

**Planning Board
Town of Chelsea**

**Meeting of the Planning Board
At Chelsea Town Office
August 8, 2016**

Members Present: Nate Grant
Maria Jacques
Andrea Smith
Jared Heath

Others Present: None

Public: None

1. **Call to order:** Maria called the meeting to order at 6:52 PM.
2. **Review of Minutes:** Motion (Andrea) and second (Nate) to approve the July 11, 2016 minutes as written, 4 in favor.
3. **Public comment:** None
4. **Old Business:**
 - a. **Cabins in the Woods (Togus Cabins) Review.** The Planning Board members, together with the 3 members of the Board of Selectmen, Ben Smith, Richard Danforth and Michael Pushard, all participated in a project site walk with Julie Wilcock of Volunteers of America, prior to the meeting. As the Planning Board has received the 90% plans for the project, it completed its Preliminary Plan Review and Performance Standards as outlined in the Town's Subdivision Ordinance (attached). Maria will communicate the results of the Planning Board's review to Bill Butler in order to determine if any action needs to be undertaken before the Board meets in September.
 - b. **Site Plan Review.** The board will resume work in September on the site plan review document that was suspended to complete the Life Safety Ordinance in August.
5. **New Business:**
 - Election of Officers.** Andrea Smith, Chair (Motion (Maria) Seconded (Nate) 3 in favor)
Nate Grant, Vice Chair (Motion (Andrea) Seconded (Maria) 3 in favor)
Maria Jacques, Secretary (Motion (Andrea) Seconded (Nate) 3 in favor)
 - Life Safety Ordinance.** The Board reviewed and discussed the Life Safety Ordinance as presented to the Planning Board by the Town Manager at the request of the Code Enforcement Officer. Motion (Maria) to approve the ordinance as presented without the Appendix. Seconded (Nate). No additional discussion. 4 in favor.
6. **CEO Corner:** None.
7. **Public comment:** None.
8. **Distribution/Correspondence:** Town Manager's report copy. Townsman magazine.
9. **Next Meeting:** September 12th at 7:00 PM.
10. **Adjournment:** Meeting adjourned at 8:15 PM.

**Cabins in the Woods (Togus Cabins)
Shoreland Zoning Ordinance**

Preliminary Plan Review. Below are the required plan submittals for Planning Board Preliminary Plan Review. The following is required to be submitted at least seven days prior to the date of the review hearing.

1. Submit three (3) blue line copies of each plan sheet at a scale of not more than 1'=50 ft and 9 copies at a reduced scale on 8 1/2" x " paper. Scale for remaining property shall be no smaller than 1 inch=500 feet. **Yes**
2. On the plan show the following: Date, north point, and graphic scale. **Yes**
3. Existing nearby subdivisions. **N/A**
4. Outline of proposed Subdivision with any remaining portion of the property, if any exists. **Yes**
5. Name of Subdivision and address of Subdivision. **Yes**
6. Assessor's map and lot(s) of the Subdivision. **N/A**
7. Lot numbers. The plan shall show lot numbers and indicate the type of permanent marker to be set or found at each corner of the tract also include all center line information on road plans. **N/A**
8. Perimeter survey showing bearing's distances, monumentation, contour intervals, and elevations above sea level. **Yes**
9. Number of acres in Subdivision, lot lines and sizes in compliance with the Minimum Lot Size Ordinance. Also show the acreage of any land not included in the Subdivision to be retained by the owner. **N/A**
10. Building setbacks or envelopes, if required. **N/A**
11. Limits or existing vegetation and type. **Yes**
12. Physical features of special interest. Show contours at 5 foot intervals and all slopes in excess of 20 percent. **Yes**
13. Existing water bodies, watercourses and wetlands or significant sand and gravel aquifers. **Yes**
14. Boundaries and designations of all shore land zoning and other land use districts and boundaries of any flood hazard areas including the 100- year flood evaluation as depicted on the town's most recent flood plain "firm map panel". **Yes**
15. Public and private right of way easements, existing and proposed. **Yes**
16. Scale of plan in written and graphic data, and north point orientation. **Yes**
17. Owner and applicant's name and addresses. **Yes**
18. Name and address of individual who prepared the plan. **Yes**

**Cabins in the Woods (Togus Cabins)
Shoreland Zoning Ordinance (continued)**

19. Abutters names and locations including any directly across an existing or proposed street or streets. Also show all parcels of land to be owned in common by the Subdivision lot owners or offered to the town. **Yes**

20. Zoning boundaries and location of proposed sewer and water lines, if applicable—or septic system test pits for septic system suitability. Also show all temporary and permanent control features proposed for the site. **Yes**

