

Planning Board

Town of Chelsea

Meeting of the Planning Board

At Chelsea Town Office

November 14, 2016

7:00 PM

Members Present: Nate Grant
Maria Jacques
Palmer Sargent
Andrea Smith

Members Absent: Jared Heath

1. Call to order

The meeting was called to order by Andrea Smith at 7:02 pm

2. Approval of the September 2016 Minutes

Andrea Smith explained that an error was made regarding to date within the September and asked for a motion to approve the minutes as corrected. Palmer Sargent made the motion which was seconded by Nate Grant. The motion passed.

3. Approval of the October 2016 Minutes

A motion was made by Maria Jacques to approve the minutes; seconded by Palmer Sargent. The motion passed.

4. Public comment

Mike Pushard asked that we consider revising the Minimum Lot Size Ordinance to allow in-law apartments. Dave Brunelle said it was easier to work in Augusta than in Chelsea referencing the 2-acre minimum. Dick Condon asked that we also consider the road frontage minimum. Skip Skehan said that the town needed to enforce the ordinances it had in place and that the CEO needed more time to do it.

5. Old Business:

Togus Cabins

Bryan Sites and Melissa Morrell were present from Volunteers of America. They offered more information regarding the impact of the project on the school. Although they could not provide exact numbers of children that might be living in the cabins, demographics of the homeless veteran population suggest that it would be minimal. However, they did say the cabins would be considered permanent housing so the children would not be considered homeless. They offered to share information with the town as it became available. There was a question regarding the ability for Chelsea to tax the land or buildings. Although the land will still be Federal property, the buildings will be owned by Volunteers of America, a non-profit.

Melissa Morrell offered more information on the sewer design including the pig thrower. She said the Augusta Sanitary District, as well as DEP, had signed off on it. It did become clear that it would be using the same pump station the school uses but Melissa said that this was considered by the two agencies.

Andrea Smith asked about the project timeline. Melissa said they hoped to get final approval by early December but there were lots of steps. Once they have approval it will depend on the severity of the winter how fast it progresses but hope to begin in December/January timeframe. Occupancy is planned for fall of 2017.

Andrea Smith suggested we defer the call to the Superintendent regarding homeless children rules/laws to the next meeting. The Board agreed.

Worromontogus Fish Way

William Butler reported that the revised permit for a phased implementation went out to the applicants.

Site Plan Review

Joel Greenwood from KVCOG was in attendance. Andrea Smith explained that the Planning Board was in the beginning stages of the development process. New members were interested in knowing more about the purpose of a Site Plan Review Ordinance, the differences between that and zoning, the relationship to the town's Comprehensive Plan, the impact on existing business and new businesses, and triggers for applications.

Joel explained that the primary difference between zoning and site review is that site review is not concerned about location but rather on what is planned for a location and its impact on its surroundings. It applies only to businesses and not to home occupations. How the ordinance is crafted will determine the triggers but it can be the impact or size for example.

Mike Pushard asked the Board to find out what towns were using such an ordinance. He also asked questions about how this ordinance got into the Planning Board's work plan. He noted that the last time this was proposed it was voted down at Town Meeting. Although she did not know all the answers to Mike's questions, Maria Jacques noted the Planning Board had discussed this with the Selectman on at least two occasions since she had rejoined the Board and were told to pursue it. Mike Pushard indicated that the Board of Selectman thought we would have the ordinance ready for town meeting. The Planning Board members agreed that this was not realistic. Andrea Smith said she would talk to the Town Manager about this.

6. New Business:

There was no new business.

7. CEO Corner

William Butler, CEO, reported on various enforcement issues around town.

8. **Distribution/Correspondence**

There was no correspondence

9. **Next Meeting**

The next meeting will be Monday, December 12 at 7:00 pm.

10. **Adjournment**

A motion was made by Maria Jacques to adjourn at 8:55 pm; seconded by Nate Grant. The motion passed.