Town of Otisfield
Planning Board
WORKSHOP Minutes
Town Office
May 28, 2019
7:00 PM

1. **Call to Order:** The workshop was called to order at 7:00 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. (Absent: Alternate – Pauline Flagg)

   Code Enforcement Officer: Richard St. John,
   Secretary: Tanya Snow

3. **MISCELLANEOUS:**

A. Joshua Gregoire, Bartow Construction, representing Yair Talmor - Map U07/Lot 10. There was a Site Walk scheduled for Tuesday, May 28, 2019 @ 5:30 PM, but it was cancelled due to the weather. Applicant in attendance asking if it can be rescheduled while she is in Maine this week. All agreed. *Next Site walk is scheduled for Thursday, May 30, 2019 at 4:00 PM. TS will post on website.

4. **WORKSHOP ITEMS:**

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 both Ordinances were in agreement and highlighted the differences which need to be resolved. (Submitted into public record) She also provided the Planning Board with an updated Definitions Ordinance with suggested changes (submitted into public record). The quote for helping PB was signed 05.07.19 and is *not to exceed* $2,500.00. PB members went through all highlighted changes tonight and David Hyer's Questions. (Submitted into public record)

Subdivision Ordinance:

Definitions: Shelly is going to look to see if "parcel" is used and should be used as part of definitions or if it should be part of liquidation Harvesting.

Days: calendar or business days: All agree that "Calendar" days should be used.

11.6: Sewage Disposal. A.2.b. *Motion that we delete the paragraph and replace it with verbiage similar to "design per state standards, and to see the LPI for State Standards". RJ/HO – (5) for (1) abstain – SB. Shelly is comfortable coming up with the wording for this and understands the PB's intent.

11.9: **Shelly will be** Adding "Shoreland" before the words Zoning Ordinance. All agree.

Shelly suggested adding "Location of farmland" and "liquidation harvesting" and said it should be included because findings need to be done for each of them so this will hep the PB determine their findings.

8.2: Submissions: changing the wording "mailing to PB members" to read "delivering to the Town Office" just for clarification.

10.1: Inspections: 5 "business" days. Much discussion on business and calendar days, and PB members prefer business days in this section.

12.9: Monuments: Iron pins, concrete or granite. (Shelly is going to see what other towns do and get back to the PB on this). All agree original wording may be best suited for this, but will wait to hear back from Shelly.

New Road Construction Ordinance:

***TT will provide a copy of New Road Construction Ordinance to Road Commissioner once Shelly makes changes so that he is aware of the proposed changes. All agree.**

Shelly changed the word "street" throughout this Ordinance to "road" to be consistent and all agree eliminating the word *street* makes sense.

Section V.H. Members agreed to postpone decision on requiring *paved* driveways on all new residential dwellings in a new major subdivision to allow for additional time to consider.

Public Hearing Posting: All prefer to have postings posted in a "newspaper" one time and suggest they do as they always have. Currently as is, a Public Hearing is posted in the newspaper (1) time, on the website and on the bulletin board out front of the Town Office.

*At next workshop PB members and Shelly will pickup on page 9 of the New Road Construction Ordinance to finish their review and on Page 3 of David's questions.

*Workshop scheduled for Thursday, June 13, 2019 at 6:00 PM.

5. UPCOMING DATES:

A. Site walk scheduled for Thursday, May 30, 2019 at 4:00 PM.
B. Workshop scheduled for Thursday, June 13, 2019 at 6:00 PM.
C. Regular Meeting scheduled for Tuesday, June 18th at 7:00 PM.

6. Adjournment: With no further business, the workshop was adjourned at 9:39 PM. RJ/HO – Unanimous.

Respectfully submitted,
Tanya Snow, Secretary

Karen Turino

Approved by: Karen Turino, Chair
Otisfield Planning Board
Approved on: June 18, 2019