

**Minutes**  
**Pittsfield Planning Board**  
**April 15, 2019**

The Pittsfield Planning Board met on Monday, April 15, 2019 at 7:00 pm in the Council Chambers of the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine.

Members Present: Jan Laux, Brent Newhouse, Anna Bockis, Simone Engelhardt, Ron Watson, Vaughan Woodruff, Royce Sposato and Tom Cote. Members Absent: Morris Pollard. Also, present; Michael Holland, Corinne Knapp, Attorney Kenneth Fredette (part of the meeting) and Building Inspector Steve Seekins.

1. Chair **Jan Laux** opened the meeting by leading the Pledge of Allegiance to the flag.

**Jan Laux** authorized **Ron Watson** to vote due to the absence of **Morris Pollard**.

2. **Adoption of Minutes:** of the Meeting of March 11, 2019.

Motion by **Tom Cote** seconded by **Anna Bockis** to adopt the minutes of March 11, 2019.

**VOTE: UNANIMOUS AYE**

3. **Public Hearing: None**

4. **Old Business:**

- a) Request to grant a Special Exception to build a residence on the lot of Tax Map 17 Lot 48-1 end of Watrous Court as detailed in The Town of Pittsfield's Shoreland Zoning Ordinance Section 16 subsection "E" Special Exception. Vote to approve or not to approve.

Chair **Jan Laux** opened the discussion by referencing the motion from the March 11, 2019 meeting to seek town attorney advice on whether a Special Exception could be granted (see above). **Jan Laux** referenced the email from the town attorney dated 3-18-19, which stated the Special Exception could not be granted.

Motion by **Royce Sposato** and seconded **Tom Cote** to deny the request for a Special Exception.

Discussion: Applicant Corrine Knapp commented the date of maps was confusing. In Steve Seekins' office they were dated 2011. Corrine Knapp then asked if changing the zoning maps was going to be discussed. **Jan Laux** stated that the question of changing the Shoreland Zoning maps would be discussed in the next item after this vote.

**VOTE: UNANIMOUS AYE**

**Jan Laux** asked Steve Seeking to comment on the zoning maps. Steve Seekins advised he has been informed by the Maine DEP that the town zoning maps show more Shoreland Resource Protection zones than required by the state. Steve Seekins advised the state would assist the town with redoing the maps. Steve Seekins advised, as directed, he has obtained an estimate of \$1200 (not to exceed without

notice) from Kleinschmidt Associates for reprinting the maps. Steve Seekins advised the Town Manager and she has advised him there is not money in the town budget for this. The Town Manager advised Steve Seekins this could be added to next year's budget request. Ways to accomplish the rezone were discussed. Steve Seekins was asked by **Brent Newhouse** if the zoning map could be hand marked to show the changes. It was also asked if the applicant was will to pay for the printing cost so the process could begin. Steve Seekins stated he didn't know the answer to those questions and would need to consult the town attorney. Attorney Kenneth Fredette came in the room at this time. He encouraged that issue be addressed.

Motion by **Simone Engelhardt** and second by **Brent Newhouse** to have the zoning maps updated as soon as possible and request funds for printing as soon as available.

Discussion: Corrine Knapp asked if her client would have to wait until all areas of map were updated or could her client's map be done first. Steve Seekins explained the maps would all be done at the same time. The discussion continued over the cost and process for updating the maps. Steve Seekins was asked to get the town attorney's opinion on whether or not the zone in question could be hand marked on the maps and then go for the approval process.

**VOTE: UNANIMOUS AYE**

Motion by **Simone Engelhardt** and second by **Brent Newhouse** to withdraw the above motion to have the zoning maps updated as soon as possible and request funds for printing as soon as available.

**VOTE: UNANIMOUS AYE**

Motion by **Royce Sposato** and second by **Vaughan Woodruff** to have Steve Seekins check with the DEP to see if it's possible to rezone just that one property before going ahead with all the properties.

**VOTE: UNANIMOUS AYE**

Motion by **Simone Engelhardt** and second by **Brent Newhouse** that money be requested to update the maps as soon as possible.

**VOTE: UNANIMOUS AYE**

## 5. New Business:

- a) Site Plan Review Pre-Application Conference for Outland Farm Brewery. Request that the Planning Board determine if a Site Plan Review is required for the Brewery and Restaurant proposed to be located 113 North Lancey Tax Map 25 Lot 119.

