

Town of Waterboro

Planning Board Meeting Minutes
October 15, 2001

Susan Dunlap calls the workshop to order at 7:05 p.m. noting attendance of Tim Neill, Roland Denby, Everett Whitten, Ken Danforth and Dwayne Woodsome.

This workshop was called to work on proposed zoning changes for the April annual town meeting.

Everett Whitten stated that he would like to amend the gravel pit ordinance and incorporate all gravel regulations into one section and make it a part of the site plan review ordinance.

Everett Whitten stated that the board should also work on distinguishing between major and minor subdivisions.

Dwayne Woodsome would like Daycare facilities to come under site plan review.

The Site plan ordinance was discussed at this time.

There is discussion about putting the square footage trigger back into the ordinance. It was agreed to add the following wording to Section 1. A.:

Site Plan Review and Approval by the Planning Board shall be required before issuance of any building permit or certificate of occupancy for any building, structure or **expansion of any building or structure consisting of 1,000 square feet or more;** including but not limited to: office buildings; multi family residences; shopping centers, mobile home parks; travel trailer parks; and commercial complexes; except as provided in Subparagraph (B).

The following statements will be added to Section III. Administration:

- The Planning Board may require a public hearing upon initial review of the application and at any point thereafter, with applicant bearing the cost of publicizing the hearing notice and the responsibility to notify abutters within 7 days prior to the hearing by certified mail. Applicant shall provide proof to the town of such notice.
- There is discussion about requiring a specific buffer and landscaping. The board will talk to Todd Morey and see if there is a standard format in the industry we could follow.
- Applicant shall provide a certified as built plans at the completion of the project to insure the construction was built according to specs.

- Planning Board shall require the applicant to employ a clerk of the works to certify that the project is being built according to specs.

Discussed increasing the fees for site plan review and subdivision applications. It is decided to increase the site plan fee to \$200 with the cost of adds and legal fees being borne by the applicant.

The following is a list of items that the board will work on for zoning changes for the April town meeting:

- Adopt the alternative shoreland zone expansion as provided by DEP.
- Make the definition of structure clear and if pavement is included reduce the setbacks on parking lots.
- Change Article 2 To read BOCA 421.0 instead of 616.
- Address Day care facilities. It is agreed that the wording should say licensed day cares. Patti will get a definition of Day care from the state.
- Take out the dollar figure in Section 2.04 as a factor in whether a building permit is needed.
- Remove utility poles as a conditional use.

The following items were discussed for possible proposed changes:

Reducing the lot sizes in the village zone for those lots on town water. It is decided to contact SMRP and request information on controlling sprawl and to request the State Planning Offices best practices.

Discussed taking the requirement for businesses in certain zones to be located on a state aid highway. It is decided to discuss this with the road review committee prior to going any further. The road review committee will be invited to a workshop.

Another workshop meeting is set for October 22 at 7 p.m.

Workshop adjourns at 9 p.m.

Respectfully submitted,
Patti Berry