

Planning Board

Town of Chelsea

Meeting of the Planning Board

At Chelsea Town Office

July 8, 2014

Members Present: Elizabeth (Beth) Cousins, Chair
Timothy (Tim) Coitrone
Allen Hallett (appointment to be determined)
Craig Hitchings
Maria Jacques
Palmer Sargent

CEO attending: Gary Quintal

Members of Public: Dawn Reny

1. **Call to order:** Chairman Beth Cousins called the meeting to order at 7:00 PM.
2. **Review of Minutes:** May 13, 2014 meeting and notes from informational meeting on June 10, 2014 (no quorum) – motion to approve May minutes by Palmer, seconded by Tim, approved with 5-0 vote. Information meeting on June 10, 2014 – motion to acknowledge notes by Tim, seconded by Palmer, approved with 5-0 vote.
3. **Public comment:** No public comment.
4. **Old Business:**
 - a. Request for waiver of road standards requirements from Geroux family: Dawn Reny presented the road association agreement now signed and in effect for Gerouxville Drive. The agreement stipulates an occupancy permit is dependent upon the road being built to town standards for an occupancy permit. Craig made the motion: **Issuance of any occupancy permit on Gerouxville Drive is conditional upon the road being built to town standards.** The motion was seconded by Maria, and Palmer added an amendment requiring that **within 18 months** the 200 feet of road beyond Scott Geroux Sr.'s property line be built to town standards prior to the CEO granting an occupancy permit to Travis Geroux. The motion as amended was approved by a 5-0 vote.
 - b. Update on site plan review process: The Board reviewed prior year town reports and verified the site plan review process was presented at the 2007 town meeting in Article 27 when Maria was the Board chair. Gary has the action to locate the document which will be used as a baseline for development of a new site plan process for presentation to the town.

- c. Subdivision ordinance: Maria presented a table of contents from the Town of Perry subdivision ordinance which has an organizational structure the current Chelsea subdivision lacks. The board will consider amending the current subdivision ordinance into a comparable structure. The board also discussed having two articles for separate consideration at the next town meeting: 1) amending the subdivision ordinance; 2) adding the open space option. The board agreed to begin work on reorganizing the existing subdivision ordinance as a priority.

5. New Business:

- a. Election of Officers for July 2014 through June 2015: Maria nominated Craig to continue as Vice Chair and Secretary for the upcoming year. Seconded by Tim. Approved 4-0-1 (Craig abstained). Tim nominated Beth to continue as Board Chair. Seconded by Palmer. Approved 4-0-1 (Beth abstained).

6. Correspondence: Maine Townsman.

7. Next Meeting: August 12 at 7:00 PM.

8. Adjournment: Meeting adjourned at 7:58 PM.