

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

**At Chelsea Town Office
December 11, 2017**

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

Guests: Scott Tilton
 Tonia Burns, CEO

Call to Order:

The meeting was called to order by Andrea Smith at 7:03 pm.

Public Comment:

There was no public comment

New Business

There was no new business.

Old Business:

Town of Chelsea Shoreland Zoning Application

Scott Tilton was present to discuss the Town's Shoreland Zoning Application for installing two solar street lights in Butternut Park. Scott said he had notified abutters as well as the City of Hallowell. The Board reviewed the criteria on pages 42 and 43 of the Shoreland Zoning Ordinance and had positive findings. Hank Mastriano made a motion to approve the Town of Chelsea's Shoreland Zoning Application for Butternut Park Lighting. It was seconded by Marc Fecteau. The vote was unanimous for approval.

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 January regular meeting of the Planning Board to attempt to complete a draft that can be presented to the Board of Selectmen by the end of January. Andrea Smith will send a memo to the Board of Selectmen explaining our progress.

CEO Corner

Tonia Burns updated the Planning Board on the following events:

--Building permits for ground work only were issued for Spurwink.

--Togus Cabins—hope to have half done by spring. Bill Butler is reviewing the plumbing.

Review of November 13 Minutes:

Dick Condon made a motion to approve minutes of the previous meeting; Palmer Sargent seconded the motion. The motion carried.

Next Meeting

The next regular meeting will be at 7:00 pm on January 8, 2018. A Site Plan Review Ordinance Workshop will proceed the meeting at 6:00 pm.

Adjournment

The meeting was adjourned at 7:22 pm.