**Vaughan Woodruff** excused himself from the Board and took a seat in the audience seating. **Jan Laux** opened the discussion by introducing Michael Holland. Michael states that he owns Outland Farm and in the past he had received Planning Board approval to locate the brewery at the Outland Farms on the Higgins Road. Michael advised that plans have not worked out to do this. He now seeks approval to locate the brewery at 113 North Lancey Street. **Vaughan Woodruff** owner of the building addressed whether or not this use would require a Site Plan Review by the Planning Board. **Vaughan Woodruff** stated from his experience on the Planning Board this use would not require a Site Plan Review. Michael noted that he is under the requirement to obtain state and federal approval and local requirements for building and plumbing permits. Steve Seekins noted that Michael has supplied much

of the information and requirements required by the Site Plan Review. Steve Seekins advised plans approved by the state fire marshal's office will be required. Michael advised he is working with an architect. Steve Seekins advised a third-party inspector will be required. Scott Noble has been consulted on the need for waste water treatment. Michael advised they will be licensed as a restaurant and brewery but will serve only limited food. Steve Seekins asked that Michael address on and off-site impacts. Michael advised the capacity will be limited to 35 customers. Most of the customer activity will be in the evening therefore not effecting other tents of the building. They plan to be opened no later than 9:30 pm. There will not be loud music.

Motion by **Ron Watson** and seconded by **Royce Sposato** that the Site Plan Review requirement be waived for the requested Outland Brewery to be located at 116 North Lancey Street Tax 25 Lot 119.

**VOTE: UNANIMOUS AYE**

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

**Ron Watson's** presentation was not ready at this time

**7. Proposed changes to the Home Occupation, Home Based Enterprise Ordinances and the Use Charts Table P and Table Q of Chapter 13. No Minimum Building sizes.**

Chair Jan Laux opened the discussion by asking members to review the proposed changes in either bold italic type or struck through type of the above proposed ordinances. Steve Seekins discussed that the proposed changes on the use charts that crosses off the minimum size and by adding no minimum would allow tiny homes in town. Steve Seekins suggested the board may want to consider not allowing tiny homes in the districts don't allow mobile homes. Such as R-1 and R-3.

Motion by **Vaughan Woodruff** second by **Simone Engelhardt** that the Planning Board be provided with the adopted tiny house standards as adopted by the Technical Building Codes and Standards Board.

**VOTE: UNANIMOUS AYE**

Motion by **Tom Cote** and seconded by **Royce Sposato** that the board accept the proposed changes to the Home Occupation, Home Based Enterprise Ordinances.

**8. Brief discussion on the Comprehensive Plan review by Joel Greenwood of KVCOG.**

**Jan Laux** opened the discussion by refencing the letter from Joel Greenwood. **Jan Laux** states the letter is not new information. **Royce Sposato** stated the current plan was redone because it was required by the state. **Royce Sposato** stated redoing the complete plan would be an expensive process. **Ron Watson** stated from reading the letter by Joel Greenwood he would suggest we do an implementation update to the plan that was done on 01-02-2007. **Ron Watson** states this would not require state approval and would less costly to do and still accomplish the same results. A discussion proceeded on how many of the recommendation listed in current plan had been accomplished. Steve Seeking advised one that he could remember was the limitations of size of mobile home parks in the C-4 district. He advised the plan also states that growth should be limited in the C-4 district, which is where our current growth has been. **Tom Cote** discussed the requirement to list prime farm land in the plan. **Tom Cote** stated it is just a line on paper that lacks any incentive to restrict growth on prime farm land. The discussion continued on restricting growth and ways to offer incentives that preserve

farm lands. **Ron Watson** suggested forming a steering committee made up of members of other town boards. **Jan Laux** stated the comprehensive plan should address where the town is going in the future and how to attract people to the town. **Ron Watson** will provide budget information for the next meeting.

Motion by **Vaughan Woodruff** and seconded by **Royce Sposato** that we hold a special meeting to address complying with conditions outlined on page 4 of the comprehensive plan. Steve Seekins is to provide a list of items accomplished that were required by the comprehensive plan.

**VOTE: UNANIMOUS AYE**

**Other items that came before the Board: None**

**9. Adjournment:**

Motion by **Simone Engelhard** and seconded by **Royce Sposato** 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.*