

# Readfield Planning Board

## Meeting Minutes of February 13, 2023

**Planning Board Members Present:** Paula Clark, Jan Gould, Jack Comart, Don Witherill, Bill Buck, Noel Madore

**Excused:** Henry Clauson, George O'Connor

**Others Attending:** Chip Stephens (CEO), Anjelica Pittman (Board Secretary)

### Meeting called to order by Paula at 6:30PM

#### **Public Meeting:**

#### **Discussion on Land Use Ordinances**

The board discussed that there would not be any radical changes to the ordinances, but there are areas where they could bring some clarity to certain aspects of review. A couple of ordinances put emphasis on the review but will not add anything new. There is some new language Jack drafted pertaining to the height of buildings and the flood statute that is already language in State laws.

On page 8 and 9 of the Land Use Ordinance (LUO) the board discussed adding language about permitted actions needing to be recorded at the Registry. Also discussed was the possibility of reorganizing the subparagraphs in section 4, currently those subparagraphs are:

- A. Expansions
- B. Foundations
- C. Relocation
- D. Reconstruction or Replacement
- E. Setback conformity to the Greatest Practical Extent
- F. Vegetation Removal and Replacement
- G. Change of Use of a Non-Conforming Structure
- H. Accessory Structures

The conversation was to reorganize as follows:

- A. Reconstruction and Replacement
- B. Relocation
- C. Expansions
- D. Foundations
- E. Setback conformity to the Greatest Practical Extent
- F. Vegetation Removal and Replacement
- G. Change of Use of a Non-Conforming Structure
- H. Accessory Structures

Chip requested a schematic from DEP for expanding if behind setback lines if the application is not for Greatest Practical Extent and Paula suggested attaching as an appendix, but there could be issues due to the amount of work drawing the schematics. Chip said the DEP has one that may

# Readfield Planning Board

work as is, and is more in depth, the DEP rules are already in place. Paula asked Chip to get the schematic and the board will revisit once they have it to review.

On page 8 under section 4A the first paragraph should be made applicable to all structures.

Also noted, on page 9, to correct instances of '4.F' to '4.H' in sections C2 and D1.

On page 9, section E1 and E2 should be moved to section 4A on page 8.

The NOTE on page 10, just before section F should also be inclusive of all structures and not limited to waterbody properties.

The board decided that Greatest Practical Extent should apply also in non- Shoreland areas as well in section 4D.

Section 4F wording could be altered to make Vegetation Removal and Replacement applicable to all zones/structures, however the board also discussed removing 4F but keeping subparagraph 2, removing the words 'water' and 'wetland' to make applicable to all areas and adding it to another section. If the board chooses to combine Relocation, Reconstruction, and Replacement, subparagraph 2 from 4F could go there.

New state legislature regarding heights and building in flood plains also needs to be added in the LUO.

Insert that the applicant can make the choice of submitting application documentation paper copies or electronic on Page 17 of the current LUO Section 3.B.1.b.

Under Article 8 Section 16. B. 2. Incorporate the requirement that nonagricultural activities be screened from view to minimize the visual impact in the rural zone. If screening is not practical under the circumstances, it requires Planning Board approval.

In Section 19.E, include only one dock/pier allowed per lot, or one dock/pier per 200'.

Jack had a couple of ideas to present as additional items in the LUO revision. First being a deterrent for on street parking, such as limited allowable hours (i.e. midnight to 6am). The board discussed this and ultimately decided that they would need to discuss with the Road Commissioner as this type of ordinance would need SB approval.

Per the above discussion, it was also mentioned that there will need to be additions made to the Readfield LUO when the Accessory Dwelling Unit state legislation becomes active, with an intention to require much of the same ordinance as the town would a single family home.

The second piece Jack presented was a possible need to require applicants who obtain a permit from the CEO to send out notification to abutters, copy of the decision including appeal rights and ability to review the property file, as currently that is done only when applicants come before the board.

The board is considering limiting this addition to home occupation permits and community living arrangements as well as table of uses items.

# Readfield Planning Board

Paula will get in touch with Eric Dyer regarding scheduling the Hearing, but currently considering March 14, 2023. The board will clean up the draft a bit more in preparation.

## **Meeting Minutes:**

Planning Board meeting minutes of **January 10, 2023**

Minutes were tabled until February 28<sup>th</sup> so that Paula can make some additions to the Comp Plan portion.

## **Other Business:**

Next meeting scheduled for February 28<sup>th</sup>, 2023 for potentially three applications, Chip will update closer to the meeting date.

**Meeting adjourned by Paula at 8:10 PM**

DRAFT