

**Town of Otisfield
Planning Board Minutes
Community Hall
January 5, 2021
7:00 PM**

1. The meeting was called to order at 7:02 PM by Chair – Karen Turino.
2. **Attendance:** Members present were Chair – Karen Turino, Vice Chair – Rick Jackson, Stan Brett, Herb Olsen, Otis Brown & (Absent - Pauline Flagg – Alternate & Recording Secretary)

Code Enforcement Officer: Fred Collins, Jr.
Secretary: Tanya Snow
3. **Announcement of Quorum:** Board has a quorum.
4. **Approve Secretary's Report:**
 - A. Public Hearing Minutes from November 10, 2020. *Motion to accept minutes. HO/RJ – Unanimous.
 - B. Regular Meeting Minutes from November 10, 2020. *Motion to accept minutes. RJ/HO – Unanimous.
5. **Discussion & Comments from public:**
 - A. None.
6. **Residence - Based Business Applications:**
 - A. None.
7. **Shoreland Zoning Applications:**
 - A. None.
8. **Site Plan Applications/Wireless Application:**
 - A. Ronald Balistreri, represented by Scott D. Anderson of Verrill Law Office. Map R08/Lot 14. Preliminary meeting for possible Cell Tower located at 264 Bell Hill Rd. took place on 11.10.2020 Application fee \$500.00 has been received. Balloon Photo simulation took place on Saturday - November 21, 2020 between 9 am and 12 noon. (Pictures submitted into public record) KT: Stated at last meeting the Wireless telecommunications facilities Ordinance will stand alone. No other ordinance need be applied. CEO will post in the newspaper.

Applicant provided a Site Plan Review Permit Application Booklet along with an additional supplemental material booklet. (Submitted into public record)

Discussion: SB: Why didn't you go to max height? Scott: 125% is the Town's set back requirement and 110' was the maximum we could go to meet set back requirements. HO: Do you think another tower will be needed in this general area? Scott: It would be unlikely to have additional towers in this area moving forward. PB: Will this give Bolsters Mills Road better service? Scott: Bolsters Mills Road is approximately 2.31 miles away from potential tower. It is near the river and the ground elevation is only 379'. Bolsters mills area is surrounded by two tall mountains that prevent us from reaching that location. The only way to cover that area would be to get something from the north or small cells.

APPLICATION REQUIREMENTS:

(PURSUANT TO OTISFIELD'S WIRELESS TELECOMMUNICATIONS ORDINANCE SECTION 6)

- 6.2 B (1) *Documentation of applicant's right, title or interest in the property on facility...*
Copy provided in Appendix "E" of Application. Lease is signed by owner of the property and will be signed by the applicant before obtaining a permit. *Motion that we accept this without a signature tonight, but place it as a condition on the approval. OB/ HO - Unanimous.
- 6.2 B (2) *A copy of the FCC license for the facility or a signed statement from the owner...*
Copy provided in Appendix "F". The FCC license is included.
*Motion that we accept this as presented. RJ/OB – Unanimous.
- 6.2 B (3) *A USFS 7.5 Minute topographic map showing the location of all structures...*
Copy provided in Appendix "G" showing existing towners within a (5) mile radius.
*Motion that we accept this as presented. SB/OB – Unanimous.
- 6.2 B (4) A Site Plan. Provided in Appendix "D".
- 6.2 B (4)(a) *Prepared by a State of Maine Licensed professional engineer indicating the location, type and height of the proposed facility....*
Copy provided in Appendix "D" Map Z-1 and Z-3
*Motion that this response is complete.
- 6.2B(4)(b) *Certification by the applicant that the proposed facility complies with all FCC standards for radio emissions is required. RESPONSE. Certification by a Verizon Wireless engineer showing compliance with FCC radio emissions standards will be provided prior to the Planning Board meeting. Applicant will have this information by the Public Hearing,*
*Motion that we accept this tonight, but place it as a condition on the approval that applicant gets that to us before Public Hearing. OB/RJ – Unanimous.
- 6.2 B (4)(c) *A boundary Survey for the project area performed by a State of Maine licensed land surveyor...*
Application is requesting a waiver but as of tonight the information is provided in appendix "D" Maps C-2 and Z-1.
*Motion to accept with no waiver request and application to be changed by applicant to reflect the information has been provided. OB/SB – Unanimous.
- 6.2 B (4)(d) *Details of all existing or proposed accessory structures including buildings, parking areas, utilities, gates, access roads, etc.....*
Copy provided in Appendix "D" Map Z-3.
*Motion that we accept this as presented. SB/OB – Unanimous.
- 6.2 B (4)(e) *Details of the Tower base or method of attachment to a structure*
This will occur after PB Review when a contractor is selected and submit their design. See Appendix "D" T-1 General Notes. Asking PB to defer this finding as a condition of approval.
* Motion to accept his response but place a condition that CEO will review prior to construction. RJ/SB-unanimous.
- 6.2 B (4)(f) *A Soil Erosion and Sediment Control Plan for construction and for permanent control.*
See Appendix "D" Maps Z-3 Soil Erosion & Sedimentation Control Notes. *Motion that his response is complete. SB/OB – Unanimous.
- 6.2 B (4)(g) *Stormwater control plan designed to accommodate a 25-year storm.*
Verizon requesting a waiver.
*Motion that we make this N/A. SB/OB – Unanimous.
- 6.2 B (4)(h) *A phosphorous impact analysis and control plan.*
Verizon requesting a waiver.
*Motion that we make this N/A. SB/OB – Unanimous.
- 6.2 B (4)(i) *Maine Department of Transportation Driveway/Entrance permit if access to the facility will be from Route 121 or Bolsters Mills road.*
Verizon requesting a waiver, the proposed facility is not accessed from Rt 121 or Bolsters Mills Road. *Motion that we make this N/A. RJ/SB – Unanimous.
- 6.2 B (4)(j) *Road opening permit issued by the Otisfield Road Commissioner.*

