

**TOWN OF WATERBORO**  
*PLANNING BOARD*

***MEETING MINUTES***  
*January 26, 2011*  
*7:00 p.m.*

**I. ROLL CALL**

Board Members

Present: Frank Allen                      Judi Carll  
                 Kurt Clason                      Tim Neill

Absent: Tim Nelson

Others Present: Mike Allen                      Bill Calvert                      Scott Davis  
                 Dave Benton                      John Vacari                      Dennis Abbott  
                 Patti Berry                      Tom Ursia  
                 Tina Smith                      David Lowe

Kurt Clason, vice chair, called the meeting to order at 7:15 p.m.

**II. APPOINTMENTS**

**III. MINUTES OF PREVIOUS MEETINGS**

Frank Allen made a motion to accept the minutes of November 17, 2010. The motion was seconded by Tim Neill and passed 4-0.

**IV. REPORT OF OFFICERS**

**V. OLD BUSINESS**

*Vote on recommendation for Rezoning Request*  
*Michael Allen, JD'S Package Store*  
*Map 25, Lots 5 and 5-1*

Board members discussed the proposed changes to the Zoning Ordinance. The applicant Mike Allen of JD's Package Store, has requested that the back portion of Map 25, Lots 5 and 5-1 currently zoned Residential be rezoned to village, consistent with the

portion of the lots that front on Route 5. A public hearing was held on January 5, 2011 and the board received a letter of comment from an abutter in support of the proposed change. After discussion, Frank Allen made a motion to recommend to the Board of Selectmen that this zone change request be approved as presented. The motion was seconded and carried 4-0.

The board of Selectmen had also requested that the Planning board review the area and recommend any zoning changes that they deem appropriate. The Planning Board will review this matter at a workshop and make recommendations to the Board of Selectmen.

***Vote on recommendation for Well-Head Protection District  
Article 7, Article 12 and Article 14***

Board members discussed the proposed changes to the Zoning Ordinance. A public hearing was held on January 5, 2011 and the board received public comment at that time. Those in attendance at the public hearing voiced many legitimate questions. After discussion, Frank Allen made a motion to adopt the ordinance change as presented. The motion failed for lack of a second. Kurt Clason made a motion to table until the ordinance changes are discussed during workshops with the Waterboro Water District. The motion was seconded and carried 4-0.

***Vote on recommendation for Proposed changes to the Zoning Ordinance:  
Specialized Medical Clinic and Medical Marijuana Grow-Only Facility***

Board members discussed the proposed changes to the Zoning Ordinance. A public hearing was held on November 17, 2010. There were no members of the public in attendance. After discussion, Kurt Clason made a motion to recommend the proposed changes to the ordinance. The motion was seconded by Frank Allen and carried 4-0.

***Sign final plan for Meadowbrook Acres II***

**VI. COMMUNICATION**

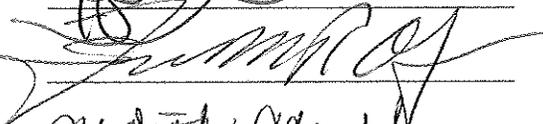
**VII. MISCELLANEOUS**

**VIII. NEW BUSINESS**

**IX. ADJOURNMENT**

At 7:34 p.m., Judi Carll made a motion to adjourn the meeting and begin the workshop with the Waterboro Water District. The motion was seconded by Frank Allen and passed unanimously.

Approved Date: 3-16-2011

  
  
growth center  


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X.

WORKSHOP

**TOWN OF WATERBORO**  
***PLANNING BOARD***

***MEETING MINUTES***  
***February 23, 2011***  
***7:00 p.m.***

**I. ROLL CALL**

Board Members

Present:	Frank Allen	Judi Carll	Kurt Clason
	Tim Nelson	Tim Neill	

Others Present:	William Calvert	Tina Smith	David Lowe
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Tim Nelson, chair, called the meeting to order at 7:00 p.m.

**II. APPOINTMENTS**

**III. MINUTES OF PREVIOUS MEETINGS**

**IV. REPORT OF OFFICERS**

**V. OLD BUSINESS**

***Proposed Ordinance Change***  
***Well-Head Protection District***

Tim Neill made a motion to hold a public hearing for the proposed changes to the Wellhead Protection District portion of the Zoning Ordinance on March 16, 2011 at 7 p.m. The motion was seconded by Frank Allen and carried 5-0.

**VI. COMMUNICATION**

**VII. MISCELLANEOUS**

**VIII. NEW BUSINESS**

**IX. ADJOURNMENT**

Kurt Clason made a motion to adjourn the meeting at 7:10 p.m. The motion was seconded by Frank Allen and carried 5-0.

