

# **Town of Waterboro**

## **Planning Board Workshop**

### **Minutes**

**February 4, 2002**

Chairman Susan Dunlap begins the workshop at 7 p.m. Noting attendance of Roland Denby, Everett Whitten, and Tim Neill.

The purpose of this workshop is to continue working on articles for town meeting.

The first topic was how to deal with the issue regarding whether pavement will be treated as a structure or not. It is generally agreed on that the board would like to require some kind of green belt between businesses so that Waterboro doesn't look like Windham.

Roland D. suggests that we use the definition of greenbelt from the Subdivision regulations as follows:

For the purpose of these regulations, a "greenbelt" is defined as a strip of land vegetated with grass or other plant life maintained as open green space. Removal of dead trees, mowing of grass and pruning of other vegetation, to the extent appropriate for routine maintenance, are the only cutting permitted within a greenbelt area. The only construction permitted within a greenbelt is that necessarily related to the exercise or use of a utility easement and/or that necessarily related to a driveway. If another means of access to the property other than through the greenbelt is available, construction related to utility easements shall be the only permissible construction within the greenbelt boundaries.

There was discussion about requiring a 10' greenbelt for the side and rear property lines of all non-residential buildings and uses, with the minimum front setback being 25 feet as stated in section 5 of the zoning ordinance. With the planning board reserving the right to require up to the standard setback for the zone for special circumstances.

It is agreed that an addition to Article 5 Traffic and Parking of the Zoning Ordinance should be amended to add the requirement of a greenbelt so that all non-residential uses will fall under this requirement. If it were just in the site plan, some businesses would not have to have planning board approval. This is in an attempt to treat all businesses fairly. A reference should be put in the site plan review ordinance to Article 5 of the zoning ordinance and the definition should be added to the site plan and zoning ordinances.

An article to add the following to the site plan review ordinance as follows:

To amend section I- D #3 of the Town of Waterboro Site Plan Review Ordinance to say: Layout and location of off-street parking: loading: and access drives: and vehicular maneuvering areas to conform with the standards set forth in Article 5 of the Waterboro Zoning Ordinance.

To amend section IV. Definitions: Greenbelt: For the purpose of these regulations, a "greenbelt" is defined as a strip of land vegetated with grass or other plant life maintained as open green space. Removal of dead trees, mowing of grass and pruning of other vegetation, to the extent appropriate for routine maintenance, are the only cutting permitted within a greenbelt area. The only construction permitted within a greenbelt is that necessarily related to the exercise or use of a utility easement and/or that necessarily related to a driveway. If another means of access to the property other than through the greenbelt is available, construction related to utility easements shall be the only permissible construction within the greenbelt boundaries.

To amend Article 5 Traffic, Parking and Road Access Section 5.01 third paragraph to read:

All parking and loading areas including areas used for maneuvering and interior circulation, shall be set back at least twenty-five (25) feet from the roadway on which they front; and will maintain at least a ten (10) feet greenbelt on the side and rear property lines with the planning board having the ability to require the standard setback of the zone under extenuating circumstances.

Now reads: All parking and loading areas including areas used for maneuvering and interior circulation, shall be set back at least twenty-five (25) feet from the roadway on which they front.

To amend Article 14 of the Waterboro Zoning Ordinance to add the definition of Greenbelt,

To Read: Greenbelt: For the purpose of these regulations, a "greenbelt" is defined as a strip of land vegetated with grass or other plant life maintained as open green space. Removal of dead trees, mowing of grass and pruning of other vegetation, to the extent appropriate for routine maintenance, are the only cutting permitted within a greenbelt area. The only construction permitted within a greenbelt is that necessarily related to the exercise or use of a utility easement and/or that necessarily related to a driveway. If another means of access to the property other than through the greenbelt is available, construction related to utility easements shall be the only permissible construction within the greenbelt boundaries.

The next topic discussed was the requirement in the zoning ordinance for some businesses to be located on a state aid highway. Patti will call Maine DOT and ask them what roads in Waterboro are currently state aid roads. It is mutually agreed that this issue is not as high on the priority list at this time and we can wait until next year to decide whether to change this requirement. Roland D. states that he thinks the town should get going on researching the right of way widths of all town roads for the record and maintaining a record of it. Often times the planning board gets conflicting information on the width of roads and this could create a potential of someone not meeting the required setbacks.

The zoning chart is discussed and how to fix the discrepancies between it and the written descriptions of the uses allowed in each zone. It is suggested instead of fixing the chart to remove it altogether. Tim Neill states that it over simplifies the descriptions and if someone were only looking at the chart, there could be valuable information missed in the written description. It is agreed to word an article to take the chart out of the zoning ordinance.

To amend Article 3 Section 3.10 by removing the Land Use Chart.

David Benton enters the workshop to discuss two issues. The state aid roads and David also asked the board to forward the design plans of commercial buildings within the Water District to them in the future. It is decided to add an item on the site plan checklist to require the plans to be forwarded to the water district and a written recommendation be obtained from the water district to the planning board.

Before the next workshop, Patti will gather all workshop minutes and discussions regarding zoning changes and list the items that have been decided, and voted on, or need to be voted on so that the board can wrap up this part of the process.

It is agreed that the board has proposed enough changes for this town meeting and that the only thing left to decide on is the all purpose zone.

Patti will request of the selectmen's office the time frame for town meeting and the deadlines that we have to prepare the wording and for public hearings.

Another workshop meeting is set for February 18, at 7 p.m. and will be dedicated to the all-purpose zone provided that all members can attend.

Workshop ends at 9:40 p.m.

Respectfully submitted,  
Patti Berry,  
Secretary