

**Town of Buxton
Planning Board Minutes
July 27,2026**

Minutes by: Roxanne Gardner

Members present: Craig Lefebvre, Scott Warchol, and Travis Lettelier. Also attending on behalf of the town: Patti McKenna, Code Enforcement Officer, Roxanne Gardner, Code Enforcement Secretary. Other attendees: Cliff Thomas, Henry W Huntley, Dan Kidd, Sherrie ST. Thomas-Simoneal, Troy McDonald, Ian Blake.

Absent from the meeting: Jere Ross, and Roger Tracy.

Chairman Craig Lefebvre called the meeting to order at 7 pm.

Appointments:

- **Northeast Civil Solutions Troy McDonald - OBO Ian Blake – 13 Viola Lane –
For reviewing road specs- Section 10.1 – Map 8 Lot 40.**

Troy McDonald - OBO Ian Blake - Stated That the applicant is looking to do a lot split with the addition of a private right-of-way/easement at 13 Viola Lane – Map 8 Lot 40. The overall parcel is 11.2+ acres in size and is the applicant's primary residence which was purchased on July 28,2025. The property is zoned Rural which requires a minimum lot area of 200,000 square feet. Troy stated that the applicant is proposing to create a lot, being 5.4 acres exclusive of the area within the proposed right-of-way/easement. The proposed right-of-way/easement, having an area of 15,928 square feet, will remain with the applicant and a maintenance agreement will be created and executed between the applicant and the buyer of the proposed lot, sharing the responsibility of the roadway to be constructed. Troy stated that he had included a cross-section detail on the lot split plan showing the proposed roadway construction.

Travis asked Patti with the setbacks, non-complaining structure, and the new right-of-way if it creates an additional setback which the buildings are within.

Patti asked Troy, who owns the property under the easement road. Troy answered that the applicant owns it.

Patti stated that our ordinance says that it backs up from property lines and if the applicant owns the easement, we are not bringing the property line any closer.

Scott asked Troy if the applicant's lot was part of a subdivision. Troy answered no, the property was never part of a subdivision.

Scott stated that the 1st fifty feet of the road needs to be paved. Troy stated that the road from 202 is paved all the way up into the property.

Scott stated that 10.1.B.2 needed to be added to the site plan. Troy stated that he would have it added to the site plan.

Scott made a motion to accept the access road plan submitted by Northeast Civil Solutions by Troy McDonald OBO Ian Blake for 13 Viola Lane Map 8 Lot 40 with a condition that section 10.1. B.2.be added that it will not be a private road. Craig seconded the motion. The motion passed with a vote of 3-0 in favor.

- **Daniel Kidd – Palmer Rd – For reviewing road specs – Section 10.1 – Map 4 Lot 51-3.**

Dan Kidd stated that he is trying to get a building permit for a piece of land he owns on Palmer Rd Map 4 Lot 51-3. Dan is looking to put a right-away across Sherrie ST. Thomas Simoneau property. Dan stated that he had made a deal with Sherrie that that he would fix the road up passed Sherrie property and Sherrie would give Dan a 50ft right away. Dan stated that the most expensive part is going to be the culvert. Dan stated that he would need to extend the culvert and would need to bring in fill to make it 20ft wide.

Scott stated that the applicant is proposing to do a 20-ft roadway. Dan stated that the road is already there and it varies from 20-ft in the beginning and goes down to 16-ft. Dan stated that he is going to make the road 20-ft wide.

Scott asked if the road would need a hammerhead. Patti answered yes.

Dan stated that if he put in a hammerhead and someone else adds a home past the hammerhead would they need to add another hammerhead. Scott stated yes that the ordinance states for three or more homes you need to have a hammerhead.

Travis stated that he felt there should be a survey done. Travis stated that he thought that it stated a plan needed to be provided by a professional engineer.

Dan asked the board if he put in a hammerhead at the end of his property would he need to make the road 20ft to the hammerhead. Craig stated that Dan would need to widen the entire road to the hammerhead.

Scott stated that to go forward the applicant would need to add the easement for the hammerhead to the site plans.

