



Planning Board Workshop Minutes

Wednesday, September 27, 2006

7:00 pm.

Raymond Town Hall

Planning Board Attendance: Patrick Clark, Chairman; Robert O'Neill, Vice Chairman; Allen Tait; Ginger Wallace; Nelson Henry and Patrick Smith.

Members absent: Samuel Gifford.

Staff Attendance: Hugh Coxe, Town Planner; and Karen Strout, Recording Secretary.

The workshop was called to order at 7: 12 PM and roll was called. It was determined that there was a quorum present to do business.

The purpose of the workshop was to continue reviewing the ordinances in order to make recommendations for changes to present as warrant articles at the Town Meeting in May.

Chairman Clark led the Board in a discussion about waivers. Clark read through a list of the most recently requested waivers that the PB had dealt with and commented that waiver requests should be unusual and not the rule. In his opinion the reasons that so many waivers were being requested was that the applicants felt that the requests for certain application requirements did not apply to their small subdivisions. Clark suggested that ordinance revision might address this. The idea of having different requirement for major and minor subdivisions was discussed, a minor subdivision being one of 5 or fewer lots. The members were in agreement that they did not want to see the environmental standards reduced. There was agreement by the members that the applicant needed to have a well documented justification for the waivers that they were requesting. The intent being to decrease the number of waivers being requested. Other topics discussed were:

- late submittal of materials
- signing of mylars
- completeness of applications
- checklists for applicants
- standard conditions of approval

There was consensus that the plan submitted by the applicant at the meeting deadline should be the one reviewed and discussed at the meeting. The Board should not be expected to review information submitted at the meeting. The only exception might be a letter from IF&W or similar agency. Mylars need to be submitted 14 days before the meeting and placed on the agenda. The Planner will use a checklist for applications to ensure the completeness before putting them on the agenda. Hugh will review the

standard conditions of approval of other Towns including Scarborough and Gorham to see if any are applicable to Raymond.

Planner Coxe distributed two matrix documents to the members that outlined the revisions that had been suggested at the previous ordinance workshops with the type of change listed, as well as suggestions as to who would best be able to write the language for the changes requested. Types included significant/technical, minor, and policy.

MOTION: moved by Robert O'Neill and seconded by Patrick Smith to authorize Hugh Coxe, Town Planner, and Chairman Patrick Clark to outline a minor scope (RFP) to identify the portions of the ordinance for revision that would require an outside planner consultant to work on with a budget limitation of \$5000.
Motion carried 6/0.

Other topics touched upon:

- cost effective approaches to storm water and phosphorous management
- single lot standards
- BMP standards
- street construction/ standards for longer streets
- back lots
- septic standards
- open space liability/ ballfields
- Town's acceptance of new roads
- future connections/ paper streets
- contiguous open space for animal habitat

Chairman Clark requested that a continuation of this discussion take place at the October 11th meeting and that another workshop could be held on the 18th if needed.

Planner Coxe suggested that the members could email any omissions, changes, or comments they had into him before the next workshop meeting.

Meeting was adjourned at 9:45 PM.

Karen G. Strout

Planning Board Secretary