

Planning Board MINUTES

Town of Chelsea

Meeting of the Planning Board

At Chelsea Town Office

August 13, 2013

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

Gary Quintal (Code Enforcement)
Scott Tilton (Town Manager)

Members of the Public: None present

1. **Call to order:** Chairman Beth Cousins called the meeting to order at 7:02 PM.
2. **Review of Minutes:** Tim moved to accept the minutes of the July 2013 meeting as presented, seconded by Palmer, no discussion, vote was unanimous (4-0) to approve.
3. **Public comment:** No public comment.
4. **Old Business:**
 - a. Stoney Creek subdivision (phase 4) application final review: Coffin Engineering on behalf of the applicant Jim Pepin, requested a 30 day postponement of the final review due to property line changes affecting both Stoney Creek and Logan Ridge subdivisions.
 - b. Review of subdivision ordinance (addition of open space option): The Open Space amendment to the subdivision ordinance was rejected by the Selectmen due to unclear language relative to house lot size relationship to open space. Craig drafted some suggested edits (attached). Palmer added the parenthetical "(1 acre)" after the revised B.1. Craig will incorporate the agreed changes into the open space option, and the Board will return this the Selectmen for a public hearing prior to a future meeting.
 - c. Suggested addition of Fire Pond requirement to Subdivision ordinance: The Fire Chief through the Town Manager submitted proposed amendments to the subdivision ordinance. Beth requested Scott notify Shawn Ramage to attend the October 8th meeting for more background on the proposed amendment.
5. **New Business:**
 - a. Elections:
 - i. Chair - Elizabeth Cousins
 - ii. Vice Chair – Craig Hitchings
 - iii. Secretary – deferred voting for this position pending full board membership at a future meeting.

- b. Planning Board Goals: Using the Comprehensive Plan/Site Review Plan as baseline guiding documents, Palmer suggested, and the Board endorsed setting goals for the Board at a future meeting.
 - c. Volunteers of America (VOA) project at Togus: The project is moving forward, and VOA is requesting comment/sign-off of the project. They will attend the September 11th meeting of the Selectboard.
- 6. Correspondence:** Maine Townsman, courtesy copy of letter to Road Commissioner regarding road for Stoney Creek subdivision, email regarding proposed amendment for Fire Ponds
- 7. Next Meeting:** September 10th at 7:00 PM.
- 8. Adjournment:** Meeting adjourned at 8:05 PM.