



Raymond Planning Board
423 Webbs Mills Road
Raymond Broadcast Studio
Minutes*
Wednesday, September 11, 2013
7:00 pm.

Present: Chairman Robert O'Neill, Greg Foster, Steve Linne, and William Priest.

Absent: Vice Chair Bruce Sanford

Staff: Jim Seymour, Contract Planner; Stephanie Carver, Planning Consultant; Mary Costigan, Town Attorney; and Danielle Loring, Recording Secretary.

Other: Peggy Jensen

1. Call to order: Chairman Robert O'Neill called the meeting to order at 7:01pm and a quorum was declared. He explained that there were no applications and the purpose of the meeting was for an ordinance workshop.

Regular Meeting Items:

2. Approval of August 14, 2013 Meeting Minutes

MOTION: Greg Foster motioned to accept the minutes as submitted; seconded by Robert O'Neill.

DISCUSSION: None.

VOTE: MOTION CARRIED (2/0/2 [ab WP/SL])

Workshop Meeting Items:

3. Proposed Ordinance Amendments

a) Proposed Land Use Ordinance Amendments Regarding Site Plan Review and Application Requirements

Attorney Mary Costigan explained the escrow structure of the ordinance and how she had tried to clarify the process for future applicants. Chairman O'Neill asked about applicants receiving project estimates from the Town, and Ms. Costigan explained that the fees were a set schedule with a replenishment of 50% of the original amount or an estimate of the third party contractors.

**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*

**Item taken out of order

Mr. Linne stated that he was confused with the wording in terms of additional fees and the consistency of the words applicant and developer. Ms. Costigan explained that there was a difference between staff level review and peer review and fees related to such.

Chairman O'Neill explained that the Conservation of Soil Districts used to reviews for free and wanted to make sure that they were still using that option or adjust the fee as appropriate.

MOTION: Steve Linne moved to accept the proposed amendments through the Land Use Ordinance, as amended, and prepare a warrant for public hearing; seconded by William Priest.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

b) Proposed Land Use Ordinance Amendments Regarding Annual Changes to Parcel Layer of Land Use Regulation Map

Stephanie Carver explained that she had attempted to draft language to reflect what the GIS Coordinator had wanted. She discussed this issue with the Board and it was determined that it was not necessary given the existing language within the ordinance.

c) Proposed Shoreland Zoning Ordinance Amendments Regarding Boat Launches

Ms. Carver suggested going through the revised ordinance language and then discussing the Board's concerns as they progressed through the document. She suggested adding another section to the existing ordinance called "B2", which would include boat launch facility because the interested group was again the term "docking facility." explained that they did not want their to be a docking facility because of the character of the smaller water bodies. Ms. Carver explained that she was concerned with the potential to exclude individuals who may need to amend an existing docking facility. Mr. Linne state that he did not want to exclude it and the Board agreed to leave the wording in.

Ms. Carver continued through the list of revisions and explained, which ones that she recommended and discussed the ones that she did not.

Mrs. Jensen added an additional concern regarding buffers in the residential zone. Mr. Hanson explained that it would be required to have the minimum buffers prescribed for its zone, if it was a commercial use.

Mr. Linne was concerned with limiting private individuals from putting a dock and launching boats. Chairman O'Neill also shared that concern, and added that he was concerned with allowing public boat launches on private roads. Mrs. Jensen responded that her group was only looking to regulate boat launches owned or operated by the Town of Raymond. Ms. Costigan suggested making the definition clear so that it excluded all other privately owned sites. Mr. Priest stated that the issue was not too complicated because there were only two

**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*

**Item taken out of order

docks in existence within the Town's control. Mrs. Jensen explained that this would be for new launches that the State may potentially develop and hand over to the Town for management. Ms. Carver explained that an ordinance would give the town some control over any potential development.

Mr. Foster asked why Site Plan Review process was not sufficient. Chairman O'Neill explained that these standards would be specific to boat launches. Mr. Priest expressed concern with how the proposed language would govern how Town departments were managing the sites. Mrs. Jensen explained that the language had come from other portions of the ordinance.

Mr. Linne wanted to know if there were any State regulations in place for boat launch design, and Ms. Carver explained that there were DEP regulations in place and the development would be required to go through site plan review. Mr. Linne clarified that he was concerned specifically with construction. Mrs. Carver explained that she was not able to get that information from the State. Mrs. Jensen explained that the intent was to not have gravel ramps

Chairman O'Neill stated that he was concerned with a boat ramp getting being able to a pass storm water plan because of the phosphorus calculations

Ms. Costigan was concerned with the interference language, and Ms. Caver explained that it had come from the State model. Ms. Costigan explained that her concern with the language was because a dock would interfere with a beach but a pier would not and that was why it would not conform to the ordinance and made the design impossible to pass.

Mr. Priest explained that he was still concerned with developing language. Chairman O'Neill explained that the language was to address a situation where the State may come in and develop a site and this would allow the Town to have standards in place and guidelines to follow. Ms. Carver suggested moving forward with some of the changes and then running them by the DEP for consideration.

Chairman O'Neill polled the board to see where they had concerns with the proposed language.

Mr. Linne had concerns with item # 5 and suggested removing it because the site at Route 302 already has two ramps and would not conform. Mr. Foster suggested using Bulk & Space to address the issue, which would in turn determine the number of landings based on size of development.

Mr. Linne asked about #9 and wanted to know if any existing sites had washing facilities. Ms. Carver responded that they did not, and Mrs. Jensen clarified that the language was added by Mr. Seymour but would rather have an inspection station.

Mr. Linne wanted clarification on item #11 because did not understand the extent that a waste water disposal system would be necessary for the use. Ms. Caver explained that it had been associated with the washing station for #9. Mr. Linne suggested revising the language to include sanitary facilities and trash receptacles.

**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*

**Item taken out of order

Mr. Linne asked if there would there ever be a boat launch off of private road and if #14 was necessary. The Board agreed to remove the standard.

Mr. Foster was concerned with the State developing the sites and sending them to the Town and it was explained that there was not much to limit that from happening but that the standards could improve the conditions in which it was passed on.

Chairman O'Neill asked if they needed to address parking and lighting, and Mr. Linne felt that it would be handled under site plan review.

Mrs. Jensen thanked Ms. Carver and Mr. Seymour for working with her group and incorporating their ideas into the proposed language.

4. Planner Communications

None.

5. Adjournment

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

VOTE: UNANIMOUS APPROVAL (4/0)

Chairman Robert O'Neill adjourned the meeting at 8:03pm.

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*

**Item taken out of order