

Planning Board and Public Hearing

Meeting Minutes

June 6<sup>th</sup>, 2023

7:30 PM

9:00 PM

Guy Lehouillier, Dustin Batchelder, John Bonnano, Carol Goode, and Myles Heard present. Keisha was unable to make it due to her work schedule.

Others Present: Todd and Kim Fagerland

The board voted that John Bonnano will be acting as chair for this meeting, as Keisha was unable to attend, as well as Myles acting as a full voting member of the board tonight.

Public hearing was opened at 7:32 PM for Todd and Kim Fagerland requesting a Conditional Use Permit to operate a wedding venue out of their pre-existing barn on their property located at 287 King St, tax map R14 Lot 4.

**Todd Fagerland explained their proposed project. He explained that 3 years ago they held a wedding in their barn for their niece and realized that it was something they would like to do for other people and stated it was fun. They are in the process of doing some minor renovations in the barn to make it safer and look better. He stated that he just replaced the sill, and they are in the process of taking out the loft and flattening out the floor due to a drop in the foundation from whoever built it.**

Emma asked the Fagerlands about their parking situation on the other side of the road, because on the back side of the property, it is within a 500ft buffer of the river and if they use that, they will have to go before the Saco River Corridor Commission. Todd and Kim stated that they only planned on using the portion closest to the roads and didn't feel that they would need the back because they don't want huge events.

Members of the board asked how many stories of the barn will be used and if any part of the house will be used. Kim explained that only one floor of the barn is being used, as they just removed the loft, and the carriage house to the right of the house will most likely be used for pictures and for the bride to get ready in.

There will be portable lavatories and **the** on top of Todd and Kim having their own insurance, will ask that whoever rents the barn for a wedding provide their own insurance for further protection. It is a carry-in carry-out type of venue. Nothing is supplied. The Fagerlands may consider supplying chairs and tables, depending on cost, and they want to keep it simple.

Guy asked about the lighting inside the barn. Todd explained that there are currently two 15-amp circuits coming from the basement to the barn and they are having CMP come to add service to the barn on Thursday. They may need to add a pole but won't know until they come out to look.

A member of the board asked about the water supply. Todd explained that there is a hose running from the house to the barn that has a spicket to be used for clean-up. Guy asked if the water had been tested, and they stated that it was recently and their water was immaculate, but they weren't having them use it for drinking and that anyone who rents the barn must bring in their own water. The

spicket is only being used for clean-up. Terry suggested putting a sign on the spicket that says, "water not potable", and the Fagerlands agreed.

Carol asked about outside lighting of the barn. They stated that there is a single light outside the barn and feel that is all that is needed because everything will be inside the barn. A member asked a follow-up question of if there will be lighting in the field that they are using for parking. Todd and Kim felt that it is not necessary because the ground all over the property, including across the street in the field, is all flat. They also added that they only plan on holding weddings from June-October, so it will light out until a late hour, and they will be shut down by 10PM. It will be handicap accessible as it is all flat and the entrance to the barn is the two large doors on either end.

A member of the board asked if they plan on having any security at the events. Todd explained that they don't think that is needed because they want to keep the events simple and mellow, and that they aren't afraid to ask people to leave if something happens to get out of hand.

Terry asked them what their plan is for food. They explained that anyone who rents the venue will supply their own food. All caterers that come will need to be licensed and it will be BYOB.

Carol asked if there would be any signage, and if there is they will need to touch base with Guy on the guidelines for size, according to the ordinance. Kim stated that they are going to put a sign on the barn that says "Intervale Farm", as that was what it was called in the past. They thought about putting a sign near the road, but decided against it for now because they don't want it to look like a commercial venue, explaining again that they want to keep it simple.

There were no further questions or discussion. A motion was made to close the public hearing.

Public hearing closed at 7:53 PM.

A motion was made to approve the conditions to be pre-determined. The vote passed unanimously.

