

**Town of Otisfield
Planning Board Meeting Minutes
Town Office Annex
April 23, 2019**

1. Call to Order: The regular meeting was called to order at 7:01 PM by Chair – Karen Turino.

2. Attendance: Members present were Chair – Karen Turino, Vice Chair - Rick Jackson, Recording Secretary & Alternate – Otis Brown, Stan Brett, David Hyer, Herb Olsen & Alternate – Pauline Flagg.

Secretary - Tanya Snow

Code Enforcement Officer: Richard St. John

3. Announcement of Quorum: Board has a quorum.

4. Approve Secretary's Report:

A. Regular Meeting Minutes from March 19, 2019. *Motion to accept minutes. HO/RJ – (6) In favor (1) Abstained - PF.

5. Discussion & Comments from public:

A. None.

6. Residence - Based Business Applications:

A. None.

7. Shoreland Zoning Applications:

A. Joshua Gregoire, Bartow Construction, representing Yair Talmor - Map U07/Lot 10, removing 3 structures off site and building 2 new structures, 500 sq. ft each within the 25-75' setback. The maximum combined total footprint is 1,000 sq. ft. with maximum height of 20 ft. or existing. The Greatest Practical Extent (GPE) is determined by the PB. This is intended for seasonal use. The owner's proposed buildings to be simple bunk houses for their children. CEO: Vegetation will need to be removed, eroding soils to be discussed, soils suitable for septic systems, but the exact extent (GPE) is up to the PB. *Motion to have a Site Walk. RJ/HO – Unanimous. PB members will meet at Town Office at 3:00 PM. Tuesday, May 14th. TS will post site walk. *Josh will be placed on the May 21st Agenda.

8. Site Plan Applications:

A. None.

9. Subdivision Application:

A. Martha Denison: Would like to donate less than 1 acre of lot R13/010 to Scribner's Mill Preservation, Inc. This portion is located on the river and next to the bridge. Needs a new map signed to satisfy Registry of Deed requirements. *This had been previously approved and has no new changes. All PB members agreed to sign (2) new copies and (1) new Mylar.

10. Upcoming Dates:

A. Planning Board Site Walk, - Map U07/Lot 10, May 14, 2019 at 3:00 PM.

B. Planning Board Meeting May 21, 2019 at 7:00 PM.

11. Discussion & comments from Code Enforcement Officer:

- A. Lot Size and Road Frontage: Currently we have a 200-foot road frontage and 2-acre minimum lot size. CEO has been asked by several people if the town can lower that to 150-foot road frontage, 1-acre minimum lot size. Current sizes were decided back in 1976, but as the population ages and people want to put their in-laws near them, people have been asking. CEO: I offered to bring it before the PB, but it needs to be discussed with BOS. KT: It is not up to us, majority of PB feels it is not a good idea. To change the current Ordinance it would need to go before the Town people at Town Meeting.

12. Discussion & comments from Board:

- A. Shelley A. Norton Land Use Planner for Androscoggin Valley Council of Governments (AVCOG). AVCOG took on the project of going through the 03.05.05 Road Construction Ordinance and part of the 03.01.03 Subdivision Ordinance having to do with roads to make sure that they were in agreement and highlighted the differences which need to be resolved.

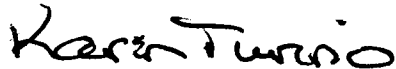
KT contacted Shelley Norton about contracting with AVCOG to assist the Board to complete the reconciliation of the standards and regulations regarding road construction in the Town's Subdivision Ordinance and the New Road Construction Ordinance. PB is hoping to get this done for Town meeting, but understands a special Town Meeting can be held if necessary. The quote for helping PB will *not exceed* \$2,500.00. The BOS said they have money in the contingency fund if the PB decides to go that route. *Motion to spend the money and contract with AVCOG to do the necessary updates. RJ/HO – Unanimous. KT will contact Shelley tomorrow and ask her if she can come to a workshop with the PB. DH provided some comments on the Town of Otisfield New Road Construction Ordinance, Effective Date March 5, 2005 (submitted into public record) KT will CC; PB members in an email with DH's comments when reaching out to Shelley Norton. All agreed. *Tabled until an upcoming meeting.

13. Unfinished Business:

- A. Review the Subdivision and New Road Construction Ordinances regarding new road construction standards. Determine which to keep and which to eliminate. Resolve any differences.

- 14. Adjournment:** With no further business, the regular meeting was adjourned at 9:15 PM. RJ/HO -- Unanimous.

Respectfully submitted,
Tanya Snow, Secretary



Approved by: Karen Turino, Chair
Otisfield Planning Board
Approved on: May 21, 2019