

**PLANNING BOARD
MEETING MINUTES
APRIL 21, 2004**

I. ROLL CALL

Chairman, Susan Dunlap calls the meeting to order at 7:30 p.m. noting attendance of Kurt Clason, Teresa Lowell, Roland Denby, Everett Whitten and Jonathan Raymond. Denise Everest is absent. Code Enforcement Officer, Patti Berry attended the meeting.

Board members requested of the chairman information regarding their payroll that they did not receive for the quarter. Susan reported that the payroll was not submitted and that the two new members of the board need to fill out papers for the treasurer to process. Jonathan received his paperwork and filled it out and handed it in at the meeting. Denise will be mailed her paperwork and the payroll will be submitted

II. APPOINTMENTS

Bruce Lewis and David Dunn Preliminary Subdivision application for Birchwoods on map 11 lot 17. Susan asked if the sketch plan had been approved. The revised sketch plan was approved in September of 2002. Susan asked what has developed since the sketch plan approval. Bruce Lewis reports that the soil work has been done, the hydro study was done, they redesigned the internal road adding sidewalks, the stormwater management plan has been done. Bruce reported that he has spoken with Frank Birkemose the fire chief and that Frank prefers the fire tank to be near the front of the development. Teresa Lowell states that section 8.7 of the subdivision regulations requires fire protection or tank for every five houses. This subdivision is ten lots. Bruce states that lot 17-1 was sold in 2001 and a house was constructed and because that happened within the last five years it has to be included in this subdivision plan. However, they access their lot from Townhouse Road and not from this proposed internal road off of Webber Road. Teresa asks if they have received an entrance permit from the town Road Commissioner yet. They have not.

Teresa Lowell states that in the groundwater study it states it is based on 3-4 bedroom homes. On another subdivision the planning board required that if a house proposed was designed for more than 4 bedrooms a revised groundwater study would have to be done and a note on the plan to that affect was required. Applicants stated they didn't have a problem adding a note stating that.

Kurt Clason stated that in the groundwater study it states that this study is based on a previous subdivision study and asks the code enforcement officer if this is acceptable. Patti stated that the person doing the peer review should determine whether that was sufficient information.

The board requested the code enforcement officer to have the fire chief document on the plan his recommendation for fire protection.

There is discussion regarding the waiver request for monitoring wells. This waiver request will be passed along to the peer reviewer and a recommendation from them will be requested by the planning board.

The preliminary checklist is reviewed at this time. The outstanding items from the checklist are as follows:

- Show location of Logan Circle on the plan.
- Show the existing house on lot 17-1.
- Set the temporary boundaries prior to the site walk.
- Show a 25'-50' greenbelt on the Webber Road side of the subdivision as required by section 8.8.2 of the subdivision regulations.
- Make note 18 consistent with the sheet 2 of 4 regarding stormwater management.
- Provide written information from the post office regarding mail delivery and show mail delivery box on the plan.
- Define the driveways on the first two lots abutting Webber Road with the driveway a minimum of 50' from the intersection of Webber and the proposed Briar Lane as per section 5.01 of the Waterboro Zoning Ordinance.
- The road frontage the lots fronting on Briar will be totaled and added to the plan.
- Abutters as defined by section 6.2.1.4 of the subdivision regulations will be added to the plan to include across Webber Road.
- 50' interval marks shall be added to the road plan for E911 numbering purposes.
- A road entrance permit shall be obtained from the road commissioner for Briar Lane off Webber Road.

Waivers requested were for the monitoring wells and for the York County Soil and Water District recommendations on erosion control. The peer reviewer will be asked for an opinion on both of these waiver requests.

The applicant agrees to have Delucca Hoffman do the peer review for the town.

The site walk was scheduled for May 5th at 6 p.m. The public hearing is scheduled for May 5th at 7 p.m.

Chris Walked for the Depeter's for 30% expansion of camp on 24 Faith Lane on Map 37 lot 15. Chris Walker was present at the meeting for the owners. Susan reported to Chris that because the calculations he provided do not match the code enforcement office calculations, and because they did not include a deck in the square feet of the existing structure, the board is going to exercise its right to require the information to be provided by a certified engineer. This lot will be required to be surveyed prior to getting the building permit as per section 2.08 of the Waterboro Zoning Ordinance. Chris will contact a surveyor and the owner and go from there.

