

**TOWN OF HAMPDEN
PLANNING BOARD
MINUTES**

The meeting of the Hampden Planning Board was called to order at 7:00 p.m. on Wednesday, July 9, 2014 at the Hampden Municipal Building Council Chambers by Chairman Peter Weatherbee.

Attendance: Planning Board Chairman Peter Weatherbee, Members Michael Avery, James Davitt, Kelley Wiltbank, Gene Weldon and Andrew Nelson.

Also in attendance: Town Planner Robert Osborne and applicants for tonight's meeting.

1. APPROVAL OF MINUTES (May 14, 2014)

Member Davitt made a motion to approve the minutes as written this motion was seconded by Member Nelson. The Board voted unanimously to approve the minutes as written.

2. NEW BUSINESS

A. Final Subdivision Plan Revision – Allan Luetjen requests approval for a one-lot revision to the previously approved KTL Realty Trust Subdivision located at the intersection of Meadow Road and Carmel Road North in a Rural District. Tax Map 4, Lot 19-1 – Public Hearing

Chairman Weatherbee explain the procedures to the public hearing, asking for applicants to state their name and address for the record, then start with proponents, then opponents, and anyone wishing to make general comments or that have questions.

Chairman Weatherbee opened the public hearing.

Richard Day, PLS of Plisga and Day Land Surveyors spoke as a representative of the applicant. Mr. Day stated that the applicant is proposing to split an existing lot of 5.93 acres. The driveway entrance permit for MDOT has been included in the application. A soil suitability site evaluation and wetlands mapping has been submitted by Moyse Environmental Services. This is a minor subdivision with no public improvements, and we would ask that the Planning approve the revision to the subdivision.

Chairman Weatherbee closed the public hearing, as there were no other comments or questions from the public. Chairman Weatherbee asked to hear from the Town Planner.

Bob Osborne, the Town Planner stated that the application is complete. It is a one lot subdivision. It has suitable soils. There is over two acres of upland on the proposed lot (as well as the remaining lot). The application for the driveway entrance has been submitted to the MDOT. Mr. Osborne noted that the sole reason that this item was before the Board is that it is an alteration to a previously approved subdivision plat and that otherwise would not require Board approval. He indicated for that reason he views the application as a final plan revision rather than a minor subdivision. Nevertheless Staff would recommend approval.

Mr. Day stated that the MDOT entrance permit has some things that had to be complete before it would be approved such as brush clearing, those items have been complete.

Member Weldon made a motion that the application is complete and meets the requirements for approval this was seconded by Member Avery. The vote was six in favor and none against the motion to approve the application.

B. Site Plan Approval – Sargent Corporation requests approval for filling and grading of land of 7.8 acres of the Hampden Business and Commerce Park located at the intersection of Route 202 and Carey Circle in an Industrial Park District – Tax Map 10-B, Lots 2,4,6,8, & 19, - Public Hearing

Chairman Weatherbee once again asked to hear from proponents, then opponents then anyone with general questions or comments. Chairman Weatherbee opened the public hearing.

Chip Laite, of Sargent Corporation spoke about the proposed application. Mr. Laite stated that Sargent Corporation and the Town of Hampden have an agreement dated April 24, 2014 that places control of the subdivision with Sargent. The Town has State SLODA and NRPA approvals from 2001. Sargent proposes to fill and grade one to two lots at a time. Mr. Laite stated the hours of operation will be 6 a.m. to 6 p.m. Monday thru to Friday with the occasional Saturday. They have been working on the project with their engineers at CES.

Mr. Laite discussed Article 4.1 site plan application and approval standards as well as Article 4.9 filling and grading of land standards. He demonstrated that those standards were met.

Chairman Weatherbee closed the public hearing. Chairman Weatherbee asked to hear from the Town Planner.

Bob Osborne stated that the Board has a fill and grade design for the subject lots that matches very closely to the masterplan design that is part of the original approved park. This new site plan application has all of the necessary erosion control features and BMP's that the Board would expect and the drainage design follows the original drainage plan by not redirecting stormwater to unplanned areas. Staff recommends approval of the site plan as presented.

Member Avery made a motion that the application meets site plan approval this motion was seconded by Member Weldon. The vote was six in favor and none against the motion to approve the application as submitted.

Staff memo to be made part of the record.

C. Conditional Use – Site Plan/Sketch Plan Approval – Sandra Taylor Whittaker requests approval for a Day Care Facility for the care of 4 to 12 children located in a residence located at 1307 Western Avenue in a Rural District – Tax Map 7, Lot 16 – Public Hearing

Chairman Weatherbee opened the public hearing asking for proponents, then opponents, and lastly anyone with general comments or questions.

Sandra Whittaker stated that she would like to open a Day Care Facility to care for 4 to 12 children.

Chairman Weatherbee closed the Public Hearing as no one else wished to speak and asked for staff comments.

Bob Osborne indicated that this site is located on Western Avenue near the Newburgh town line. Day Care Facilities are conditional uses in the Rural District. The zoning ordinance makes provision for the review of the subject use under the site sketch submission standards. The submission appears to meet that standard for site sketch. The site plan review criteria still apply and those standards appear to be met as well as the conditional use review standards. The Board has reviewed the draft Board Order and that it demonstrates that the application meets submission requirements as well as review standards for the site plan review and conditional use review.

The Board discussed the plan and had questions about the location of parking and fencing.

Working from the draft Board Order Member Avery made a motion that the application is complete, (1 – 8) and meet the submission for Site Plan is complete and is accepted by the Board with the condition that the site plan show the fence enclosure and the existing parking dimensions are depicted on the sketch. This motion was seconded by Member Davitt . The vote was six in favor and none against the motion to approve with conditions.

Member Weldon made a motion that the application meets Site Plan approval standards with the condition that the parking area be added to the site plan sketch, and the fence enclosure is shown, and approved by the Code Enforcement Officer. This motion was seconded by Member Nelson. The vote was six in favor and none against the motion to approve.

A motion was made by Member Wiltbank that the application meets Conditional Use standards with the above mentioned conditions this was seconded by Member Avery. The vote was six in favor and none against.

Staff memo and Board Order to be made part of the record.

3. STAFF REPORT

4. BOARD MEMBER CONCERNS

There were no Board Member comments.

5. ADJOURNMENT

Meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Michael Avery,
Planning Board Secretary