Approved Date: 6-1-11

Tracy Mel  
Frank  
Sam

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**TOWN OF WATERBORO**  
***PLANNING BOARD***  
***MEETING MINUTES***  
***April 6, 2011***

**Site Walks**

***6:30 p.m. 107 Silas Brown Road***  
***Map 41, Lot 21***  
***Relocation of structure in shoreland zone***

***6:45 p.m. 21 Courtney Lane***  
***Map 33, Lot 40***  
***Relocation of structure in shoreland zone***

**Meeting to resume at Town Hall Annex after site walks**

**I. ROLL CALL**

Board Members

Present:	Frank Allen	Judi Carl	Kurt Clason
	Andy Cote	Tim Neill	Tim Nelson

Others Present:	Craig Fredericks	Pam Witman	Dale Witman
	Steve Everett	Patti Berry	Tina Smith
	David Lowe		

Tim Nelson, chair, called the meeting to order at 7:10 p.m. Board members attended site walks at 107 Silas Brown Road and 21 Courtney Lane prior to the meeting.

**II. APPOINTMENTS**

- ***21 Courtney Lane***  
***Map 33, Lot 40***  
***Relocation of structure in shoreland zone***  
***Craig Fredericks***

Craig Fredericks addressed the board regarding a setback reduction for his property at 21 Courtney Lane, Map 33 Lot 40. The applicant is proposing to raise the existing camp and place a foundation under it not raising the existing structure by more than three feet. He also proposed to add a deck to the side and front of the structure and a mudroom to the front of the structure. He is requesting a setback reduction for the frontyard; lakeside and sideyard setbacks can be met.

After discussion, Judi Carll made a motion that the Planning Board approves the request to place a foundation under the existing building raising the structure no more than 3'; the addition to the structure to be no closer than 30' to the front property line as shown on the plan. The board determined that the proposed structure will be moved to the greatest practical extent. The motion was seconded by Frank Allen and passed unanimously.

- ***107 Silas Brown Road***  
***Map 41, Lot 21***  
***Relocation of structure in shoreland zone***  
***Pam & Dale Witman***

Steve Everett addressed the board regarding a setback reduction for the Witman property located at 107 Silas Brown Road, Map 41 Lot 21. The applicant is proposing to remove the existing camp and replace it with a new structure as noted on 'Existing Conditions Survey' dated April 2011.

After discussion, Judi Carll made a motion that the Planning Board approves the request to remove the existing building and locate the proposed structure as shown on the Existing Conditions Survey' prepared by Steve Everett and dated April 2011. The Board determined that the proposed structure will be moved to the greatest practical extent. The motion was seconded by Frank Allen and unanimously carried.

### **III. MINUTES OF PREVIOUS MEETINGS**

### **IV. REPORT OF OFFICERS**

### **V. OLD BUSINESS**

### **VI. COMMUNICATION**

#### ***Comments from Town Planner***

The town planner provided board members with a description of alternative approaches to performance bonds.

### **VII. MISCELLANEOUS**

### **VIII. NEW BUSINESS**

## **ADJOURNMENT**

Kurt Clason made a motion to adjourn the meeting at 7:35 p.m. The motion was seconded by Judi Carll and passed unanimously.

Approved Date: 6-1-11

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IX.

*Workshop with Board of Selectmen  
and Waterboro Water District*

**TOWN OF WATERBORO**  
**PLANNING BOARD**

**MEETING MINUTES**  
**June 1, 2011**  
**7:00 p.m.**

**I. ROLL CALL**

Board Members

Present:	Frank Allen	Kurt Clason	Andy Cote
	Tim Nelson	Tim Neill	

Absent	Judi Carll
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Others Present:	Bill Thompson	Mark McCallum	John Caramihalis
	Tom Ursia	Tina Smith	David Lowe

Tim Nelson, chair, called the meeting to order at 7:00 p.m.

**II. APPOINTMENTS**

- ***Green Court Acres – 20 Lot Subdivision  
Preliminary Plan  
Map 4, Lot 22 – Off West Road  
Bill Thompson – BH2M***

Bill Thompson addressed the board regarding the Green Court Acres subdivision. He stated that the plan is to develop Barb's Way to 20' wide; Green Court (Poleline Road) to be 24' wide with 3' shoulders. The water line has been extended to West Road; hydrants placed and house services are in. Each lot will have septic system and underground electric power. DEP has granted the stormwater permit in October 2010. A site walk and public hearing were conducted in 2008. The Code Officer questioned some of the earlier lots divided from the Bean property and they have now been identified on the plan. The applicant met with Tom Ursia, Planner, and reviewed the checklist; this plan reflects all of the requested changes. Board members expressed concern about property owners on Barb's Way and possible improvements.

Kurt Clason made a motion to approve the preliminary plan. The motion was seconded by Frank Allen and carried 5-0.

**III. MINUTES OF PREVIOUS MEETINGS**

Kurt Clason made a motion to approve the minutes for the meeting held February 23, 2011. The motion was seconded by Tim Neill and carried 5-0.

Kurt Clason made a motion to approve the minutes for the meeting held April 6, 2011. The motion was seconded by Tim Neill and carried 5-0.

**IV. REPORT OF OFFICERS**

**V. OLD BUSINESS**

**VI. COMMUNICATION**

*Letter from CEO – Notice of Violation Map 13 lot 59*

**VII. MISCELLANEOUS**

John Caramihalis, PATCO, addressed the board regarding a possible project. The plan is for three residential lots fronting on Oak Lane and a site for storage buildings fronting on Sokokis Trail. The plan would be reviewed as a subdivision with P.U.D. standards incorporated into that review. Board members cautioned the applicant about drainage issues in that area.

