



MINUTES OF PLANNING BOARD MEETING

Monday, January 9, 2023

WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Planning Board Members.

Members present: Chair Carol Chavarie, Scott Farwell, Jeffrey Murch, Jerry Nault, Tom Squiers and alternate David Landmann.

Others present: Town Manager Theresa Haskell, Windsor Select Board members Ray Bates and Bill Appel, Windsor Codes Enforcement Officer Arthur Strout, Brian Reeves, Chris Nadeau, Joshua Teel, Mike Bauaitis, Mike Belanger, Josh Boucheau, David Allen, William Goggin, Adam Ellis, Tom Reed, and Bonnie Squiers.

Call to Order

The meeting was called to order at 7:00 p.m., by Chair Carol Chavarie.

Previous Meeting Minutes, Consideration & Action

Jerry Nault moved that the minutes from December 5, 2022 Planning Board meeting be accepted as written. Jeffrey Murch seconded, approved, 6-0.

Public Comment—Representatives from the Maine Department of Transportation (DOT) appeared, along with Adam Ellis, representing the developers of the Highland Estates Extension subdivision Dan and Karen Finley, regarding the subdivision's DOT Entrance Permit. The recent subdivision extension should not have been approved by the Planning Board until a new DOT Entrance Permit had been obtained due to the potential extra traffic from the expanded subdivision. DOT is requiring the entrance to be widened and paved before a new entrance permit will be issued. The developers will work together with the DOT and the subdivision homeowners make the required upgrades.

New Business—CMP Shoreland Zoning Permit Application. As part of a line upgrade project, CMP will be creating a temporary access road and two temporary stream crossings within the shoreland zone. They will be placing construction mats over the streams as a temporary bridge crossing. Representatives from CMP presented the application and discussed the project as it impacts the shoreland zone. The Planning Board will consider the application at its next meeting.

Site Plan Ordinance. Planning Board member David Landmann presented a draft Windsor Site Plan Ordinance, which was discussed by Planning Board members. This draft is in the preliminary stages and will be considered further before sending to the Select Board.

Unfinished/Old Business—Retail Development. Chris Nadeau from Nobis Engineering, representing Dollar General, appeared before the Planning Board to further discuss a proposed retail store

development at the intersection of the Vigue Road and Route 17 (Augusta-Rockland Road) in Windsor. Since he last appeared before the Planning Board, it has been confirmed that the project does not require a DOT entrance permit as the entrance will be from the Vigue Road. It is determined that the project does not require Planning Board approval but will require Town of Windsor Entrance and Building Permits, and a Stormwater Permit-By-Rule (PBR) from the Maine DEP. Construction is expected to begin in the summer.

Windsor Building Code. Joel Greenwood from the Kennebec County Council of Governments has agreed to assist the Planning Board with updating the Building Code, but he was not available for this meeting. Therefore, the Planning Board agreed to postpone this discussion until the next Planning Board meeting.

Adjournment— The meeting was adjourned at 8:15 p.m.

The next Planning Board meeting is scheduled for Monday, February 6, 2023, at 7:00 pm.

Respectfully Submitted,
Scott Farwell, Secretary