



MINUTES OF SPECIAL PLANNING BOARD MEETING

Monday, March 13, 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, Gregory Carey, Erin Turner, Vaughn Turner, Lucas Adams, Jeremy Allan, 2 students from Erskine Academy, 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 February 6, 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. The Planning Board discussed the letter of approval with conditions for the CMP shoreland zoning permit. It was determined that the condition to have a Flood Hazard permit approved by the CEO should be removed, as Windsor does not require this permit.

Jeffrey Murch moved that the letter be modified to remove the condition of a Flood Hazard permit from the approval letter.

Jerry Nault seconded, approved, 5-0.

Chair Carol Chavarie will modify the approval letter and provide the updated letter to CMP.

New Business—Andrea and Amanda's Blueberry Heaven subdivision modification.

Gregory Carey of Carey Land Survey and Lucas Adams presented a proposal for a modification to the existing subdivision. A house in lot 7 was built too close to the adjacent property line. Both lots (7 and 8) are owned by the same person. The proposal is to modify the property line between these lots so that the proper setback is maintained, and both lots still meet the 2-acre minimum requirement. They have received the permission of the original developer, and will submit the change to the Registry of Deeds if approved.

Jerry Nault moved to approve modification to the property line between lots 7 and 8 in the Andrea and Amanda's Blueberry Heaven subdivision as proposed. Jeffrey Murch seconded, all approved 5-0.

Turner Subdivision—Vaughn and Erin Turner appeared before the Planning Board for preliminary discussions regarding a proposed subdivision on Turner Land off the Griffin Road. They are just beginning the process and were looking for information regarding rules and regulations. Town Manager Theresa Haskell provided the Turner's with a copy of Windsor's subdivision ordinance and application.

Manufactured Housing—The Planning Board discussed what regulations apply to the placement of manufactured housing in an existing "trailer park". It was decided that Theresa Haskell would ask for assistance on this question from the Maine Municipal Association. Jerry Nault will formalize the question to be asked after the CEO determines the classification of the building that is now in place.

Additional Unfinished/Old Business—Windsor Building Code update/Site Plan Ordinance. Joel Greenwood from the Kennebec County Council of Governments sent the Planning Board a draft Building Code update. Planning Board alternate member David Landmann expressed concern that he didn't realize that Joel Greenwood was going to be providing a draft Building Code update, that it had come to the Board late and draft changes made were not indicated in any way, making it very hard to determine what had been changed. The Board agreed that it was difficult to understand what changes were being proposed. Theresa Haskell will see if Joel Greenwood could resend a version that includes strike outs and otherwise indicate what changes were proposed. It was agreed that the Planning Board would hold off discussing the Building Code and Site Plan Ordinance until the next meeting.

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

The next Planning Board meeting is scheduled for Monday, April 10, 2023, at 7:00 pm.

Respectfully Submitted,
Scott Farwell, Secretary