

## Planning Board Minutes

### Town of Chelsea

#### Meeting of the Planning Board At Chelsea Town Office November 12, 2013

**Members Present:** Elizabeth (Beth) Cousins, Chair  
Tim Coitrone  
Palmer Sargent

**Others Present:** Gary Quintal – Code Enforcement Officer  
Clyde Fowler Jr.

1. **Call to order:** Chairman Beth Cousins called the meeting to order at 7:14 PM.
2. **Review of Minutes:** Minutes were approved as written, vote was 3-0 to approve.
3. **Public comment:** No public comment.
4. **Old Business:**
  - a. Review Subdivision Ordinance (addition of fire ponds or cisterns):
  - b. Open space and clustered mailboxes:  
Both of these issues were tabled to our next meeting to have more board members present.
5. **New Business:**

Permit approval /fine for Fowler Roofing:

Per the State of Maine Shoreland Zoning Ordinance "Change of Use concept P. 6 section 3 of D. to determine if the Roofing business has a greater adverse impact than the previous business use which was custom furniture & kitchen manufacturing business.

It was explained that Fowlers roofing has a facility for storage of up to 8 small job site trailers and an office which has little customer traffic. They primarily customize the drip edges, caps, valleys and other accessories for metal roofs. Up to 3 employees are present at different times of the day. Fowler's business has in conjunction with DOT improved water runoff from the steep hill behind the office. This was done recently during DOT road work with guidance and assistance from Chelsea's code enforcement officer. The Shoreland application checklist was reviewed and signed by planning board members present. No fine was recommended.

Long range planning for site plan review:

Code Enforcement Officer will try to contact the State Planning folks to get more written information about the Site Plan Review handbook. Chair person will also look for more Site Plan Review information.

**6. Correspondence:**

Letter from Spectra Energy for underground facilities – Code Enforcement Officer will review it for any required action.

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**7. Next Meeting:** December 10th at 7:00 PM.

**8. Adjournment:** Meeting adjourned at 8:20 PM.