 **PLANNING BOARD**

 17 Maple Street

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Monday, March 4, 2019

BUSINESS MEETING MINUTES

**Call to Order**

Chairwoman Jessica Larson called the meeting to order at 6:30 p.m.

Present: Jessica Larson, Eve Bergstrom, Erica Craig, Angel Eastman, Nancy Perkins, Sandra Watts, Recorder Desirae Bachelder.

Absent: Ken Hall, Code Enforcement Officer Wes Sunderland

Guests Present: Rick & Lori Rowland, Judy Leonhart, John Watts, Monique Guptill

**New Business:**

1. **Miscellaneous – New Members**

Jess Larson welcomed Angel Eastman and Erica Craig as full time planning board members.

1. **Miscellaneous – Voting Members**

Jess Larson designated Nancy Perkins as voting member in Ken Hall’s absence**.**

1. **Approve minutes from** **the August 6, 2018 business meeting****; January 7, 2019 business meeting; January 28, 2019 workshop meeting; February 4, 2019 business meeting; February 25, 2019 workshop meeting.**

Jess Larson made a motion to approve the minutes from the August 6, 2018 business meeting; January 7, 2019 business meeting; January 28, 2019 workshop meeting; February 4, 2019 business meeting; February 25, 2019 workshop meeting as presented. It was seconded by Nancy Perkins. Motion carried with three in favor. Angel and Erica abstained due to the fact that they were not members at those meetings.

1. **Rick & Lori Rowland – The Inn at Cornish – U03-040**

Jess explained that the Rowlands are proposing to use the Barn as a venue or event place. The Inn has its own Conditional Use Permit; the Barn was never included with the Inn.

The Board read through the Site Plan Review application for completeness. The Site Plan Review application is for a Change of Use for barn. The proposed name is “The Barn at The Inn at Cornish” and the proposed use is an event venue.

Mr. Rowland explained that there are no easements on the Inn’s property, but he has an easement to cross the property and exit the driveway at 33 Main Street.

Eve read Article II, Section 1. B. Historic District (Overlay) (HD)

*This District is an overlay district covering the Historic Village Center of Main, Maple and High Streets. The general purpose of the Historic District is to protect the historic character of the District.*

*The uses of the buildings and the setbacks are controlled by the underlying district. This District, while protecting the historic character of the Village, recognizes the need to make these buildings economically sustainable by allowing mixed uses, permitting full use of all floor space, waiving density requirements and allowing alternative off-site parking arrangements, as long as they are nearby.*

The barn is 40 feet by 60 feet. Maximum capacity as per the meeting space requirements is 22 parking spaces. Mr. Rowland stated that Josh Gurley is willing to use his back yard for parking. Jess asked if the plan is the have one entrance and one exit, traffic flowing one way. That is the plan, there is approximately 11.5 feet of distance between the Inn and the Barn. Mr. Rowland stated that the parking lot will be 20 feet from where the land drops toward the wetlands. The parking lot will not be paved it will be gravel. Mr. Rowland will get a covenant with Mr. Gurley and a copy should be given to the Board for filing.

Eve asked if in the space between the Inn and the Barn there was any overhead limitations. Mr. Rowland explained that the only wires that go to the Barn are buried.

Jess Larson made a motion to accept the Site Plan Review Application as complete. It was seconded by Eve Bergstrom. Motion carried with all in favor.

The Board scheduled a Site Walk for Monday, April 1, 2019 at 4:00 pm, with the business meeting and public hearing to follow at 6:30 pm.

1. **Miscellaneous – MMA Trainings**

Jess explained to Angel and Erica that Maine Municipal Association offers training for planning and appeals board members, among other things. They are welcome to attend the trainings and should plan on going to one of them, because it is very informative.

1. **Miscellaneous – Furlong CUP sent**

Jess sent out the signed Conditional Use Permit approval letter to Ms. Furlong on March 29, 2019.

1. **Miscellaneous – SRCC**

The Board received communication from Saco River Corridor Commission regarding ordinance changes they are making. A public hearing is scheduled for March 5, 2019 in Dayton for those who would like to attend.

1. **Miscellaneous – Ad in Notices**

Jess explained that she had placed the March workshop change of date ad in the “Notices” section of the Your Weekly Shopping Guide for two weeks.

1. **Miscellaneous – SMPDC Review**

The Board reviewed the “Draft” Table of Contents for the Land Use Ordinance that Abby Sherwin sent via e-mail. The Board asked Desirae to send the following comments to Ms. Sherwin for correction and advice.

* Article II Section 8 G is missing from the original table of contents but is in the ordinances on page 64. This will need to be added to Chapter II Section 9 of the new table of contents.
* Chapter III Article 7 the subsections need to be reformatted.
* The Board would like to discuss the sub bullets from Article II Section 8 of the old table of contents and if they are needed in Chapter 53 Article 5.
* Chapter VII needs to be removed (there are no Historic District Guidelines) the list of buildings can be left in the Appendices. The chapters will need to be renumbered.
* Article III Section 9 Performance Guarantees subsections are not in the new table of contents should they be included in the new table of contents?

**Communications Received/Sent:**

1. Furlong Subdivision Approval Letter sent.

**Adjournment:**

Nancy Perkins made a motion to adjourn the business meeting at 7:32 p.m. It was seconded by Eve Bergstrom. Motion carried with all in favor.

Respectfully Submitted,



Desirae Bachelder

CPB Secretary