

Planning Board Minutes

Town of Chelsea

Meeting of the Planning Board

At Chelsea Town Office

December 10, 2013

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

Others Present: None

1. **Call to order:** Chairman Beth Cousins called the meeting to order at 7:05 PM.
2. **Review of Minutes:** Tim moved to accept the minutes of the November 12, 2013 meeting as written, seconded by Craig, no discussion, 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): Awaiting added feedback from Chief Shawn Ramage prior to taking action on this item. Beth will contact the Chief to attend the January meeting. Item tabled.
 - b. New draft of open space and clustered mailboxes: The draft changes to the open space option and inclusion of clustered mailboxes in the subdivision ordinance were discussed. The clustered mailbox draft language may be adjusted to include a minimum number of lots to initiate this requirement considering appearance, accessibility, and cost reasonableness.
 - c. Long range planning for site plan review: Palmer Sargent initiated this item and was not present at the meeting. The initial goal is to locate copies of the Site Plan Review Handbook developed by the Maine State Planning Office. Palmer left his copy with the CEO. The goal is to have a site plan review process for commercial development in Chelsea. Currently all that exists is a general checklist that applies to both residential and commercial development.
5. **New Business:**

None
6. **Correspondence:** Maine Townsman Magazine – November 2013.
7. **Next Meeting:** January 14th at 7:00 PM.
8. **Adjournment:** Meeting adjourned at 7:25 PM.