



# Town of China

571 Lakeview Drive; China, Maine 04358  
(207) 445-2014 info@chinamaine.org

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*Approved by Planning Board by a vote of 4-0 on November 22, 2022*

## Planning Board Meeting

Meeting held in Meeting Room at China Town Office and via ZOOM

October 25, 2022

Begin 6:30 PM

Board members in attendance: James Wilkens, Natale Tripodi, Scott Rollins, Walter Bennett, Toni Wall

Board members not in attendance: Michael Brown

Attendees: Bryan Mason, Angela Glidden, Mary Grow

Assistant Code Enforcement Officer Nick French - Present

Board meeting opened by Chairman Rollins

Pledge of Allegiance to the American Flag

Chairman Rollins brought Board Member Tripodi into voting capacity.

### **Review/Approve Minutes from September 13, 2022 Meeting and September 27, 2022 Meeting**

- Board Member Wilkens motioned to approve September 13, 2022 minutes as written.
- Board Member Wall seconded motion.  
All in favor. No further discussion
- Board Member Wilkens motioned to approve September 27, 2022 minutes as written
- Board Member Wall seconded motion.  
Chairman Rollins abstained from voting. All other members in attendance were in favor.  
No further discussion.

### **Bryan Mason – Change of Use for Shipping Container**

- Chairman Rollins requested Mr. Mason to provide overview. Mr. Mason explained the solvent less hash lab process. He continued that it is a very clean on the way to process and is in high demand. Mr. Mason explained that it is basically a giant washing machine where cannabis is put in and the product filters down. Board Member Wilkens questioned if the product produced is an oil? Mr. Mason advised it depends on the temperature while processing. Mr. Mason continued that there is a separate room that is warmer. Board Member Wilkens inquired if hash oil is legal in Maine? Mr. Mason advised he has spoken with the State of Maine and it is. Chairman Rollins inquired if Mr. Mason has all required licenses? Mr. Mason stated he does. Chairman Rollins stated that they would like to see a copy of the license from State. Mr. Mason referenced the Maine Marijuana policy. Chairman Rollins questioned if Mr. Mason will be selling the product? Mr. Mason respond that he will be selling but will not be having people on property and will be selling to manufactures. Board Member Wilkens requested confirmation there will not be any public sales. Mr. Mason confirmed he currently has no room for a care giver office but may look



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into in the future. Board Member Wilkens advised would need to come back to the Planning Board for office.

- Chairman Rollins questioned if there is a complete application? Board Member Wilkens questioned need for public hearing. **Board Member Wilkens motioned application is complete with copy of license being provided.** Board Member Wall brought up questions of the legality of the answers to the questions as being only yes or no answers. She continued to explained at if the permit went to appeal, there would be an issue. Board Member Wall gave an example and stated she would like to have more detail to the answers on the application. Chairman Rollins explained the site plan needs more details as well. Board Member Wilkens explained it is all legal and needs to be able to be upheld in court. **Board Member Wall seconded motion.** There was further discussion on answers and the need for more detailed answers. Chairman Rollins states he agrees application is not complete. He further advised he had to research the solvent less hash lab process. Mr. Mason explained there are only 2 others in State. Board Member Wall explained Colorado has lots of information regarding the process. Board Member Wall explained she did not know hash was legal. It was advised there needs to be more information in case goes to appeal. Chairman Rollins expressed concern that Fire Chief has not reviewed the property. Board Member Wall states she votes that the application is not complete. Board Member Wilkens advised Mr. Mason will need to elaborate on answers and will need to get letter from Fire Chief as letter from the Fire Department would be a condition. **Motion that application is complete voted down by all Planning Board members in attendance stating is not a complete application.** Chairman Rollins questioned if there should be a public hearing? **Board Member Wilkens motioned to have a public hearing to allow the public to ask questions. Board Member Tripodi seconded motion.** Board Member Bennett inquired if will be creating edibles? Mr. Mason advised will be manufacturing the raw product to be used in products but not creating. Mr. Mason explained process of pressing and freezing raw product for sale to manufactures. Board Member Bennett inquired if a permit is required to create a cannabis product and if he has the permit? Mr. Mason responded that he is not aware of a permit and currently has a care giver license. Chairman Rollins summarized the process as being water and pressure and temperature. He continued that the Planning Board wants to make sure everything is covered. Chairman advised that because of the newest of the process, it would be good to have a public hearing. **All Planning Board members in attendance voted in favor of having a public hearing and to schedule for the next Planning Board meeting on November 22nd.**
- Mr. Mason inquired if he can use a YouTube video to explain process at public hearing? It was advised he could. It was advised the application could be reviewed after the public hearing. There was discussion the review of the application and on previous usage of the storage containers. Assistant CEO French explained shipping containers were brought in but were not approved as storage, were used for growing operation business. Board Member Wilkens stated it could be a home occupation. The Planning Board members were in agreement they would like to see the previous permit. Board Member Wilkens states it is a change of use and this is the next step from the previous permit. A copy of previous permit was requested to be included with updated application.

