

**Waterboro Planning Board
Meeting Minutes
October 25, 2001**

I. ROLL CALL

Chairman, Susan Dunlap called the meeting to order at 7:35 p.m. noting attendance of Dwayne Woodsome, Ken Danforth, Tim Neill, Everett Whitten and Roland Denby. Todd Morey is absent.

II. APPOINTMENTS

7:30 p.m. – Michael Frechette map 28 lot 4 with a Site Plan Application to change a residential use to operate a real estate office. Mr. Frechette explains that the application is for a 3-4 office realty business with an estimate of 2 employees being at the office at any one time. There is one sign with lighting facing the sign, pointed away from the road. There is no expansion of the building just renovations. This could be converted back to a residence if needed in the future. The office area is 715 square feet. The parking requirement of this square footage is 4 and with the employees the total required spaces will be 5 according to the board.

They have constructed a handicap ramp.

Code Enforcement Officer Gerald Gannett reviewed the original checklist with some additional information required by him prior to this application being deemed complete. According to Gerald Gannett the application became complete on October 4, 2001.

The Planning Board agreed that they would prefer to see the 5 required parking spaces to the left of the building looking from the road and require this change to be made for final approval.

The sign will be lighted and on timers. The Planning Board is requiring a statement on the plan the all lighting will be pointed away from Route 5 and other abutting properties, prior to final approval. Susan added that the note should say light will not shine onto abutting properties.

There is discussion regarding whether the pavement proposed will have to meet setbacks. This application was made on September 12, prior to the attorney opinion received on September 17 stating that pavement was a structure. It is decided that due to that fact this application would follow the previous interpretation of structure. Dwayne Woodsome stated that the approval should give the applicant a year to pave so that there is no question about it having to meet setbacks of a structure.

The owners of abutting property were not notified as is required by site plan review. They will have to be notified of the next meeting to meet that requirement.

Roland Denby requests that the applicant amend the application to read 715 square feet. A written statement is provided by Collin Canning which states the current septic system is adequate to handle this use.

The Board is requesting the following notes to be added to the final plan:

- No residential use of the building while it is being used as a business.
- Add a parking space to the left and show no parking to the right of the building.
- No exterior lighting will shine towards or onto abutting properties or Route 5.

This application will be put on the November 14th agenda at 7:30 p.m. for final review and the applicant is to notify abutters of this property by certified mail of this meeting.

8:00 p.m. Stephen Kostis and Andy Nadeau from Cornerpost Landscaping on a Sketch plan for a 7 lot subdivision on Map 3 lot 44.

Andy Nadeau reviews the application with the board. This lot is on an old apple orchard on West Road. It has been three seasons since farmed as an orchard. The total parcel is being developed with no remaining land left over.

Susan Dunlap asked if the applicant has done any testing for herbicides or pesticides of the property. Stephen Kostis replies that no testing has been done. Susan informs the applicant that the board will be looking into whether there should be a requirement of testing prior to any approvals being given.

Dwayne Woodsome states that he does not think the board will allow seven driveway entrances onto West Road where there is a hill right there. Dwayne also informs the applicant that he will have to acquire a state road entrance permit prior to any approvals by the board. West Road is a state aid road. Dwayne asks the applicant to consider common drives or an internal road into the property.

A site walk is scheduled for November 3, 2001 at 12 noon at the property to look at the land and look at the site distances for the driveways. The road review committee will be invited to this site walk to assist the Planning Board regarding site distance. The applicant will flag the lots for this site walk.

Susan Dunlap informs the applicant that they have the right to limit public access to this site walk. Applicant has no problem with public being allowed to attend.

No decision is made on the sketch plan until further research is done on the site distances.

8:30 p.m. Diane Millette with a sketch plan for a 2 lot subdivision on map 3 lot 13-5.

Andy Nadeau from Cornerpost Land Surveying is also representing this applicant. This split requires subdivision approval because the original lot was a split less than five years ago.

Lot 2 is not showing the required 150' of road frontage. This will have to be amended. The right of way will have to be named according to 911 requirements. Applicant to contact Pam L'Heureux, Waterboro's E-911 coordinator to approve the name. The subdivision will have to be named on the final plan.

A Site walk is scheduled for November 3, at 11:30 a.m. at the site.

Dwayne Woodsome made the motion to approve the sketch plan of Diane Millette for a 2 lot subdivision as presented with the above mentioned changes to be incorporated into the preliminary plan. Tim Neill seconds the motion. Motion carries with a unanimous vote in favor.

III. MINUTES OF PREVIOUS MEETINGS

Everett Whitten made the motion to approve the minutes of the October 8 Planning Board meeting as written. Roland Denby seconds. Motion carries with a unanimous vote in favor.

Dwayne Woodsome made the motion to approve the minutes of October 10, 2001 as written. Everett Whitten seconds. Motion carries with a unanimous vote in favor.

IV. REPORT OF OFFICERS

Dwayne Woodsome reports that the Conditional Use Committee had a good meeting this week and another meeting is scheduled for November 1.

V. OLD BUSINESS

1. Richard Collard submitted the required information for final review of his conditional use / setback reduction application on map 29 lot 11. An amended site plan was provided to show the sideline setback request of 12' on one side of the lot. Everett Whitten made the motion to approve the CUP/ setback application pursuant to sections 2.08 and 3.06 of the zoning ordinance to allow a 12' sideline setback requirement with the following conditions:

- Sideline setback on right side of property from the road to be no less than 12'.
- Garage to be set back further than 100' from the high-water mark of Ossipee Lake.
- Existing driveway to remain the same.
- Trees to be removed are beyond the 100' setback from the Lake.
- No plumbing shall be installed in the garage.
- Loft area to be used for storage only.
- All necessary erosion control measures are used to protect the lake.
- This garage will not be closer than 20' to any building on the abutting lot.
- All other setbacks to be met.

Ken Danforth seconds the motion. Motion carries with a unanimous vote in favor.

2. Richard Pierce request to amend CUP issued on June 26, 2001 to remove the wording in note #2 of the conditions that requires the removal of the 146 sq. ft. deck. James Webster, Code Enforcement Officer issued a permit on June 27 which allowed Mr. Pierce to reduce the size of this deck by 18 sq. ft. to allow him to use the total expansion in

square feet and volume for the life of the property. As the CUP was worded it left Mr. Pierce with the availability to expand another 132 square feet.

Dwayne Woodsome made the motion to amend the conditional use permit so Mr. Pierce can keep the remaining deck of 128 sq. ft. with the following conditions added:

- This allowed amendment means that Mr. Pierce is using the total allowable 30% expansion in both square feet and volume for the life of the property as noted by the CEO on 6/27/01.
- No other structures to be built within 100' of the shoreline.

Tim Neill seconds the motion. Motion carries with a unanimous vote in favor.

VI. COMMUNICATIONS

Memo from Bob Fay is discussed briefly at the beginning of the meeting. Bob Fay is requesting a meeting with the Board regarding the decision to consider pavement a structure. Bob is requesting this meeting to occur after the election is over.

VII. MISCELLANEOUS

VIII. NEW BUSINESS

IX. ADJOURNMENT

Dwayne Woodsome made the motion to adjourn at 9:45 p.m.
Everett Whitten seconds the motion. Motion carries with a unanimous vote in favor.

APPROVED Date: 11/15/01

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| <u>Dwayne Woodsome</u> | <u>Susan Dunlap</u> |
| <u>Roberval E. Perley</u> | _____ |
| <u>Everett Whitten</u> | _____ |
| <u>Tim Neill</u> | _____ |