motion. **Motion approved 3-0.**

R. Exemptions to Clearing and Vegetation Removal Requirements

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

S. Revegetation Requirements

Philippe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

T. Erosion & Sedimentation Control

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

U. Soils

Philippe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

V. Water Quality

Philippe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

W. Archaeological Site

Philippe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

Land Use and Shoreland Zoning Ordinance, Section 16-D, Procedure for Administering Permits

1. Will maintain safe and healthful conditions

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

2. Will not result in water pollution, erosion, or sedimentation to surface waters

Philippe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

3. Will adequately provide for the disposal of all wastewater

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

4. Will not have an adverse impact on spawning grounds, fish, aquatic life, bird, or other wildlife habitat

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

5. Will conserve shore cover and visual, as well as actual, points of access to inland and coastal waters

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

6. Will protect archaeological and historic resources as designated in the comprehensive plan

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

7. Will not adversely affect existing commercial fishing or maritime activities in a Commercial Fisheries/Maritime Activities district

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

8. Will avoid problems associated with floodplain development and use

Philippe Donald moves that the project meets the standard. Cari Alley seconds the motion. **Motion approved 3-0.**

9. Is in conformance with the provisions of Section 15, Land Use Standards

Philippe Donald moves that the project meets the standard. Mark Alley seconds the motion. **Motion approved 3-0.**

Cari Alley moves to approve the application. Phillippe Donald seconds the motion.

Motion approved 3-0.

IV. Other Business

None.

V. Adjournment

Cari Alley moves to adjourn the meeting. Phillippe Donald seconds the motion. **Motion approved 3-0.**

Meeting adjourned at 9:15A.M