

PLANNING BOARD

Town of Waterboro

MEETING MINUTES

JUNE 28, 2001

I. ROLL CALL

Chairman Doug Foglio called the meeting to order at 7:45. Attending from the Planning Board are: Doug Foglio, Susan Dunlap, Everett Whitten, Roland Denby, Tim Neill and Dwayne Woodsome enters at 8 p.m.

II. APPOINTMENTS

7:30 Susan Dunlap presents Doug Foglio with a cake and gift from the Planning Board members for this being Doug's last meeting. Susan and the Board all expressed their thanks for the knowledge that Doug has shared with us over the years and the hopes that the Board will have the opportunity to work with Doug again in the future.

7:45 **Jim Keenan with a Site Plan Application for Saco Valley Credit Union on Map 22 Lot 10.** Mr. Keenan introduces Dave Douglas who did the septic design for this site, Mike Keen who did the survey work and landscaping design and George Sawyer who did the drainage calculations.

Mike Keen explains the site plan proposal. The site will be cleared of existing buildings. They will be saving the perimeter trees. There will be two entrances onto Route 202 one entrance and one exit. There will be a 35' vegetative buffer at the front of the property. The building will be a 1-½ story cape style consisting of 5,000 sq. feet. It will be built on a slab on grade. There will be no public access to the second floor. Plantings will be placed where headlights would shine off the property. The location of the onsite lighting was shown.

Doug Foglio states that the Board has required that the lighting of all site plans remains 100% on the property so as not to disturb abutters.

Mike Keen states that all the lighting is boxed so the light itself will not be seen.

Doug Foglio asks what the total lot coverage is including parking? Mike Keen stated he wasn't sure but would get those figures for the Board.

Dave Douglas explains the site drainage. The site will be built up 2-3 feet. There won't be any flow of water off this property or through this property created by this site plan.

Susan Dunlap asks if this is going to be a painted building. Jim Keenan states yes, it will be a solid stain with three colors. Probably there will be white trim and an offset color for the shutters.

Doug Foglio asks about the sidewalks. He doesn't see them on the plan. Sidewalks have to be taken into considerations to protect walkers from the traffic. The Board attempts to have the plans show everything related to the site plan.

Roland Denby asks if the credit union will provide service to the general public and what is the criteria if so? Yes and it is by membership and you have to live or work in the community to become a member. There are 8 towns, which Waterboro is one of in their community area. They have a branch in Saco and the main office is in Saco.

Jim Keenan explains that there will be granite curbing around the building as opposed to concrete. They have included their state curb cut in their paperwork submitted with the application.

Doug Foglio asks if they have done a nitrate study. Dave Douglas states he doesn't feel that is necessary. There will be a 195 gallon flow from the septic system. This is a very small amount of flow.

Doug Foglio asks if abutters have been notified. Jim Keenan states yes they have and the receipts have been submitted to the secretary for the file.

Doug Foglio asks if the building will be sprinkled. Jim Keenan replies yes.

Roland Denby asks if they intend to hook up to town water. Jim Keenan replies yes they do. Doug Foglio adds that a letter from the Water company will be required to insure that the Water District has adequate water to supply this site. Doug adds that if they are going on public water they should request a waiver on the hydro-geological study.

Doug Foglio reviewed the checklist for site plan. There were two items that will need to be addressed on the plan prior to approval. The location and size of all signs is needed on the plan. The Location, direction and type of outdoor lighting will have to show where the lighting will illuminate on the property to insure that all light is contained entirely on site.

Doug Foglio states that this is a reasonably flat site which will create little run off. They are taking no water out of the ground so he feels a hydro-geological study is not needed. Doug asks the Board if they feel a peer review is needed? Everett Whitten made the motion not to send this to peer review. Roland Denby seconds. Doug states that impervious area is 24,000 sq. ft. which is under the DEP threshold of 120,000 sq. ft. This is all surface water.

Susan Dunlap asks if they required peer review on Gorham Savings. Tim Neill answered that they did on the traffic study but nothing else.

The vote on the motion is unanimous in favor not to require peer review.

The Board scheduled a Public Hearing for July 16, 2001 at 7:30 p.m. to review this Site Plan. This project will be put on the agenda on July 26 for a vote.

Patti is asked to revise the site plan checklist to include all the items that the Planning Board should be looking at in reviewing these applications.

8:00 p.m. Donald Bernier for Cynthia Ladderbush with an application for a Conditional Use Permit to expand in the shoreland zone on Map, Lot 30. Donald Bernier explained the application to build a 4.5 x 20 storage addition to an existing camp on Connelly Point Road. This addition falls within the 100' setback of the lake so the 30% expansion rule imposed by Maine DEP applies to this application. The application was reviewed by the Board. The stamped and certified letter from Paul Gadbois P.E., P.L.S. was reviewed. The calculations stated that the existing structure equals 660 sq. ft and 7,920 cu. ft. The proposed addition equals 90 sq. ft and 495 cu. ft. The percentage of increase is 13.65% in area and 6.25% in volume. A letter from James Webster, Code Enforcement Officer dated June 8, 2001 was reviewed. The letter stated that in his opinion the expansion would have no adverse affects on the property or the lake and is

letter from Cynthia Ladderbush was submitted giving Donald Bernier authority to act on her behalf in obtaining this permit and this letter will remain in the file. Everett Whitten made the motion to approve the application of Cynthia Ladderbush to construct a 4.5 x 20 storage addition with the condition that all erosion control measures are used during construction and this is to be inspected by the Code Enforcement Officer. Roland Denby seconded the motion. Motion carried with a unanimous vote in favor.

