

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
October 18, 2017
7:00 p.m.

REGULAR MEETING

I. ROLL CALL

Present: Dwayne Prescott Lee Nelson Judy Wirth Judi Carll David Christensen

Absent: Ryan Vanasse

Others: Tim Neill Gary Lamb Lee Jay Feldman William Thompson
Stephen Blake Glenn Charette David Lowe Tammy Bellman

Dwayne Prescott called the Planning Board meeting to order at 7:00pm on October 18, 2017.

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

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

II. NEW BUSINESS & PUBLIC HEARINGS

- **Public Hearing – Waterboro Heights, 13 lot cluster subdivision, Panoramic Drive, East Waterboro, Tax Map 11 Lot 42 (PO)** – Dwayne opened the public hearing at 7:01pm. Steve Blake came to the podium to provide an overview. At the conclusion of the overview there were no interested parties wishing to make any comments. Dwayne closed the public hearing at 7:02pm.
- **Public Hearing – Ptarmigan Ridge Estates, 6 lot traditional subdivision, Webber Road, East Waterboro, Tax Map 8 Lot 52 (PO)** – Dwayne opened the public hearing at 7:03pm. William (Bill) Thompson gave an overview to the subdivision. At the conclusion of the overview there were no interested parties wishing to make any comments. Dwayne closed the public hearing at 7:03pm.

The Regular meeting of the Planning Board continued at 7:03pm.

III. OLD BUSINESS

- **Waterboro Heights, 13 lot cluster subdivision, Panoramic Drive, East Waterboro, Tax Map 11 Lot 42 (PO)** – Judy Wirth made the motion to approve the preliminary subdivision plans for Waterboro Heights. David Christensen seconded the motion. No discussion. Vote – 5 – 0 preliminary plan approved. Lee Jay Feldman took the podium – the application is at Final Approval for Waterboro Heights. The following conditions were read from his letter: 1. Home Owners' Association document be submitted prior to the issuance of a building permit; 2. Maine Department of Environmental Protection Stormwater Permit – once this is

approved it will need to be submitted to the Planning Board prior to the issuance of a building permit; 3. Condition Tristan Way to remain open and maintained for year-round passage for public safety vehicles and public traffic; and 4. Applicant provide a surety bond acceptable to the town's Selectboard at which time the town shall engage a third party inspector (at the cost to the developer) to oversee the construction of the Road, and drainage systems as shown on the plan. The applicant shall follow the requirements of Article 8.6 Required Improvements and Inspection as directed in the Subdivision regulations; 5. The Panoramic Drive intersection with Deering Ridge Road must adhere to all proper traffic control devices including the proper Stop bar and Stop sign usage; and 6. Provide a dry hydrant for the pond to ensure adequate pumping ability should it be needed for emergency usage. Judy – would Andy be the one to maintain the fire pond? Lee Jay – leave that to the applicant to answer. David – access – makes sense as part of the application and second – maintenance of road being either developer or Home association. Judy – so if only one parcel sells that person would be responsible for the entire road? Lee Jay – the developer until so many parcels sell. Judi – is the fire truck turn-a-round also acceptable for a plow truck turn-a-round? Steve – First 1500' of road would be turned over to the town. Judi – so we do not need to be concerned until it is turned over? Lee Jay – concerned now – it is adequately sized for both. Request that the Planning Board waive the hydro request. Judi Carll made the motion to waive the Hydrogeologic Impact Study for Waterboro Heights. David Christensen seconded the motion. No discussion. Vote 5 – 0 approved for the waiver. Dwayne – a surety bond? Lee Jay – Subdivision regulations lay-out how this is to be approved. Glenn – Does the Planning Board want to look at the Home Owners Maintenance Agreement? Dwayne – Surety amount? Lee Jay – will recommend to the Selectboard and the amount. Dwayne – let know sooner than at a meeting? Lee Jay – yes by memo. David – how do you determine the amount? Lee Jay – 125% of the cost to complete. Judy – does it include taking down the hill for open space? Lee Jay – Yes – the area behind the pond is included. Glenn – 808 fire protection? Lee Jay – Individually sprinkled or fire pond? Lee Jay – Fire Pond – put in Findings – of – Fact as stated fire pond. David – who assures it is ok to use? Lee Jay – Fire Department – make drive through – if no water would call the Home Owners Association. Where does the town responsibility start and stop and the homeowner start? David Put this in the Home Owner's Association document. Meet the minimum requirement once a year. Fire Department could tell us Glenn – the insurance companies – sprinkler system check – rates estimated based on that – insurance company mandates inspection at least once per year. Tammy – the driveway waiver noted at the site walk? Steve – meet Highway Entrance Ordinance application. Lee Jay – going forward could eliminate from the subdivision plans – will go where best fits to sight. Judy Wirth made the motion to waive the driveway location on the subdivision plans. Lee Nelson seconded the motion. No discussion. Vote 5 – 0 driveway location on subdivision plans waived. Judy Wirth made the motion to approve the final subdivision plans and conditional use with the following conditions: 1. Home Owners' Association document be submitted prior to the issuance of a building permit; 2. Maine Department of Environmental Protection Stormwater Permit – once this is approved it will need to be submitted to the Planning Board prior to the issuance of a building permit; 3. Condition Tristan Way to remain open and maintained for year-round passage for public safety vehicles and public traffic; 4. Applicant provide a surety bond acceptable to the town's Selectboard at which time the town shall engage a third party inspector (at the cost to the developer) to oversee the construction of the Road, and drainage

systems as shown on the plan. The applicant shall follow the requirements of Article 8.6 Required Improvements and Inspection as directed in the Subdivision regulations; 5. The Panoramic Drive intersection with Deering Ridge Road must adhere to all proper traffic control devices including the proper Stop bar and Stop sign usage; and 6. Provide a dry hydrant for the pond to ensure adequate pumping ability should it be needed for emergency usage. David Christensen seconded the motion. No discussion. Vote 5 – 0 Waterboro Heights cluster subdivision and conditional use approved.

