

TOWN OF WATERBORO
PLANNING BOARD

MEETING MINUTES

April 4, 2012

7:00 p.m.

I. ROLL CALL

Board Members

Present: Frank Allen Judi Carll Kurt Clason
 Andy Cote Tim Neill

Absent: Tim Nelson

Others Present: Jeremiah Bartlett and Al Palmer (Gorrill Palmer)
 Danny Bouzianis
 David Woodsome David Lowe Tina Smith

Kurt Clason, Vice Chair called the meeting to order at 7:15 p.m.

II. APPOINTMENTS

- ***Site Plan Review Application***
Revision to Waterboro Crossing
40 Sokokis Trail Map 5 Lot 16

Al Palmer of Gorrill-Palmer explained the project to the board. The applicant is proposing to add a 900 square foot canopy to the existing structure. Board members reviewed the application and information provided by Tom Ursia, town planner. A public hearing was scheduled for April 25, 2012 at 7 p.m. The project will be on the Planning Board agenda following the public hearing.

Andy Cote made a motion to grant the waiver of a performance bond. The motion was seconded by Frank Allen and carried 5-0.

III. MINUTES OF PREVIOUS MEETINGS

IV. REPORT OF OFFICERS

V. OLD BUSINESS

VI. COMMUNICATION


VII. MISCELLANEOUS


VIII. NEW BUSINESS

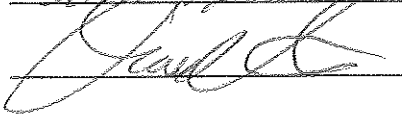
IX. ADJOURNMENT

Andy Cote made a motion to adjourn the meeting at 7:45 p.m. The motion was seconded by Frank Allen and carried 5-0.

Approved Date: 4-25-12







TOWN OF WATERBORO
PLANNING BOARD

MEETING MINUTES

July 11, 2012

7:00 p.m.

I. ROLL CALL

Board Members

Present:	Frank Allen	Kurt Clason	Andy Cote
	Tim Neill	Tim Nelson	

Others Present:	Robert Libby	Tom Bryant	Tina Smith
	David Woodsome	David Lowe	

Tim Nelson, Vice Chair called the meeting to order at 7:00 p.m.

Public Hearing

- ***Site Plan Review Application***
Heritage Company
Main Street - Map 4 Lot 56
Victor Wright

The applicant did not notify abutters so the public hearing was not held. The hearing was rescheduled to August 1, 2012 at 7 p.m. Site walk will be held before the meeting at 6:30 p.m.

II. APPOINTMENTS

- ***Relocation of a structure in the Shoreland Zone***
55 Betty Lane - Map 32 Lot 6
Robert T. Libby, Agent

Robert Libby addressed the board regarding a relocation of a structure in the shoreland zone. Board members reviewed the application and pictures provided by the applicant. Andy Cote suggested that the board members schedule a site walk. The site walk will be held on Wednesday, July 25, 2012, at 7 p.m.

- ***Informational***
56 Ridgeway Circle – Map 43 Lot 848
Thomas Bryant

Thomas Bryant addressed the board concerning property he currently owns, Map 43 Lot 848. He would like to add a carport on the left side of his house but is unable to meet setbacks. He has approached his neighbor who owns Lot 846 and Lot 847 to purchase a

strip of land approximately 10' wide. The board advised that this would be considered a revision of the subdivision and would require final subdivision review. The board suggested that the applicant review the process with the CEO.

III. MINUTES OF PREVIOUS MEETINGS

IV. REPORT OF OFFICERS

V. OLD BUSINESS

VI. COMMUNICATION

VII. MISCELLANEOUS

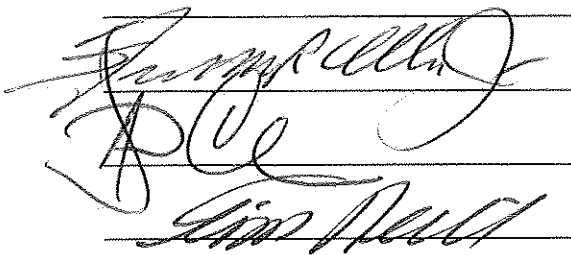
Board members questioned the status of the ordinance change for Performance Bonds. The Board of Selectmen held a public hearing January 19. David Woodsome will check into where the changes stand with the Board of Selectmen.

