

PLANNING BOARD

MINUTES

8/21/2012

Chair Scott Drummey called the meeting to order at 7:01 pm.

Members Present: Scott Drummey (Chair), Bob Craycraft (Vice-Chair), David Bickford (Selectmen's Representative), Paul Raslavicus, Dot Veisel, Craig Groom (Alternate)

Others Present: David Allen (staff)

Public Input: No members of the public were present and there was no public input.

O'Brien Merger: The Board reviewed the application of Norma O'Brien to merge lots Map 105, Lots 16 & 17 at the August 7 meeting. Both lots originally had houses on them. The O'Briens removed the kitchen from the house at Map 105, Lot 017, making the structure into a bunkhouse. At the August 7 meeting the Board postponed action until it could get written confirmation from Mr. Capello, the Code Enforcement Office, that all necessary actions had been taken to convert the dwelling into a bunk house. Mr. Allen presented the Board with a memo confirming that the change had been made.

Chair Drummey asked for public comment. There was none. He closed the public comment period.

Mr. Drummey said he was concerned that the "bunkhouse" category might be problematic for the town and the lake. Most of the bunkhouses are situated on Merrymeeting Lake. Many of them require a second septic system on very small lots.

David Bickford moved to approve the application of Norma O'Brien to merge #1 and #3 Brightwaters Drive (Map 105-017 with 105-016) based on the Building Inspector's certification that the dwelling on #3 Brightwaters drive has been fully converted to a bunkhouse, and with the condition that at no time in the future may the merged lot have more than one dwelling unit. Dot Veisel seconded. Approved unanimously.

Site Plan Design and Landscaping Guidelines: Paul Raslavicus walked through the proposal from the working group for design and landscaping guidelines. There was a lively discussion about the meaning of the word "guidelines" and the need to be clear to

readers of the Regulations as to which parts are requirements and which parts are strong recommendations.

Scott Drummey suggested taking the “guidelines” out of the regulation text and put them in an appendix. David Allen suggested keeping them all in the regulations but structuring each section so it begins with purpose, then identifies requirements, and then “guidelines.”

The Board also discussed whether the Board could, in some situations, make a guideline a requirement (consensus that it could) or could waive a requirement (consensus that it could).

Board members agree that the language should be edited so that each of these points is very clear to any reader.

Paul Raslavicus said the next items for consideration in this process are architectural features (p.47) and landscaping (p.53). He also suggested there is a fair amount of overlap between the Board’s earlier discussion of “dark skies” regulations and the architectural guidelines in the small group work. He suggested the Board also look at the model dark skies regulations from the state at the next meeting. He asked Mr. Allen to distribute those to the board in advance of the meeting.

Master Plan: The Board discussed several issues related to planning for the Master Plan revision, including how to increase citizen participation, the benefit of having a solid CIP already in place, the 2005 committee structure, and having an advance layout for the structure of the completed plan so that participants know what they are working toward.

Bob Craycraft suggested it would be helpful to review the 2005 plan to identify which recommendations have been implemented and which remain outstanding or may not have worked out as planned. He asked members to skim through it before the next meeting.

Water Quality Buffer Markers: David Allen distributed a sample of what the markers might look like. Bob Craycraft distributed samples of actual markers from several towns. Following discussion the Board agreed they liked the circular marker of one town, which has the name of the town and meaning of the marker written around the outside in visible letters, and a sketch of a heron in the middle. Mr. Allen will follow up to get an idea how long the markers last, and cost estimates.

New/Old Business:

- Mr. Allen will send links for Board members to get access to the Planners Web and onto Plan-Link;
- He will also get information about the law lectures scheduled for this fall
- The Board asked him to check into the status of the Les Turner subdivision, and particularly whether the Town has received a copy of the state driveway permit;
- Scott will contact Alison Webb for copies of previous CIP plans
- Scott Drummey asked David Allen to invite Alison Webb to meet with the chairs of Planning, Zoning, and Conservation to discuss shared responsibilities in working with the Land Use Administrative Assistant.

Minutes: Paul Raslavicus moved approval of the August 7 minutes as corrected. Bob Craycraft seconded. Approved unanimously.

Paul Raslavicus asked to have the May 15 minutes on the next agenda.

Bob Craycraft moved to adjourn at 9:48 PM. Dot Veisel seconded.