

**Minutes**  
**Pittsfield Planning Board**  
**Regular Meeting**  
**January 9, 2017**

The Pittsfield Planning Board met on Monday, January 9, 2017 at 7:00 pm in the Council Chambers of the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine.

Members Present: Royce Sposato, Jan Laux, Anna Bockis, Matt Bolster, Brent Newhouse, Simone Engelhardt and Vaughan Woodruff. Absent: Tom Cote and Morris Pollard. Also Present: Town Manager Kathryn Ruth and Building Inspector Steve Seekins.

1. Chair Royce Sposato opened the meeting by leading the Pledge of Allegiance to the flag.
2. Motion by **Jan Laux** and seconded by **Vaughan Woodruff** to adopt the minutes of the meeting of October 11, 2016.

**VOTE: UNANIMOUS AYE**

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

- a. Election of Planning Board Officers, Chair and Vice Chair

**Brent Newhouse** nominated **Royce Sposato** as Chair, seconded by **Simone Engelhardt**. No other nominations were made.

**VOTE: UNANIMOUS AYE**

**Anna Bockis** nominated **Jan Laux** as Vice Chair, seconded by **Simone Engelhardt**. No other nominations were made.

**VOTE: UNANIMOUS AYE**  
**Jan Laux sustained from voting**

6. **Other items that come before the Board**

- a. Make recommendations to and consider recommending all or section of the proposed Property Maintenance Code of the Town of Pittsfield.

Royce Sposato opened the discuss on recommending changes to the Property Maintenance Code.

The document entitled Additions suggested by the building inspector was reviewed. **Vaughan Woodruff** stated he felt the second item down (*roofs shall be maintained weather tight*) on the changes recommended by the Building Inspector is redundant with the 12<sup>th</sup> item (*All exterior walls and roof surfaces shall be protected-----*). *He suggested (roofs shall be maintained weather tight)* in the second line should be

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removed. Also, it was discussed that (*used for human occupancy*) wording should be eliminated from line 12. It was discussed that the 180 days seems too long of a time to allow temporary roof covering. It was decided this should be reduced to 90 days and wording be added for a provision to grant an extension. **Anna Bockis** commended that it is difficult not to let your heart get in the way of making strong ordinances. Kathryn Ruth commented that we do advised people of programs that may be available to assist them with repairs. The section on Lawns and Building Grounds was discussed next. It was recommended that the following be inserted in the ordinance "Lawns and building grounds areas shall be cultivated or maintained free from grass greater than 6" in height". It was explained the changes to the ordinances would be reviewed by the town attorney. The public hearing process by both the Planning Board and the Council before an ordinance was passed was explained by the Planning Board Chair, Town Manager and the Building Inspector. The section on unlicensed/uninspected vehicles was reviewed along with the screening requirement for exterior storage of materials and items.

Steve Seekins is to provide the following for the next meeting: Obtain a definition of grounds, obtain a copy of the existing trash/garage ordinance, obtain wording for an extension of time for temporary roof covering, address the storage of mobile homes on house lots and research wording for a building blight ordinance.

- a. A Planning Board training meeting was tentatively scheduled for February 6, 2017 at 7:00 pm. Steve Seekins is to confirm the date with those members not present at this meeting. Notices of the time and date will be mailed the board members.
- b. The mobile home parked at the vacant lot on the corner of North Main and Livingston Street was discussed. Steve Seeking advised this is not a violation. Per the owner, he will either remove or repair the home in the spring of 2017.
- c. The Planning Board Schedule for meetings in 2017 was provided to the members.
- d. **Jan Laux** stated he would like to see a joint meeting between the Planning Board and the Town Council. Kathryn Ruth advised this could be discussed after the training section was completed

## 7. **Adjournment:**

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

**VOTE: UNANIMOUS AYE**

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