

**Winthrop Planning Board
Meeting Minutes
Wednesday, August 17, 2005
Winthrop Town Office**

Acting Chair Rick O'Brien called the meeting to order at 7:02 PM.

- **Roll Call**

Planning Board Members Present: Rick O'Brien, Robert Ashby, Andrew Flint, Clark Phinney, Bryant Hoffman (2nd Associate), Edward Vigneault (1st Associate), Beth Young (CEO), and Julie Winberg (Secretary).

Planning Board Members Absent: Eric Robbins (Chair), Steve Robbins, and Jon Leonard.

- **Public Hearing** - Ordered that the Winthrop Planning Board meet to consider the following items:

1. **Item #05-11 - Case #190 – Shawn Schultz** – requests a conditional use permit for a multi-family dwelling to convert two residential units and one commercial unit into a three residential unit dwelling in the Rural Zoning District, 333 Annabessacook Road, (Town Map 2 Lot 53B).

Mr. Shawn Schultz described his request, which involves changing the present two-unit dwelling and office space into an upscale three-unit multi-family home. His parking plan provides adequate space for parking six vehicles in the front of the building with two spaces in the back in front of a two-car garage. This project involves only interior renovations and moving a trailer would be the only exterior change leaving the site unaltered.

Acting Chairman O'Brien closed the public hearing.

Clark Phinney confirmed with CEO Young that all code requirements had been met.

Robert Ashby requested that a more complete plot plan be done upon final submission as what was presented at this time was too abbreviated and therefore remains unclear as to the extent of work Mr. Schultz intends to do.

Motion by Robert Ashby and seconded by Andrew Flint that Case #190 – Shawn Schultz' request for a conditional use permit for a multi-family dwelling to convert two residential units and one commercial unit into a three residential unit dwelling in the Rural Zoning District, 333 Annabessacook Road, (Town Map 2 Lot 53B) be approved with the

condition that a more complete plot plan with a detailed description of actual conversion be presented at the time the building permit is presented. Vote was unanimous (6-0).

2. **Item #05-12 - Case #191 - Constance Hubley** - requests a conditional use permit for earthmoving to level areas for a camp, parking, and a driveway in the Shoreland Zoning District, Woodland Road, Berry Pond, (Town Map 35 Lots 1 and 4).

Mr. and Mrs. Hubley clarified that they were only presenting Lot 1 for consideration and have removed the request to review Lot 4. Their request for Lot 1 involves the leveling up of a 30 x 30 foot area at the roadside of this waterfront property to provide parking for this site.

Acting Chair O'Brien reaffirmed that what was in the original application for the 2nd lot, the lot that is not on the water, is in the rural zoning district and is beyond the scope of what the Board needs to review. The Board is to address the waterfront lot (lot #1) only.

Clark Phinney confirmed that gravel would be used as the fill.

CEO Young informed the Board that the storage shed originally submitted for review did not meet the minimum set back requirements and therefore would not be built on Lot 1.

Edward Vigneault confirmed that a combination of grading and riprap would be used for stabilization on the down slope side.

Acting Chair O'Brien closed the public portion.

There was no further discussion.

Motion by Andrew Flint and seconded by Robert Ashby that the Hubley's request for a conditional use permit for earthmoving to level areas for a camp, parking, and a driveway in the Shoreland Zoning District, Woodland Road, Berry Pond, (Town Map 35 Lots 1) be approved. Vote was unanimous (6-0).

3. **Item #05-13 - Case #192 - Edward Collins** - requests a conditional use permit for a medium impact commercial use for automobile sales and boat rentals in the General Commercial Zoning District, 1308 US Route 202 (Town Map 2 Lot 21).

At this time, Mr. Collins' case was continued to the next meeting as he was not present.

By a unanimous vote (6-0) - Item #05-13 Case #192 - Edward Collins' application was tabled until the next Planning Board meeting on September 7th at 7:00 pm.

- **Other Business**

Acting Chair O'Brien informed the Board that a Business Assistance Grant for \$200,000 has been awarded to the Town of Winthrop. The funds will be passed to Alternative Manufacturing Inc. on Summer Street from the Department of Economic and Community Development. The Company will use the funds for purchasing a non-lead solder machine for making their circuit boards under the new rules in Europe that current boards must be lead free by next year. The other use of the money will be for operating expenses. A requirement of the grant is that the Company will create ten new jobs. As part of Phase 2 of the Federal application process, the Planning Board needs to review the project or send a letter stating that the Board does not require a review. Attached was a resolution that the Town Council has approved and a sample letter for the Planning Board's consideration.

After a brief discussion, Robert Ashby made a motion, seconded by Bryant Hoffman, that the Planning Board approve the letter as presented stating that the Board does not require a review and that the Chair sign this letter. Vote was unanimous (6-0).

- **Adjournment**

Acting Chairman O'Brien adjourned the meeting at 7:20 p.m. with a unanimous vote (6-0).

Mr. Collins entered the conference room at 7:22 p.m. and the Planning Board reconvened with a quorum and Acting Chairman O'Brien calling the meeting to order.

3. **Item #05-13 - Case #192 – Edward Collins** – requests a conditional use permit for a medium impact commercial use for automobile sales and boat rentals in the General Commercial Zoning District, 1308 US Route 202 (Town Map 2 Lot 21).

Mr. Collins, after apologizing to the Board for his tardiness, explained in detail his project, which consists of a combination of moving an annex, creating a show room displaying cars, a boat rental facility, and sufficient parking to accommodate. He explained that no new construction would be done to the existing area and that he has met the state's setback requirements

as well as the towns eliminating the two parking spaces shown on the site plan that fell within the 20' setback.

CEO Young confirmed that Mr. Collins' project meets the town's code requirements and that he has met the state's (the state having strict standards on a used car business).

Robert Ashby inquired if this request was a change of use.

CEO Young responded that this project is treated as a used car lot and is categorized as medium impact commercial use, which requires Planning Board approval.

Andrew Flint inquired if the entrance to the facility would still be from the existing highway Route 202.

CEO Young responded that nothing was changing except re-striping the existing parking area without any increase in pavement.

Acting Chair O'Brien closed the public portion of the meeting.

Andrew Flint made a motion, seconded by Bryant Hoffman that Case #192 – Edward Collins – request for a conditional use permit for a medium impact commercial use for automobile sales and boat rentals in the General Commercial Zoning District, 1308 US Route 202 (Town Map 2 Lot 21) be approved with the stipulation that no parking spaces be established within the 20' setback. Vote was unanimous (6-0)

Acting Chair O'Brien called final adjournment at 7:37 p.m. with a unanimous vote (6-0).