*Schedule joint meeting with Hollis Planning Board  
Re: Hidden Brook subdivision*

Board members agreed to schedule the joint meeting with the Hollis Planning board on Monday, June 27 (alternate date July 11), 2011. The review of the Hidden Brook subdivision should be the first item on the agenda.

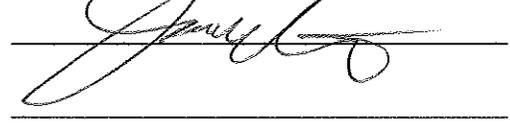
**VIII. NEW BUSINESS**

**IX. ADJOURNMENT**

Frank Allen made a motion to adjourn the meeting at 7:40 p.m. The motion was seconded by Tim Neill and carried 5-0.

Approved Date: 8-3-2011

  
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Judith Carroll  
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**TOWN OF WATERBORO**  
**PLANNING BOARD**

**AGENDA**  
**September 7, 2011**  
**7:00 p.m.**

**I. ROLL CALL**

Board Members

Present:	Frank Allen	Judi Carl	Kurt Clason
	Andy Cote	Tim Neill	Tim Nelson (7:15 p.m.)

Others Present:	Jason Nedeau	David Woodsome	Tom Ursia
	Tina Smith	David Lowe	

Kurt Clason, Vicechair, called the meeting to order at 7:00 p.m.

**II. APPOINTMENTS**

- ***Informational meeting***  
***Jason Nedeau***  
***Map 4 Lot 22A, one lot subdivision***

Jason Nedeau addressed the board regarding building a home on property he owns on West Road and Poleline Lane. He purchased a duplex and an additional lot from the Nelsons. These parcels were part of the original Bean property. The board needs a chronology of events to determine whether this would require review as a subdivision.

**III. MINUTES OF PREVIOUS MEETINGS**

Frank Allen made a motion to accept the minutes for the meeting held August 3, 2011. The motion was seconded by Tim Nelson and carried 6-0.

Tim Nelson made a motion to accept the minutes for the meeting held August 17, 2011. The motion was seconded by Andy Cote and carried 5-0-1 (Kurt Clason abstained).

**IV. REPORT OF OFFICERS**

**V. OLD BUSINESS**

**VI. COMMUNICATION**

- ***Comments from Town Planner***

Tom Ursia discussed Capital Improvements Projects with the board. It was the consensus that the Planning Board, in conjunction with the 20/20 Committee and Road Review, should move forward with a capital improvement request to continue work on the GIS program. Tom Ursia volunteered to draft the proposal.

Tom Ursia advised the board that he is researching growth permits and a possible change to the ordinance.

**VII. MISCELLANEOUS**

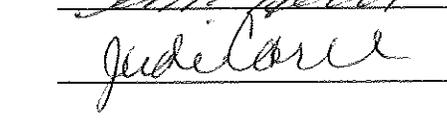
Board members discussed a date for a joint meeting with the Board of Selectmen and 20/20 Committee to continue discussion of the Village Zoning expansion near JD's store. The workshop will be held on Wednesday, October 19, 2011 at 7 p.m.

**VIII. NEW BUSINESS**

**IX. ADJOURNMENT**

Judi Carll made a motion to adjourn the meeting at 8:00 p.m. The motion was seconded by Frank Allen and carried unanimously.

Approved Date: 2 Nov 2011

  
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**TOWN OF WATERBORO**  
***PLANNING BOARD***

***MEETING MINUTES***  
***November 2, 2011***  
***7:00 p.m.***

**I. ROLL CALL**

Board Members

Present:            Frank Allen            Judi Carll            Kurt Clason  
                         Andy Cote            Tim Neill

Absent:            Tim Nelson

Others Present:    David Woodsome    Tina Smith            David Lowe

Kurt Clason, vice chair, called the meeting to order at 7:05 p.m.

**II. APPOINTMENTS**

**III. MINUTES OF PREVIOUS MEETINGS**

A motion was made by Frank Allen to accept the minutes of the meeting held September 7, 2011. The motion was seconded by Tim Neill and carried 5-0

**IV. REPORT OF OFFICERS**

**V. OLD BUSINESS**

The board members reviewed the latest draft of ordinance changes for Performance Guarantees. A public hearing will be held on December 7, 2011.

**VI. COMMUNICATION**

➤ ***Memo from Town Administrator***  
***2012-2013 Budget Requests***

The board members reviewed the memo from the Town Administrator regarding the 2012-2013 budget. Tim Neill made a motion to keep the figures the same as the previous request. The motion was seconded by Judi Carll and carried 5-0.

➤ *Comments from Town Planner*

Tom Ursia attended a 20/20 Master Planning Committee meeting and was not in attendance. Andy Cote requested that the Town Planner provide information for the board prior to their meetings.

**VII. MISCELLANEOUS**

**VIII. NEW BUSINESS**

Frank Allen made a motion to adjourn the meeting at 7:30 p.m. The motion was seconded by Judi Carll and carried unanimously.

Approved Date: 12/7/2011

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