

**MINUTES
PLANNING BOARD
TOWN OF DAMARISCOTTA
July 11, 2016
7:00 PM**

MEMBERS PRESENT: Jonathan Eaton, Wilder Hunt, Stephen Cole, Shari Sage, Bruce Garren

STAFF PRESENT: Anthony Dater, Town Planner; Stan Waltz, Code Enforcement Officer

PUBLIC PRESENT: Marilee Harris, Stepping Stones; Susan McAlister, abutter; William Howlett, Stepping Stones; Bill Hain, Stepping Stones; Mark Hamilton, Stepping Stones; Tom Quaranto, Mainely Pawn; Lucille Andersen, Stepping Stones; Robin Mayer, interested citizen; Bob Ryan, Neighbor; Pat Shadis, Neighbor; Gabe Shadis, Neighbor; Jessica Sirois, abutter; Amy Lalime, Neighbor; Paul Sherman, Neighbor; Cindy Sherman, Neighbor; Debra Lucchesi, tenant; Martha Scudder, Neighbor; Margery Kelley, Neighbor; Gina Hamilton, Wiscasset Newspaper; Maia Zewart, Lincoln County News.

CALL TO ORDER: Chairman Eaton opened the meeting at 7:03 pm.

A. MINUTES

04/04/16 Minutes:

On motion Hunt / Garren to approve the minutes of the 04/04/16 meeting as written.

VOTE: 5-0 IN FAVOR

The Board signed the approved minutes.

05/02/16 Minutes:

On motion Garren / Cole to approve the minutes of the 05/02/16 meeting as written.

VOTE: 5-0 IN FAVOR

The Board signed the approved minutes

06/13/16 Minutes:

Garren asked that the clerk's actual name be added for the record and to remove Dan Day from the list of absent members – alternate members aren't usually recorded for attendance.

Dater made changes

On motion Garen / Sage to approve the minutes of the 6/13/16 special meeting as amended.

VOTE 3-0 IN FAVOR

The Board signed the approved minutes.

B. OLD BUSINESS

1. **STEPPING STONES – PLEASANT & HODGDON STREETS – LOTS 7/41 & 41-1 – RESIDENTIAL DISTRICT – PRELIMINARY SUBDIVISION AND SITE PLAN APPLICATION OF MULTI-UNIT DEVELOPMENT.**

Stepping Stones Board member Bill Hain read their mission, introduced Board members, and gave an overview of the planned project for the property formerly known as Blue Haven including types of buildings, parking, and fire / rescue access to property. He reiterated to the Board that they were planning to build the same number of housing units as previously on property.

Because of the time that had elapsed, Cole asked the Board if an application had previously been accepted as complete on this project. The Board did not think that had happened, Eaton reviewed the file and did not find that.

Hain felt the previous meetings were preliminary discussions about project options and application process.

Hunt agreed with this as well.

There were several questions / concerns voiced from audience members about grandfathered status, the authenticity/correctness of the survey presented, the Town right of way options, number of units proposed, the potential increased population of the property, green space available on property, increase in traffic on the road, type of residents to be living there, prior occurrences on the property, and onsite supervision of residents.

CEO explained the demo process, grandfathering process and building permit issued. In his opinion they are grandfathered and allowed to build the 7 units.

The Board discussed whether to require a certified survey plan from the applicant.

Hain told them they have a recorded survey of the property that was done by previous owner – if Board requires a new certified survey plan they will do it but they would like to request a waiver on that requirement.

Dater told him that waiver requests need to be put in writing to the Board.

Audience members asked about the appeals process regarding the CEO's decision on grandfathering & the building permit issued. Dater explained the option of an administrative appeal.

Garren asked Hain if they have considered building less units.

Hain told him yes, they would consider less if this Board denies the application as submitted – they will go forward with what the Board will approve. Stepping Stones wants to be a good neighbor.

Sage asked if the organization pays property tax.

Howlett told her no - they are a not for profit organization.

Cole reminded the Board that they still need a letter from the Fire Chief regarding the property requirements for access. Hain agreed.

Dater told the Board that they can review the application under BOTH the Site Review Plan Ordinance and the Subdivision Ordinance or just Site Plan – it is entirely the Board's discretion.

The Board reviewed the Site Review submission check list, noting that they still need to see the recorded survey plan, letter from the Great Salt Bay Sanitary District regarding water & sewer, letter from the Fire Chief, and letter from Road Commissioner regarding driveway / access requirements.

The Board acknowledged receipt of a written request from the neighborhood regarding possible noise & fence/buffer construction.

The Board told applicant they will continue the review at the next meeting & asked Dater to check with the Town Attorney on the grandfathering.

The Board discussed the option of reviewing the Stepping Stones project under both the Subdivision Ordinance AND the Site Review Ordinance.

C. NEW BUSINESS

a) Election of Officers for new year:

On motion Garren / Cole to keep the current officers on the Board.

VOTE: 5-0 IN FAVOR

D. OTHER

Sage asked the Board to review the sign ordinance items she gave the Board for possible discussion at the August meeting.

1. QUESTIONS FROM THE PUBLIC TO PLANNING BOARD

None

2. PLANNER'S REPORT

Dater told the Board that he was going to be away over the date of the August meeting and asked if the Board wanted to proceed without him or move the date. The Board decided to move the meeting to the following Monday, August 8, 2016 7pm.

E. ADJOURNMENT

On motion Garren / Cole to adjourn meeting at 9:50pm

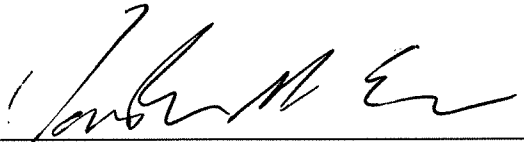
VOTE: 5-0 IN FAVOR

Respectfully submitted by:




Rebecca J. Bartolotta, Deputy Clerk

We, the undersigned, do hereby approve the minutes of the **July 11, 2016** Planning Board meeting:

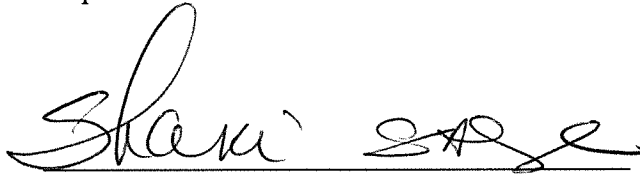


Jonathan Eaton, Chairman

Wilder Hunt, Vice – Chairman



Stephen Cole



Shari Sage



Bruce Garren

Dated: 10/03/16