

ITEM 1 - ROLL CALL

Present: Steve Beckert – Chairman, Jeff Duncan, Greg Whalen, Dennis Lentz, Melissa Horner – Alternate, and Dutch Dunkelberger – Alternate.

Also present: Kate Pelletier, Planning Assistant.

Absent: Larry Bouchard (excused).

REC-7
FEB 27 2015
BY: Wendy Rawski,
Town Clerk

ITEM 2 – PLEDGE OF ALLEGIANCE

ITEM 3 – MOMENT OF SILENCE

ITEM 4 – REVIEW AND APPROVE MINUTES, AS NEEDED

Mr. Lentz moved, second by Mr. Whalen, to approve the minutes of January 20, 2015, as amended.

VOTE
4-0
Chair concurs

ITEM 5 – REVIEW “NOTICE OF DECISION” LETTERS, AS NEEDED

PB14-22: Swanick – Amended subdivision plan

This was accepted as written.

ITEM 6 – PUBLIC APPLICATIONS OR PLANNING BOARD BUSINESS TO BE CONSIDERED

A. 10-minute public input session.

Ms. Denise Long, Keith’s Lane, asked how left-over growth permits were issued.

Ms. Pelletier said that any left-over permits became available in the third week of December from either category; that the person at the top of the waiting list gets the permit.

Ms. Long asked if it was the responsibility of the citizens to know when those permits are issued if they should want to appeal that permit issuance.

Mr. Beckert said yes.

B. Continued review of proposed amendments to the Growth Management Ordinance (Chapter 29) and review of departmental responses to January 26, 2015 Planning Board Questionnaire.

Mr. Beckert said that they received some departmental responses from the PB questionnaire asking them what impact, if any, growth would have on the particular department; that they received responses from Public Works, Code Enforcement, Administrative Town Clerk, Town Manager and Assessor's Office; that they did not receive responses from the School Department, Fire, Police, or the ECSD. He said that, if the PB would indulge the Chair, he thought the PB needed to send out another request, through the Town Manager, to get responses from those entities.

The PB agreed.

Ms. Pelletier discussed minor changes made to this draft ordinance. She said that the CEO realized the Town's definition for mobile home/manufactured home was outdated and they updated them to reflect the current State statute. She added that they put in clarifying language under Exemptions, § 29-3 (b), dating it back to April 1, 1996 because that is the date the Assessor's database became available and we would be able to verify whether there was, or was not, a building in existence on that date.

Mr. Dunkelberger suggested adding the word 'code' in front of enforcement officer.

Ms. Pelletier said that, in § 29-46 (b), they changed to wording from 'application' to 'written request' because they don't have an application. She added that those were the only changes we had.

Mr. Duncan asked if they were supposed to add something in § 29-42 (b).

Ms. Pelletier agreed they were supposed to add the fee revision to the schedule; that she would add that.

Mr. Lentz suggested, in the Growth Permit definition, adding words about the 90-day window for the issuance of the building permit.

Ms. Pelletier agreed she would do that.

The PB reviewed the answers and comments to the PB questionnaire. The Assessor said that, with Question 1 (impact over last 10 years) and 3 (impact of 40 new dwelling units), the significant number of 'other permits' issued, conducting a revaluation, and added State mandates negatively impacted her department's ability to provide necessary services; that the addition of managing two TIFD's and no staff to help with workload also impacted services. The questions were based on 29 new dwelling units, then 40 new dwelling units, then 50 new dwelling units. Public Works indicated that, with Question 4, impact would be felt only if many new roads were accepted by the Town and/or many new sewer users came online at the same time. The CEO said the impact was unknown but that there would likely be the need for more clerical staff to handle additional paperwork, etc.; that the Assessor said there would be a need for more staff, as well.

Mr. Whalen asked for 2010 population census data to be provided.

Mr. Beckert asked Ms. Pelletier to add 2014 to the Growth History chart.

Mr. Whalen suggested we ask the school for the student population numbers for the last ten years.

The PB discussed a date for holding a public hearing on this ordinance revision and whether to have both the ordinance and permit numbers for 2015 and 2016 be referendum or voted on the Open Floor at Town Meeting.

The PB agreed that they wanted remaining department input to them no later than February 17th and that the Public Hearing would be held March 3rd at 7PM.

ITEM 7 – DISCUSS STATUS OF OUTSTANDING ACTION ITEMS

There were no outstanding action items discussed.

ITEM 8 – CORRESPONDENCE AND PLANNING ASSISTANT, AS NEEDED

1. January 21, 2015 memo from Town Manager regarding annual town report articles.

Ms. Pelletier said that she would write the annual report for the PB.

2. Maine Municipal Association announcement – 2015 Planning Board/Board of Appeals workshop dates/locations.

Ms. Pelletier said for PB members to let her know if they wanted to attend one of the workshops.

ITEM 9 – SET AGENDA AND DATE FOR NEXT MEETING

The next regular Planning Board Meeting is scheduled for February 17, 2015 at 7PM.

ITEM 10 – ADJOURN

There was a motion and a second to adjourn the meeting at 7:38 PM.



Steve Beckert, Chairman
Date approved: 2-17-15

Respectfully submitted,

Ellen Lemire, Recording Secretary