



MINUTES OF PLANNING BOARD MEETING

Monday, February 6, 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, Joel Greenwood from KVCOG, Mike Bauaitis, Josh Boudreau, Steve Bell, William Goggin, 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 January 9, 2023 Planning Board meeting be accepted as written. Jeffrey Murch seconded, approved, 5-0.

Public Comment—No public comment.

Unfinished/Old Business— CMP Shoreland Zoning Permit Application. As part of a line upgrade project, CMP had previously submitted a Windsor Shoreland Zoning application to create a temporary access road and two temporary stream crossings within the shoreland zone. Mike Bauaitis and William Goggins, CMP representatives, discussed the project and answered questions from the Planning Board regarding the application. After discussion,

Jeffrey Murch moved that the Windsor Planning Board approve Central Maine Power's Shoreland Zoning Application with the following conditions:

- **Confirmation of approval of required Maine Department of Environmental Protection permit for the project,**
- **Confirmation of approval of required US Army Corps of Engineers permit for the project, and**
- **Windsor CEO signoff approval.**

Tom Squiers seconded, approved, 5-0.

Secretary Scott Farwell will draft a statement for the Chair's signature affirming this decision, to provide to CMP.

New Business— Windsor Building Code update/Site Plan Ordinance draft. Joel Greenwood from the Kennebec County Council of Governments attended the meeting to assist in the discussion of updating the Windsor Building Code and consideration of drafting a Site Plan Ordinance. After much discussion it was established that these should remain two separate codes/ordinances, not combined into one.

Changes to the Building Code were discussed at length. Joel Greenwood noted all the comments and will prepare a draft updated Building Code for the Planning Board.

A draft Windsor Site Plan Ordinance was presented to the Planning Board at its previous meeting by member David Landmann. For this meeting, Town Manager Theresa Haskell had asked Joel Greenwood to provide a model Site Plan Ordinance for comparison purposes. The majority of this discussion revolved around whether Windsor should impose a 180-day moratorium on commercial development in Windsor in order to pause new commercial development while a Site Plan Ordinance is drafted. It was determined that the Selectboard would have a discussion during a Selectboard meeting on whether a moratorium is necessary. Discussion of the Site Plan Ordinance will continue at the next Planning Board meeting.

Adjournment— The meeting was adjourned at 9:00 p.m.

The next Planning Board meeting is scheduled for Monday, March 13, 2023, at 7:00 pm.

Respectfully Submitted,
Scott Farwell, Secretary