Henry Huntley stated that the road is a private road. Is the Hammerhead for plowing. Craig stated the hammerhead is for emergency vehicles. Pati stated that the fact of the hammerhead having to be on the right-hand side is for plowing.

Travis stated that the hammerhead could for on either side of the road.

Travis stated that the plan the applicant submitted doesn't show the right of way, it doesn't show the widths of anything, or anything that is in 10.1. Travis stated that when he is doing a project like this, it would be a boundary survey and a road plan that would be prepared. Travis stated

that he understands there's a cost to it, but with the site plan that was submitted he really doesn't know what is going on.

Patti stated that it says it must be prepared and signed by a registered professional. Does not say it needs to be surveyed. It says at a minimum the plan must include a plan profile and cross-sectional view to scale, and materials specified to be used.

Travis stated that he would not do a design based off Tax Maps.

Scott stated that his only concern is what's the right-of-way for this road. Is this road in the center of the right-of-way because if you go and widen it onto someone's property, they may not like it. Scott stated that he has seen several roads throughout that the right-of-way are not in the center.

Craig stated that Patti is right. It is got to at least be a plan profile that shows it. Craig stated that he does not feel comfortable putting my stamp approval on it based on a Tax Map.

Dan asked if he was able to find the pins on the different pieces of property, would that be okay?

Sherrie stated that she has all the boundary lines and the pins because she did select cutting on her property. All the boundary pins are there even with her abutting landowners.

Scott stated that someone would need to put them on a plan. Travis stated that it would need to be too scale.

Dan stated that it would cost too much. Craig stated that he understands, but the ordinance reads we need a bare minimum of that.

Dan asked the board what he needed. Travis stated that the applicant needs to meet the standards of section 10.1 in the ordinance, which outlines certain plans the applicant would need to prepare. To prepare those plans, you'll likely need a survey.

Craig stated that it does not say you have to have a survey. Craig asked Travis to read the article out loud. Travis stated that it says the lots and access road must be shown on a plan approved by the Planning Board. The plan must be prepared and signed by a registered professional engineering license in Maine. It must show the information necessary for the Planning Board to determine all standards of the road acceptance regulations.

Travis stated that he works as a professional engineer and if he was preparing a plan like this, he would need a survey before he would be able to do the design.

Scott stated that the plan would need to show the boundary lines, the easement of the roadway. Dan asked the Board if they knew what that would cost to have done. Scott stated that he had no idea what it would cost.

Craig asked the applicant at the bottom of your plan, it says Yankee Engineering Incorporated. Who is that? Dan answered that Yankee Engineering Incorporated was himself. He is a professional engineer, but he is retired. Dan stated that he did machine design and analysis, it wasn't land use.

Dan stated that all he wants is to be able to get a building permit for his son on 14 acres. Craig stated that he understands that but for the Board to make sure that everything is in the right place we need something more than a Tax Map or an aerial view map.

Craig stated that at this time the Board would not be able to approve the site plan. For Dan to talk with an engineer to do a site plan.

- **Review revised Findings and Decision for MFOO Subdivision – Spruce Swamp RD – Tax Map 8 Lot 14.**

Patti stated that the findings and decision were written up as a conditional use when it is a subdivision. So, it just got reworked as a subdivision.

Scott made a motion a motion to approve the findings and decision for MFOO Subdivision – Spruce Swamp RD – Tax Map 8 Lot 14. Travis seconded the motion. The motion passed with a vote of 3-0.

CEO Report: No report currently.

Minutes: Minutes for May 26,2026 were tabled till August 10,2026 due to lack of quorum.

Bills: Sebago Technics contract for Professional services – for production and delivery of final mapping products \$1,000.00.

Craig made a motion to pay Sebago Technics contract for Professional services – for production and delivery of final mapping products \$1,000.00. Travis seconded the motion. The motion passed with a vote of 3-0 in favor.

