

MINUTES

Topsham Planning Board

Regular Meeting

December 15, 2009

1. Call to Order

The meeting was called to order by Chairman Spann at 7:00 p.m.

2. Roll Call

Planning Director Roedner took the roll call of members. The following members were present:

Donald Spann, Chairman

Michael Coleran

Ronald Bisson

Jay Prindall

Stephen Mathieu, Vice Chairman

3. Approval of Minutes

November 17, 2009 minutes - **A motion was offered by Mike Coleran "to approve the November 17, 2009 minutes as written"**. The motion was seconded by Stephen Mathieu, and all were in favor, with Mr. Spann abstaining.

December 1, 2009 minutes – **A motion was offered by Mr. Bisson "to approve the December 1, 2009 minutes as presented"**. The motion was seconded by Mr. Prindall, and all were in favor.

4. Final Subdivision Review, Proposed Happy Trails Mobile Home Park Expansion, Harmony Hill Road.

The applicant was represented by Curt Neufeld, P.E., from SitenLines. Mr. Neufeld presented an overview of the proposed 9 unit expansion, and then proceeded to explain how the plan had been amended to address the issues raised by the Town's Peer Review Engineer, Tom Saucier, SYTDesign. Mr. Neufeld followed up on an additional question from Mr. Saucier, regarding the need for a waiver of the monumentation standards found in 191-15.E. The Board determined that a waiver request was needed.

It was noted that the applicant should apply to DOT for an amended Traffic Permit based on the increased traffic that will result from the expansion.

After a discussion regarding the various types of monumentation, a motion was offered by Mr. Mathieu **“to find that the parcel, including the road in question: is in single ownership; no interior lot lines are being created; iron pins versus granite monuments will not affect the use of the road; and that the applicant will suffer the additional cost/burden of purchasing and installing granite monuments with no benefit to the public. Based on these findings, the Board hereby waives strict compliance with the road monumentation standard found in Section 191-15.E, based on the authority granted the Board under Section 191-20. The motion was seconded by Mr. Bisson, and all were in favor.**

A motion was then offered by Mr. Mathieu, to **“grant final subdivision approval, and an approval under Section 225-48, to Tim Millet for the 9 unit expansion of the Happy Trails Mobile Home Park, Harmony Hill Road, Map R3, lot 17, with the following conditions:**

1. **This approval is for a 9-unit expansion of the Happy Trails Mobile Home Park, located at 18 Harmony Hill Road, Topsham, Map R3, Lot 17. All new lots will be for lease only, and any sale of lots will require further Planning Board review and approval.**

2. **All work shall be completed in conformance with the approved plans. Minor changes can be approved by the Planning Director, unless it results in new lots. The approved plans, entitled Happy Trails Mobile Home Park Expansion, drawn by SiteLines, PA are as follows:**

Sheet C1	Cover Sheet	dated 10/09/09, latest revisions dated 11/24/09
Sheet C2	Subdivision	dated 10/07/09, latest revisions dated 11/24/09
Sheet C3	Site Development	dated 10/07/09, latest revisions dated 12/14/09
Sheet C4	Site Grading	dated 10/07/09, latest revisions dated 12/14/09
Sheet C5	Access Road Plan/ Profile	dated 10/07/09, latest revisions dated 12/14/09
Sheet C6	Erosion Control	dated 10/09/09, latest revisions dated 11/24/09
Sheet C7	Detail	dated 10/09/09, latest revisions dated 12/14/09

3. **No work shall begin until: a performance guarantee, acceptable to the Planning Director, has been submitted to cover the cost of all roads and drainage systems; until a permit from DEP has been obtained for all drainage work and wetland fills requiring a permit; until a revised MeDOT Traffic Permit has been obtained for increased traffic generation; until final plans have been signed by the Planning Board and recorded at the Sagadahoc County Registry of Deeds.**

4. All work shall be completed in accordance with Best Management Practices for Soil Erosion and Sedimentation Control.
5. Electronic submittal in DWG or DXF formats spatially referenced in a known coordinate system with units of feet shall be submitted to the Planning Office along with plans for signing.
6. Open Space fee shall be paid to the Town prior to any building permits being issued.
7. Final comments from Tom Saucier, SYTEDesign, Inc., shall be addressed by the applicant”.

The motion was seconded by Mr. Colleran, and all were in favor.

5. Dead End Road – proposed amendments to the Topsham Subdivision Regulations

Chairman Spann explained that since the Board had already debated this issue last spring, held a public hearing, and voted to send it the Board of Selectmen for placement on a Town Meeting Warrant (the vote at the Board of Selectmen failed 2-2), he felt this item should be moved from the workshop agenda to the regular agenda. The Board members agreed.

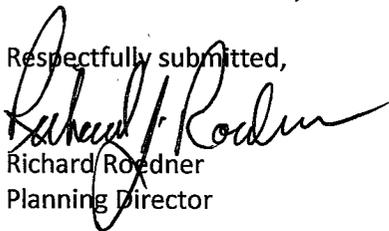
Mr. Spann asked Mr. Roedner to summarize the past issues the Board has had with dead end roads. Mr. Roedner noted the history of the issue over the last 8 years, the issues with consistency of interpretation, and the ongoing desire of the Board to clarify the issues surrounding the allowance of dead end roads.

Mr. Spann then asked if there were any questions by the Board regarding the proposed language.

There being none, a motion was offered by Mr. Mathieu to **“approve the proposed Dead End Road amendments to the Topsham Subdivision Ordinance, and to send to the Board of Selectmen for placement on an upcoming Town Meeting Warrant with an “ought to pass” recommendation from the Planning Board”**. The motion was seconded by Mr. Bisson, and the vote was four in favor, and one opposed (Mr. Colleran).

6. There being no further business, a motion was offered by Mr. Colleran to **“adjourn”**. The motion was seconded by Mr. Mathieu, and all were in favor. The Board adjourned at 7:32 to workshop.

Respectfully submitted,


Richard Roedner
Planning Director