

Waterboro Planning Board

Minutes

March 5, 2014 – 6:30 PM

Roll Call: Chairman Tim Neill, Andy Cote, Judi Carll, Dwayne Prescott, and Frank Allen, members. Town Planner, Tom Ursia and Code Enforcement Officer, Mark Mitchell.

Appointments

Minutes of Previous Meetings

Report of Officers

Old Business

- Cisterns: Tom reported that the Wright-Pierce report is nearly complete and he will e-mail it to the members as soon as it is received. The report will be discussed at the April 2nd. meeting.
- Site Plan Review Ordinance: Tom has sent to the Town Attorney. A couple of items still need to be addressed. Suggests having the Attorney attend one of the meetings in April, at which time other concerns can also be addressed.

Communications

New Business

- Status report on hiring of new Planning Board Secretary: Tom reported that currently there have been 6 applications received, with a March 12th. deadline.
- Future Land Use Planning Activities of 20/20 Master Planning Committee: Tom reported that this will be the last chapter for the Comprehensive Plan. The Committee has broken the Town into four sectors and they are currently reviewing each sector for recommendations to the Planning Board to do with zoning changes, adding zones, administrative and wording concerns, etc. Sector I is ready and will be presented at the April 2nd. Planning Board meeting. Sector II should be ready in May.

- Status report on the upstart of the Economic Development Committee: Tom reported that it is almost a full committee, Leo Binette is Chairman and the Committee is working on an Economic Development Chapter for the 20/20 Committee and it should be completed by the end of April.

General Discussion:

- Tom reported that the Little Ossipee Lake Campground will be expanding and it will be coming before the PB as a Conditional Use, and suggests that at their first meeting with the PB, should be an informational meeting only, and the second meeting should be the Conditional Use meeting. Tom was asked to invite Sel. Dennis Abbott to the informational meeting due to Dennis' knowledge of the campground.
- Tim reported that the Road Review Committee is currently working on a proposed Driveway Ordinance and their next task will be to work on a Common Standard for Roads. Frank wants to see waivers to the Driveway Ordinance be dealt with documentation, thru policies and procedures, including timelines; and also that a fee should be charged for such waivers. Discussion. Tom noted that there will be a joint meeting by the Board of Selectmen, Road Review and PB on March 18th. to discuss the Driveway Ordinance.
- Tom informed the Board that at the March 19th. meeting, owners of 222 East Shore Road will come before them requesting a setback reduction Conditional Use Permit. Abutters will be notified. Discussion. All agreed to have Town Attorney advise on the change of wording in the ordinance in regards to Conditional Uses and have remedied as soon as possible.
- Discussion on action items from the CEO list. Agreed to have Mark contact the Town Attorney for discussion, wording and procedure necessary to make changes to the following four items of the Zoning Ordinance: 1) State Shoreland Zoning (LD320) needs to be incorporated into the Town's ordinance; 2) Accessory (in-law) apartments; 3) 20,000 & 40,000 sq. ft. zoning uses; and, 4) setback reductions. PB will review the current wording in the ordinance and Mark will contact the Attorney asking for her input into these four action items and request she attend the April 16th. PB meeting to discuss the wording of the changes etc.

Adjournment: Judi made the motion to adjourn at approximately 8:15 PM. Frank seconded. Voted, passed.

3.

Upcoming Meetings:

Joint Meeting with Board of Selectmen, Road Review & PB – **March 18, 2014 – 6 PM**
To review the proposed Town of Waterboro Driveway Ordinance

Regular Meeting – March 19, 2014 - 7 PM

Respectfully submitted,

Dianne Holden
Town Committee Secretary

Agenda items for April 2nd:

- Cisterns – Wright-Pierce Report
- Review 20/20 Master Planning Committee – Sector I suggestions

Agenda items for April 16th:

- Town Attorney to attend a workshop; discussion of four priority action items, Site Plan Review Ordinance, Cisterns, campground expansion, etc.
- Regular Meeting to follow workshop

Approved: March 19, 2014