

**Minutes
Pittsfield Planning Board
Regular Meeting
August 12, 2013**

The Pittsfield Planning Board met on Monday, August 12, 2013 at 7:00 pm, in the Council Chambers of the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, ME.

PRESENT: Brent Newhouse, Jan Laux, Royce Sposato, Holly Zadra, Walter Reuter and Alan Dunphy. **Absent:** Kelly Flanigan and Jack Wright **Also Present:** Ronald St. Pierre, Bill Robinson and Jim Robinson representing A. E. Robinson Oil Company, Amy Young of Plymouth Engineering and Building Inspector Steve Seekins.

1. Chair **Alan Dunphy** opened the meeting by leading the Pledge of Allegiance to the flag.
2. Motion by **Walter Reuter** and seconded by **Holly Zadra** to adopt the minutes of the meeting of July 8, 2013.

Walter Reuter noted the there was a typo on page 4 under Exterior of Structures last paragraph, under lined section the word inspect should be changed to insect.

VOTE: UNANIMOUS AYE

3. **Public Hearing: NONE**
4. **New Business:**
 - a. Hancock Lumber S-H-H-H LLC. Site Plan Review Application to construct a wood framed metal-sheathed 30' x 120' lumber storage shed. 407 Stinson St. Tax Map 22 Lot 6.

Chair **Alan Dunphy** led the discussion on the Site Plan Review and noted the Finding of Facts document as to actions taken by the members of the board.

The members decided not to hold public hearing or a site visit. **Water Reuter** confirmed with Steve Seekins that abutters were sent notices 1 week ago. Steve Seekins noted he had received no responses.

It was noted in section 8.2 item (a.) of the submittal information did not state the area of construction was in a Flood Zone "A" when in fact it is. It was noted the word "chance" in item (g.) and (h.) of section 8-.3 should be changed to "changes".

Motion by **Walter Reuter** and seconded by **Brent Newhouse** to approve the Site Plan Review as noted and conditioned in the Finding of Facts document.

VOTE: UNANIMOUS AYE

5. **Old Business:**

- a. A. E. Robinson Oil Company request to increase signage approved at the February 11, 2013 Planning Board Meeting to meet the franchise requirements of Irving Oil Marking Inc., 494 Somerset Ave., Tax Map 11 Lot 32.

Chair **Alan Dunphy** led the discussion on the request to increase signage. Ron St. Pierre spoke on behalf of A. E. Robinson regarding the request for additional signage stating the request is result of franchise requirements of Irving Oil Co. He states that not having the required signs could result in Irving Oil Co. decreasing their contribution to sale of fuel and result in a hard ship to A. E. Robinson Co.

The Board had a lengthy discussion. The Board decided it could approve one road side sign, one A. E. Robinson name sign on the building, 2 canopy signs and one Irving sign on a pump shroud. A pump shroud without an Irving sign would not be considered a sign. The Welcome to Pittsfield Sign, as requested by the Planning Board, and directional sign to the drive up window were considered exempt from the sign ordinance.

Motion by **Jan Laux** and seconded by **Walter Reuter** to approve one road side sign, one A. E. Robinson name sign on the building and 2 canopy signs.

VOTE: UNANIMOUS AYE

The discussion continued on the Irving signs on the pump shrouds.

Motion by **Walter Reuter** and seconded by **Royce Sposato** to table the request for signs on the pump shrouds until A. E. Robinson comes back to Board with further information from Irving Co. on the need for these signs.

VOTE: UNANIMOUS AYE

The Board Members then discussed the order station for the drive-up window. It was decided that this would not considered a sign.

Motion by **Jan Laux** and seconded by **Brent Newhouse** that the order station not be considered a sign.

VOTE AYE: Dunphy, Newhouse, Laux and Sposato

VOTE NAY: Zadra and Reuter

- b. Review the second draft of the ordinances to address un-kept buildings and yards, In-law apartments and Chapter 13C Land Use Definitions.

Chair **Alan Dunphy** led the review of draft ordinances. The board members recommended the following changes:

Chapter 20 Property Maintenance:

Page 1 of Chapter 20 Property Maintenance: Change last the word ~~appliance~~ to appliances.

Page 2 of Property Maintenance: Change the second paragraph to “All posts to extend a minimum of forty (40) inches below ground level and to be set plump. Recommended post spacing eight (8) feet to twelve (12) feet. For stretched wire fencing end and corner posts are to be diagonal braced to the adjacent post.

In-law apartments: No changes

Chapter 13C Land Use Definitions:

Page 13C-4 Cause Or Contract, eliminate: as appears in section 5. Page 13C-18 second paragraph 12th line change ~~Any places~~ to Any place.

6. **ADJOURMENT:**

Motion by **Walter Reuter** and seconded by **Holly Zadra** that the meeting be adjourned at 8:30 pm.

VOTE: UNANIMOUS AYE

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