



## MINUTES OF PLANNING BOARD MEETING

Monday, December 5, 2022

### 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 and alternate David Landmann.

Others present: Town Manager Theresa Haskell, Windsor Select Board member Ray Bates, Tom Reed, Mike Welch, and representing Dollar General, John Wojtila P.E. from the Zaremba Group and Chris Nadeau from Nobis Engineering.

#### **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 November 7, 2022 Planning Board meeting be accepted as written. Carol Chavarie seconded, approved, 4-0, with David Landmann abstaining.**

**Public Comment**—Town Manager Theresa Haskell announced that David Landmann has been recently sworn in as an alternate member of the Planning Board. The Planning Board welcomes Mr. Landmann.

**New Business**—Retail Development. John Wojtila of the Zaremba Group and Chris Nadeau from Nobis Engineering, representing Dollar General, appeared before the Planning Board to provide information regarding a proposed retail store development at the intersection of the Vigue Road and Route 17 (Augusta-Rockland Road) in Windsor. The proposal is for a 10,640 square foot building and a parking lot to accommodate 35 parking spaces (approximately 30,000-35,000 square feet of impervious surface) to be constructed on a 2.42-acre lot. The entrance to the facility is to be from the Vigue Road. It is determined that the project will require Town of Windsor Entrance and Building Permits, and a Stormwater Permit-By-Rule (PBR) from the Maine DEP. Mr. Wojtila and Mr. Nadeau will appear at the next Planning Board meeting with finalized plans.

Windsor Building Code. Theresa Haskell reported that the Select Board would like the Planning Board to review and consider updates to the Windsor Building Code Ordinance, partially in response to the proposed retail development. Copies of the current Building Code were provided to members. Joel Greenwood from the Kennebec County Council of Governments has agreed to assist the Planning Board with this update, but he was not available for this meeting. The Planning Board had some preliminary discussion but agreed to wait until Mr. Greenwood is available at the next meeting to discuss the Building Code in detail.

**Unfinished/Old Business**—Draft Solar Farm Ordinance. Jerry Nault provided an updated draft application. The Planning Board agreed that there are no additional changes necessary so the draft will be presented to the Select Board for approval at their next meeting.

**Adjournment**— The meeting was adjourned at 8:20 p.m.

**The next Planning Board meeting is scheduled for Monday, January 9, 2023, at 7:00 pm.**

Respectfully Submitted,  
Scott Farwell, Secretary