

**Town of Buxton
Planning Board Minutes
November 10,2025**

Minutes by: Roxanne Gardner

Members present: Craig Lefebvre, Jere Ross, Scott Warchol, Roger Tracy, Travis Letellier. Also attending on behalf of the town: Roxanne Gardner, Code Enforcement Secretary. Other attendees: Sue Waltz, Madison Diggs, Bob Lefebvre, Henry Huntley.

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

Appointments:

- **Vote on Findings- 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.**

Sue Waltz was present 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 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 5-0 in favor.

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. Copy of DEP stormwater permit provided to the town.
6. A building permit is required prior to construction.
7. 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.

Jere made a motion to approve the application with the above conditions for Eastern Propane & Oil Facility- Conditional Use Application to expand fuel storage at 29 Park Place – Map 8 Lot 20A-38/37. Craig seconded the motion. The motion passed with a vote of 5-0 in favor.

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

- **Application for Conditional Use – Madison Diggs – Furniture & Flower Shop – 172 Hurlin Smith Rd – Map 18 Lot 3-1.**

Madison Diggs was present she stated that she had brought in additional information to add to her application. Madison stated that on the first floor of the dwelling at 172 Hurlin Smith Rd she is planning to use an old beverage cooler as a walk-in cooler for her flower shop, and the rest of the first floor will be used to sale furniture.

Travis stated that it would be nice to have a site plan to scale showing the parking area.

Scott stated that he was unable to read the answers provided from the applicant. Scott asked the applicant if the packet that was passed in tonight was a copy of what the board already had plus the additional pages that the application was missing. The applicant answered yes.

Scott asked the applicant for hours of operation. The applicant answered that currently she has a full-time job in Saco and will be transitioning into the furniture/flower shop starting hours of operation would be Friday through Sunday, 10 to 6pm.

Jere stated that he would caution the applicant to ask for more hours because if the applicant wanted to be open on additional days and hours, she would have to come back in front of the board to extend her hours. The applicant stated that it would eventually be full-time.

Madison stated that she was looking to hold workshop/classes in the future on site. Craig stated that the applicant would need to add workshop/classes to her application.

Scott asked the applicant how many employees she was going to have. The applicant answered it would be just her running the shop. Scott stated that the site plan needed more information like parking.

Scott asked the applicant if she would be making the furniture at the site. The applicant answered no, all the furniture building and refinishing will be done in a shop off site. Scott asked the applicant what style of furniture. The applicant stated all different types.

Scott stated that looking at the septic plan it looks like the septic is on the neighbor's property but on the updated plan that was submitted it looks like the septic is on the site property.

Craig stated that the septic design would need to be clarified to where the septic is located.

Craig stated that the applicant would need to arrange for trash removal whether it is a dumpster or simply if the applicant takes the trash to the transfer station herself.

Craig stated the applicant would not be able to refinish furniture at the site because the property is over an aquifer.

Craig stated that the Fire Chief was going to need more information as well. Craig stated that he did not know exactly what the Fire Chief was looking for, but the applicant should contact his office directly.

Jere asked the applicant if she were going to have an open sign so anyone could stop in and look or are you going to have client specifically make an appointment to come into the shop. The applicant stated both.

Jere asked the applicant if she would be providing a public restroom. The applicant stated that for now the bathroom would not be open for public use.

Jere asked the applicant if she would be putting a sign up. The applicant stated that she would be putting up some window boxes and making a wooden sign to put on the front of the building.

Craig stated that as the applicant went through the check list, if she had any questions to contact Patti or Roxanne they would help walk her through the check list.

CEO Report:

None currently.

Minutes:

Scott made a motion to approve the October 27,2025 meeting minutes as written. Travis seconded the motion. The motion passed with a vote of 5-0 in favor.

Bills:

None currently.

Communications:

Notice of Violation Letter.

Craig stated that the board had received a copy of the violation letter and if anyone wanted to see the letter to stop into the Code Office.

Other Business:

Signing of the site plans for 207Landscaping.

The Planning Board signed the site plans for 207Landscaping.

Attendees may address the Board:

None currently.

Adjourn:

Craig made the motion adjourn at 7:38PM. Roger seconded the motion. The motion passed with a vote of 5-0 in favor.

Date Approved: 11-24-25

Signed: 

Craig Lefebvre, Chairman

Next meeting – November 24, 2025