



**Raymond Planning Board
MINUTES*
Wednesday, October 12, 2011**

Present: Chairman Pat Clark, Steve Linne, Greg Foster, William Priest, and Bruce Sanford.

Absent: Robert O'Neill

Staff: Contract Planner Hugh Coxe, Code Enforcement Officer Chris Hanson, and Recording Secretary Danielle Loring

Other: Mike Meyer, Meyer Realty Development (Applicant); Tim Greer, Pinkham & Greer (Agent), and Dan West.

1. Call to order: Chairman Patrick Clark called the meeting to order at 7:11pm and a quorum was declared.

2. Approval of Minutes:

a) September 14, 2011

- Page 2, paragraph 1: should read "site" not "sire"
- Page 2, paragraph 3: add "as a pre-application meeting..." to the motion.
- Page 3, last sentence: replace "stricture" with "condition" in the motion

MOTION: William Priest motioned to accept the minutes from the September 14, 2011 meeting; seconded by Bruce Sanford.

VOTE: UNANIMOUS APPROVAL (5/0)

3. Site Plan Review:

- a) Map 053, Lot 004A
Commercial Zone
1263 Roosevelt Trail
Meyer Realty Investments, Inc.**

*Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office

**Items taken out of order

Hugh Coxe explained that this was a site plan application for two story professional office building, It had come before the Board last month as a pre-application meeting. He stated that the Board had decided to waived the peer review. He continued by reviewing the list of items that were required by the Board and things that were and were not provided by the applicant.

Mr. Coxe continued by presenting a list of items that he felt need to be corrected by the applicant. These items included lighting of entrances, width of parking aisles and photo metric plan for lights in the parking lot. The applicant had said that they are willing to connect to public water supply as long as the piping was not in the roadway. The applicant was also requesting to move the sign from where it was approved back in May. Mr. Coxe felt that they should review the proposed location, even though the design is going to be the same.

Tim Greer, applicant's agent, passed out a letter indicating the traffic counts and explained the specifications of the plain briefly. He addressed some of the issues in Mr. Coxe's memo as well as some of the issues that the Board had brought up at the last meeting. In terms of the parking aisles, he explained that they were labeled on the plans to show that they are in accordance with the ordinance provisions. He explained that one of the biggest changes that made was the chart on the bottom of the plan to show where the impervious surfaces come from.

Mr. Clark wanted to know if there was anything that indicated where tar was removed and where, as well as how, vegetation was going to be added. Mr. Greer replied that it was going to be loamed and seeded and that Mr. Meyer had a history of doing a good job of landscaping.

Elmer Young, Pastor of Lake Region Baptist Church, was concern with how the stream behind the church was going to affected and/or rerouted. He was also concerned with what was going to happen to a pre-existing well, which is not longer in use. Mr. Greer responded by explaining that the front half of the site drains onto Route 302, which then went into the 302 drain, and the back part was going to drain out back in the wetlands into a culvert on Patricia Ave. He explained that their goals were to replicate the existing drainage path. He said that the new drainage would take care of a 1" rain and anything other than that would over flow into the existing drainage patterns. Mr. Clark added that, based on the submitted plans, the applicant showed that they were going to be adequate drainage for the property.

Pastor Young said that he also wanted to know where the septic was going to be in relation to a stream. Mr. Clark said that the location of the septic had to meet state standards, which would protect the stream. Mr. Greer added that the septic was at the back of the site, away from the stream.

Mr. Linne said that he wanted to know about the oil separator and was concerned about contamination He felt that it would be sufficient if they were would increase the height by 6" and the Mr. Greer agreed. Mr. Linne also wanted to know why they were using a more modern light design than in Windham, if that was what they were comparing it to. Mr. Meyer responded that they were supposed to be the same lights as Windham and that it was an error within the plans.

Mr. Linne continued by explaining that he had found discrepancies in the plans including parking spaces, private well versus public water, and 3 story versus 2 story notations. The biggest discrepancy

*Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office

**Items taken out of order

he found was that he could not find 2400 sq ft of impervious area. Mr. Greer responded that it was small aggregate areas that were adding up to a large sum.

Mr. Sanford said that he had concerns with the letter of credit and the lighting. He thanked the applicant for bringing the paving costs into more accurate figures. He explained that when he personally priced out projects, the estimates usually account for lighting as well and he found that the materials for the lighting were to the penny, except the conduit. Mr. Meyer explained that he had not been sure what the cut off for costs were and what it should include. Mr. Clark commented that in regards to performance bond, he agreed that the addition of \$4500 recommended by staff for concrete cost was accurate but that the bond was to stabilize the site in the event that the applicant could not finish the project, not to complete the project. He appreciated the addition of the public water and felt that it should be a standard for others. He understood that the well serves the restaurant but does not see an easement for the well. Mr. Greer responded that that the easement was in the original submission that was part of the parking easements.

