

**York Planning Board
Thursday, March 27, 2008, 7:00 PM**

York Public Library

Call to Order, Determination of Presence of Quorum

Vice-Chairman Tom Manzi called the workshop to order at 7:00. He determined the presence of a quorum. The following Board members were present: Tom Manzi, Barrie Munro, Lew Stowe, and alternate Todd Frederick. Town Planner Christine Grimando represented Community Development staff. The meeting was taped by video camera. Vice-Chairman Manzi, acting as Chairman, asked Todd Frederick to vote at the meeting.

Public Input

There was no public input.

Field Changes

There were no field changes.

Minutes

Motion. There was a motion made by Barrie Munro, seconded by Lew Stowe, to approve the minutes of February 28, 2008. The motion passed 4-0.

Old Business

Attorney Jim Katsiaticas and engineer Steve Haight gave the Board an update on Highland Farm Phase II subdivision. The application has been accepted as complete for Preliminary Review, but further review has been deferred for many months, as there are negotiations underway for possible placement of the land in trust. Mr. Katsiaticas distributed a letter dated March 27, 2008 from The Trust for Public Land regarding the ongoing process of acquiring the property.

Motion. A motion was made by Todd Frederick, seconded by Barrie Munro, to postpone review of Highland Farm until May 8, 2008. The motion passed 4-0.

New Business

- **Board of Design Review.** Discussion of possible amendments to Zoning Ordinance §18.9, Site Design Review/Board of Design Review -- Applicable to RES-4, BUS-1, BUS-2 Districts.

The Board offered an amendment to §18.9.2.2. The line that reads: The members of the Board shall be appointed by the Board of Selectmen, *except the Planning Board shall appoint its own member.*, was altered to read: The members of the Board shall be appointed by the Board of Selectmen, *except the Planning Board shall appoint one of its own current Planning Board members.*

Motion. A motion was made by Todd Frederick, seconded by Barrie Munro, to move the Building and Site Design Requirements Amendment dated July 13, 2007, as amended. The motion passed 4-0.

- **Subcommittees.** Discussion of procedures for establishing Planning Board subcommittees. The Board agreed that the Planner would draft Subcommittee language for their Bylaws, specifically but not exclusively referring §6.2 of the former Planning Board Ordinance, which reads:

The Planning Board shall be authorized to appoint a subcommittee(s) to assist the Board to perform its statutory functions of preparing ordinances and plans. At least one member of the Planning Board shall serve on each subcommittee which may be appointed, and a Planning Board member shall serve as chairperson of any such subcommittee(s). The size, composition, duration, and function of any such subcommittee(s) established is within the authority of the Planning Board.

- **Building and Site Design Requirements.** Revisit Performance Standards Applicable to all Non-Residential uses in the Route One Zoning Districts, specifically Zoning Ordinance §6.3.13.4.

The Planning Board requested that the following changes be drafted and presented to the Planning Board at an upcoming workshop:

1. Edit §6.3.13.2: All non-residential structures which do not front on Route One or which are separated from Route One by a 50 feet or greater natural vegetated buffer shall construct buildings which are well oriented to site characteristics, and which satisfy the intent, ~~but not necessarily the specific standards~~ of 6.3.13.1.
 2. Add visuals that illustrate the architectural styles referenced in §6.3.13.1.
 3. §6.3.13.5. Change the roof pitch dimensions from four feet in twelve feet to six feet in twelve feet. There is a need for specific, proportional, thresholds for what constitutes a “long” continuous roof. Make allowance from this section for demonstrations of exceptional architectural merit, to be determined by the Planning Board.
 4. §6.3.13.6. Planner shall propose elaboration on what constitutes “good proportions and relationship to one another” for building components, both horizontal and vertical.
 5. Building elevations or architectural renderings submitted with a site plan application should have a person, or a car, or other items that enable the Board to better visualize the scale of the project.
- **Subdivision Rules and Regulations §9.3.** Discussion of a possible amendment to Subdivision Rules and Regulations Article 9, Streets, Storm Drainage Design and Erosion Control.

Motion. There was a motion made by Barrie Munro, seconded by Todd Frederick to eliminate the last sentence of Site Plan and Subdivision Regulations §9.3, which reads: *Additionally, such improvements are required to obtain Town Meeting approval.* The motion passed 4-0.

- **Expansion of Nonconforming Structures.** Tim Decoteau made a presentation at a prior workshop on the consequences of currently allowed expansions of nonconforming structures. The Board will discuss options for addressing this issue.

Planner Christine Grimando presented some proposed zoning language to address expansion of non-conforming structures. The Board was positive about the language regarding appropriate setbacks for nonconforming expansions, but requested that different measures for maximum allowed expansion relative to adjacent residential properties be explored.

- **Stormwater Management Report.** The Board will discuss the findings of the 2006 Stormwater Management Report in relation to current Town ordinances and regulations.

The Board requested the Planner translate the Remedial Action section, 1.4, of the 2006 Stormwater Management Plan Report into language that could be incorporated into the Zoning Ordinance. Barrie Munro also submitted a memo with suggestions for changes to the Site Plan and Subdivision Regulations.

Other Business/Adjourn

- **Preference Votes.** The Board took preference votes on the following items for the May 2008 General Referendum:

Ord-1	York Beach Zoning	(1-3)
Ord-2	Open Flags	(4-0)
Ord-3	Neighborhood Front Setback Rule	(4-0)
Ord-4	Demolition Delay	(4-0)
Ord-5	Town Farm Historic Designation	(4-0)

- **Municipal Capacity.** There was an overview of the proposed, remaining Inventory and Analysis chapter of the Comprehensive Plan.
- **Motion.** There was a motion made by Todd Frederick, seconded by Barrie Munro, to request that the Town Attorney weigh in on Planning Board jurisdiction regarding the proposed Toll Plaza relocation. The motion passed 4-0. The Town Planner said she thought a request might already have been made for an opinion on Town jurisdiction over the project, but that she would follow-up with the Town Manager about this.
- Barrie Munro had Site Plan and Subdivision Regulation changes which he presented to the Board and requested the Planner bring forward for a Public Hearing. To §7.3.1.A, the following changes were suggested:

2. identification of all areas where elevations change more than \pm 3 feet; and

...

4. *Where the net volume of materials added or removed exceeds 2420 cubic yards, an elevation plan and drainage plan shall be submitted.*

5. *Where the net volume of materials added or removed exceeds 2420 cubic yards, a vegetation reclamation plan shall be submitted specifying erosion control, landscaping and time of completion.*

In regards to §7.3.1.F, the Barrie Munro thought that a trigger mechanism was needed, and that if fill was used there needed to be a hydrology assessment.

Other Site Plan and Subdivision Regulation changes proposed by Barrie Munro were to add to the Preliminary Plan Requirements §6.3.27 a Sketch and Narrative of any proposed stormwater plan that includes an assessment of the adjacent off site downstream capability to handle the existing and proposed runoff. This requirement was also proposed for §6.14.16.1. Also proposed for §6.14.16 was the specific request for stormwater retention area specifications that detail their maintenance plans and standards as well as capacity, address the need for stormwater retention area landscaping if visible from public roads or abutting properties, provide provisions for Town access easement with the right to bill owners for costs incurred in the event the Town needs to provide maintenance, and the requirement that stormwater retention areas be based on a 100 year storm.