Cliff Ongley for a setback reduction on map 47 lot 22 on Northeast Road. Cliff Ongley is present to review the application. A site walk was done by the site walk committee and pictures were reviewed by the board. Susan informs Mr. Ongley that he will be required to provide a boundary survey prior to getting a building permit as per section 2.08. Kurt Clason made the motion to approve the sideline setback reduction to 18 feet on the northwest property line abutting lot 23 with the conditions that the applicant provides a boundary survey, and maintains proper erosion control throughout construction. Everett Whitten seconds. Motion carries with a unanimous vote in favor.

Ed Gowen with 30% expansion application for camp at 74 Hushpuppy Road on map 40 lot 2. Mr. Gowen is present to review his application. Mr. Gowen has provided a boundary survey and calculations of existing and proposed square feet and cubic feet. Mr. Gowen is requesting to move the camp closer to the front property line away from the lake. The board will have to consider the slope and tree cutting that would be involved in moving the camp. The board reviewed pictures that are on file from site walks performed by the site walk committee. Mr. Gowen had previously received approval to expand a detached deck by 30% last year. Susan suggests to the board that they all do a site walk before making a ruling on this application. She would like to see the slope for herself and feels the board should look at this before voting. The board agrees. The site walk is scheduled for Saturday April 24 at 8:30 a.m. as a continuation of this meeting. The abutters who are present at this meeting will be at the site walk to voice their concerns.

III. MINUTES OF PREVIOUS MEETINGS

Kurt Clason made the motion to approve the minutes of April 7 meeting. Everett Whitten seconds. Motion carries with all in favor except the Teresa and Jonathan abstained from voting, as they were absent from that meeting.

IV. REPORT OF OFFICERS

Teresa Lowell reported on the public hearing to review the warrant articles for town meeting. The selectmen raised concerns about wording of lots being served by public water. They felt this was not defined enough. The selectmen also felt that the article to require testing of potable water was not clear enough so that people on public water supply won't have to test their water. Susan stated that it upsets her that these concerns were not raised in a timely manner so that they could be addressed before town meeting. The planning board held a public hearing in time for these concerns to be brought forward and dealt with.

V. OLD BUSINESS

VI. COMMUNICATIONS

VII. MISCELLANEOUS

VIII. NEW BUSINESS

Election of Officers is discussed. Teresa stated that because there are four members of the board that are up for re-appointment, she feels that the elections should wait until after July. Teresa made the motion to postpone elections until after appointments are made in July. Everett Whitten seconds. Motion carries with a unanimous vote in favor.

There is discussion about amending the planning board by-laws, as they are outdated. Susan appointed Teresa Lowell and Kurt Clason to a sub-committee to review the by-laws and suggest updates to the rest of the board.

IX. ADJOURNMENT

Kurt Clason made the motion to adjourn at 9:20 p.m. Everett Whitten seconds. Motion carries with a unanimous vote in favor.

Teresa Lowell reminds the board that we agreed to continue this meeting for the site walk at Mr. Gowen's property. Teresa made the motion to reconsider the adjournment and to continue this meeting on Saturday at 8:30 a.m. Jonathan Raymond seconds. Motion carries with Kurt, Sue, Teresa and Jonathan voting in favor. Everett and Roland had left the meeting.

Continuation Saturday April 24, 2004 8:30 a.m. -

Planning Board members Susan Dunlap, Teresa Lowell, Kurt Clason, Jonathan Raymond, Everett Whitten, Roland Denby and CEO, Patti Berry were in attendance of the continuation at 74 Hushpuppy Road. Mr. And Mr. Gowen , Mr. And Mrs. Martell and John Cloonan were also in attendance. The board looked at the site, discussed the slope of the property, and heard the neighbors concerns about parking and property lines. The board decided to request that the applicant get a recommendation from York County Soil and Water District regarding stabilizing the slope during and after construction. The board also decided that they would like a recommendation from DEP on what is practical in this case. The applicant is requesting to move the camp closer to the road and further from the lake. With the slope being what it is the board is requesting from DEP what is the greatest practical extent? There is discussion about moving the camp further from the sideline of the Martell property. Section 7.01 - 2 - C #2 states that relocation of a non conforming structure will be approved or denied by the planning board after determining what it the greatest practical extent. Patti will arrange a site walk with the site wall committee and a representative from DEP to ask their opinion about the greatest practical extent and moving the camp; and bring this application back under old business at the next available meeting. Kurt Clason made the motion to adjourn the meeting at 9:20 a.m. Teresa Lowell seconded. Motion carried with a unanimous vote in favor.