

Minutes
Pittsfield Planning Board
Regular Meeting
December 9, 2013

The Pittsfield Planning Board met on Monday, December 9, 2013 at 7:00 pm in the Council Chambers of the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, ME.

Present: Brent Newhouse, Walter Reuter, Jack Wright, Royce Sposato, Holly Zadra, Jan Laux and Alan Dunphy. **Absent:** Kelly Flanigan. **Also Present:** Town Manager Kathryn Ruth 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 **Royce Sposato** to adopt the minutes of the meeting of November 12, 2013.

VOTE: UNANIMOUS AYE

3. **Public Hearing: NONE**

4. **New Business:**

- a. Election of office for 2014: Chair, Vice Chair and Secretary.

Walter Reuter nominated **Alan Dunphy** for Chair. No other nominations were made.

VOTE: UNANIMOUS AYE

Walter Reuter nominated **Royce Sposato** for Vice. No other nominations were made.

VOTE: UNANIMOUS AYE

It was suggested the town staff serve as secretary.

VOTE: UNANIMOUS AYE

Alan Dunphy requested he be excused from the January, February, and March 2014 meetings, as he will be away. Copies of agenda and meeting minutes will be emailed to Alan during his absence.

VOTE: UNANIMOUS AYE

5. **Old Business:**

- a. Update on the proposed ordinance to address un-kept buildings and yards and in-law apartments.

Chair **Alan Dunphy** led the discussion on the email from town attorney representative, Jennifer Peters, dated December 3, 2013 on rewording of the proposed Property Maintenance Ordinance. Several Planning Board members were concerned with whether the current Zoning Ordinance provides the tools needed for the CEO to address the junky yards. The CEO expressed concerns that the proposed changes do not address building maintenance and that the Zoning Ordinance does not have definitions that define junk and materials. After some discussion, it was recommended by the Town Manager that Steve Seekins provide a list of concerns to Kathryn Ruth. Kathryn Ruth will then pass this on to the town attorney for review and/or language changes, if needed. Once we have language revisions and/or discussion on the current language and what it allows for enforcement, the information will be disseminated to the Planning Board members for their review.

Other Business:

Kathryn Ruth advised that a potential purchaser of the SAS buildings has proposed to convert the buildings into multifamily residential use. She advised that our current Shoreland Zoning Ordinance limits the number of residential units to fewer than would be practical or economically feasible. Steve Seekins advised he consulted with DEP representative Colin Clark, who advises the ordinance could be changed to allow more units if reserving green space was a condition. Steve advised that Mr. Clark has agreed to assist the town with the re-wording of the proposed revision to the Shoreland Ordinance. The Town Manager noted that this should be a priority project for review so that the Town can have more tools available to assist in having this unique property with very large buildings utilized again.

Kathryn Ruth advised that the following properties are now tax acquired: The former James Banks' property at 123 Middle Street, the former Roscoe Sanborn's property at 203 Livingston Street and the former Robert Hackley's property at 155 Estelle Street. These properties will be sold by bid with minimum bid requirements, as there were no compelling reasons for the Town to retain the properties. The Planning Board concurred with this analysis.

Kathryn Ruth advised there is a party interested in opening a bakery/coffee shop in one of the vacant buildings in the downtown area. The fact that retail operations in the downtown buildings were already permitted and that this is not a change of use was discussed, therefore, a site plan review would not be required in this particular area.

Steve Seekins provided a list of dates for the Planning Board Meetings for 2014.

6. Adjournment:

Motion by **Walter Reuter** and seconded by **Brent Newhouse** that the meeting be adjourned at 7:50 pm.

VOTE: UNANIMOUS AYE

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