**Angela Glidden – Increase Capacity from 20 to 31 for Childcare Facility**



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- Chairman Rollins opened discussion on application. Ms. Glidden advised is an existing daycare and is looking to add more children. Chairman Rollins questioned if was previously approved for 40 kids? Ms. Glidden explained the septic system and advised had the fire marshal approve for 31 kids. She continued to explained that she currently has a wait list and is looking to increase what building can hold. Ms. Glidden explained they do not do any laundry there and are not using as much water. She continued that they will put in a water meter if needed. She also stated that in the future, she may expand further with grant money. Chairman Rollins questioned if Ms. Glidden lives there? Ms. Glidden advised she does not and is only the child care facility and took over in December of 2018. Board Member Wall advised the address on the letter is not the same as the application address. Assistant CEO French explained he included the letter as compararision with other local facilities in the area, and is using as a reference. He continued that the current location does not have a water meter. There was discussion on the condition for a water meter to be installed. Board Member Wilkens suggested to add to copy of the original application as they have been through before and is an upgrade to the water system. He continued is just an addition to the number of children.
- **Board Member Wall motioned application is complete. Chairman Rollins seconded motion.** Board Member Bennett questioned answers to questions being only yes and no answers. Board Member Wilkens explained is just an upgrade and the original application will be attached. He continued to explain that there is no change in business. Board Member Bennett questioned consistency and states he would like to see the original application. Board Member Wall advised of condition to have a water meter. Chairman Rollins advised could go through the 15 criteria and make condition for water meter and if fails, would to have new design. Board Member Wall states they need to have standards filled out in detail. She continued that they can get into trouble if not consistent. Ms. Glidden stressed that she is on a timeline with the State and getting the grant money. Chairman Rollins suggested to go through application and have applicant verbally elaborate. **Chairman Rollins advised motion on the table is a completed application. Board Members Wilkens, Wall, Tripodi and Bennet voted motion down. Chairman Rollins voted to approve. Motion not carried.** Ms. Glidden advised she just installed new fire system and voiced her need to get approved. Board Member Wilkens suggested to allow applicant 20 minutes to add to responses and will review later in the meeting. He continued that the issue is the “yes” and “no” answers. **Board Member Wilkens motioned to allow for Ms. Glidden to complete application now. Chairman Rollins seconded motion.** Unanimously approved.

**Board Member Wilkens motioned that going forward, they will need to have detailed responses and no longer allow for single word answers for 15 criteria. Board Member Wall seconded motion. Unanimously approved. No further discussion.**

Chairman Rollins stated that thinking ahead to new board and priorities and thing want to work on. He continued that solar will still need to be discussed but also short-term rentals. He further explained that food trucks may need to be discussed in the future as well. Chairman Rollins advised that some places that have good ordinances regarding food trucks, while others have none. Board Member Wilkens brought up the issue with what the Planning Board submits to the Select Board. He continued that the Planning Board has never given the Select Board what was deliberated. He further explained that they put a lot of time and effort into ordinance and is not doing the back and forth again. Board Member Wall questioned where the items that were not returned are? Chairman Rollins explained the Land Use and



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Definitions are on the ballot. Board Member Wilkens stressed the process is to send over the finish products. Chairman Rollins explained that the solar ordinance had too many things at play and that they may need to hire out to write the ordinance. He continued is very difficult for a board to draft. Board Member Wilkens advised Select Board can hire out if they want to rewrite. He continued that the Planning Board is there to do what is right for the town and the money is there if needed. Board Member Bennett questioned Route 3 solar installation. There was discussion on visibility and if there are hazards. Board Member Wilkens advised vegetation could be a condition of the permit. Board Member Bennett states should be part of ordinance. Chairman Rollins gave the example of CMP power lines.

Board Member Wall asked about short-term rentals and states was asked by a member of the public regarding. Board Member Wall questioned if food truck were an issue? Board Member Wilkens stated could be hired for an event like China Days. Chairman Rollins explained would be dependent on where and the timing. He continued that they need to have something in place. Chairman Rollins states he had a few people talk with him regarding noise and number of people regarding short-term rentals. Chairman Rollins continued that there will need to be discussion on items such as number of weeks. Board Member Wilkens explained some individuals rent to help pay for the property. Board Member Bennett explained short term rentals are part of the economy and he sees ads all the time. Board Member Wilkens advised they just trying to get a handle on what it is happening. Board Member Bennett questioned what they are trying to regulate? It was advised they will need to look at different towns ordinances and need to be aware of impact. Board Member Wall states a concern would be of the septic system capacity and gave an example.

