

## Planning Board Minutes

### Town of Chelsea

#### Meeting of the Planning Board

At Chelsea Town Office

May 13, 2014

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

**Members Absent:** Doug Crochere-excused  
Marshall Swan-not excused

**CEO attending:** Gary Quintal

**Members of Public:** John McLaughlin  
Charlotte McLaughlin  
Aidan Eastman

1. **Call to order:** Chairman Beth Cousins called the meeting to order at 7:04 PM.
2. **Review of Minutes:** March 2014 – motion to approve by Palmer, seconded by Tim, approved with 4-0-1 vote (Maria Jacques abstaining). April 2014 – motion to approve by Tim, seconded by Palmer, approved with 4-0-1 vote (Tim Coitrone abstaining).
3. **Public comment:** No public comment.
4. **Old Business:**
  - a. Schedule of public hearing for revised Subdivision Ordinance after public hearing on April 9, 2014: Updates were made to the ordinance consistent with feedback during the public hearing regarding content and format. The ordinance still requires substantive review, reorganization, and reformatting beyond the scope of the current meeting. Given there are no pending developments and the goal is to have an ordinance that is clear and prescriptive for developers, the Board decided to defer recommendation of a vote at the upcoming town meeting. The Board intends to work on the document during 2014/2015. Maria will do some preliminary research on-line to pull samples of how other towns have organized subdivision ordinances. The Board will review these in June and July.
  - b. Update on site plan review process: Gary to locate the site plan review process presented at a prior town meeting in the 2010 timeframe. This site plan will be used as a baseline for development of a site plan for presentation to the town.

**5. New Business:**

- a. Review of an application for shore land rebuild on the Wellman Road: The McLaughlins of 699 Togus Road requested permission from the town to rebuild an existing screen room structure built approximately 10 years ago off Wellman Road on Map 16 Lot 176 within a shore land zone. The structure was damaged during the winter, and the request is to rebuild with the same footprint/dimension. Following a motion by Palmer and seconded by Tim, the Board approved the application 5-0 with the following conditions: no insulation, no plumbing or electricity, walls to be screened only, day use only, no disturbance of natural landscape, and no subsequent expansion. The expectation from the CEO is that this will be a no-cost permit since the scope of the repairs should be less than \$500. (NOTE: This item was taken up prior to Old Business following a motion by Maria, seconded by Tim and approved 5-0 by the Board)
  
- b. Request for approval of revision to existing subdivision (Cousins): Craig assumed chair of the Board for this item on the agenda. The Board considered an application (Rocky Pines #3) from Beth Cousins to change her recorded lot lines to reflect proposed re-division of future family lots. This amendment of an approved subdivision adds two lots. Following a review of the application and subdivision review criteria checklist, Maria moved approval of the revision to the subdivision, seconded by Palmer, and approved by the Board with a vote of 4-0-1 (Beth Cousins abstaining).

**6. Correspondence:** Maine Townsman.

**7. Next Meeting:** June 10<sup>th</sup> at 7:00 PM.

**8. Adjournment:** Meeting adjourned at 8:35 PM.