Communications:

- Saco River Corridor Commission – Application's notice of intent to file an application- Risbara Bros. Construction Co- Construct a single-family residential home on Warren Road- Map 1 Lot 194-1.
- Saco River Corridor Commission – Application's notice of intent to file an application-Pamela and Everett Davis – Depot Street – Map 15 Lot 31.
- The Saco River Commission letter stating they received applications from the following for development within the corridor.

Craig stated that there is a copy of the applications in the Code Office if anyone is interested in looking at them.

Other Business:

- **Town of Buxton November 3, 2026 Special Town Meeting Dates.**

SPECIAL Town Meeting Dates

Monday, July 27, 2026 - Nomination papers available (100 days before election) from the Town Clerk's Office for:

Six Elected — Charter Commission Members

Note: The Select Board appoints three additional members who need not be residents of Buxton, but only one may be a Select Board member.

Wednesday, August 5, 2026 — Absentee Ballot Applications Available (90 days before election)

Friday, September 4, 2026 — All Charter Commission candidate nomination papers must be filed in the Town Clerk's Office by 4:30 PM. (60 days prior to election)

Any secret ballot questions must be filed in the Town Clerk's Office by 4:30 PM. They must include an order by the Board of Selectmen. The Registrar of Voters must certify all signatures on petitions, prior to the Selectmen's order. Non-Charter Amendment petitions require 436 valid signatures; Charter Amendment petitions require 872 valid signatures. It is recommended that any petitions be filed in the Town Clerk's Office by Friday, August 28th to allow _____ processing time.

Proposed Charter Amendments by Petition: See M.R.S.A., Title 30A, Chapter 111, 52104, 2.

Monday, October 5, 2026 — Absentee Ballots Available (30 days prior to Election Day), Available sooner if received sooner.

Tuesday, November 3, 2026 - Special Town Meeting secret ballot voting day, polls open 6 AM to 8 PM, Buxton Town Hall, 185 Portland Road. Also, the date of the State of Maine General Election.

Craig stated that the nomination papers were available on July 27, 2026 if anyone that wanted to run for a position on the Charter Commissions, there is six elected members and, The Select Board appoints three additional members who need not be residents of Buxton, but only one may be a Select Board member.

- **Email from the Comprehensive Committee to the Planning Board (Buxton Comprehensive Plan Update Survey).**

Buxton Comprehensive Plan Update Survey

Please take a few moments to share your thoughts on the future of Buxton.

Part 1: Growth, Land Use, & Taxes

1. **With respect to future residential growth, do you think that:**
☐ a. The town should limit the amount of new residential development
☐ b. The town should actively encourage new residential development
2. **With respect to future business growth, do you think that:**
☐ a. The town should limit the amount of new business and industrial growth
☐ b. The town should actively encourage new business and industrial growth
3. **Are the town's land use regulations (such as zoning and subdivision):**
☐ a. Too restrictive ☐ b. Good balance ☐ c. Too lenient
4. **Should commercial and industrial properties be required to built to architectural design standards that conform with a New England look?**
☐ a. Yes ☐ b. No
5. **Are you interested in reducing lot sizes?**
☐ a. Yes ☐ b. No
6. **Should all new residential dwellings be charged an impact fee?**
☐ a. Yes ☐ b. No
7. **Are you in favor of reducing budgets and services to maintain lower taxes?**
☐ a. Yes ☐ b. No
8. **Are you interested in creating a tax exemption for residents aged 65 and older while shifting the tax increase to other tax-paying residents?**
☐ a. Yes ☐ b. No
9. **Are you interested in purchasing land for conservation to protect natural areas?**
☐ a. Yes ☐ b. No

Part 2: Public Services & Town Programs

12. **Please rate your overall satisfaction with each of the following public services by placing either a **G** for Good **F** for Fair or **P** for Poor in the blank space to the left of each service.**

☐ Street Maintenance	☐ Public Library
☐ Police Protection	☐ Speed control
☐ Fire/Ambulance/Rescue Service	☐ Town Hall services
☐ Recreation services	☐ Voting areas (parking/accessibility)
☐ Trash pickup	☐ Code Enforcement/Building Inspection
☐ Transfer Station Services	

