

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

**At Chelsea Town Office
January 8, 2018**

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

Guests: Tonia Burns, CEO

Call to Order:

The meeting was called to order by Andrea Smith at 7:00 pm.

Public Comment:

There was no public comment

New Business

There was no new business.

Old Business:

Site Plan Review Ordinance—Prior to this meeting, the Planning Board held a workshop on the Site Plan Review Ordinance. Another hour-long workshop will be held prior to the February regular meeting. There was discussion regarding the readiness of the draft document for a meeting with the Board of Selectmen. Members felt it was a good time in the process to share a draft with Selectmen. Andrea Smith said she would make all the edits to the draft and then send it out to other Board members for review prior to a meeting the Board of Selectmen. Andrea was also to call Scott Tilton to arrange the meeting.

CEO Corner

Tonia Burns updated the Planning Board on various activities.

Review of December 11 Minutes:

Marc Fecteau made a motion to approve minutes of the previous meeting; Hank Mastrianno seconded the motion. The motion carried.

Next Meeting

The next regular meeting will be at 7:00 pm on February 12, 2018. A Site Plan Review Ordinance Workshop will proceed the meeting at 6:00 pm.

Adjournment

The meeting was adjourned at 7:30 pm.