

**NORTH BERWICK, MAINE, 03906**

**MINUTES OF PLANNING BOARD AUGUST 25, 2011**

**Present:** Chairman R. Todd Hoffman, Barry Chase, Julie Fernee, Mark Cahoon, Rick Reynolds and Lawrence Huntley, CEO.

**Absent:** Shaun DeWolf

**Also Present:**

**1. Call To Order:**

Chairman R. Todd Hoffman opened the Planning Board Meeting at 6:34 p.m.

**2. Current Business:**

**A. Planning Board Workshop----Comprehensive Plan Review**

Chairman R. Todd Hoffman explained the addition to the Subdivision Ordinance:

**5.2.a Minor and Major Subdivision density requirements**

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**ARTICLE 5 – PREAPPLICATIONS**

**5.1 Procedure**

- a. Applicant presentation and submission of sketch plan;
- b. Question and answer period. Board makes specific suggestions to incorporated by the applicant into subsequent submission;
- c. Schedule of on-site inspection.

**5.2 Submission.** The pre-application Sketch Plan shall show, in simple sketch form, the proposed layout of streets, lots and other features in relation to existing conditions. The Sketch Plan, should be supplemented with general information to describe or outline the existing conditions of the site and the proposed development, in sufficient detail to allow a meaningful on-site inspection. It is required that the sketch plan be superimposed on or accompanied by a copy of the U.S.G.S. topographic map of the area showing the outline of the proposed subdivision.

*(New)*

**5.2.a Minor and Major Subdivision density requirements.** *Cluster subdivision development may be used in all residential Zones. The density requirements for a cluster development in all residential zones except for Farm and Forest shall be in accord with Zoning Ordinance Article 5 Performance Standards 5.2.11 In the Farm and Forest Zone, if standard subdivision development is desired, minimum lot size for density requirements for the zone are 240,000 square feet per lot. If a cluster development plan is submitted in Farm and Forest, the minimum lot size is 160,000 square feet per lot.*

*Mark Cahoon moved to approve the Subdivision Ordinance Article 5 Pre-application - 5.1 Procedure - 5.2 Submission - 5.2.a Minor and Major Subdivision density requirement, Julie Fernee seconded a motion. Vote, 5-0*

Lawrence Huntley, CEO will submit 5.2.a Minor and Major Subdivision density requirements to the Board of Selectmen.

Mark Cahoon discussed with the Planning Board the Board of Selectmen meeting that he attended with Chairman R. Todd Hoffman that was held on August 16, 2011 to discuss the development of an Economic Development Committee and a Conservation Committee for North Berwick.

The Board of Selectmen will appoint members to the Economic Development Committee and the Conservation Committee and asked that Mark Cahoon and Todd Hoffman attend the next Board of Selectmen's meeting on September 6, 2011 for further discussions.

### 3. Preview Next Agenda

### 4. Other Business:

Lawrence Huntley, CEO asked the Planning Board to think about the in definitions in the Zoning Ordinance:

Private Road or Way: a privately owned access way or right-of-way, not intended to be dedicated to the Town, serving no more than two dwelling units.

There are several reasons why we established private road and a private drive is to gain frontage for a lot. There are times when a private road or a private drive will be put in and then a house will access that private road, but it has frontage on one of the Town roads. This limits a person from having another dwelling unit on the private road until that driveway is brought over to the Town road.

I would like to change it to say (something to the effect): dedicated to Town serving frontage for no more than two dwelling units to coincide to what is required.

As it reads now; serving no more than two dwelling units.

What I would like to change it to be; *providing frontage for no more than two dwelling units.*

The reason in building a private road is to provide frontage according to the Zoning Ordinance and the definition does not go along with that.

**5. Review Previous Minutes:**

*Barry Chase moved to approve the minutes of August 11, 2011 with the changes, Julie Fernee seconded a motion. Vote, 6-0*

**6. Adjournment:**

Mark Cahoon moved to adjourn at 9:00 p.m., Julie Fernee seconded a motion. Vote, 6-0

Lawrence Huntley, CEO  
Planning Coordinator

Respectively Submitted  
Anita Lambert, Stenographer

Chairman R. Todd Hoffman

Barry Chase

Julie Fernee

Shaun DeWolf

Patrick Raftery

Mark Cahoon

Rick Reynolds

Chairman R. Todd Hoffman  
Barry Chase  
Julie Fernee  
Shaun DeWolf  
Patrick Raftery  
Mark Cahoon  
Rick Reynolds  
CEO  
Town Manager  
Post Inside/Outside  
File