

MINUTES
Pittsfield Planning Board
February 11, 2013

The Pittsfield Planning Board met on Monday, February 11, 2013 at 7:00 pm. in the Council Chambers of the Pittsfield Municipal Building.

PRESENT: Royce Sposato, Jan Laux, Holly Zadra, Kelly Flanigan and Jack Wright. **ABSENT:** Brent Newhouse, Alan Dunphy and Walter Reuter. **Also Present:** Town Manager Kathryn Ruth, Building Inspector Steve Seekins, Bill Robinson, James Robinson and Ron St. Pierre representing A. E. Robinson Oil Company Inc.

1. Vice Chair **Kelley Flanigan** opened the meeting by leading the Pledge of Allegiance to the flag.

Vice Chair **Kelley Flanigan** authorized Alternate Member **Jan Laux** to vote in order to achieve a quorum

2. Motion by **Holly Zadra** and seconded by **Jack Wright** to adopt the minutes of the meetings of January 14, 2013 and January 28, 2013.

VOTE: UNANIMOUS AYE

3. **PUBLIC HEARING: NONE**

4. **NEW BUSINESS: NONE**

5. **OLD BUSINESS:**

Site Plan Review Application of A.E. Robinson Oil Company Inc., 494 Somerset Ave, Tax Map 11, Lot 32 to replace convenience store and fuel pumps with a new facility.

Vice Chair **Kelley Flanigan** lead the review of the Application and Finding of Facts document of A.E. Robinson Oil Company Inc.

Ron St. Pierre, representing A.E. Robinson Oil Company Inc. provided up dated drawing plans, explained the project and provided answers to questions from the board members.

Requirements for additional information and approval information submitted was noted and checked on the Finding of Facts document.

The members voted by a unanimous show hands that a Public Hearing would not be held. The members also voted by a unanimous show of hands that a site visit would not be necessary.

Ron St. Pierre stated that lighting spill over will minimal. The plans for the next meeting will have a lighting layout.

Signage was discussed. **Holly Zadra** expressed concerns the signage meet the town ordinances. The current site has 5 signs. Ron St. Pierre advised the front sign, near the street, will remain and not be changed. **Jan Laux** requested that the name of the Town be shown on one of the signs. Mr. St. Pierre advised he expects to have a logo (not considered a sign) that is representative of the Town or school atop of the weather vane. The members voted by a unanimous show hands that 5 signs not exceeding a total 60 sq. ft. be allowed. A complete plan for the signs will be available at the next meeting.

Mr. St. Pierre noted the minimal thickness of site gravel shall be 12". The minimal pavement thickness shall be 2" of base and 1" of finish asphalt. Parking area space at the pumps will be considered parking spaces to meet ordinance requirements.

Mr. St. Pierre noted pines tree at the south property line would be maintained or relocated. Additional cedar trees will be planted to deflect car headlights from lighting the mobile home park sites.

Mr. St. Pierre noted that existing under ground tanks would be replaced with new tanks.

The project is expected to be a 4-month project with completion on or about 7-4-13. Mr. St. Pierre was given a receipt of application stating that additional information will be needed per the Finding of Facts Document. Mr. St. Pierre noted complete plans will be provided for the next meeting.

6. ADJOURNMENT:

Motion by **Royce Sposato** and seconded by **Holly Zadra** that the meeting be adjourned at 8:17 pm.

Respectfully submitted by:
Steve Seekins, Building Inspector
Nicole Nickolan, Town Clerk