*Motion that accept this with the condition that prior to issuance of the permit the opening permit be issued by Road Commissioner and approved by CEO. RJ/SB – Unanimous.

6.2 B (5) *A scenic assessment consisting of the following:*

6.2 B (5)(a) *Elevation drawings of the proposed facility and any other proposed structures, showing height above ground level.*

Appendix “D” Maps Z-3 shows elevation drawing of the proposed facility.

*Motion to accept this as complete. SB/OB – Unanimous.

6.2 B (5)(b) *A landscaping plan indicating the proposed placement of the facility on the site, location of existing structures, trees and other significant site features;*

Located at appendix “D” Maps Z-1, Z-2.

*Motion to accept this as complete. RJ/SB – Unanimous.

6.2 B (5)(c) *If requested by the Planning Board a balloon test meeting standard industry specification on a date and time recommended by the Planning Board.*

Balloon test and photo simulations done November 21, 2020 at 9 AM. Tab A January 5, 2021 submittal.

*Motion to accept this as complete. SB/OB – Unanimous.

6.2 B (5)(d) *Photo simulations of the proposed facility taken from perspectives determined by the PB....*

Balloon test and photo simulations done. See Tab A, January 5, 2021 submittal.

* Motion to accept this as complete. SB/OB – Unanimous.

6.2 B (5)(e) *A narrative discussing i: the extent to which the proposed facility would be visible from or within a designated scenic resource. ii: the tree line elevation of vegetation within 100 feet of the facility and iii: the distance to the proposed facility from the designated scenic resources noted viewpoints.*

All agree this was done and was part of the Balloon test and photo simulations. See Tab A, January 5, 2021 submittal

* Motion to accept this as complete. SB/OB – Unanimous.

*Tabled and will start at section 6.2 B (6) at next meeting schedules for February 2, 2021 @ 7:00 PM.

9. Subdivision Application:

A. None.

10. Upcoming Dates:

A. Planning Board Meeting January 12, 2020 at 7:00 PM. ~ Solar Farm

B. Planning Board Meeting February 2, 2020 at 7:00 PM ~ Cell Tower

C. Planning Board Meeting, February 9th, 2021 at 7:00 PM. ~ Solar Farm

11. Discussion & comments from Code Enforcement Officer:

A. None.

12. Discussion & comments from Board:

A.

13. Unfinished Business:

14. Adjournment: With no further business, the meeting was adjourned at 9:38 PM. RJ/SB - Unanimous.

Respectfully submitted,
Tanya Snow, Secretary

Karen Turino

Approved by: Karen Turino, Chair
Otisfield Planning Board
Approved on: January 12, 2021