

TOWN OF JEFFERSON PLANNING BOARD  
Meeting Minutes  
February 3, 2026

Members Present: Bill Farren (Chair), Dana Clark, Joan Jackson, Gary Olsen

Members Absent:

Others Present: Justin Hills, Claudia Orff, Lynn & Nancy Pierce

Chair Bill Farren called the meeting to order at 6:00 PM.

Bill shared the January 6, 2026 meeting minutes and provided an update on Action Items.

Bill moved to **APPROVE** the minutes as submitted. Second by Dana. All in favor, 3-0-1.

**NEW BUSINESS**

**Justin Hills (Map 7, Lot 23-B-5), 36 Musquash Rd.**

Justin Hills said that his residential structure was built too close to the property line of his lot (#5) in the Musquash Acres subdivision. He has worked out a land swap deal with the abutter, Midcoast Conservancy, whereby Justin will give 2x the square footage of his land for the square footage the abutter is giving. He brought in a letter from Midcoast Conservancy agreeing to the transfer. He also brought in a large scale site plan of Lot 5 that depicts the change. Justin asked what is needed to make this official.

Bill noted that he had contacted the Maine Municipal Authority for guidance. Essentially, in accordance with the town's Subdivision Ordinance, sections 8.3(D) and 9, this change in property lines is a revision to an approved subdivision plan so a new subdivision site plan will need to be resubmitted to the Planning Board to sign-off on and then given to the Lincoln County Registry of Deeds. The previously approved Musquash Acres site plan from 2022 was reviewed. It was suggested that Justin contact the creator of that plan, McConnell & Associates of Wiscasset, to see if they could edit the original plan.

Justin will return to the Planning Board when a revised Musquash Acres subdivision site plan is ready.

**Claudia Orff (Map 22, Lot 006), 28 Goose Hill Rd.**

Bill noted that Claudia wants to sell a part of Map 22, Lot 006 and asserts it is a grandfathered lot. While researching this prior to this meeting, Bill advised Claudia of his reservations and told Claudia that a letter from an attorney would be helpful to clarify his concerns. Claudia provided a letter from Cumler, Lynch & Stiles, P.A. that attests to the grandfathered status of the lot.

Bill led a lively discussion on whether or not the parcel for sale, which is a  $\pm$  2.0-acre piece of the 36 acre Lot 6 of Map 22, can be treated as a separate legal lot of record when it appears in the town tax map as being part of a larger lot. Claudia asserted the deed provided is solely for the parcel in question and that it was combined on the tax map for tax billing purposes as the owner is the same.

Bill also noted that the piece in question has a border on the west branch of Davis Stream so the town's Shoreland Zoning Ordinance comes into play. Claudia pointed out that in the Shoreland

Zoning Ordinance, Section 12 E(3) Contiguous Lots, it states, in part, "... This provision shall not apply to two or more contiguous lots, at least one of which is non-conforming, owned by the same person or persons on December 10, 1992 and recorded in the Registry of Deeds ..."

Bill suggested this be brought to the town attorney for her feedback but there was no consensus for doing that.

Gary did a calculated estimate of the parcel size based on the measurements in the deed and determined it is at least 2.0 acres.

Gary moved to **APPROVE** the parcel for sale as a grandfathered lot based on the warranty deed for that parcel, Book 1563, page 200, dated 7/21/1989. Second by Dana. All in favor 2-1-1.

**Nancy & Lynn Pierce (Map 22, Lot TBD), TBD Goose Hill Rd.**

Nancy and Lynn Pierce intend to buy the lot that Claudia Orff is selling as discussed earlier in tonight's meeting. They brought in a draft site plan with a residential structure and wanted to know if it complied with shoreland zoning rules and setbacks. Upon review, the Board saw no issues.

The Pierce's will return to the Planning Board with a fully completed Building Permit application once the sale of the lot is completed.

**OTHER BUSINESS**

**Planning Board Membership**

Bill advised the Board that Tom Kirvan has resigned from the Planning Board. Everyone agreed that Tom was a great asset and will be truly missed!

Bill asked if anyone had suggestions to replace Tom's position plus an Alternate position. Gary and Joan have ideas and will contact them.

**Action Item:** Gary and Joan to reach out to potential Planning Board members.

**ADJOURNMENT**

Bill moved to **ADJOURN** the meeting at 6:54 PM. Second by Joan. All in favor 4-0.  
Next meeting: March 3, 2026

Respectfully submitted,

**Bill**

Bill Farren, Chair

William Farren William F. Farren

Dana Clark Dana Clark

Joan Jackson Joan Jackson

Gary Olsen Gary Olsen