



## MINUTES OF SPECIAL PLANNING BOARD MEETING

Monday, May 8, 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, David Landmann and alternate Dan West.

Others present: Town Manager Theresa Haskell, Windsor Select board member Ray Bates, Joel Greenwood from KVCOG and Caleb Coffin.

#### **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 May 1, 2023 Planning Board meeting be accepted as written. Jeffrey Murch seconded, all approved, 5-0.**

**Public Comment**—No public comment.

#### **New Business**—

**Choate and Shuman Road Subdivision.** Caleb Coffin of Coffin Engineering presented an updated site plan map for a subdivision at the corner of Choate and Shuman Roads. The Planning Board agreed to waive the public hearing requirement due to the developer sending letters and having discussions with abutters. The application requires approval by the fire chief and road supervisor. Mr. Coffin will complete the application requirements, pay the required fee and return to the Planning Board for final approval.

**Old Business** — **Building Code Update.** The Planning Board discussed the proposed updates to Windsor's Building Code with Joel Greenwood from the Kennebec County Council of Governments. Scott Farwell will incorporate the discussed changes in the draft update for the next work session.

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

**A Planning Board work session meeting is scheduled for June 5, 2023, at 7:00 pm.  
The next regular Planning Board meeting is scheduled for Monday, August 7, 2023, at 7:00 pm,**

Respectfully Submitted,  
Scott Farwell, Secretary