- **Ptarmigan Ridge Estates – Preliminary Approval Discussion** – Lee Jay provided an overview. Recommend to the Planning Board to approve with the following conditions: 1. The location map be updated to reflect Waterboro; 2. The greenbelt be identified on the plan; 3. Deering Ridge Right – of –Way and pavement widths be placed on the plan; 4. The anticipated start date submitted at the back of the submission does not provide the idea of fall start (September or October etc.) or a spring start (April May etc.). The applicant should be more specific to the proposed date of site work. Judy – concerned with 1. Six lot openings onto Deering Ridge Road – could do a communal opening and 2. If sprinkled – could have a fire pond? Glenn – Sprinkled and fire code also. Bill – 200 foot frontage; would create more pavement; recommend a turnaround on each driveway; all lots drain away from the road; no water going to Deering Ridge Road; there are no streams on the property. Dwayne – Director of Public Works accept the entrances? Glenn – do an internal road? Bill – it would create more impervious area affecting the drainage. Glenn – one drive for two lots? Bill – a wider opening, already great sight distance. David – 1. The rest of Deering Ridge has other subdivisions – why this time new standard? 2. Idea of more tar why a concern? 3. Signage on the road to let drivers know there are multiple driveways approaching. Glenn – DPW looking at town expense. David – On Route 202 side very congested. Judi – confused – everything drains back then why a road ditch? Bill – Culvert with driveway over it. Lee Jay – Proposed openings 175 – 300’ only have six house lots – ditch culvert and concerns not a lot of sediment as the road is crowned – sediment only draining from one side. Judi – disclosure for lot six wetlands. Bill – A condition can be put on the plan. David Christensen made the motion to approve Ptarmigan Ridge Estates for preliminary subdivision approval with the following conditions: 1. The location map be updated to reflect Waterboro; 2. The greenbelt be identified on the plan; 3. Deering Ridge Right – of – Way and pavement widths be placed on the plan; 4. The anticipated start date submitted at the back of the submission does not provide the idea of fall start (September or October etc.) or a spring start (April May etc.). The applicant should be more specific to the proposed date of site work; 5. Wetland condition for lot six. Lee Nelson seconded. No discussion. Vote 5- 0 preliminary subdivision approval for Ptarmigan Ridge estates.
- **Glenn Charette – Request for Shoreland Authorization for 247 West Shore Road, East Waterboro** – Requesting to be your designee for a project at 247 West Shore Road, East Waterboro. They are pushing back 5 feet and maintaining the 75’ front setback. Judi Carll made the motion to have Glenn Charette act as the Planning Board’s designee for the project at 247 West Shore Road. Judy Wirth seconded. No discussion. Vote 5 – 0 to appoint Glenn Charette, CEO as the Planning Board’s designee.

IV. MINUTES OF PREVIOUS MEETINGS

- **Minutes of October 4, 2017** –Judy Wirth made the motion to accept the minutes of October 4, 2017. Judi Carll seconded the motion. No discussion. Vote 4 – 0 – 1 (Nelson); approved.

V. COMMUNICATION

- **Up-date on Zoning Ordinance Status** – Gary Lamb – addressed the Planning Board on the Zoning Ordinance formatting process. Sherry Nadeau is working diligently on making the necessary grammar, formatting, punctuation and article changes so that the Planning Board will have the revised clean copy before them on Friday, October 27, 2017 in their Planning Board packets. This version will have only the track changes from Sherry and me.

VII. MISCELLANEOUS

- **Glenn Charette – Asked the Planning Board to consider changing the start time for the Planning Board meetings to 6pm.** – Dwayne – polled the present Planning Board members to get their feelings on the matter. Judi voiced a concern about being able to make the 6pm start time. David suggested a 6:30pm start time – a compromise. Dwayne – compromise with 6:30pm and refer to the By-Laws. David Christensen made the motion to change the meeting times on a trial basis starting at 6:30pm for a period of six months then change the start time in the By-Laws. Judy Wirth seconded the motion. Discussion – Tim read the By-Laws regarding time changes. Lee suggested three months. David withdrew his motion. Judy withdrew her second. David Christensen made the motion to change the meeting times on a trial basis starting at 6:30pm for a period of three months then change the start time in the By-Laws. Judy Wirth seconded the motion. No further discussion. Vote 4 – 1 (Carll) approved for a trial three month start time of 6:30pm.

VIII. ADJOURNMENT

- David Christensen made the motion to adjourn at 8:10 pm. Judi Carll seconded the motion. No discussion. Vote 5 - 0 in favor. Meeting Adjourned.

IX. Items needing signature

- **Minutes of October 20, 2017**

Approved Date: November 1, 2017
Judy Wirth _____
Glenn Charette _____
Judi Carll _____