



Raymond Planning Board
Raymond Broadcast Studio
423 Webbs Mills Road
Minutes
Wednesday, January 8, 2020
7:00 pm

Present: Mike D’Arcangelo, Bruce Sanford, Greg Foster, Chair Robert O’Neill, Vice-Chair Edward Kranich, Kevin Woodbrey

Absent: Kyle Bancroft

Staff: CEO Scott Dvorak, Contract Town Planner James Seymour, Fire Inspector Wayne Jones, Recording Secretary Mary Quirk

Call to order: Chair Robert O’Neill called the meeting to order at 7:04pm; Quorum was declared

New Business

Approval of Minutes

- September 12, 2018
- October 10, 2018
- January 09, 2019
- February 13, 2019
- March 13, 2019
- April 10, 2019
- June 12, 2019
- July 10, 2019
- August 14, 2019
- September 11,2019

(07:06) Board agreed to accept the 10 meeting summaries into the record without a vote.

Ordinance Workshop (07:06)

Summary of Proposed 2020 Raymond Ordinance Revisions:

Discussion Topics for 1-8-2020 PB Workshop

Item 1: Change to Subdivision and Site Plan Ordinance to promote Street Connectivity and public acceptance.

Action required

- **Board has previously reviewed draft**
- **Staff to draft in article form**

Item 2.: Amend Subdivision Ordinance to include Net density into the Review Criteria requirements

For details, please see Video, the official record of the meeting.

Action Needed:

- **Redline to add into appropriate section of Subdiv. Ord.**
- **Make sure of ordinance cross references to definitions**

Item 3.: Board to discuss amending Zoning Ord to discuss Village Residential (VR) Density of single family vs. duplex/multi-structure density allowance.

Action Needed:

- **Review Mike D’Arcangelo’s memo**
- **Consider verbiage/wordsmithing**
- **Redline into section**

Item 4: Add Timber Harvesting into the appropriate Zoning Districts Uses sections of the Zoning Ordinance such it is to be considered an allowed use:

Action Needed:

- **Board has accepted proposed change**
- **Redline sections where it will be added**

Item 5: Consider making the provisions for Accessory Apartments to be exempt from net Density Apartments.

Action Needed:

- **Discussion should be is it an additional unit or bedroom**
- **Confirm against density for septic system min lot size**
- **Discuss if there is desire for some minimal density for these**
- **Discussion point- same as multi-unit request 15K?**

Item 6: -From Article 5. -Admin. (Land Use Ordinance) Penalties Discussion of Legal language revision as discussed by Scott D. with Town attorney.

Action Needed:

- **Review redline as presented by Philip Saucier of BSSN**

Item 7: Revision to Sign Ordinance to allow certain signs in conjunction with Constitutional rights per recommendation by Towns Attorney.

Action needed:

- **Town’s Attorney to provided necessary state/federal language in redline**
- **Scott D to follow up with BSSN**

Item 8: Food Truck Vendors Peddlers licensing—Seasonal application deadline of April eliminated or moved back into summer and # of permits allowed expanded based on local inquiries after early April:

Action Needed:

- **Determine appropriate deadline to allow submission for licensing**
- **Determine appropriate setbacks from existing same local businesses**
- **Determine if full/one location time vender or special events/roaming vender/food truck.**
- **Present redline version in draft form by staff**

Item 9: Special Events License development of standards and requirements based on inquiries of barn weddings/events.

For details, please see Video, the official record of the meeting.

Action Needed:

- Provide PB with examples from other towns based on size of event
- Derive areas of concern to assure application addresses Traffic/Parking/Noise/Hours/Bathroom-septic/Life and Safety codes
- Provide draft for PB review following discussion at Workshop

Item 10: Ordinance amendment proposed by Fire Department- Revision to Fire Protection Ordinance to include larger Residential structures to provide means of capable fire suppression.

Action Needed:

- Fire Dept. to assess what is the size threshold to require to enforce suppression
- Assess what are the choices for acceptable options for suppression measures:
- Discussion on how/who will enforce the maintenance of added measures following formal occupancy
- Present redline version in draft form by staff

Item 11: Business Licenses currently issued by CEO to be amended to be issued by BOS

Action Needed:

- Scott D working with BOS on format, and drafting proposed changes

Item 12: Changes to ordinance to revise the current section of Land Use as it pertains to Zoning Board of Appeals Meetings and scheduling dates.

Action Needed:

- Staff to provide Redline of suggested flexible language
- Recommended to allow ZBA to Schedule as necessary.

Item 13: Technical Changes to Street Ordinances:

Action Needed:

- Revised Street design sections of pavement to thicken based on current pavement practices and applications.
- Require widened shoulder for pedestrian accessibility in lieu of sidewalks where network is nonexistent.
- Require all street elevations and survey data be based of at least 3 points of ground survey reference if using LIDAR by Licensed Maine Surveyor such it is tied to NAVD 88.
- All contractor benchmarks must be confirmed to have used NAVD 88 Datum, and three property/street irons must be provided Maine State Grid Coordinates.
- Staff to provide redlines for review

Item 14: Town application submission amendment for requirements to all applications for Site and Subdivision Plan reviews that an electronic copy of all plan materials shall be provided to the Town in preferred PDF version. Also, all final plans, recorded plans, or documents shall be provided in preferred electronic versions.

Action Needed:

- **Should be listed in each section of Site Plan and Subdivision Ordinance for required submission materials section**
- **Staff to provide redline versions for review.**

Open discussion: (08:40)

Review with PB member for other

- **Ordinance Updates/**
- **Considerations/**
- **Priorities/**
- **Scheduling**

Planner Communications (08:42)

- For next meeting
 - Catch up on findings of fact
 - Port Harbor Marine Public Hearing
 - Ordinance Workshop – redline text

Adjournment (08:43)

MOTION: Greg Foster moved adjourn; Robert O’Neill seconded

DISCUSSION: None

VOTE: Motion passed (6/0/0)