

Minutes
Town of Waldoboro
Planning Board Meeting
September 8, 2010

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Roll Call

The meeting was called to order by chairman Chuck Campbell at 7:00 p.m in the meeting room at the Municipal Building. Other Planning Board members present were Carlo Bianchi, Chuck Flint, Ed Karkow and Jody Perry. Code Administrator Darryl McKenney and Code Enforcement Officer Stanley Waltz were present. There was no audience.

1. Minutes of August 11, 2010

On motion of Karkow/Flint the Board voted 4 – 0 – 1, Bianchi abstaining, to approve the minutes of August 11 as distributed.

2. Citizen Comments on Items not on the Agenda - none
3. Conditional Approval for Permit for Storage Building Addition, Seaver, Waldoboro Environmental Inc, 141 One Pie Road (Map U14 Lot 10-3)

Builder Paul Sproul was present to explain plans to erect a 40' x 43' metal storage building on an existing slab as an addition to an existing building. The application includes a copy of a portion of the survey plan for the park, plus a floor plan for the proposed addition, front and side elevations, and a typical wall section. The drawings have the seal of a professional architect or engineer. The addition replaces a building that was torn down. The addition will not cover the whole existing slab. The addition will be used for boat storage.

Chairman Campbell said he did not think the site plan submitted was complete enough for review by the Planning Board at tonight's meeting. The copy of a portion of an old (1993) survey plan is inadequate in his opinion, and many required elements are missing from the application. Other Board members were willing to review the application and consider granting conditional approval for a permit, conditional on receiving all missing material, because the request is for a replacement building on an existing slab and will involve minimal site disturbance. The Board agreed to go through the submission checklist noting missing material and determining what elements of the application are inapplicable or can be waived.

Code Administrator McKenney raised the question whether boat storage is an allowed use in the Wellhead Protection District. The purpose of this district is to protect the public water supply in Waldoboro from uses that pose a threat to the quality and/or quantity of ground water being

extracted from the wells that serve the public water system (2009 revision of Land Use Ordinance, p. 3-3). Part of the Business Park lies within the Wellhead Protection District, including the area of the proposed addition. The land use matrix in Article 3 of the Land Use Ordinance indicates that uses and structures accessory to permitted industrial uses are permitted in the Wellhead Protection District with Planning Board review (bottom of p. 3-7). Commercial boat storage is not a permitted use under Industrial Uses (p. 3-7). But McKenney pointed out that in Article 12 Wellhead Protection, Section K Land Use Table (LUO p. 12-4), vehicular storage, including commercial storage, is a permitted use in both Zone 1 and Zone 2 of the Wellhead Protection District with Planning Board review. This would seem to include boat storage. This inconsistency should be addressed in ordinance revision. [Campbell thinks the Ordinance needs to be reviewed in terms of what is permitted in the Wellhead Protection District, as this is the location of Waldoboro's industrial park.](#)

Flint said it is hard to require a complete new site plan and survey for an application to replace a building on an existing slab. He suggested stipulating that an updated site plan be submitted before the building permit is issued. Other Board members agreed. Campbell said that in future, applicants should prepare a list of what elements of the application they request to be waived. If this is not done, then the Code Enforcement Officer should prepare such a list for use to expedite review at the Planning Board meeting.

A. Submission Checklist

Campbell went through the submission checklist. The request is for an expansion of an existing non-residential building.

- 4) Existing conditions plan: The following items are lacking: a) title block; b) land use district; c) existing contours; d) existing buildings (some are missing, and the mobile home is now a double-wide); i) existing surface water drainage; j) existing signs; k) easements: Robert Morse has an easement for vehicular access over Lot 10- 3. The following application elements are present: e) existing streets and driveways; f) existing utilities; g) significant features; l) locations of nearest fire hydrant, fire-fighting water supply; m) name, registration number of professional who prepared site plan. The following application elements are not applicable: h) wetland delineation by a professional wetlands delineator.
- 5) Proposed conditions plan: The following application elements are present: b) lots. The following items are lacking but will be supplied on the final site plan: a) title block; f) location, dimensions and proposed use of all buildings or building expansions; l) utility plan: power will be supplied from the existing building; n) professional certification; o) approval block. The following items are proposed to be waived: c) proposed finish contours at 2' interval (there will be no soil disturbance and no change in contours); h) soil erosion and sediment control plan; i) storm water management plan; m) landscaping plan. The following elements are deemed not applicable: d) design plans and sight distances of roads, parking and loading areas, driveways, walkways (no new roads are proposed); e) easements (there are no new ones); g) location, materials, size of all signs (no new signs are proposed); j) location of parcels dedicated to public use (none).
- 6) Written documentation: None of the listed items, a through y, have been received in writing.
 - a) right, title or interest: Supply copy of deed.
 - b) description of proposed use: storage
 - c) air emissions: not applicable
 - d) buffers: not applicable
 - e) construction standards: The building plans are stamped by a professional.