**\*\*\*\*\* Board Member Wall motioned application for Angela Glidden is complete. Chairman Rollins seconded motion. Board Member Bennett abstained. All other members in attendance approved. \*\*\*\*\***

## Criteria

1. Criteria 1 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 1 as complete. Board Member Wall seconded motion. Unanimously approved. No further discussion.
2. Criteria 2 and its responses were read aloud. Board Member Wall motioned for approval of Criteria 2 as complete. Board Member Wilkens seconded motion. Board Member Wall questioned if there is a letter from the Fire Chief? Ms. Glidden advised they are waiting on one to be mailed as the fire system is new. Board Member Wall explained would be a condition to provide letter once received. Board Member Bennett inquired into parking on the property. Ms. Glidden explained the driveway is a loop and one side is the entrance and the other side is the exit. Board Member Bennett states is concerned there will be overflow into driveway. Ms. Glidden explained the parking and advised they will still have room for fire trucks. Unanimously approved. No further discussion.
3. Criteria 3 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 3 is complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.



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4. Criteria 4 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 4 as complete. Board Member Wall seconded motion. Unanimously approved. No further discussion.
5. Criteria 5 and its responses were read aloud. Board Member Tripodi motioned for approval of Criteria 5 as complete. Chairman Rollins seconded motions. Unanimously approved. No further discussion.
6. Criteria 6 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 6 as complete. Board Member Wall seconded motion. Board Member Wall questioned if there are enter and exit signs? Ms. Glidden stated there are currently none and that she verbally advises parents of which way to enter and exit the driveway. Board Member Wall made the suggestion for enter and exit signs to be placed due to the increase in children. Unanimously approved. No further discussion.
7. Criteria 7 and its responses were read aloud. Chairman Rollins motioned to approve Criteria 7 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.
8. Criteria 8 and its responses were read aloud. Board Member Wall motioned for approval of Criteria 8 as complete. Board Member Wilkens seconded motion. Board Member Wall stated property is not in a flood zone. Unanimously approved. No further questions.
9. Criteria 9 and its responses were read aloud. Board Member Wall motioned for approval of Criteria 9 as complete with condition of water meter. Board Member Wilkens seconded motion with condition. Chairman Rollins amended motion that results are reported every month for at least the first year. Assistant CEO French states he is tracking monthly at other daycares. Board Member Wilkens advised will need a timeframe for install of water meter. Unanimously approved. No further discussion. **Condition: Water meter to be installed within 3 months**
10. Criteria 10 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 10 as complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.
11. Criteria 11 and its responses were read aloud. Chairman Rollins motioned for approval of Criteria 11 as complete. Board Member Wilkens seconded motion. Unanimously approved. No further discussion.
12. Criteria 12 and its responses were read aloud. Chairman Rollins motioned for approval of Criteria 12 as complete with the conditions that a letter from the Fire Chief be provided to the Town once received by the applicant. Board Member Tripodi seconded the motion with condition. Unanimously approved. No further discussion. **Condition: Letter from Fire Chief be provided to Town.**



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13. Criteria 13 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 13 as complete. Board Member Wall seconded motion. Unanimously approved. No further discussion.
14. Criteria 14 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 14 as complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.
15. Criteria 15 and its responses were read aloud. Board Member Tripodi motioned for approval of Criteria 15 as complete. Board Member Wall seconded motion. Unanimously approved. No further discussion.

**Board Member Wilkens motioned all 15 criteria have been met with conditions. Chairman Rollins seconded motion. Unanimously approved.** Chairman Rollins advised of 30-day appeal period. Board Member Wilkens thanked Ms. Glidden for doing what she does and expressed there is a need for daycares. Ms. Glidden advised that her daycare is for children 6 weeks to 5 years old. Congratulations were offered by Board Members.

## CEO Report

- Assistant CEO French explained he has had some inquiries into possible food trucks including the Red Barn and another truck at Mr. Mason's location.

Board Member Bennett suggested to have a public hearing on short-term rentals in order to hear public opinion. Chairman Rollins explained it would be more of an information session that would need to be held and not a public hearing.

Board Member Wilkens thanked Chairman Rollins for his service on the Planning Board. Chairman Rollins advised he is not seeking re-election to the Planning Board.

## Future Schedule and Adjourn

Next Planning Board Meeting: November 22, 2022

Motion to adjourn meeting made by Board Member Wilkens

Motion seconded by Board Member Wall

There was no further discussion and the motion to adjourn was unanimously approved.

Respectfully Submitted,  
Dawn Kilgore  
Planning Board Secretary