

**Town of Chelsea
Regular Meeting of the Planning Board**

**At Chelsea Town Office
September 11, 2017**

Members Present: Andrea Smith
 Maria Jacques
 Palmer Sargent
 Hank Mastrianno
 Marc Fecteau
 Richard Condon

Call to Order:

The meeting was called to order by Andrea Smith at 7:02 pm. All members introduced themselves.

Public Comment:

There was no public comment

Election of Officers:

The results of the election of officers were as follows:

Andrea Smith—Chair (nominated by Marc F, second by Hank M; vote unanimous)

Hank Mastrianno--Vice Chair (nominated by Palmer S, second by Marc F; vote unanimous)

Maria Jacques—Secretary (nominated by Andrea S; second by Palmer; vote unanimous)

Marc F offered his services as a document editor.

Old Business:

Site Plan Review Ordinance—Discussion centered around how to proceed with the draft of the Site Review Ordinance. Members agreed to review the entire document with special attention paid to the Criteria and Special Development standards. Andrea will redistribute ordinances of other towns for the members to consider.

There was also discussion of adding a workshop night to get more work done on the ordinance. Instead the Board decided to hold an hour workshop prior to the next two meetings (October 16, 2017 and November 13, 2017).

New Business

Economic Community Development Committee--Andrea Smith briefed the Planning Board on activities of the Economic Community Development Committee. The selectman interviewed two entities to provide consulting services for economic development—KVCOG and Camoin Associates. They selected

Camoin. She indicated we still will have the services of KVCOG as needed with our Planning Board work as the town is a member of KVCOG.

Priority of Work--The Selectman did get back to Andrea S with areas of focus for the Planning Board. They would like us to try to get a draft of the Site Plan Review Ordinance to the Selectman for their input by December. The other priority is revising the Minimum Lot Size Ordinance. Maria suggested the work should happen after we should finish a draft of the Site Plan Review Ordinance first as it might influence needed changes to the Minimum Lot Size Ordinance.

State Approval of the Shoreland Zoning Ordinance—The Dept. of Environmental Protection issued conditional approval of the Town's Shoreland Zoning Ordinance on September 5, 2017, but noted we did leave out a certain provision that will require us to do a revision at a future Town Meeting. Bill Butler said that the Ordinance in combination with the letter from the State would cover us until such time.

CEO Corner

Bill Butler updated the Board on various activities.

--Dave Braley, Dept. of Human Services, is developing rules on how to evaluate existing septic systems prior to sale.

--Cabins in the Woods—there was a minor change in the plans. Also, the required erosion control look good.

--Deer Run Subdivision—the extension of Deer Run Drive was inspected on two separate occasions and on August 31, 2017, the Road Commissioner determined that it was constructed in compliance with the Road Design Standards Ordinance.

--Inspection of Truman Logging Activities—Bill Butler reviewed his findings of the logging activities being conducted on the Truman property and whether there was a violation of our revised Shoreland Zoning Ordinance. He determined that because the State did not approve the latest ordinance until after the complaint was made, that it was up to the Town to enforce it.

Review of July 10, 2017 Minutes (corrected) and the August 14, 2017 minutes:

Hank Mastrianno made a motion to approve minutes of the two previous meetings; Palmer seconded the motion.

Next Meeting

The next regular meeting will be at 7:00 pm on October 16, 2017. A Site Plan Review Ordinance Workshop will proceed the meeting at 6:00 pm.

The November meeting will be November 13, 2017 at 7:00 pm. It will also be preceded by a Site Plan Review Ordinance Workshop at 6:00 pm.

Adjournment

The meeting was adjourned at 8:15 pm.