III. MINUTES OF PREVIOUS MEETINGS

Dwayne Woodsome made the motion to approve the May 24, 2001 minutes as written. Everett Whitten seconds the motion. Motion carried with a unanimous vote in favor.

Dwayne Woodsome made the motion to approve the minutes of June 13, 2001 as written. Roland Denby seconds the motion. Motion carried with a unanimous vote in favor.

IV. REPORT OF OFFICERS

V. OLD BUSINESS

There is discussion regarding who is supposed to record the conditional use permits at the registry, the applicant or the Planning Board secretary. The Board felt that they had taken a vote to have the secretary do this some time ago. Everett Whitten made the motion that the Planning Board secretary record all required paperwork at the registry at the applicants expense to be charged with building permit issuance, and also to charge a \$10 recording fee. These will be filed with the registry within 30 days of issuance. Roland Denby seconds. Motion carries with a unanimous vote in favor.

Paul Tebbetts Map 38 Lot 35 with revised information on his Conditional Use application for expansion within the shoreland zone. Paul submitted his revised site plan showing he reduced the size of the addition by one foot on the width and one foot on the length, making it a 23' x 17' addition. Paul submitted his revised calculations performed and certified by BH2M which removed the structures from the calculations that were not within the 100' setback of the lake. The amended calculations are 1,600 sq. ft. for the existing structures and 13,140 cu. ft. for the existing structures. The reduced size addition would have 432 sq. ft and 3,910 cu. ft. The proposed increase would be 27% in sq. ft. and 29.7% in volume. Paul also added his drainage plan to his site plan showing how he intends to insure proper drainage on the site. Everett Whitten made the motion to approve the application of Paul Tebbetts to construct a 23' x 17' addition to an existing camp on his property located on West Shore Road with the following conditions: All erosion control standards are used during construction and this to be verified by the code enforcement officer; the drainage to be installed as per plan submitted and inspected by the code enforcement officer; submit an updated application showing the revised building plans. Roland Denby seconds the motion. Motion carries with a vote of 4-0-1 with Dwayne Woodsome abstaining.

Dorothy Ridley Cliché Map 24 lot 18 with updated information on her Conditional Use application for expansion within the shoreland zone. Mrs. Ridley came before the board last fall to build a 24' x 12' carport and was informed she needed to locate her septic system and that a site walk would have to be performed. Jim Webster, Code enforcement officer went to Mrs. Ridley's property and sketched the septic system on a site plan. An amended plan was submitted to the board revising the carport to 14' x 12'. The board reviewed a letter submitted by Jim Webster dated June 20, 2001 stating that the carport would contain 168 sq. ft. of expansion which

is less than the allowable 172.8 sq. ft. and he recommended the board grant the expansion. Susan Dunlap made the motion to grant the expansion of Dorothy Ridley Cliché to construct a 14' x 12' open carport with the following conditions; The application be amended to reflect the revised dimensions of the carport; the carport cannot be enclosed; all appropriate erosion control measures are taken and inspected by the code enforcement officer. Roland Denby seconded the motion. Motion carried with a unanimous vote in favor.

The Gravel pit reclamation plans are not discussed this evening.

VI. COMMUNICATIONS

The Zoning Board of Appeals has scheduled an administrative appeal applied for by Kevin Owen on a decision of the Code Enforcement officer on his property located on Map 19 Lot 23. The hearing is scheduled for July 12, at 7 p.m. at the town hall.

VII. MISCELLANEOUS

Doug Foglio brings up a discussion about the Planning Board by-laws. These need to be amended to say that the seven members of the board have voting power. The by-laws have not been amended since their adoption in 1976. Roland Denby explains that the attorney has referred to a statute that is not correct. Roland states that the original statute that has been repealed governs this board but there is a provision called a savings clause where a planning board can be governed by the old statute that it was created under and can continue under. Roland is concerned that if the attorney is quoting the new law that the Charter will quote the new law, and he feels the Planning Board should operate under the old law that it was created under. Roland states that he thinks the board should preserve their right to amend the subdivision regulations that they adopted without going to town meeting. Roland states that if the board wants to maintain the present status they have to quote the old law in any correspondence. Patti will request the attorney to correct that reference to the new law.

Doug Foglio states that the board should revise the by-laws relatively quickly. As chairman, Doug appoints a two member committee to bring proposed amendments to the full board for their review and adoption. This would be brought to a public hearing prior to any votes. The main concern and needed change is to make all seven members voting members. Doug would like to see this ready for the end of July. Tim Neill and Everett Whitten are appointed to work on this. This could be ready for public hearing on July 26th and adopted at that meeting following.

VIII. NEW BUSINESS

IX. ADJOURNMENT

Everett Whitten made the motion to adjourn the meeting at 9:50. Roland Denby seconded the motion. Motion carried with a unanimous vote in favor.

APPROVED:

Date: 7/26/01

Luan Dunlap O Wayne Woodruff
Everett Whitaker
Jim Paul