13. **Please place an X in the blank space to the left of the programs/services that you believe we need more of in town:**

☐ Sidewalks in the village areas	☐ Commercial and industrial development
☐ Bicycle lanes along public streets	☐ Public Transit

☐ Purchase of open space lands for preservation	☐ Expanded recreation programs
☐ A multi-purpose community center	☐ Pickleball Courts
☐ Public river access for small boats	☐ Dirt Bike Paths
☐ Public infrastructure improvements (public water and sewer expansion) to incentivize commercial and multi-unit investment	☐ None; I do not wish to see any additional services or programs
☐ Other town programs/services, please specify here: _____	

14. **Please place an X in the blank space to the left of each of the services or programs you would like to see reduced to help lower the tax burden on yourself and other residents:**

☐ Curbside Trash Pickup	☐ Public Works Projects
☐ Recreation programs	☐ Fire Department Operations
☐ Library hours	☐ Police Department Operations
☐ Town Hall hours	☐ None; I do not support reducing any current services or programs
☐ Code Enforcement	☐ Number of Parks
☐ Other town programs/services, please specify here: _____	

Part 3: Town Management & Infrastructure

15. **Do you think the roads are sufficient in the town, or do you wish to increase taxes and invest more into road tarring?**
☐ a. Yes ☐ b. No
16. **Would you be in favor of reducing hours at the transfer station due to the new ownership position with Ecomaine that duplicates recycling services?**
☐ a. Yes ☐ b. No
17. **Do you favor the construction of a new public safety and fire department at Buxton Center?**
☐ a. Yes ☐ b. No
18. **Should the Town consider a Historic District?**
☐ a. Yes ☐ b. No
19. **Is the Town doing an adequate job protecting the Town's rivers, ponds, streams, and other areas of scenic beauty?**

- ☐ a. Yes ☐ b. No
20. **Do you think the parks in the town are well maintained?**
☐ a. Yes ☐ b. No
21. **Are you in favor of eliminating sprinkler system requirements for new developments?**
☐ a. Yes ☐ b. No
22. **Do you feel that Buxton's local elected and appointed officials are responsive to citizens' concerns?**
☐ a. Yes ☐ b. No
23. **Do you feel that the quality of service provided by Buxton's Town Employees is:**
☐ a. Good ☐ b. Fair ☐ c. Poor
24. **Should the town change its form of government to:**
☐ a. Town council with town manager
☐ b. Select board with town administrator
☐ c. Current select board form

Thank you for completing this survey!

Craig asked Patti if the Comprehensive Plan survey was going to be mailed out to all the taxpayers in town. Patti stated that it would be mailed out with their tax bills.

Scott asked Henry Huntley if there would be other ways for Taxpayers to fill out the survey other than the ones being mailed out. Henry stated that the survey was one sheet of paper, with two sides, twenty questions. This is to gauge what property owners' views are for the town and for renters, they can come into Town Hall identify where they live and they can fill out one also.

Scott stated that if a homeowner doesn't get a survey they can stop by Town Hall and pick one up. Henry answered yes.

Scott stated that at one time the committee was talking about doing online survey. Henry answered no.

Scott asked Henry if there was a date the survey had to be returned. Henry answered yes, he thought it was in November.

Scott asked if the survey was complete. Henry answered yes.

- **Election of Officers**

The board tabled election of officers until August 10, 2026 Planning Board meeting due to Jere Ross and Roger Tracy being absent for the meeting.

- **Discuss possible future zoning changes.**

Patti stated that she gave the board a list of what she had put together. There may be more that the Board wants to add.

The board discussed the proposed zoning amendments that Patti presented to the board and will have further discussions.

1. Change our definition of elderly housing to be consistent with State Law. Our current definition:

Elderly Housing: A building or buildings containing dwelling units constructed or reconstructed specifically for occupancy by families in which at least one member is 62 years of age or older. - See attached for State definitions.

