

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
October 4, 2017
7:30 p.m.

**SITE WALK – 6pm Panoramic Drive, East Waterboro, Tax Map 011 Lot 042(PO)
Waterboro Heights**

Present: Dwayne Prescott Judy Wirth Judi Carll David Christensen

Absent: Lee Nelson Ryan Vanasse

Others Present: Tim Neill Andre Cote Steve Blake Lee Jay Feldman David Benton
Glenn Charette Elizabeth Halsey Alyce Carrera Tammy Bellman

Dwayne Prescott called the site walk to order at 6pm.

Lee Jay Feldman turned the site walk over to Andre Cote and Steve Blake: Andy provided the Planning Board and community members in attendance an overview of the Waterboro Heights 13 lot clustered subdivision: Andy had the group start the site walk near the entrance to Panoramic Drive to ensure the community members knew how far back the first lot would start – not close to Deering Ridge Road; the lots are designated by the stakes marking both sides with the lot numbers; the road will be engineered and paved to town standards; the greenbelts will be between the properties and on the back/rear side of the property; 50' right of way; the driveways will be done per the Highway Entrance Ordinance – once the new property owner takes out the building permit, the highway entrance application will be completed at the same time – rather than putting it on the survey – this way if the property owner wants the driveway on the other side of the house the entire plan will not need to be amended. Lee Jay stated a waiver will need to be done for the driveway requirement of the Subdivision Ordinance. Andy continued - drainage will be between the lots to funnel the water – it will be an easement that the town can have the property owner keep open with a culvert under the road; there is a no cut zone on the last lot; the open space will be for passive recreation only; per the Fire Department request a paved hammerhead turn-a-round will be provided near the fire pond; Panoramic Drive will be maintained year round; Tristan Way – used by Meadowbrook subdivision is only blocked during the posted road timeframe; the mound/hill near the fire pond will be taken down and become part of the open space for passive recreational use only; thinking of putting in a hydrant to test the fire pond retention – if I let it run for 12 hours and it does not go dry then a good location for the fire pond. No further questions. Dwayne closed the site walk at 6:30pm.

**SITE WALK – 6:35pm Deering Ridge Road, East Waterboro, Tax Map 8 Lot 52A
(PO) Ptarmigan Ridge Estates**

Present: Dwayne Prescott Judy Wirth Judi Carll David Christensen

Absent: Lee Nelson Ryan Vanasse

Others Present: Tim Neill William Thompson Lee Jay Feldman David Benton
Glenn Charette Tammy Bellman

Dwayne Prescott called the site walk to order at 6:35pm.

Lee Jay Feldman turned the site walk over to William (Bill) Thompson. Bill provided the site walk participants with an overview of the Ptarmigan Ridge Estates typical subdivision: the lots are 460 feet deep; driveways are pinned blue and pink; property corner just pink; driveways are center of the lot 200 feet apart; topography is consistent; the end lots have 400 plus feet sight distance. No questions from the Planning Board at this time. Dwayne closed the site walk at 6:45pm.

The Planning Board returned to the town hall for the regular Planning Board meeting – start time 7:30pm.

REGULAR MEETING

I. ROLL CALL

Present: Dwayne Prescott Judy Wirth Judi Carll David Christensen

Absent: Lee Nelson Ryan Vanasse

Others: Tim Neill Joshua Charette Steve Everett Lee Jay Feldman David Benton
Glenn Charette David Lowe Tammy Bellman

Dwayne Prescott called the Planning Board meeting to order at 7:30pm on October 4, 2017.

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

Dwayne went over the site walk information Waterboro Heights followed by Ptarmigan Ridge Estates; with the Public Hearings being held on October 18, 2017 at 7pm.

Dwayne moved the New Business to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

- **Xota Brewing Company, LLC Joshua Charette – Site Plan Review** – Lee Jay Feldman provided an overview: the applicant is seeking site plan approval; less than 7 barrels produced daily; nano brewing; 9 parking spaces; out door garden with tables – weather permitting; only issue that concerns is the area marked for emergency vehicle – would like to see it changed to a hammerhead turn-a-round; look at design standards for Route 202 & 4. Joshua Charette came to the podium and provided the Planning Board with the following information: intention is to have a tasting room and nano brewery meaning less than 7 barrels produced on a daily basis; parking is 66’ back from route 202 & 4; 1 barrels equals 31 gallons; double batches will be brewed on a brew day; tasting room can only sell brewed products to the tasting room – no water, no juice no other products can be sold due to Brewers’ Notice; plans for the building: Steve Everett did the survey; Maine Department of Transportation grandfathered the highway entrance permit – letter provided; 1 employee – Josh; 24 seats; ADA package; turn-a-rounds for parking and emergency vehicles – will ensure Steve puts the hammerhead on the survey; septic done by Albert Frick – under 800 gallons per day; the garden area will have a 6 foot high vinyl fence for the seating area; noise buffering in place; if any music will be inside. Judy – if you have a tasting room is there a size limit on the glasses? Joshua – Maine has no limit on the size 8 oz or 10 oz.; there will 8 – 10 varieties on tap. Judi – 24 seats inside and outside? Joshua – yes – considerable less time spent at the tasting room than most bars/grilles. Judy – where will the seating area be inside? Joshua – look at top view – double door – left side brewing and right side seating area. David – concerned about the 9 parking spaces. What is the occupancy limit? Joshua – can accommodate more parking spaces – the leach bed side can handle more parking. Judy the slab? Joshua – being removed – septic being designed to be able to drive on. Dwayne – abutter notices? Joshua – will get to Tammy tomorrow.

