

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
February 17, 2016
7:00 p.m.

Katy Mann called the Planning Board meeting to order at 7:01pm on February 17, 2016.

Katy stated that a quorum has been reached by the Planning Board with the members present.

Katy introduced Steve Letellier – the newest Planning Board member.

I. ROLL CALL

Present: Katy Mann Lee Nelson Judi Carll Dwayne Prescott Steve Letellier

Absent: Kurt Clason Judy Wirth

Others: Tim Fox Dianne Holden Donald Holden Joseph Kushnia Sandra Guay
Lee Jay Feldman Glenn Charette David Lowe Tammy Bellman

Katy Mann made the motion to move the Old Business to the front of the agenda. Dwayne Prescott seconded. No discussion. Vote 5-0, approved to move Old Business to the front of the agenda.

II. OLD BUSINESS

- **Tim Fox – Conditional Use Permit Extension** – Tim gave an overview for the reasons that he needs the Conditional Use extension. The building is smaller than the original building approved on the first Conditional Use. Judi requested to know how long of an extension he would need. Glenn Charette offered that he was actually renewing the Conditional Use permit; the building has changed by a decrease of 6 square feet. He recommends that the Planning Board grant the renewal/extension. Judi Carll made the motion that the Planning Board renews Mr. Fox's application for the Conditional Use with the building presented. Dwayne Prescott seconded. No discussion. Vote 5-0 approved.
- **Donald and Dianne Holden – Vacating Meadow Brook Acres Subdivision** – Dianne spoke to the Planning Board regarding the deterrents that the subdivision faces once approved: cost of fire protection; the Town is not friendly to subdivisions – a separate tax bill for each lot of the subdivision; some subdivisions are not being taxed (no reference given); the former Town Planner thought that a sunset clause for subdivision would be good for the Planning Board to look at; only asking for the subdivision to be vacated. Judi Carll made the motion that the revised Meadow Brook Acres subdivision be dissolved with the two exceptions noted by the Town Planner in his memo. Dwayne Prescott seconded. No discussion. Vote 5 – 0 in favor of the vacating of the subdivision. Per the memo dated February 17, 2016, from the Town Planner the following is included for reference: In dissolving this subdivision there are two action items that must be accomplished once the Planning Board votes to allow this to occur.

1. Record the Findings of Fact in the Registry; and
2. Provide a revised deed to the main parcel describing the parcel as one (1) large property to the town of Waterboro once the revised deed has been recorded in the York County Registry of Deeds for verification of the action.

- **Glenn Charette – Fire Suppression in new homes mandated for June 1, 2016** – Glenn spoke on the 2015 IBC and 2016 IRC keeping the fire suppression in the codes. The requirement for a sprinkler system is there in the new codes and being considered as a mandate effective June 1, 2016. It is possible every new house will need the fire suppression.

III. NEW BUSINESS & PUBLIC HEARINGS

IV. MINUTES OF PREVIOUS MEETINGS

- **January 6, 2016** – Judi Carll made the motion to accept the minutes as written. Lee Nelson seconded. No discussion. Vote 3 – 0 – 2 (Letellier not member and Prescott absent).
- **January 20, 2016** – Dwayne Prescott made the motion to note that there was no meeting on January 20, 2016. Lee Nelson seconded. No discussion. Vote 4 – 0 – 1 (Letellier not on Planning Board at that time).
- **February 3, 2016** - Dwayne Prescott made the motion to note that there was no meeting on February 3, 2016. Lee Nelson seconded. No discussion. Vote 4 – 0 – 1(Letellier not on Planning Board at that time.)

V. COMMUNICATION

- Lee Jay shared that there is a workshop scheduled for March 15, 2016 at 6pm with the Board of Selectmen regarding the following:
 - Commercial Design Standards and Guidelines in support of the Comp Plan;
 - Punch list to Select Board to re-write the ordinances – this will not be an all-inclusive list; and
 - Section 2.08 to review a more involved presentation on the sliding scale – leaving the decision for setbacks to the Code Enforcement Office for the distances.

VI. MISCELLANEOUS

- **Public Hearing set for March 2, 2016 – Maine State Statutes up-date in the Zoning Ordinances** – Lee Jay up-dated the Planning Board on the errata sheet that was reviewed by himself and Town Attorney Natalie Burns regarding the Maine State Citations that needed to be corrected. The Zoning Ordinance, Site Plan Review Ordinance, and Subdivision Ordinance are being up-dated.
- **Maine DEP Chapter 1000 and Shoreland Map** - Glenn Charette and Lee Jay spoke on state mandated Shoreland Zoning requirement for both the shoreland zone (Chapter 1000) and the status of the town shoreland Map. Glenn referenced the Shoreland Map being finalized by Sebago Technics. Glenn will be doing a presentation on March 2, 2016 for the Planning Board regarding the Shoreland Zoning and Shoreland Map. With the Public Hearing being April 6, 2016.

Dwayne suggested that the Board of Selectmen be invited to attend the presentation on March 2, 2016.

VII. ADJOURNMENT

- Judi Carll made the motion to adjourn at 7:20 pm. Lee Nelson seconded the motion. No discussion. Vote 5 - 0 in favor. Meeting Adjourned to the campground workshop.

Approved Date: _____

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