

**Minutes
Pittsfield Planning Board
Regular Meeting
July 9, 2018**

The Pittsfield Planning Board met on Monday, July 9, 2018 at 7:00 pm in the Council Chambers of the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine.

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

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

Chair **Jan Laux** authorized Associates Board Members **Ron Watson** and **Morris Pollard** to vote due to the absence of two members,

2. Adoption of the Minutes: of the Meetings of April 9, 2018 (tabled), May 14, 2018 and June 4, 2018.

Motion by **Tom Cote** and seconded by **Ron Watson** to remove from the table the April 9, 2018 minutes.

VOTE: UNANIMOUS AYE

Motion by **Tom Cote** seconded by **Ron Watson** to adopt the amended minutes of the April 9, 2018 meeting.

VOTE: UNANIMOUS AYE

Motion by **Ron Watson** seconded by **Tom Cote** to adopt the minutes of the May 14, 2018 meeting.

VOTE: UNANIMOUS AYE

Motion by **Vaughan Woodruff** seconded by **Tom Cote** to adopt the minutes of the June 4, 2018 meeting.

VOTE: UNANIMOUS AYE

3. Public Hearing: None

4. Old Business: None

5. New Business:

- a. Site Plan Review Application for Hancock Lumber for a new boiler and boiler building at 407 Stinson Street Tax Map 22 Lot 6.

Chair **Jan Laux** opened the discussion on Hancock Lumber's Site Plan Review Application. The board decided that a public hearing or site visit was not needed. After discussing the fact that applicant had not supplied the correct fee, has not shown the flood plan location, an affirmation statement was not provided and the applicant was not present to address emission concerns a motion was made to table the application until the next meeting.

Motion by **Royce Sposato** seconded by **Tom Cote** to table the application until the next meeting and until we have representative of applicant at the meeting.

**Vote: Aye by Jan Laux, Vaughan Woodruff, Tom Cote, Royce Sposato Ron Watson
Nay by Morris Pollard.**

- b. Request of Bangor Savings Banks for an additional sign facing Hunnewell Ave. at 138 Main Street Tax Map 25 Lot 122.

Chair **Jan Laux** opened the discussion to allow an additional sign that would face Hunnewell Ave. It was discussed that the town code allows the Planning Board to permit a third sign because the business fronts two streets.

Motion by **Tom Cote** and seconded by **Vaughan Woodruff** to allow the additional sign.

VOTE: UNANIMOUS AYE

- c. Discussion on streamlining the Site Plan Review procedure.

Vaughan Woodruff discussed concerns he had with the Site Plan Review Ordinance. Steve Seekins recommended that each board member review Chapter 13-B section 2 “Applicability of Site Plan Review” which lists conditions of needing and not needing a site plan review. He suggested that each board member list their recommendations for additions, deletions or changes to these requirements. **Vaughan Woodruff** requested that this be an agenda item at the next regular meeting. **Ron Watson** advised that he and **Brent Newhouse** have had discussion of streamlining the Site Plan Review Ordinance. It was discussed that this could be address in the winter when the board’s work load is lighter. **Royce Sposato** stated he would like to see the board use Roberts Rule at their meeting. **Jan Laux** advised he use to teach Roberts Rules. No decision was made.

6. Other items that come before the Board.

Town Manager Kathryn Ruth updated the board on the airport’s plan for an additional of hanger. The storm-water permitting process is in progress.

7. Adjournment:

Motion by **Royce Sposato** and seconded by **Tom Cote** that the meeting be adjourned.

VOTE: UNANIMOUS AYE

Respectfully submitted by: Steve Seekins, Building Inspector