VIII. NEW BUSINESS

IX. ADJOURNMENT

At 7:50 p.m. Kurt Clason made a motion to adjourn the meeting. The motion was seconded by Tim Neill and passed unanimously.

Approved Date: 8-1-12


Three handwritten signatures are present on the left side of the page, each written over a horizontal line. The signatures are in cursive and appear to be 'Samuel J. [unclear]', 'D. [unclear]', and 'Tim Neill'.

TOWN OF WATERBORO
PLANNING BOARD

MEETING MINUTES

July 25, 2012

7:00 p.m.

Site Walk

55 Betty Lane - Map 32, Lot 6

Board Members

Present:	Frank Allen	Kurt Clason	Andy Cote
	Tim Neill		
Absent:	Tim Nelson		

Others Present:	Robert Libby	Thomas Lamontagne	Cynthia Lamontagne
	Tina Smith		

Board members met at the site and noted the location of the camp, elevations of the lot, property lines and existing septic system.

Meeting to continue at Town Hall Annex after site walk

I. ROLL CALL

Board Members

Present:	Frank Allen	Kurt Clason	Andy Cote
	Tim Neill		
Absent:	Tim Nelson		

Others Present:	Tom Ursia	Tina Smith	David Lowe
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Kurt Clason, Vice Chair called the meeting to order at 7:30 p.m., noting that the board had just completed a site walk at 55 Betty Lane.

II. APPOINTMENTS

- ***Relocation of a structure in the Shoreland Zone***
55 Betty Lane - Map 32 Lot 6
Robert T. Libby, Agent

The Vice Chair opened discussion on the relocation of the structure. Frank Allen noted that the lot was very small and that the applicant has requested that the cottage be jacked up and a foundation be poured in the same location as the existing structure. He added that it is not practical to move the structure further back because the septic system is located between the house and the road. Tim Neill made a motion to approve the applicant's request to pour a

foundation and replace the structure in the existing footprint. The motion was seconded by Frank Allen and carried unanimously.

III. MINUTES OF PREVIOUS MEETINGS

IV. REPORT OF OFFICERS

V. OLD BUSINESS

VI. COMMUNICATION

Tom Ursia, Town Planner, thanked board members Andy Cote and Tim Neill for their attendance and input at the recent 20/20 Committee meeting. He also provided copies of 'A Vision for Waterboro Villages' to Planning Board members. Board members suggested that this information be placed on the website.

Mr. Ursia also handed out Demographic and Income data from the 2010 Census as provided by SMRPC. He advised the board that he would be on vacation the coming week and would not attend the next meeting.

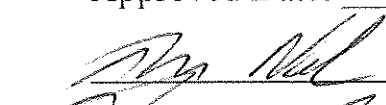

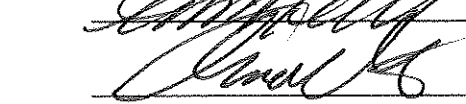

VII. MISCELLANEOUS

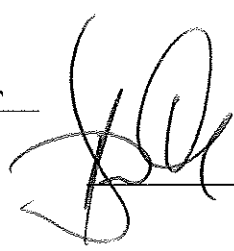
VIII. NEW BUSINESS

IX. ADJOURNMENT

At 7:45 p.m. Frank Allen made a motion to adjourn the meeting. The motion was seconded by Tim Neill and passed unanimously.

Approved Date: 8-1-12



TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
October 3, 2012

6:00 p.m. Site Walk
Map 35 Lot 17, 20 Inspiration Point

Meeting to continue at Town Hall Annex after site walk

I. ROLL CALL

Board Members

Present: Frank Allen Andy Cote Tim Neill
Tim Nelson (late) Dwayne Prescott

Absent: Kurt Clason

Others Present: Barbara Doherty Bill Doherty Mark Mitchell
Tom Ursia Tina Smith David Lowe

Frank Allen, Planning Board Secretary, called the meeting to order at 6:25 p.m. noting that a quorum of board members was present. (Tim Nelson and Kurt Clason were not in attendance). A site walk had just been completed at 20 Inspiration Point, property denoted as Tax Map 35, Lot 17.

