

**Town of Buxton
Planning Board Minutes
October 27, 2025**

Minutes by: Roxanne Gardner

Members present: Craig Lefebvre, Jere Ross, Scott Warchol, Roger Tracy, Travis Letellier. Also attending on behalf of the town: Patti McKenna, Code Enforcement Officer, Roxanne Gardner, Code Enforcement Secretary. Other attendees: Henry Huntley, Cliff Thomas, James Garland, Cel + Maria Chinchilla, Karen James, Skip Waltz, Bob Lefebvre, Michael Waltz, Sue Waltz, Josh Hogan, Heath Knight, Neal Morrison.

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

Appointments:

- **Public Hearing-** Josh Hogan, PE OBO Eastern Propane & Oil Facility- Conditional Use Application to expand fuel storage at 29 Park Place – Map 8 Lot 20A-38/37.

Jere made a motion to open the public hearing at 7:02pm for Eastern Propane & Oil Facility- Conditional Use Application to expand fuel storage at 29 Park Place – Map 8 Lot 20A-38/37. Scott seconded the motion. The motion passed with a vote of 5-0 in favor.

Josh Hogand, PE OBO Eastern Propane & Oil Facility, was in attendance. Josh stated that the project at 29 Park Place is for a bulk liquid propane facility. We are proposing to install two 30,000-gallon liquid propane tanks the site is currently developed with office buildings, parking, and a maintenance garage as well as storage areas for empty propane tanks. The two 30,000-gallon storage tanks will be installed north of the existing development. The tanks will be fully enclosed with a fence. The surrounding area will be paved to allow for adequate truck maneuvering primarily for loading and offloading. There are two existing driveways on site currently. The Southern driveway will be utilized for the office space primarily. The northern existing one will be maintained as the entrance for trucks for any loading or unloading operations. Josh stated that the applicant is required to obtain a stormwater license with DEP. The application to DEP was submitted at the beginning of October. For stormwater we are proposing to treat the runoff through a forested buffer located north of the proposed development. In order to mitigate the flow, we are proposing two underground storm tech chamber systems. In addition to modifying some of the existing drainage infrastructure. There will be site lighting on site for security.

Jere asked Josh for the installation of the liquid propane tanks that is governed by the State of Maine. Josh answered yes.

Craig asked if any abutters would like to speak. None requested to speak to the board.

Craig asked if anyone from the general public had any comments or questions.

Hearing no further comments, Jere made a motion to close the public hearing at 7:10pm. Travis seconded the motion. The motion passed 5-0 in favor.

Craig stated that the application for Eastern Propane & Oil Facility- Conditional Use Application to expand fuel storage at 29 Park Place – Map 8 Lot 20A-38/37. would be on the November 10,2025 agenda for findings/decision.

- **Finding/Decision** - Jamie Garland (Main-Land Development Consultants, Inc) On behalf of-207 Landscaping- Conditional Use Application- for a 60x60 office building, 60x60 garage, and a 12-bay material storage- Commerce Drive-Map 9 Lot 27-1-4.

Jamie Garland (Main-Land Development Consultants, Inc) On behalf of-207 Landscaping was in attendance.

Jere made a motion based on the previous discussions we found the applicant to be in compliance with all applicable provisions of Article 8.2.B,10, and 11.3 if applicable all those in favor. Scott seconded the motion. The motion passed with a vote of 4-1 in favor with Roger Tracy abstaining.

The board discussed conditions of approval.

1. All elements and features of the application and all representations made by the applicant concerning the development and the use of the property which appear in the record of the Planning Board proceedings, are conditions of the approval. No change from the conditions of approval is permitted unless an amended plan is first submitted to and approved by the Planning Board.
2. That the applicant be in compliance with all applicable provisions of Article 8.2.B, 10 and 11.12 of the Buxton Zoning ordinances.
3. All outstanding bills be paid before the Conditional use permit is issued.
4. A conditional use permit secured under the provisions of Article 8 shall expire if the work or change involved has not commenced within two years of the date on which authorization is given.
5. A Knox Box is required.
6. The building must meet all applicable requirements of NFPA 1 and NFPA 101, including but not limited to Smoke detectors, Carbon monoxide detectors, Exit signs, Egress lighting, Appropriate travel distances, Egress from offices and internal spaces, Firewall between the office space and the garage space, Emergency exit routes must be posted in public spaces, and installation of NFPA required Fire Extinguishers.
7. Any hazardous storage inside the garage portion of the building shall be stored in an approved, vented, hazardous storage cabinet.
8. These requirements are based on current information as of July 21,2025. A Fire Plan be provided to Fire-Rescue for review including all NFPA and local requirements on the written/drawn plan.

9. A permit for the above ground fuel storage tanks requires a permit from the State of Maine Fire Marshal's office and a permit from the Town of Buxton.
10. Manufacturing/processing firewood Monday through Friday 7:00 am to 5:00 pm and Saturday 7:00 am to noon.
11. Copy of DEP stormwater permit provided to the town.
12. Copy of DEP NRPA permit provided to the town.
13. A building permit is required prior to construction.
14. Stop sign be placed where the driveway and Commerce Drive meet.
An occupancy inspection and permit are required from the Code Enforcement Office prior to opening business.

Jere made a motion to approve the application with the above conditions for 207 Landscaping- Conditional Use Application- for a 60x60 office building, 60x60 garage, 12-bay material storage, and manufacturing - Commerce Drive-Map 9 Lot 27-1-4. Craig seconded the motion. The motion passed with a vote of 4-1 in favor with Roger Tracy abstaining.

Jere made a motion to approve the findings for 207 Landscaping- Conditional Use Application- for a 60x60 office building, 60x60 garage, 12-bay material storage, and manufacturing - Commerce Drive-Map 9 Lot 27-1-4 as written. Scott seconded the motion. The motion passed with a vote of 4-1 in favor with Roger Tracy abstaining.

CEO Report:

None currently.

Minutes:

Scott made a motion to approve the October 14, 2025 meeting minutes as written. Travis seconded the motion. The motion passed with a vote of 4-0 in favor. Roger Tracy was absent from the meeting.

Bills:

Scott made a motion to pay Invoice for Portland Press Herald \$48.15 for public hearing legal ad. Roger seconded the motion. The motion passed with a vote of 5-0 in favor.

Communications:

The board discussed the response from Town Council on whether a comprehensive plan that is inconsistent with zoning ordinances creates legal vulnerability for the Town. The answer was yes; it does. State law provides that a municipality's zoning ordinances must be consistent with the comprehensive plan.

Other Business:

None currently.

Attendees may address the Board:

None currently.

Adjourn:

Scott made the motion adjourn at 7:25PM. Roger seconded the motion. The motion passed with a vote of 5-0 in favor.

Date Approved: 11-10-25

Signed: 

Craig Lefebvre, Chairman

Next meeting – November 10, 2025