

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
July 5, 2017
7:00 p.m.

I. ROLL CALL

Present: Dwayne Prescott Lee Nelson Judy Wirth Steve Letellier
David Christensen

Absent: Judi Carll

Others: Tim Neill Lee Jay Feldman Glenn Charette David Lowe Tammy Bellman

Dwayne Prescott called the Planning Board meeting to order at 7:00pm on July 5, 2017.

Dwayne stated a quorum has been met with the members present.

I. MINUTES OF PREVIOUS MEETINGS

- **Minutes of May 17, 2017** – David Christensen explained his noted request to go on the record. Judy Wirth made the motion to approve the minutes of May 17, 2017. Dwayne Prescott seconded the motion. No discussion. Vote 5 – 0 approved.
- **Minutes of June 7, 2017** - Judy Wirth made the motion to approve the minutes of June 7, 2017. David Christensen seconded the motion. No discussion. Vote 5 – 0 approved.
- **Minutes of June 21, 2017** - Judy Wirth made the motion to approve the minutes of June 21, 2017. David Christensen seconded the motion. No discussion. Vote 3 – 0 (Prescott and Letellier – absent). Non-quorum. Judy Wirth withdrew her motion. David Christensen withdrew his second.

II. NEW BUSINESS & PUBLIC HEARINGS

- **Election of Planning Board Officers**
 1. **Secretary** – Dwayne Prescott nominated Judy Wirth for Secretary. Lee Nelson seconded. No discussion. Vote 5 – 0 vote in as Secretary.
 2. **Vice-Chair** – Dwayne Prescott nominated Lee Nelson for Vice-Chair. Judy Wirth seconded. No discussion. Vote 5 – 0 vote in as Vice-Chair.
 3. **Chair** – Steve Letellier nominated Dwayne Prescott as Chair. David Christensen seconded. No discussion. Vote 5 – 0 vote in as Chair.

III. OLD BUSINESS

- **Waterboro Zoning Ordinance - Draft Review** – Lee Jay Feldman provided an overview thus far. Seeing that there were no questions at the last meeting on specific items, he noted that a list of codes have been added for what the town follows; David Christensen made reference to the codes as the current codes;

Article 10 membership of the board – removed last sentence – this change came from the Town Attorney; the Select Board will appoint members from the Community. Dwayne asked if any of the board members had any questions: Judy Wirth – 1. 1.08 Amendment second paragraph – removed town counsel reference town’s attorney; 2. 3.3.03 – State Aid Roads – change from were considered Old Alfred Road to - are defined as – Lee Jay the maintenance was turned over to the municipality for Old Alfred Road; 3.3.10 – General Purpose Zone – difference between retail shop and service in Primary and Conditional Uses; Lee Jay – do you want as primary or conditional use? Lee Jay will enter a square footage for each one – Glenn recommended 3,000 or 5,000 square feet; Judy would like to add 5,000 square feet to the conditional use. 3. Old 7.2 Mobile Home Park or Manufactured Housing community? Lee Jay – the sections are coming in from a different one, mobile homes and manufactured have chassis – they could be moved – and a modular comes in pieces; this comes from state law; there are also no regulations for tiny homes; the state requirement on homes is no less than 600 square feet. 5. 5.01 Height of Screening – number 4 has the strikethrough. 6. 5.03 17 and 19 note - use needs to be redefined in drive-in; Lee Jay – not defining what a drive-in facility actually has – drive through facility requires 10 currently; can grant waiver for this standard that was already in the ordinance. 7. Fees – a divergence in planning – amended plan has in place for the first time; Glenn – remove from the ordinance so the Select Board approves and changes yearly; Dwayne – request to pull all fees and adjust on as needed basis. 8. Consider sending to Natalie Burns prior to the Board of Selectmen. Dwayne is recommending to appoint a special committee before it goes to the Selectmen – get the Board of Selectmen to consider the committee with possible members of Bob Powers, Leo Binette, Kurt Clason, and Judy Wirth. Lee Jay – the committee should have been working from the beginning now would have to back to you (Planning Board) for re-approval – would like to see the amended version implemented sooner rather than later. Dwayne – Tim please ask the Selectmen if they would consider the Special Committee, should be a stipend position with a timeline. Tim will present the proposal. Tim – what drives this is the medical marijuana issue. Glenn – drafting up an electrical ordinance also. Lee Nelson – 10.04 Review page 2 of 11 – under Planning board – bottom appeal within 30 days is crossed-out ZBA is also cross-out with the appeal going straight to the court. Dwayne – need to make sure ZBA stays in place. Lee Jay – will make sure it stays in place. Dwayne – what Lee and Judy found validates the need for the special committee.

IV. COMMUNICATION

- Lee Jay Feldman – Marijuana – the town will be going dry with retail marijuana – will write the ordinance to into the current ordinance – will have and discuss at the July 19 Planning Board meeting.

V. MISCELLANEOUS

- Glenn Charette – A Sunset Clause needs to implemented to protect the town so the subdivision does not sit dormant. Lee Jay – the subdivision Ordinance will be next for the review – the town wants a fulltime planner to work on this.

VI. ADJOURNMENT

- Judy Wirth moved that to adjourn at 7:54pm. David Christenson seconded the motion. No discussion. Vote 5 - 0 in favor. Meeting Adjourned.

VIII. Planning Board signed the minutes of May 17, 2017 and June 7, 2017.

Approved Date: _____

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