The Planning Board discussed and came up with 8 conditions as follows:

1. No parking within 500ft of the river.
2. The events will run from May 1<sup>st</sup> to October 31<sup>st</sup>.
3. They will put a sign on the spicket on the barn that reads, "not potable water".
4. They will put an "EXIT" sign on both exits of the barn that light up.
5. Portable lavatories will be supplied.
6. Any signage will comply with the Town of Hiram Ordinance.
7. All caterers will be licensed.
8. Events will be shut down by 10PM.

Todd and Kim explained that they will be taking care of the trash.

They explained that they would love to offer their venue to vets for free. Terry told them about the Travis Mills foundation and to contact him for that. She explained that he is very motivational. Todd and Kim said they want to give to vets, as they have done so much for us.

Kim also mentioned working on a website.

A motion was made to accept the Conditional Use Permit for Todd and Kim. The decision was approved unanimously.

Emma and Terry will write up their CUP and call them when it is ready to sign.

The Planning Board worked on the Findings of Fact using the template that Emma drafted from scratch. After looking at maps and all supporting documents, the board drafted Findings of Fact.

**A motion was made to accept the draft findings and have Emma and Terry type it up.**

**Motion passed unanimously. Emma and Terry will type that up and send to the board one last time for review, and then have the chairman sign.**

**The board stated that they really liked the formatting of the Findings of Fact, and it had a lot of information that should be in there. Carol said that she had the draft one from Leah Rachin, the town attorney, and said it mirrored it very well.**

**A motion was made to adopt this formatting for the Findings of Fact for Conditional Use Permits for official Planning Board paperwork. The motion was passed unanimously.**

Emma explained that there will be one drafted up for Subdivisions. The formatting will be the same, but the questions will be different. She stated that when that is done, she can present it to the board to vote on that to adopt as well. She stated that she can have it done for the next meeting.

Minutes from May 23<sup>rd</sup> meeting were accepted as printed.

**The Planning Board looked at a Conditional Use application from Karen Batchelder to operate a daycare out of a building that will be constructed located at 287 South Hiram Rd, on tax map R1 Lot 22B.**

**Dustin abstained from this due to conflict of interest as Karen is his wife but can speak in place of Karen.**

**Terry pointed out that the lot is within the commercial overlay.**

**Dustin asked if they could change the hours on the application from Monday-Friday 7AM-5PM, to Monday to Saturday. They would like to make it more available for families that hunt in the fall and parents that want to take a day to themselves. The Board was fine with that.**

**A motion was made to accept the application as complete. Motion was accepted unanimously.**

Before scheduling the Public Hearing for the CUP, Emma explained to the board of some scheduling restrictions. Keisha is unable to attend any meeting on the second Tuesday of any month, and if we meet on Tuesdays, she cannot be here until 7:30PM due to work. Terry explained that 7:30PM is late for some people, especially those that are only seasonal residents, and most CUP applications are from those people, so when we have a public hearing for their application, most of the time they are coming from far away just for that. Also adding that if we have big applications or lawyers involved, meetings can run late and starting that late sets you back a long time. Some members of the board agreed that 7:30PM was late. Emma said that the meetings can be moved to another night if that works better for the Planning Board.

**The board members agreed to have their meetings on Monday's at 7:00PM moving forward.**

**A Public Hearing date for Karen Batchelder's CUP was set for Monday June 26<sup>th</sup> at 7:00PM.**

Guy said that he went to Stephanie Biggs' home practice, and she was with a client, so she would not speak to him.

She still needs to complete a Change of Use application because she changed part of her home to a business. She is continuing business even though the Planning Board has not met to discuss her application, due to her not first doing the Change of Use.

Terry stated that Majorie Gross, who was selling the baked goods and food out of her house, still has not returned a Conditional Use Application.  
Someone will need to follow up with her.

**Meeting adjourned at 9:00PM.**

**Respectfully Submitted, Emma Ouellette**