Mr Sanford wanted to know if they were going to add a concrete box over the well casing and Mr. Greer said that they were going to add a manhole cover.

Mr. Coxe presented the Board with his conditions and went through the line by line. He explained the changes that he would make based on that night's meeting and the additions that he felt were important for the scope of the project. Mr. Clark said that he wanted to add that the applicant will make corrections to the plan and resubmit as noted at the meeting. Mr. Cox agreed and also said that they needed submit the specifications for the lights as well as the changes to the oil separator.

MOTION: Bruce Sanford motioned approve the application based on the discussion tonight and the redrafting of conditions from Hugh Coxe; seconded by Greg Foster.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4. Other business

a) Consideration of Planning Board Member Application: Daniel West

Dan West introduced himself and explained that he had experience as a relator and he felt like he had a lot to contribute as well as a good civic duty by helping people to expand their businesses and livelihood. The Board members thanked him for applying.

MOTION: Patrick Clark motioned to submit Dan West's application to Board of Selectmen for consideration; seconded by Bruce Sanford.

DISCUSSION: None.

*Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office

**Items taken out of order

VOTE: UNANIMOUS APPROVAL (5/0)

5. Planner Communications

Mr. Coxe said that at the next couple of meetings he would be bringing ordinance changes. He would address the timber harvesting issue because last year the revised Shoreland Zoning Ordinance was approved and was brought into line with the State regulated changes. This would allow the State to provide services to enforce these standards for doing so but, because the zoning was 600' instead of 250' and 100 vs 75, they were going to administer it differently. Only the timberland harvesting areas are going to reflect the States conditions but the rest of Shoreland Zoning was going to remain the same. He said that he wanted to send it to the Maine Forest Service to make sure that it was an ordinance consistent to their standards as well as sending it for legal review before converting it into a warrant. Mr. Clark said that he felt that Raymond was unique in what its Shoreland Zoning standards were more strict than the State, which is what other towns held.

Mr. Sanford was concerned that if they were going adopt the state standards this time, if they would always have to adopt the State standards from this point forward, without having a say. Mr. Clark said that he felt that it was possible that the State would force them to adopt any amendments. Mr. Hanson explained how Shoreland Zoning worked; how it affected logging practices; and how the town's current definitions differed from the State's. Mr. Clark added that it was not the intent of the Board to reduce standards that were currently held in Shoreland Zoning, but it was because the State's standards had to be met in order to have timber harvesting administered by them. So, the Board was not changing the overall zoning for the Shoreland Zone, just the zoning in terms of timber harvesting.

Mr. Coxe explained that if this change was rejected was Town meeting then the state would not take on full administration and it would be the responsibility of the town, meaning code enforcement. Mr. Foster explained that these changes also gave the foresters more options to practice good foresting practices.

Mr. Coxe continued that item for revision was changing the language for sign permits. He explained that the ordinance provisions were added two years ago around the same time as the design guidelines and, at the time, they felt that the Planning Board would be a good judge of that. However, the general consensus of the Board was to send the sign permit for staff review, unless it was part of a site plan review but that the code enforcement officer would consult with the town planner if there was not site plan review for an existing sign.

Mr. Sanford said he would consider adding language that the applicant needed to come before the Board if it needed a waiver or if it was non-conforming. Mr. Hanson agreed that if anyone was asking for waivers than the application should go before the Planning Board. Mr Clark added that the code officer could still grant a waiver, but if a permit was going to be denied, it should go before the Planning Board and Mr. Hanson agreed.

Mr. Priest suggested that there be a mechanism to let the Board know what was happening with signs. Mr. Coxe suggested that some towns would have administrative approval and then have the application

*Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office

**Items taken out of order

reviewed by the Planning Board, who could request a full review, if necessary. Mr. Hanson said that he was afraid that doing it that way would still make the process long and cumbersome Mr. Clark said that he did not have a problem with staff review and Mr. Priest said that he agreed but that it was more of an interest factor to see how many sign applications came forward since the process had been a big deal for two years.

Mr Coxe ended by stating that there may be a few zoning map changes.

6. Adjournment

MOTION: William Priest motioned to adjourn; seconded by Greg Foster.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

Chairman Patrick Clark adjourned the meeting at 8:39pm.

Danielle Loring
Recording Secretary

*Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office

**Items taken out of order