

Jay Planning Board

October 14, 2025

Board: Chair Barbara Cook, Vice Chair Mike Fournier, Chris Townsend, Secretary and Jaime Carden-Leventhal

Guests: Toby Kachnovich, Kachnovich Land Surveying

Staff: Ronda Palmer, Code Officer

The meeting was called to order at 6:08 PM

Introductions

The Committee members and guests introduced themselves.

Resignation of Sue Theberge

Motion was made by Mike and seconded by Jamie to accept the resignation of Sue Theberge. Motion carried.

Election of Officers

M/M/S Barbara Cook as Chair: Mike Fournier – Chris Townsend. Motion carried.

M/M/S Mike Fournier as Vice-Chair: Chris Townsend – Barbara Cook. Motion carried.

M/M/S Chris Townsend as Secretary: Mike Fournier – Jamie Carden-Leventhal . Motion carried.

Minutes of previous meeting

Motion was made by Mike and seconded by Jamie to accept the minutes of the Oct. 8th, 2024. Motion carried.

Signatures for Electrical Permits

Central Maine Power has a form when individuals want electric hooked up. Years ago, the Planning Board developed a local form and historically the Planning Board secretary had signed off on the local form. The Board decided to keep the form for informational purposes but will no longer sign the form. The Code Officer will report the details for any electrical hookups that have been submitted at each Planning Board meeting.

Subdivision St. Pierre Development

Toby was present to discuss a proposed Subdivision amendment from Thomas St Pierre. The application is for approval of an amendment for lot number two of the St. Pierre Development

Subdivision (M4L42) originally approved by the Jay Planning Board on January 14, 1988 (Plan #1179) and a Revision approved on Sept. 14, 1995 (Plan # 3094). This lot was part of the Fuller Development that was originally approved by the Jay Planning Board in 1986 (Plan # 851).

The amendment proposes to split lot 2 (14.53) acres into four lots - two commercial and two residential lots listed below:

- Lot 2A - .95 acre lot – which includes the current business of Al's Tire
- Lot 2B – 1.05 acre lot which includes storage buildings
- Lot 2C – 5.70 acre lot which creates a new residential house lot.
- Lot 2D – 6.83 acre lot which includes a home, 2 garages and a shed

The Hyde Road lot has a wetland by the road but does have an existing driveway. The self-storage will be a separate entity and have its own driveway. The house has an existing driveway. Al's Tire has own entry. The self-storage units will be accessed through a driveway that goes to barn. Tom plans to give the barn owner his brother, Antoine St. Pierre a right of way to the barn. All of these buildings have existed for many years. This is just splitting out the businesses and also creating a lot on the Hyde Road. He may sell the home with Al's tire together so a test pit was not done on business lot. A test pit was also not done on the storage units because it was felt it was not needed.

The Board decided to treat this as an amendment in accordance with Chapter 5§5-302.3a. Toby submitted a check for \$50.00 per lot and postage for 14 abutters by regular mail for a total of \$210.36.

The Board began reviewing the application for completeness in accordance with section 5-302.

Chapter 5§5-302. D Preliminary Plan f. Toby stated the temporary markers were not yet installed. He usually does that after the Board is all set with layout. It will be completed this week and Jamie and Chris agreed to do a site visit on Friday to walk the lines.

Chapter 5§5-302. D Preliminary Plan j. 2B is a storage unit and 2C Al's tire do not have test pits. It is felt that 2b does not need a test pit because of nature of business. 2C if sold separate from the home would need a test pit before being sold.

Chapter 5§5-302. D Preliminary Plan n. Widths of existing roads was not listed on plan. Toby stated that the State and Town Roads vary in width in that area.

Chapter 5§5-302. D Preliminary Plan r. Location and type of any easements. A Right of way will be given to Map 4 Lot 41 that accesses the barn through a driveway that is shared with the Storage Facility.

Chapter 5§5-302. E 2. A Soil Erosion Plan was not included because it was not a major development.

Chapter 5§5-302. F. Public Utilities The Board agreed to waive this criterion because all lots are existing/established lots except the lot on the Hyde Road.

Toby stated that 2 permanent markers are on site as required by the subdivision ordinance from the original subdivision.

The Board then reviewed the application in accordance with Chapter 5§5-401 General Design and Guidelines. The proposed amendment meets all the criteria or is not applicable. The lot size and minimum road frontage for each lot are met.

Motion was made by Jamie and seconded by Mike to accept the application as presented and to deem it complete. The Secretary signed the completed form. The Board determined the application was complete a completed receipt was signed.

The Board agreed to finish the review of the application at this meeting as requested by Toby. Abutter letters will be sent out. If no public hearing is requested by October 30th the Board will stop in to sign the final plan.

Motion was made by Mike and seconded by Chris that Chapter 5§5-501 the Standards list is not applicable because all lots are existing. Motion carried.

Motion was made by Jamie and seconded by Mike to allow the Chair to sign the permit that the Code Officer creates from the meeting tonight and to allow the members present tonight to sign the final plan after October 30th if no public hearing is requested. Motion carried.

Planning Day – November 5th

Barbara and Ronda plan to attend Planning Day.

Next meeting date

The Board agreed to hold the next meeting if one is necessary on Wednesday November 12th. Veterans day falls on the regular holiday.