



Town of Carrabassett Valley
1001 Carriage Road
Carrabassett Valley, Maine 04947
207-235-2645

Carrabassett Valley Planning Board

Thursday, April 13, 2023 at 4:30 P.M.

****Meeting to be held at the Town Office****

Guests may join remotely with **Zoom ID** [531 268 2243](https://us02web.zoom.us/j/5312682243) & **Passcode** of **04947** or:

<https://us02web.zoom.us/j/5312682243?pwd=TGxrUExKcXdqQTdlZUZhYUVteG5GZz09>

To use a traditional phone to call 1-929-205-6099 and follow prompts for Meeting ID and Access Code listed above. Please announce yourself and then remain quiet/muted while you listen.

Agenda

1. Call to Order, Board Member Attendance & Voting Quorum
2. Review the Minutes of the March 23, 2023 PB Meeting.
3. Continued Workshop Discussions:
 - a. Shoreland Zoning
 - b. Other items for discussion:
 - i. Contract Zoning
 - ii. Suggestion of Sign Ordinance
 - iii. Parking Space Size
 - iv. anything in the Subdivision Application process?
 - v. Non-Conforming Structures in the Zoning Ordinance
4. Other Business?
5. Adjourn

Town of Carrabassett Valley
Minutes of the Planning Board Meeting
March 23, 2023

Location: Begin room, Carrabassett Valley Public Library

Time: 4:30-6:20

Topic: Contract Zoning

Board Present: Brian Demshar, Tom Bird, Roddy Ehrlenbach, Tim Flight, Tim Gerencer, John Slagle; Alternates Present: Jim Benoit

Board Absent: Scott Stoutamyer

Others Present: Chris Parks, Jeff Aceto

Chair Brian Demshar opened the Thursday, March 23, Carrabassett Valley Planning Board meeting at 4:30 p.m. in the conference room at the Town Office. After Demshar declared a quorum, John Slagle moved approval of the minutes, seconded by Tim Gerencer, approved unanimously by all present. CEO Chris Parks noted that Al Sleight has chosen not to continue. As first alternate Tim Gerencer moved to the permanent position; Jim Benoit moved from second to first alternate, leaving room for a new second alternate. There was discussion of advertising or putting a notice out for the open position.

Planning Board By-Laws review

After the required annual review of Planning Board By-Laws, all present agreed that they were fine as written, requiring no changes. It is protocol to review them every year.

The Board discussed the difference between meeting and workshop. In the interest of transparency, when action is indicated at workshops, only full-fledged Board meetings can take action, never at workshops.

Confirm Planning Board leadership

The Board reaffirmed current leadership with Brian Demshar as chair and Tim Flight as vice chair.

Shoreland Zoning Workshop

Chris Parks discussed marked up copies of Shoreland Zoning showing legislative strikeouts and additions, noting that not much has changed since John Maloney was chief planner at Androscoggin Valley Council of Governments. The legislature last made significant changes to Maine's Mandatory Shoreland Zoning Standards in 2014/2015 as is now in front of the Board for review and adoption, but hasn't mandated any other changes in recent years that would also need to be considered.

Required changes focus on nonconforming lot expansions and disagreements between floodplain management and shoreland zoning, resulting in the two meeting in the middle. Once the Planning Board is settled with the proposed changes, they need to go through the approval process in the Town, from public hearings and town meetings and then be approved by MDEP as the final action. Chris has recently made contact with the MDEP staff for our region and learned that as long as the Planning Board can justify any desired changes, the DEP would support the community's plan.

Board members asked if changes made it more difficult for the CEO to do his job. Parks didn't think so, finding the proposed changes fairly straightforward. The table identifying Stream Protection—SP, Resource Protection—RP, Limited Residential—LR, and General Development—GD, was a good resource, clarifying where commercial activity or conditional use at what levels would be allowed; but it was also discussed that the shoreland zone districts act as overlay districts so the more restrictive allowed uses would come into play when considering the SZ District as well as the Standard Zoning District. I.e. the LR shoreland district might show that 'commercial activity' is an allowed use, but if the LR area is over a Medium Density Residential District (R2) then the commercial activity would only be permitted if the permitted in the R2 District.

Looking deeper at some of the existing densely developed areas along the river Parks and the Board agreed that there appeared to be some inconsistencies that needed further review for the sake of consistency and clarity in historically defined developments from Bigelow Station through Campbell's Field, Riverside 1900's and Spring Farm, along the river by the airport and Huston Brook and through the S-curves, to the extent where there is any developable land. Parks and Board Members conceptually discussed changes to the RP District along the entire length of the Carrabassett River such that everything on the south/west side of Rt. 27, therefore opposite the Carrabassett River, could be reclassified to be LR (Limited Residential), taking into consideration that there were lots that came under shoreland zoning purview because they were within 250' of the river despite being on the other side of the road. Tim Flight noted that Resource Protection stopped above the Golf Course and questioned; shouldn't they be concerned about undeveloped flanks of the River upstream through to Caribou Pond to Mt. Abram Township?

The Board resisted the idea of spot-identifying lots within those developments and debated identifying boundaries with geographic references. Parks suggested that using actual lot numbers, which essentially remained constant, is an acceptable method of identifying districts.

In discussion of the gives & takes that might occur with any changes, Carrabassett's consulting engineer Jeff Aceto noted that any commercial development involving heavy industrial use within shoreland zoning would have to come before the Planning Board for approval, noting that permitting at the state level might block or kick it out as a back up to the Planning Board. The Board was clear about home occupation such as a seamstress opening a service as being a lighter commercial use that would be allowed when other heavier commercial use from pizza parlors to gas stations might not.

Parks and the Board agreed that clearer maps would help. All agreed to have Parks clean up red ink mark-ups, typos, etc., for the board to study them again to provide clarity and ultimately address some of the inconsistencies noted, including the correct application of categories of existing land use. For example, Resource Protection may be applied incorrectly to Campbell Field.

Contract Zoning

Chair Brian Demshar asked the Board to look through material presented on Contract Zoning. As they continue to review the topic, he feels that the Planning Board should have a joint meeting with the Select Board to correctly ascertain the need for Contract Zoning in Carrabassett Valley. The Workforce Housing Coalition has been providing background research and support to communities they are representing from Kingfield to Stratton Eustis. Brian restated that no one

needs to feel pressured into supporting it until they fully understand it. John Slagle cited recent examples in Waterville that aren't moving forward smoothly as an example worth understanding better.

FOAA

Under "Other Business," Parks pointed out that he had sent the Board a link (www.maine.gov/foaa/faq/index.shtml) to a Freedom of Access Act form that Planning Board members need to read and complete. As members of a public body, everything the Board does is public record and Board members need to act accordingly. Parks noted that the minutes as official records of Planning Board meetings are held by the Carrabassett Valley Town Clerk, should members ever be asked about them.

The Board agreed to meet Thursday, April 13 at 4:30 at the Town Office.

Tim Gerencer moved to adjourn, seconded by Roddy Ehrlenbach. Approved unanimously.

Respectfully submitted,
Susan Davis, Secretary