

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

**At Chelsea Town Office
November 5, 2018**

Members Present: Andrea Smith
Maria Jacques
Scott Arnold
Richard Condon
Hank Mastrianno
Carol Belanger

Members Absent: Sherri Truman

Guests: Tonia Burns, CEO
Alan Plummer

Call to Order:

The meeting was called to order by Andrea Smith at 7:15 pm following the Public Forum

Public Comment:

There was no public comment.

Old Business

Ordinance Work Discussion:

- **Minimum Lot Size Ordinance:** Discussion focused on needed definitions including Residential Unit, Back Lot, and Multi-Family Units as well as new provisions to consider including Accessory Units or In-law Apartments and Trailer Parks. There was concern about difficulty trying to develop land without road frontage. Also, the current ordinance only applies to residential use which can cause issues when there is a change of use from business to residential if the lot is non-conforming. Andrea Smith said she will add these items to the current ordinance as a draft so as not to lose track of them and to help with decision making at the next meeting. Tonia Burns noted we do have a Trailer Park Ordinance and she said she would provide it to the Board.

CEO Corner

Tonia Burns reported that her lot-by-lot review was completed. She noted that most people were very responsive. She said the Spurwink multipurpose room was complete.

Review of October 1, 2018 Minutes:

Hank Mastrianno made a motion to approve the minutes of the October 1, 2018 meeting. Scott Arnold seconded the motion. The motion carried.

Next Meeting

The next regular meeting will be at 7:00 pm on December 10, 2018. The Board will focus on the Minimum Lot Size Ordinance and a time table to make sure work is completed on the various ordinances in time for the June town meeting.

Adjournment

Hank Mastrianno made a motion to adjourn the meeting. Maria Jacques seconded the motion. The meeting was adjourned at 8:18 pm.