

Town of Damariscotta  
Planning Board Meeting  
June 1, 2015  
Minutes

**ROLL CALL**

Members present: Jonathan Eaton, Chairman, Wilder Hunt, Vice-Chairman, Shari Sage, Stephen Cole and Bruce Garren. Also present were Town Planner, Anthony Dater, Stanley Waltz, CEO and Cindy Sykes, Secretary.

Audience: Sarah Rodgers, Sherry Flint, Olivia Carny, Susan Rockwood, Tim Forrester, Raymond Cole, Jenny Villeneuve, Susan and Jeff Chalmers, and Robin Mayer.

**PUBLIC HEARING**

Site Plan Review Ordinance: Section 11.U. Signs

Chairman Eaton opened the Public Hearing at 7:02PM.

Read draft revised section 5.a. Adds the allowance for changeable signs at municipal buildings and their surrounding lots. Asked for public comment.

Sage – Should wording be changed from “at buildings” to “on buildings”?

After discussion, Eaton would like to see it adopted as written. Proposed Fire Dept and the new Town Office signs will not be on the buildings.

Mayer – referred to signs from downtown to Hilltop Stop

Dater – This ordinance will be temporary to allow proposed Fire Dept sign, and then a more comprehensive ordinance will be drafted.

Public Hearing was adjourned at 7:18PM.

**MINUTES**

The Board reviewed Minutes from May 4, 2015. Dater suggested page 2 number 4, third sentence be changed to “Volume 1 is the plan information, including goals and policies. And include the words “Proposed new State” information to line 4 to clarify. Also, page 4 delete “requires 6 parking spaces per 1,000 square feet” as it is inaccurate. **On Motion Cole/Sage to approve as amended. Vote 4-0-1.**

## **A. OLD BUSINESS**

### **1. Decision on revised Site Plan Review Ordinance Section 11.U. 5a Signs**

**On Motion Hunt/Garren to accept Site Plan Review Ordinance change as presented. Vote 4-0-1. On Motion Garren/Cole to forward to Selectmen for a July 1<sup>st</sup> Special Town Meeting. Vote 4-0-1.**

### **2. Revised Floodplain Management Ordinance**

-Dater – Reviewed email from Sue Baker. Structures need a minimum of 2 feet above base flood elevation to be part of FEMA flood insurance program.

Downtown business owners will save on insurance. Baker said 3 feet is okay. Floodwall remains at 2 feet. For substantial reconstruction greater than 50%, must add 1.5 feet. The 100 year floodplain is 10 feet, which is 2 feet above the municipal parking lot. Letter of map amendment (LOMA) needs to be 13 feet. Greater than that will obstruct view.

-Villeneuve – Reviewed emails from Sue Baker. Villeneuve sees no issues with proposed ordinance. Standard elevation is 1-3 feet. Baker's emails appear to agree with the proposed changes, but she has not given final stamp of approval.

-Dater – Ordinance is due by July 16, 2015 or town will be removed from the NFIP.

**On Motion Hunt/Garren to accept ordinance change as written and subject to approval by State. Vote 4-0-1.**

### **3. Sign Ordinance - Villeneuve – can point town in the right direction for changes to sign ordinance.**

Eaton – need to review other town's ordinances

Villeneuve – check other towns similar in size and types of businesses, such as Camden and Boothbay Harbor. She prefers the Camden Ordinance. Waldoboro has different type of business district.

Cole – Newcastle?

Villeneuve – has not reviewed. Makes sense to define internal, external, on and off premise, portable, temporary, how attached, size limit, also include exempt. Permit should be required. CEO reviews and signs most permits, applicant would not need to wait for Planning Board approval unless referred by CEO for review.

Dater – need to define for home occupation as well as commercial districts.

Mayer – Concerned about signs separate from business, sandwich boards, 5 signs for one business, yard sale signs not removed after the fact. Sandwich boards are a public safety issue.

Villeneuve – Can require obsolete signs to be removed

Garren – what can be done about ten year old sign that is out of compliance?

Villeneuve – If in historic district, such as Rexall, could be exempt. Can include a sunset clause of 10 years. Once a damaged sign is removed for repair it would need to comply with current Ordinance. She suggests Planning Board review other ordinances and have a working session to address concerns. Dater then should piece together an ordinance to forward to the voters. Sign rules live better in the Land Use Ordinance than the Site Plan Ordinance.

Hunt – State told us that the Theater sign was illegal

Villeneuve – address in the new ordinance

Mrs Chalmers – Sign - Presented pictures of proposed sign for approved home occupation at 2 Hodgdon St. It will be 23.5 inches by 31.25 inches, single post, wrought iron on top. In keeping with the neighborhood. Near driveway, closer to road than house. There is stone filled area near road, the sidewalk and then grass. Sign is in grassed in area. No lighting.