II. APPOINTMENTS

- ***Relocation of structure in Shoreland Zone***
Map 35 Lot 17, 20 Inspiration Point - Barbara & Bill Doherty

The board members met with the applicant at the site noting the location of the structure and property lines. The applicant is proposing to place the camp on a foundation in the existing footprint raising the structure no more than 3'. Tim Neill made a motion to approve the application as presented. The motion was seconded by Dwayne Prescott and carried 4-0.

- ***Sign Revised Plan – Alden Pines Condominiums***

Board members reviewed the revised plan and agreed to sign after the meeting was concluded.

III. MINUTES OF PREVIOUS MEETINGS

Andy Cote made a motion to approve the minutes of the meeting held September 19, 2012. The motion was seconded by Tim Neill and carried 4-0.

IV. REPORT OF OFFICERS

OLD BUSINESS

Pending: Growth Management Ordinance

It was the consensus of the board members to informally pass the revised Growth Management Ordinance to the Board of Selectman to get an opinion before proceeding with the public hearing on the proposed changes.

Cisterns

A workshop is to be scheduled with the Fire Chief to discuss Subdivision Ordinance Section 8.7 Fire Protection.

Wellhead Protection District

Andy Cote made a motion to have the Town Planner draft a document for procedure to include Wellhead Protection District/Resource Protection District in the application process for site plan and subdivision reviews. The motion was seconded by Dwayne Prescott and carried 4-0.

V. COMMUNICATION

VI. MISCELLANEOUS

(Tim Nelson joined the meeting.)

It was the consensus of the board that they would not review the application for relocation of the Curtis camp until the abutters had a survey that all parties agreed to. The board directed Mark Mitchell to write a letter to the parties involved advising of the decision.

VII. NEW BUSINESS

VIII. ADJOURNMENT

Andy Cote made a motion to adjourn the meeting at 7:15 p.m. The motion was seconded by Tim Neill and carried 5-0.

Approved Date: _____

TOWN OF WATERBORO
PLANNING BOARD

Meeting Minutes
November 7, 2012

I. ROLL CALL

Board Members

Present: Frank Allen Kurt Clason Andy Cote
Tim Neill Dwayne Prescott

Absent: Tim Nelson

Others Present: Sandra Leeman Robert Leeman Adam Curtis
Tom Ursia Tina Smith David Woodsome
Davie Lowe

Kurt Clason, Vice Chair called the meeting to order at 7:05 p.m. noting that board member Tim Nelson was absent.

II. APPOINTMENTS

- *Relocation of structure in Shoreland Zone*
Map 33 Lot 24, 11 Esther Lane
Robert Leeman on behalf of Penny Curtis

Robert Leeman provided a stamped copy of the survey conducted by Austin Land Surveying, LLC, dated August 17, 2007. Dow & Coulombe has not completed the survey for the abutters (Maxfield and Bornstein). Board members will continue this meeting to Sunday, November 11, 2012, and conduct a site walk at 3 p.m. This application is to be reviewed by the board at the meeting to be held December 5, 2012.

MINUTES OF PREVIOUS MEETINGS

- *October 3, 2012*

Tim Neill made a motion to accept the minutes for the meeting held October 3, 2012. The motion was seconded by Frank Allen and carried 4-0-1 (Kurt Clason abstained).

III. REPORT OF OFFICERS

IV. OLD BUSINESS

Pending: Growth Management Ordinance

A memo was received from Tom Ursia advising the board that the selectmen gave their consensus opinion to support the amendments to the Growth Management Ordinance. Kurt Clason made a motion to conduct a public hearing (date to be determined by Town Planner). The motion was seconded by Tim Neill and carried 5-0.

Cisterns –

A workshop has been scheduled with the Fire Chief for Wednesday, December 5, 2012, at 6 p.m.

Wellhead Protection District

Planner is to add this item to the checklists for subdivision and site plan. Tom Ursia added that the Wellhead Protection District has been shown on the current tax maps.

