

# Minutes

## Pittsfield Planning Board May 13, 2019 Meeting

The Pittsfield Planning Board met on Monday, May 13, 2019 at 6:00 pm at 44 Sibley Pond Road, Tax Map 20 Lot 4 for a site visit. After the site visit the Board Members, Joe LaBrecque and Steve Seekins proceeded to the Council Chambers at the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine.

Members present at the site visit were: Jan Laux, Brent Newhouse, Anna Bockis, Morris Pollard, Ron Watson, and Tom Cote. Also Present: Joseph LaBrecque and Building Inspector Steve Seekins.

Members present at the Council Chambers were: Jan Laux, Brent Newhouse, Anna Bockis, Morris Pollard, Ron Watson, Vaughan Woodruff, Royce Sposato and Tom Cote. Members Absent: Simone Engelhardt, Also present; Peter P. Logiodice IV, Joseph LaBrecque and wife, Brad Fisher, Nancy Monterey and Building Inspector Steve Seekins.

1. Chair **Jan Laux** opened the meeting by leading the Pledge of Allegiance to the flag.
2. **Adoption of Minutes:** of the Meeting of April 13, 2019.

Motion by **Tom Cote** and seconded by **Vaughan Woodruff** to adopt the minutes of April 13, 2019.

**VOTE: UNANIMOUS AYE**

Chair **Jan Laux** advised that the workshop meeting scheduled for May 6, 2019 was not held. Re-scheduling will be discussed later in the meeting.

3. **Public Hearing: None**
4. **New Business:**

a). Shoreland Zoning Application of Joseph LaBrecque for replacing his exiting cottage with a new camp at 44 Sibley Pond Road, Tax Map 20 Lot 4.

Chair Jan Laux open the discussion by asking Steve Seekins to explain the process. Steve Seekins advised that the Planning Board Members listed above met at the site for the purpose determining whether the building replacement met the setback requirements to the greatest practical extent as determined by the Planning Board. Owner Joseph LaBrecque had placed stakes showing the location of 100-foot setback from the high-water line, the location of septic tank, the location of the piping to the leach field and the location of the of proposed replacement camp. These stakes show that setting back further would require moving the septic tank and its piping to the leach field coming into the slope of the leach field and would require cutting trees. Other locations on the site would also require cutting trees. The proposed setback would be between the 25-foot and 75-foot distance from the lake's highwater line.

Motion by **Anna Bockis** seconded by **Morris Pollard** that replacement camp be setback so the front is 11'6" back from the tie-line shown on survey provided, (Survey of Harold Ballou dated 10-13-1995). Anna Bockis added to her motion that construction must be completed in 18 months.

**VOTE: UNANIMOUS AYE**

**5. Old Business:**

- a. Continue review of the Comprehensive Plan. Determine what requirements of the plan have been met and what requirements are left to be addressed.

Chair **Jan Laux** opened the discussion by asking Steve Seekins to discuss the report he provided dated 05-03-19 titled "Updated information by Steve Seekins 05-03-19" which listed items that have been completed and items that have not. The list of items was taken from pages 137 and 138 of the 2013 Comprehensive Plan. Comments on the status of each item by Steve Seekins were shown *in bold italic under lined type* under each item of the Regulatory Changes. The report was reviewed and discussed by the board members. **Vaughan Woodruff** provided the board with a document titled "Proposed changes: Site Plan Review Ordinance". This document addressed traffic studies commissioned by the town. **Vaughan Woodruff** also proposed an ordinance that would prohibit signs advertising cigarettes and marijuana products. It was discussed that a group of business owners forming a group, independent of the town, to address attracting people and businesses to town would be the most effective. **Morris Pollard** advised that people who live on the west side of interstate feel the town is neglecting them such as in the area of paving.

No motions were made on any of the items discussed above.

**6. New Business: None**

**7. Recommendations for changes to the Site Plan Review Ordinance by Ron Watson.**

It was decided that this item will be re-scheduled at a later date.

**8. Other items that may come before the Board.**

**Steve Seekins** advised that he had the approval of the Town Manager to go ahead with the map cost for a rezoning project involving the shoreland zoning maps. He advised he will be meeting with Maine DEP for their assistance and guidance in doing this.

Site Plan Pre-application Meeting by Nancy Monteryo for the placement of a temporary storage building at Tax Map 25 Lot 87 off Connor Street.

Motion by **Tom Cote** and second by **Anna Bockis** authorizing Steve Seekins to issue a temporary building permit for a storage building on this site. This motion is conditional on approval of the Peoples United Bank to the north and SVH building to the south. The new storage building will have a temporary foundation. The building being used to house freezers and dry storage items.

**VOTE: UNANIMOUS AYE**

Site Plan Pre-application Meeting by Brad Fisher for operating a Sky Diving business at Tax Map 12 Lots 9 and 12 on Peltoma Ave.

Brad Fisher explained his project and advised the cost for permitting and design estimated by his engineering firm would be \$7,100 plus survey costs. He requested the Planning Board determine if his planned use of the lots is an allowed use and if a Site Plan Review is required. He advised that the existing building on the site will be used as a check-in point for the skydivers and for an office. The building will have restroom facilities which will require a subsurface waste disposal system (SSWD). Until the SSWD system is installed portable toilets will be used as is the case of the existing location at the west end of the closed runway. Parking is proposed at the east end of the closed east-west runway. He advised that working with the town for approval has been a 6-month process. After much discussion the board determined the

requested use would be allowed as a condition of C-4 district under recreation and the number of car trips per day. It was also decided by the board that a Site Plan Review would be required.

2015 International Residential Code, Appendix V Tiny Houses was provided to the board members for informational purposes. Steve Seekins noted that the appendix does not address foundations needed. No actions were taken at this time. It was requested that this item be placed on the agenda for the next meeting.

Motion by **Tom Cote** and seconded by **Morris Pollard** to set the proposed changes to the Home Occupation and the Home-Based Enterprise Ordinances to Public Hearing at the next Planning Board Meeting of 6-10-19.

**VOTE: UNANIMOUS AYE**

**Vaughan Woodruff** inquired if the Planning Board should notify the Town Council of complaints the Board has been receiving from businesses. **Ron Watson** recommended that a draft letter be written for review and be in the next Planning Board meeting packet. **Vaughan Woodruff** will draft this letter.

The Board decided that Jan Laux request that the Mayor add an agenda item to the Council Meeting agenda entitled "Planning Board Report". **Jan Laux** would give this report at the Council Meetings.

## **9. Adjournment:**

Motion by **Vaughan Woodruff** and seconded by **Anna Bockis** that the meeting be adjourned.

**VOTE: UNANIMOUS AYE**

Respectfully submitted by: Steve Seekins, Building Inspector

*Minutes are a synopsis of a meeting. For more detail, please go to [www.pittsfield.org](http://www.pittsfield.org) and click on Town Meeting Videos to listen to videos of Planning Board Meetings and other Board/Committee Meetings.*