Sage – Dark early in winter, lighting is nice.

Dater – residential area, Planning Board decides if in keeping with the area.

Eaton – prefers not lit in that neighborhood

**On Motion Sage/Cole to accept sign as presented. Vote 4-0-1.**

## **NEW BUSINESS**

1. Raymond Cole – Rental Storage Unit on Heater Rd – Submitted waiver request for topography 2 foot interval requirement, property is straight and flat. Unpaved parking. Survey plan is on file at the Registry of Deeds. C-2 zone.

Mayer – Gravel road, Town has had complaints about poor road conditions. How much additional traffic? Police Dept car kept bottoming out, have now purchased a truck.

Sykes – Matt Lutkus, Town Manager also expressed concern about additional traffic.

Cole – Was asked to sign an easement allowing the town to cross his property to access the town garage several years ago.

Sage – possibility of a second building in the future?

Cole – yes

Eaton – Technically, property owners own a private road, Planning Board does not have much say in it. Ordinance does not address traffic on private roads.

Dater – reviewed map

Hunt – good project, should be approved

Garren – Who plows Heater Rd?

Mayer – Town plows to salt shed only

Dater – Project meets parking requirements for warehouse.

**On Motion Hunt/Garren to accept waiver request and accept application as complete. Vote 4-0-1.**

Dater – Property is flat, more than 250 feet from wetland, project meets parking requirements for warehouse.

Waltz – No issue with stormwater management.

S. Cole – Who will clear and construct building?

R. Cole – He will be doing the work himself.

**On Motion Hunt/Sage to accept as presented with waiver request. Vote 4-0-1.**

Board signed 2 copies. Dater told applicant that a copy does not need to be filed at the registry.

## 2. Dean Jacobs – Pier and floats at 37 Water St

Forrester – Jacobs is applying for a permanent 6' by 40' pier and two seasonal 10' by 20' floats. Project approved by DEP and Army Corp. 900 feet to navigable channel in Damariscotta River. Pier begins above and just beyond the end of existing retaining wall. Ramp can be slid back on pier, and floats can be removed. No response received from certified notices to abutters. NRPA required Indian Tribes be notified.

Sage – concerned about wetlands, vegetation, animal habitat.

Forrester – received no comment from IF&W. Due to seasonal use will have nominal impact. Ample light to allow growth of vegetation.

Dater – Is water at end of pier at all times?

Forrester – yes. Ramps and floats will be built off site and delivered.

Dater – Plan states not in view of downtown historic district. Does DEP require blocking for access by small children for safety?

Forrester – has never seen it required.

**On Motion Hunt/Cole to accept application as complete. Vote 3-0-1. Garren abstained due to other business ties.**

**On Motion Hunt/Cole to approve project as presented. Vote 3-0-1. Garren abstained.**

3. Bradley – 651 Biscay Rd - Waltz approved permit to connect 2 decks. Lightning hit 2 trees that need to be removed.

### **C. OTHER**

1. Jansen – 456 Main St Bakery – No Fire Marshall letter received

2. Chapman Farm – 741 Main St – Matt Lutkus requested they attend meeting to update Board on proposed interdependent adult community. Flint explained that they are under contract until December, 2015. Need to raise \$500,000 purchase price for buildings and 31 acres. Will be 501C3.

- Cluster housing-12 homes, 4 hospitality cottages, inn, café. Perk test complete. Plan lease options for homes, sliding scale for rentals. Offering support for isolated elders. Hospice environment, people helping people. Will leave rural space for livestock, hiking trails. Existing house and barn in C2 zone. House to be used as an inn. Barn may be art store. Milking shed may become restaurant in future.

Rockwood – Not a medical facility, hospice will come in for services.

Dater – Project will require subdivision approval due to more than 3 dwelling units.

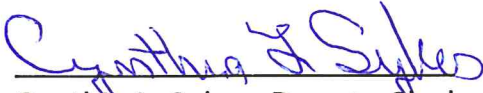
Flint – Project will cost an estimated 5.7 million. 1.2 million will start infrastructure.

3. Robin Mayer – seeking approval for 18” by 18” sign at her property at 53 Church St. It is an old shipwright’s house. It is exempt in the site plan review ordinance, but she wants to be sure she is in compliance. Board agreed it is allowed.

**ADJOURNMENT**

**On Motion Hunt/Garren to adjourn at 9:02PM. Vote 4-0-1.**

Respectfully submitted by:

  
Cynthia L. Sykes, Deputy Clerk

We, the undersigned, do hereby approve as written, or with changes as noted, the Minutes of the June 1, 2015 Planning Board meeting.

  
Jonathan Eaton, Chairman

  
Wilder Hunt, Vice- Chairman

  
Stephen Cole

  
Shari Sage

  
Bruce Garren

Dated

