

## Planning Board Minutes

### Town of Chelsea

#### Meeting of the Planning Board

At Chelsea Town Office

April 8, 2014

**Members Present:** Elizabeth (Beth) Cousins, Chair  
Craig Hitchings  
Maria Jacques  
Palmer Sargent

**Members Absent:** Timothy (Tim) Coitrone-excused  
Doug Crochere-excused  
Marshall Swan-not excused

**CEO attending:** Gary Quintal

**Members of Public:** Dawn Reny  
Dan Roy  
Danielle Roy

1. **Call to order:** Chairman Beth Cousins called the meeting to order at 7:12 PM.
2. **Review of Minutes:** Quorum not available for a vote on the minutes since Maria did not attend the March meeting. Item tabled until the May meeting.
3. **Public comment:** No public comment.
4. **Old Business:**
  - a. Schedule of public hearing for revised Subdivision Ordinance and final review: The public hearing of the revised ordinance will be April 9<sup>th</sup>. The Board has approved all the changes in prior meetings. Beth, Craig and Palmer will attend at 6:00 PM.
  - b. Update on site plan review process and update of Chelsea's Comprehensive Plan: Beth researched and printed copies of site plans from the towns of Searsport and Scarborough. Maria suggested we start with the site plan drafted for Chelsea several years ago that was voted on/approved by the Planning Board. Maria turned all her files over to the town following her tenure as Chair of the Board, but will search her files for a copy. The Board agreed we should begin with this as a baseline for a site plan review process in lieu of looking at samples from other towns.
5. **New Business:**
  - a. Request for Road Ordinance waiver for gifts of lots to family: Dawn Reny presented a summary of the plan for further development of her family land abutting Route 17 and

requested relief from immediate development of the road to town standards accessing all lots. Preliminarily, the Planning Board discussed that the road should be built to town standard as a condition of occupancy for sales of lots outside the family. A proposal will be drafted by the sub-divider to formally apply for a waiver for future consideration by the Board. The proposal will be presented to the CEO 7 days prior to the next meeting for consideration.

- b. Request for approval of revision to existing subdivision (Cousins): Beth explained the alterations requested to the existing subdivision, but further action was deferred until the May meeting due to lack of quorum after Beth was excused as a member of the Board.
- c. Request for review of proposed ordinance regarding excavation of Town roads: A copy of a Street Excavation Ordinance provided by the Town Manager consistent with the State's rules for Chelsea public streets or paved public ways was presented by the CEO. Maria made a motion to approve the ordinance as presented, Craig seconded, approved 4-0.

**6. Correspondence:** Maine Townsman and Town Manager's report.

**7. Next Meeting:** May 13<sup>th</sup> at 7:00 PM.

**8. Adjournment:** Meeting adjourned at 8:15 PM.