21. Location of any proposed open space areas, conservation or recreation areas. **N/A**

22. Location of any essential or significant wild life habitat and endangered plants. **N/A**

23. Location of any areas of scenic or natural beauty or historic sites of the Subdivision. **N/A**

24. Identification of soil types from county soils maps. **Needs to be provided**

25. Show locations and names of existing and proposed roads. **Yes**

VII. Performance Standards. When adopting any Subdivision regulations and when reviewing any Subdivision for approval, the Planning Board shall consider the following criteria and, before granting approval, must determine that:

A. Pollution. The proposed Subdivision will not result in undue water or air pollution. **N/A**

B. Sufficient water. The proposed Subdivision has sufficient water available for the reasonably foreseeable needs of the Subdivision. **Yes**

C. Municipal water supply. The proposed Subdivision will not cause an unreasonable burden on an existing water supply, if one is to be used. **Yes**

D. Erosion. The proposed Subdivision will not cause unreasonable soil erosion or reduction in the land's capacity to hold water so that a dangerous or unhealthy condition results. **Yes**

E. Traffic. The proposed Subdivision will not cause unreasonable highway or public road congestion or unsafe conditions with respect to the use of the highways or public roads existing or proposed and, if the proposed Subdivision requires driveways or entrances onto a state or state aid highway located outside the urban compact area of an urban compact municipality as defined by Title 23, section 754, the Department of transportation has provided documentation indicating that the driveways or entrances conform to Title 23 section 704 and any rules adopted under that section. **Yes**

F. Sewage disposal. The proposed Subdivision will provide for adequate sewage waste disposal and will not cause an unreasonable burden on municipal services if they are utilized. **Yes**

G. Municipal solid waste disposal. The proposed Subdivision will not cause an unreasonable burden on the municipality's ability to dispose of solid waste. **N/A**

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Shoreland Zoning Ordinance (continued)**

H. Aesthetic, cultural and natural values. The proposed Subdivision will not have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites, significant wildlife habitat identified by the Department of Inland Fisheries and Wildlife or the municipality, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline. **N/A**

I. Conformity with local ordinances and plans. The proposed Subdivision conforms with a duly adopted Subdivision regulation or ordinance, comprehensive plan, development plan or land use plan. **N/A**

J. Financial and technical capacity. The subdivider has adequate financial and technical capacity to meet the standards of this section. **N/A**

K. Surface waters; outstanding river segments. Whenever situated entirely or partially within the watershed of any pond or lake or within 250 feet of any wetland, great pond or river as defined in Title 38, Chapter 3, Subchapter I, Article 2-B, the proposed Subdivision will not adversely affect the quality of that body of water or unreasonably affect the shoreline of that body of water. **Yes**

L. Ground water. The proposed Subdivision will not, alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water. **N/A**

M. Flood areas. Based on the Federal Emergency Management Agency's Flood Boundary and Floodway Maps and Flood Insurance Rate Maps, and information presented by the applicant the Subdivision is not in a flood-prone area. **N/A**

N. Freshwater wetlands. All freshwater wetlands within the proposed Subdivision have been identified on any maps submitted as part of the application, regardless of the size of these wetlands. **Yes**

O. Farm Land. All farmland within the proposed Subdivision has been identified on maps submitted as part of the application. **N/A**

P. River, stream or brook. Any river, stream or brook within or abutting the proposed Subdivision has been identified on all plans submitted as part of the application. **Yes**

Q. Storm water. The proposed Subdivision will provide for adequate storm water management. **Yes**

R. Spaghetti-lots prohibited. If any lots in the proposed Subdivision have shore frontage on a river, stream, brook, great pond or coastal wetland as these features are defined in Title 38 Section 480-B, none of the lots created within the Subdivision have a lot depth to shore frontage ratio greater than 5 to 1. **N/A**

S. Lake phosphorus concentration. The long-term cumulative effects of the proposed Subdivision will not unreasonably increase a great pond's phosphorus concentration during the construction phase and life of the proposed Subdivision. **N/A**

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T. Impact on adjoining municipality. For any proposed Subdivision that crosses municipal boundaries, the proposed Subdivision will not cause unreasonable traffic congestion or unsafe conditions with respect to the use of existing public ways in an adjoining municipality in which part of the Subdivision is located. **N/A**

U. Lands subject to liquidation harvesting. Timber on the parcel being subdivided has not been harvested in violation of rules adopted pursuant to Title 12 Section 8869, Subsection 14. 9. **N/A**

V. Postal Services: For any subdivision with six or more lots on a private road, the developer shall provide a pedestal cluster mailbox in a single structure on site in a convenient location so that it is accessible to all tenants or residents. Such mailbox system and location shall be approved by the local postmaster or representative of the postmaster. **N/A**

W. Fire Protection: To reduce the burden on Town services, a fire pond or cistern may be required at the discretion of the Fire Chief. **N/A**