

TOWN OF WATERBORO
PLANNING BOARD

MEETING MINUTES

June 18, 2014

7:00 p.m.

I. ROLL CALL

Board Members

Present: Andy Cote Judi Carll Tim Neill Dwayne Prescott
 Frank Allen

Absent: Kurt Clason Tim Nelson

Others Present: Tom Ursia Douglas Foglio Tammy Bellman

The meeting was called to order at 7:02 p.m. by Tim Neill, Chair.

II. APPOINTMENTS

- ***Re-schedule the joint meeting with the Road Review Committee to discuss the Road Standards and Driveway Ordinance***

Frank Allen stated to leave up to Road Review Committee to notify the Planning Board when the review has been completed.

Doug Foglio notified the Planning Board that the ordinance was done and going to the Town Administrator.

- ***Board Up-dated Contact Information if not submitted on-line***

Tammy Bellman reported that information was all set at this time.

III. Review and Accept the Agenda for June 18, 2014

IV. Announcements

Tom Ursia reported that the Waterboro Water District in collaboration with the 20/20 Committee received a 50/50 matching grant for the water and well head initial geography study.

Tom Ursia reported that the intersection of route 5 and Townhouse Road will be under construction from Monday, June 23 through Friday, June 27. It will be a reconstruct. Tom Ursia recommends finding an alternate route to come to the Town Hall.

Tom Ursia provided the Planning Board with an email from Fire Chief, Matt Bors regarding the concerns with the Little Ossipee Lake campground expansion. Email included.

V. COMMUNICATIONS

Tom Ursia up-dated the Planning Board on the Bozza campground expansion. The campground expansion falls under the Conditional Use process so there will be no formal application. The information provided on May 7, 2014 by David Bozza and Jim Fisher initiated the process.

Technical questions can be incorporated into the Conditional Use – the Town has not received any further details.

Tom Ursia called Jim Fisher, Engineer for an up-date on the status and was told that it is a green light to pursue; the DEP process has been started.

Tom Ursia reported that this Conditional Use process will be treated as a review following the “punch list” – or step by step review process.

Frank Allen wants the email from Matt Bors to be provided to the applicant.

Tim Neill mentioned that with the conditional review and campground ordinance - the Planning Board may not want to consider a moratorium until next spring.

Tom Ursia provided information regarding a moratorium that the moratorium needs to be grounded with precise reasons as to why the moratorium is being requested. The Town attorney, Natalie Burns would be the best one to address this. Conditional Use covers roads and public safety – the campground ordinance is flexible enough to cover the scope of this project. If reasonable things are asked for then the applicant has the opportunity to ensure the requests are completed and addressed. Ultimately, the board has the final vote. Right now there is no information to review only the conceptual information provided at the May 7, 2014 meeting. There is a fine line without the applicant being present.

Doug Foglio raised the question of how much land does the applicant own.

Tom Ursia reported that will be answered when the “punch list” is reviewed – the deed, survey, etc will be reviewed when provided.

Tom Ursia will gather the initial data to prepare the Board when it is presented to Tom.

Tom Ursia is willing to forward the email from Matt Bors to the applicant.

Doug Foglio wants to add to mince the moratorium. Doug does not feel an application has been submitted until a check has been received from the applicant. Other concerns come up with wanting to bring in more campgrounds. The Zoning Ordinance is seriously out dated – what we have are more like summer homes than a campground.

Frank Allen wants to wait for legal opinion before pursuing a moratorium.

Tom Ursia reported that DEP was 100% involved.

Andy Cote stated we should not be discussing the campground expansion without the applicant present.

Andy Cote reported that the EDC and 20/20 Committees are in favor of expanding the campground.

Tom Ursia reported that it would be best to get the town attorney involved and then meet with the Town Administration and the Planning Board.

Doug Foglio shared that work with this group under the current ordinance – future ones under up-dated ordinance. The State does have a time limit on moratoriums. He is concerned as the Road Commissioner with roads that need a tremendous amount of work – who will be paying for it.

Tom Ursia reported that there are two additional groups that are interested in wilderness camping areas.

Dwayne Prescott reported that these are for just camping out – no amenities.

Tom Ursia states that we should not mix issues with this campground and wilderness campsites. It would be a small investment to have Natalie Burns come in to give a legal opinion.

Tim Neill asked if everyone agrees that Natalie Burns be brought in to up-date the Planning Board. All Planning Board members present responded with yes.

Doug Foglio suggested that a note be sent to Natalie Burns with the information that would be discussed.

Dwayne Prescott would like to include the difference between wilderness campsites and a campground.

Tom Ursia will prepare questions for consideration and forward them to the Planning Board prior to close of business on Thursday, June 19, 2014. The Planning Board will review the questions and respond with any suggestions that they individually would have. Tom Ursia and Tim Neill will review these responses early next week (week of June 23, 2014) and then send the email to Natalie Burns including a copy of the meeting.

Doug Foglio noted that the Zoning Ordinances were 36 years old and the Planning Board should look at up-dating the ordinances.

Andy Cote noted that not all of the members were in agreement for the moratorium and re-writing the Zoning Ordinance is a major undertaking and currently the Board has a lot to be working on.

Tim Neill suggested that updating the Ordinances can be part of the new Comprehensive Plan.

VI. MINUTES OF PREVIOUS MEETINGS

June 4, 2014 meeting minutes

Judy Carll made notification that there were areas that needed to be looked at on the June 4, 2014 minutes. The first and last name should be used when mentioning names; the amendment part should read amendment motion or just motion, and the amendment motion should read the ten foot setback is from the right-of-way not the water line.

Judi Carll made a motion that the minutes be changed to include the following:

- A. The first and last name should be used when mentioning names;
- B. The amendment part should read amendment motion or just motion;
- C. The amendment motion should read the ten foot setback is from the right-of-way not the water line

Dwayne Prescott seconded.

Discussed, voted – passed 5-0.

Tim Neill requested that Tammy Bellman make the corrections and review again at the next Planning Board meeting.

VII. REPORT OF OFFICERS

VIII. OLD BUSINESS

- A. New state shore land zoning (LD320)
- B. Accessory (In-law) apartments
- C. 20,000 and 40,000 sq. ft. zoning uses
- D. Set-back reductions (variances) transferred to ZBA

Tim Neill requested that Mark Mitchell, Code Enforcement Office provide an up-date on the above. Tammy Bellman will email Mark Mitchell to invite him to the next Planning Board meeting with the up-dates.

IX. MISCELLANEOUS

A. Tim Neill suggested that the Planning Board meetings be moved to a 6pm start time. Tim will email Kurt Clason regarding the possibility of a 6pm start time and report back to the Board at the next Planning Board meeting.

B. Tim Neill will contact Tim Nelson about his possible resignation, to make room for a new member.

Tom Ursia suggested that the Planning Board consider a succession plan for the committee.

X. NEW BUSINESS

A. Tim Neill suggested that the Planning Board table to election of officers until Kurt Clason is present.

B. Tom Ursia reported that usually who maintains the cisterns is responsible for them - the Fire Station maintained the cisterns for last year. Tom Ursia reminded the Planning Board that there is a joint meeting with the Selectmen on June 24, 2014 regarding the cistern question.

XI. ADJOURNMENT

Frank Allen made a motion to adjourn the meeting at 8:07pm. The motion was seconded by Judi Carll and carried unanimously.

Approved Date: _____

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