V. COMMUNICATION

➤ ***Memo from Town Administrator re: 2013-2014 Budget Requests***

Deadline for budget submittal is December 7. This item is to be added to the agenda for the December 5, 2012, meeting.

➤ ***Letter from Andre Cote re: Plan Amendment Meadowbrook Acres II***

Andy Cote recused himself from the board.

Mr. Cote addressed the board regarding an amendment to the Meadowbrook Acres II subdivision plan. He would like to remove note 21 on the subdivision plan requiring sprinklers in the houses. He currently has a fire pond that meets the requirements of the Subdivision ordinance for both the Meadowbrook Acres and Meadowbrook Acres II subdivisions. The applicant originally to sprinklers for the house. At that time it was presumed that the state would mandate sprinklers for new dwellings; that change did not occur.

Mr. Cote explained that the existing fire pond holds more than 1,163,000 gallons and is 14 times what is required by the ordinance. The pond has a sand bottom and has been used by the Fire Department for drills. Frank Allen made a motion to remove the sprinkler requirement (note 21) from the subdivision plan. The motion was seconded by Dwayne Prescott and carried 4-0.

Mr. Cote rejoined the board at this time.

➤ ***Letter from Chief Bors re: Green Court Acres***

Board members questioned the status of the Green Court Acres subdivision. The town planner was instructed to contact the applicant and ask their intentions regarding the application. Mr. Ursia was also asked to contact the attorney for an opinion since more than 16 months has elapsed since the preliminary approval.

VI. MISCELLANEOUS

VII. NEW BUSINESS

VIII. ADJOURNMENT

At 7:55 p.m., Tim Neill made a motion to continue the meeting to Sunday, November 11, 2012 at 3 p.m. in order to conduct a site walk at 11 Esther Lane. The motion was seconded by Frank Allen and carried 5-0.

Approved Date: _____

TOWN OF WATERBORO
PLANNING BOARD

Meeting Minutes
December 5, 2012

6 p.m. – Workshop with Fire Chief

7 p.m. – Planning Board Meeting

I. ROLL CALL

Present:	Frank Allen	Kurt Clason	Andy Cote
	Tim Neill	Tim Nelson	Dwayne Prescott

Others Present:	Sandra Leeman	Robert Leeman	Adam Curtis
	Tina Smith	David Lowe	

Tim Nelson, Chair, called the meeting to order at 7 p.m. noting that all board members were in attendance. The board had just completed a workshop with Fire Chief Matt Bors, Deputy Chief Lisa Bennett, and Fire Marshall Mike Fraser. The purpose of the workshop was to discuss the fire protection portion of the subdivision ordinance.

II. APPOINTMENTS

- *Relocation of structure in Shoreland Zone*
Map 33 Lot 24, 11 Esther Lane
Robert Leeman on behalf of Penny Curtis

Robert Leeman addressed the board concerning the relocation of the structure at 11 Esther Lane. He provided a note from Austin Land Surveying that explained the type of survey that was conducted in 2007.

Kurt Clason made a motion that the Planning Board approves the request to remove the existing building and locate the proposed structure as shown on the plot plan provided by the applicant. The Board determined that the proposed structure will be moved to the greatest practical extent. The motion was seconded by Frank Allen and carried 5-0-1 (Nelson abstaining).

III. MINUTES OF PREVIOUS MEETINGS

Tim Neill made a motion to accept the minutes for the meeting held November 7, 2012. The motion was seconded by Frank Allen and carried 5-0-1 (Nelson abstaining).

IV. REPORT OF OFFICERS

V. OLD BUSINESS

➤ *Pending: Growth Management Ordinance
Cisterns*

VI. COMMUNICATION

VII. MISCELLANEOUS

➤ *2013-2014 Budget*

Board members discussed the budget for 2013-2014. Frank Allen made a motion to keep the budget the same as the current year. The motion was seconded by Tim Neill and carried 5-0.

VIII. NEW BUSINESS

IX. ADJOURNMENT

Kurt Clason made motion to adjourn the meeting at 7:20 p.m. The motion was seconded by Frank Allen and carried unanimously. The next meeting of the board will be held January 2, 2013.

Approved Date: 2-6-2013

