

**Planning Board**

**Town of Chelsea**

**Meeting of the Planning Board**

**At Chelsea Town Office**

**February 8, 2016**

**Members Present:** Nate Grant  
Craig Hitchings  
Maria Jacques  
Palmer Sargent  
Andrea Smith

**Members Absent:** Allen Hallett

**Others Present:** Bill Butler (Code Enforcement Officer)

**Public:** Greg Jolda  
Gary Shaumburg

1. **Call to order:** Maria Jacques called the meeting to order at 7:02 PM. Maria will also chair the meeting on March 14<sup>th</sup>.
2. **Review of Minutes:** Motion (Maria) and second (Nate) to approve the December 2015 minutes as written, approved with a 5-0 vote. There was no official meeting in January due to lack of a quorum.
3. **Public comment:** No public comment.
4. **New Business: (taken out of order)**

Worromontogus Lake Association Application Completeness Review. Lake Association President, Greg Jolda, and Secretary, Gary Shaumburg, presented an overview of the proposed project to improve the dam at lower Togus Pond with a fish passage. The application was reviewed for completeness in accordance with the criteria in the existing Chelsea Shoreland Zoning ordinance. A motion (Craig) was made and seconded (Andrea) to accept the application complete with the understanding the CEO will receive a copy of the signed land easement with the landowner prior to the public hearing on the project. Approved with a 5-0 vote. (Note: Craig has asked the Town Manager to provide notification of the public hearing scheduled on the application for March 14<sup>th</sup> at 7:00 PM in the town office.)

5. **Old Business:**

- a. Shoreland Zoning Ordinance Revision. The board discussed its intent to move forward with the 2006 version of the shoreland zone DEP guidelines with the goal of having something for the town meeting in June. Bill encouraged the board to meet with the DEP (Colin) to discuss the marked up 2006 version. Bill will invite Colin to the March 14<sup>th</sup> meeting for a final review and approach. Bill will also request Colin provide an editable copy of the 2006 version for the board's use. (Note: Bill emailed Colin on February 9<sup>th</sup> and should follow-up with Maria and Andrea). The week following the March meeting, the board will have a public hearing on the ordinance. (Note: Craig has asked the Town Manager to provide notification of the public hearing on the Shoreland Zoning Ordinance scheduled for March 21<sup>st</sup> at 7:00 PM in the town office.) Shoreland Zone Map. Bill informed he has not heard from Scott regarding coordination with KVCOG, so there has been no progress on the map. The board decided to invite Joel Greenwood of KVCOG to the March meeting for a working session on the map. (Note: Craig has invited Joel to the March meeting...he will attend.)
  - b. Site Plan Review Ordinance Development and Application Checklist for Subdivision Applicants. Items tabled until April meeting.
6. **CEO Corner:** Bill discussed future Town involvement in the project to build 21 cabins for veterans on the Togus campus. Bill reached out to the project lead (Genie Nakell) with a request to review the plans and provide recommendations. Genie has responded that the architect will send Bill a copy of the 50% plans once complete.
7. **Public comment:** None.
8. **Distribution/Correspondence:** The received several Townsman magazines and updated copies of the Floodplain Management Ordinance.
9. **Next Meeting:** March 14<sup>th</sup> (MONDAY) at 7:00 PM.
10. **Adjournment:** Meeting adjourned at 8:32 PM.