

**Town of Chelsea  
Public Hearing Minutes  
Subdivision Ordinance Review  
April 9, 2014**

**Call to order:**

Chairperson Ben Smith called the meeting to order at 6:03 PM.

Selectboard members present included Michael Pushard, Richard Danforth and Benjamin Smith. Scott Tilton, Town Manager, Elizabeth Cousins, Craig Hitchings and Palmer Sargent were present representing the Planning Board along with three (3) residents.

**A. Chelsea Subdivision Ordinance – Review amendments**

Beth Cousins, the Planning Board Chair explained the changes being proposed to the current subdivision ordinance: Open Space Alternative, Common/Cluster Mailboxes, creation of homeowner associations and installation of cisterns or fire ponds.

Mr. Smith asked for comments from the Board of Selectmen. Mr. Pushard asked for further clarification of the open space alternative and what it meant for developers.

Mr. Smith asked for clarification concerning how the open space alternative would be effected by duplex housing. It was explained that the open space option was for single family homes only. Mr. Smith asked about the requirement the requirement to form homeowner associations. He then explained that he would like to see a better definition or explanation of what cluster mailboxes are. He also expressed the need to better spell out the timeframe required for creation of fire ponds and installation of cisterns.

Mr. Smith opened up the hearing to comments from the public. Barbara Skehan made suggestions on changes to formatting, she asked about clarifying who would enforce the ordinance and she then asked about when payment of the application fees would be made and that this wasn't mentioned in the draft. She had some other typo and grammatical changes that she would share with Planning Board at or before their May 13, 2014 meeting.

No other comments were made.

Mr. Pushard made a motion that was seconded by Mr. Danforth to adjourn the Public Hearing.

Respectfully Submitted,

Scott M. Tilton  
Town Manager