- f) electrical disturbances: not applicable
- g) lighting: There will be interior lighting and exterior security lighting that is motion-activated. Add a note on the building plans about lighting. Give specifications for exterior lights.
- h) Hydrological ground water assessment: not applicable
- i) Net developable acreage calculation: not applicable, according to McKenney. The proposed addition will not cover all of the existing slab. The entire slab should be shown on the site plan.
- j) Noise: not applicable
- k) Off-street parking and loading: Add a written comment. There is space for ample parking.
- l) Refuse disposal: not applicable
- m) Signs: not applicable. There will be no sign on the addition.
- n) Soils: not applicable
- o) Soil erosion and sedimentation control plan: request waiver
- p) Subsurface disposal system report: not applicable; no water or sewage system in proposed addition.
- q) Storage of materials and equipment: not applicable
- r) Storm water management plan: request waiver
- s) Street access and driveways: not applicable. No new streets.
- t) Traffic impact analysis: not applicable
- u) Evidence of technical capability to supervise, construct and inspect: verbal; need in writing
- v) Evidence of financial capacity: need a satisfactory letter from a bank, as condition of approval.
- w) Construction schedule: have verbal, need in writing.
- x) Estimated volumes of water and sewerage: not applicable
- y) Statement from the utility providing water or sewer services: not applicable

The items requested to be waived are as follows:

- 4 c) existing contours
- 4 i) existing surface water drainage
- 5 c) proposed finish contours at 2' interval
- 5 h) soil erosion and sediment control plan
- 5 i) storm water management plan
- 5 m) landscaping plan
- 6 o) soil erosion and sedimentation control plan
- 6 r) storm water management plan

On motion of Bianchi/Flint, the Board voted 5 – 0 to waive the above-listed elements of the application.

Determination of Completeness: A revised site plan must be submitted that includes all the omitted items which the Board has determined applicable and not waived. On motion of Flint/Bianchi, the Board voted 5 – 0 to find that the site plan application will be complete with the addition of the following items, which must be submitted to the satisfaction of the Code Enforcement Officer before the permit is granted. The required items are:

- 4. Existing conditions plan: title block, land use district, all buildings, existing signs.
- 5. Proposed conditions plan: title block; location, dimensions, setbacks, buffers and proposed uses of all buildings or building expansions; professional certification; approval block.
- 6. Written documentation: lighting and glare (list what is going to be used for exterior lighting); evidence of technical and financial capacity to construct the project.

B. Site Plan Review Checklist

The Board then went through the site plan worksheet for Planning Board review. The application is for an expansion of an existing non-residential building or structure.

Article 4 General Performance Standards: All listed items were judged not applicable, except for C) Construction standards and G) lighting and glare, both of which are applicable and must be conforming when the final plan is submitted.

Article 5 Specific Performance Standards: None of the listed items is applicable.

Article 6 Planning Board Approval Criteria for Site Plan Review: All the listed items were judged not applicable, except 7) Conformity with Town ordinances and plans; 8) financial and technical capability; and 19) exterior lighting. All of these are applicable and must be conforming when the final plan is submitted.

Votes:

On motion of Bianchi/Perry, the Board voted 5 – 0 to find that all requirements in Articles 4, 5 and 6 of the site plan review checklist are either met, waived, going to be submitted, or not applicable.

On motion of Bianchi/Flint, the Board voted 5 – 0 to grant conditional approval of the proposed building addition at Waldoboro Business Park, pending receipt of all missing items in a form acceptable to the Code Enforcement Officer.

Sproul will see owner George Seaver about an updated site plan.

4 Next Ordinance Revision Meeting: Wednesday, September 22, 7:00 p.m.

Adjournment: The meeting was adjourned at 8:20 p.m.

Charles Campbell, Chairman

Carlo P. Bianchi

Charles Flint

Edward Karkow

Submitted by:

Susan S. R. Alexander

Jonathan Perry

WALDOBORO PLANNING BOARD