Town of Belgrade

Planning Board

Meeting Minutes 12-07-2023
This meeting can be watched at: https://www.youtube.com/watch?v=VQhieN9IoFc

Call to order

A meeting of the Town of Belgrade Planning Board was held at The Belgrade Town Office at 990 Augusta Road Belgrade, ME 04917 on December 7, 2023, at 6:00 PM.

Board Members Present: Penny Morrell, Craig Alexander, and Richard Baker, Nick Zaccaro, Peter Sargent, Sara Languet, and George Seel.

In-person attendees: Code Enforcement Officer – Hans Rasmussen, Kathy Atkinson, Carol Johnson, Christine Emmons, Diane Oliver, Andy Dunbar, Eric ???, Wood Mattson, Phyliss Mattson.

New Business

1. **Applicant:** Friends Of Belgrade Lakes Village
    Location: Main St. Map 25, Lot 006
    Purpose: Public Parking Area

    Discussion:

    The applicants would like to fund and build a parking lot on Main Street that they would then gift to the Town of Belgrade. Andy Dunbar presented the proposed plans to the Planning Board, some key points he addressed were the minimal environmental impact/soil erosion, handicap accessible parking, and the placement of lighting and street signs. This parking lot would be only for summer use, and therefore would not need to be plowed in the wintertime.

    Decision:

    The Planning Board reviewed the application and found that it was complete with the name and number of the Certified DEP Contractor, this will be a condition of approval. George Seel motioned to accept the application as complete, Nick Zaccaro seconded the motion, and the Board voted in favor by a vote of 5-0.

Old Business

1. **KVCOG – LD 2003**

    Discussion:

    KVCOG has been unable to give an estimate on when they may be able to meet with the Planning Board to begin developing the necessary ordinance changes. Sara Languet will verify what the deadline is to finalize this change in time to get it on the June election ballot. The Board is unsure that they will be able to get it on the June ballot if KVCOG is not able to give a time frame estimate at this time. Sara Languet will also contact the towns of Rome, New Sharon, Naples, and Winthrop to see if the Board can get a copy of the ordinances, they have amended to meet the criteria of LD-2003 so that the Planning Board can review them and use them to assist in amending the Town of Belgrade Ordinances.

2. **Approve Previous Minutes**

    10/19/2023

    Discussion:

    Under New Business, item number 2, discussion, it should be added that they discussed the findings of the site visit on October 12, 2023.

    Decision:

    Peter Sargent motioned to approve the minutes as amended, George Seel seconded the motion, and the Board voted in favor by a vote of 5-0.

    11/16/2023

    Discussion:

    Billy Martin was also in attendance at this meeting. Add "in the Commercial Development Review Ordinance" to the end of the second sentence under the grandfathering questions response discussion for clarification. Also add "The Town Attorney recommended against such a requirement." to the end of that paragraph.

    Decision:

George Seel motioned to approve the minutes as amended, Craig Alexander seconded the motion, and the Board voted in favor by a vote of 5-0.

CEO Update

Discussion:

There was no CEO update.

Other Discussion

Discussion:

Colon Clark from the DEP will be conducting Shoreland Zone Training in January and Rich Baker feels that the Planning Board should invite nearby towns to attend and participate in the training. The Planning Board agreed to invite the Belgrade Selectboard, Town Manager, and the Board of Appeals as well as the Planning Board members only from Rome, Smithfield, Oakland, Sydney, and Mount Vernon. The Board will try to schedule this training for January 18th at 6 pm.

The Planning Board would like him to address common issues such as building height, how to define "the greatest practical extent", how to measure linear distances, and expansions of legally existing, non-conforming structures.

Adjournment

Craig Alexander motioned to adjourn the meeting at 8:06 PM, Nick Zaccaro seconded the motion, and the Board voted in favor 5-0.

Kaitlyn Philbrick
Secretary

Date of approval