Judy – design standards for the roof? Josh – shed style roof; metal roof; looking for contemporary industrial building. Judy – apologies for being so particular – have been misled in the past. Dwayne – the color? Josh – gray industrial with corrugated metal. Lee Jay – read the design standards – designed to appear to have a pitched roof. Judy – make a suggestion to have black window trim. Josh – 6 x 6 windows; UMO garden section for plantings; plantings on the front side; 48” to 60” garden plot area; front and sides will have garden areas. Glenn – pretty sharp design – roof silver? Josh – a darker color. Judy – don’t use white on the windows. Dwayne – make sure looks like this design. Judy – rear garage door on back – standard on the front- 8x10 payned glass door. Judi – selling to others with big delivery trucks? Josh – Monday, Tuesday and Wednesday will be the brew days – deliveries will be when the facility is closed to the public – can self-distribute 20 kegs to other businesses. Judy – ok with it if he does do what he says. Judi – hop residue? Josh – to local farmers. Dwayne read all of the waivers. Judi Carll made the motion for gas pumps free standing structures to be waived. David Christensen seconded. Due to the number of waivers Judi Carll withdrew her motion and David Christensen withdrew his second. Dwayne suggested to motion all at once. Judy Wirth made the motion to grant the waivers as written. Judi Carll seconded. No further discussion. Vote 4 – 0 all waivers approved. Dwayne – need to decision to hold a public hearing. Abutters notified – Randy Emmons only abutter. David is concerned appreciates the work done but need transparency to neighboring people – need to be allowed to respond need to offer to be heard. Lee Jay – the abutters have been reviewed and distance. Dwayne read the current abutter definition. Josh – provided the tax map to Dwayne. Dwayne – condition with Randy Emmons approval communication letter. Lee Jay – if he does not approve the Planning Board needs to reconsider the motion to reconsider. David Christensen made the motion to approve the site plan with the following conditions: 1. Condition with approval of the abutter; 2. Hammerhead emergency turn-a-round marked on the survey and 3. The design view is held. Judi Carll seconded the motion. No discussion. Vote 4- 0 approved site plan with three conditions.

III. MINUTES OF PREVIOUS MEETINGS

- **Minutes of September 20, 2017** - Judy Wirth made the motion to approve with changes the minutes of September 20, 2017. David Christensen seconded the motion. No discussion. Vote 4 – 0; approved.

IV. OLD BUSINESS

V. COMMUNICATION

- **Up-date on Zoning Ordinance Status** – Lee Jay explained that the changes have been incorporated and formatting is in process per David’s request at the last meeting. Dwayne – expected finish date? Lee Jay – sent to Tammy for forwarding to town staff. Dwayne – understood want back within 30 days. Tim Neill – Board of Selectmen want the fees pulled from the Zoning Ordinance. Glenn – I pulled the fees last year so there is a list already it will be easy to remove in the version in consideration by the Planning Board. Lee Jay – please remember that if it is pulled and the Board of Selectmen do not approve it right away the Town will not have any fees! Tim – creating a document with just the fees? Lee Jay – need to adopt it right away. Tim – the Board of Selectmen sent it back to the Planning Board for

fee schedule. Glenn – a simple statement can be put in the amendment regarding the fees. Dwayne – minor adjustment – get fee schedule to a workshop – does anyone object to a meeting/workshop next Wednesday, October 11, 2017? Lee Jay – we can just remove the fees.

VII. MISCELLANEOUS

Glenn Charette – The Planning board needs to think/determine what going to do with the two subdivisions coming up – 1. Does the Fire Department have access to water? 2. Not allow use of cistern – cracks, maintenance or repair or require sprinklers? Judy – 6 lot subdivision will have no homeowners association. Dwayne – fire suppression top priority – think fire safety.



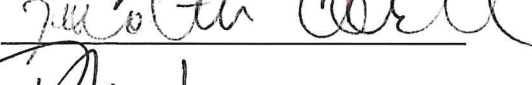

VIII. ADJOURNMENT

- Judi Carll motion to adjourn at 8:32 pm. Judy Wirth seconded the motion. No discussion. Vote 4 - 0 in favor. Meeting Adjourned.

IX. Items needing signature

- **Minutes of September 20, 2017**

Approved Date: October 18, 2017

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