2. Section 10.1 in regard to requiring road maintenance agreements before a building permit can be issued for the second or subsequent house on a private road. There is a state law (attached) which requires cost sharing for all people who share a common benefit from a private road. I believe our requirement was made part of the ordinance prior to this state law being adopted. Right now, a person who doesn't want any more houses on a private road can block the issuance of a building permit by refusing to agree to a road maintenance agreement. Which has happened recently in Buxton. It blocked the sale of property of someone who really needs the sale proceeds. This is a civil matter. Can we have our attorney look at removing that requirement for getting a building permit, where state law requires it, and it can be a civil matter between property owners?
3. Can we consider not requiring permits for smaller structures, such as sheds of 200 square feet or less. The building code doesn't require permits for structures under 200 square feet, but our ordinance doesn't exempt them.
4. The definition of animal husbandry needs to be reviewed. Last year, we changed the definition to:

Animal Husbandry: Raising, breeding, or keeping of more than ten fowl or any number of other animals except customary household pets for a person's own consumption and the incidental sale of such products.

BEFORE it was:

Animal Husbandry: Raising, breeding, or keeping of more than ten fowl or any number of other animals except customary household pets. FROM 2024 ordinance.

What we essentially did was remove the right to have a commercial farm anywhere in town, with our good intentions of adding a for a person's own consumption with incidental sales of such products.

Someone asked me recently if they could have stables. I couldn't find anywhere, where we allow "farming or raising of animals."

5. I was asked recently about having a laundromat. I don't see that in our table of land uses, and it is not similar to anything else. Do we want to consider adding that use to the BC zone?

6. Do we want to consider asking the Selectmen to consider a moratorium on data centers until we can adopt regulations for them to protect neighbors, water tables, and other residents?
7. The town attorney is working on replacing the ability to have affordable and elderly housing in the zones that we used to allow it before we made our ordinance comply with LD 2003 and actually became more restrictive. I don't believe we ever intended that. Right now, to have either, because we don't have public sewer or water, the person has to provide a public water supply (15 connections or more by state regulations) and a central septic system. We used to allow both without those requirements in 2023.

Elderly & Low-Income Housing * 11.22 E E E N N N

E in Vill, Res & Rural

Our attorney is currently working on a draft amendment that will put this back and still comply with LD 2003.

I emailed our attorney today 7/22 to ask where she is at with drafting amendments to comply with the newest housing legislation that we have to have adopted by July of 2027.

Patti stated that the only other thing she had was does the Board want to consider a moratorium. We would have to ask the Selectmen to consider a moratorium on data centers, and we can adopt regulations for them to protect neighbors, water tables, and other residents. Patti stated that other Towns are doing it, she doesn't know how many. Patti stated that the more they do and the less we don't, it's going to funnel them to us.

Craig stated that he feels the Board should pursue it, he doesn't know a lot about the data centers other than what he has seen on the news. Patti stated that she thinks it takes a lot of the water table because it takes a lot of water to cool whatever the equipment they have in there and she thinks that is the biggest thing we need to make sure it is done right.

Scott stated that he has been doing some research and it is not just the water there is different cooling scenarios, but it is also exhaust that comes out. The electrical rates are the other issue, because they are so high demanding that communities are seeing their rates go up five percent or even higher in some of the bigger ones.

Patti stated that she thinks she read somewhere they produce similar noise to like what was happening at CMP on Emery Circle.

Patti is going to check if the moratorium is ninety days or six months.

Scott made a motion for the Planning Board to ask the Select Board to have a hundred- and twenty-day moratorium on data centers. Travis seconded the motion. The motion passed with a vote of 3-0 in favor.

Patti stated that she would send a letter from the board to the Select Board.

Cliff Thomas asked the Board if you have a 90-day moratorium and then it expires and nobody puts in application, then what happens after that. Travis stated that we should have regulations put together on what they would have to meet to make an application.

Attendees may address the Board:

Adjourn:

Craig made a motion to adjourn at 8:04pm. Scott seconded the motion the motion passed with a vote of 3-0 in favor.

Date Approved: 8-24-26

Signed: C. S. [Signature]
Craig Lefebvre, Chairman

Next meeting – August 10, 2026