

**Town of Otisfield
Planning Board Meeting Minutes
Town Office Annex
June 18, 2019**

1. Call to Order: The regular meeting was called to order at 7:14 PM by Chair – Karen Turino.

2. Attendance: Members present were Chair – Karen Turino, Recording Secretary & Alternate – Otis Brown, Stan Brett, David Hyer & Herb Olsen. * Otis Brown was moved up as a voting member. (Absent – Vice Chair - Rick Jackson, 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 May 21, 2019. *Motion to accept minutes. DH/OB – Unanimous.

B. Workshop Minutes from May 28, 2019. *Motion to accept minutes. HO/DH – Unanimous.

C. Site Walk Minutes from May 30, 2019. *Motion to accept minutes. DH/OB – Unanimous.

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. This is intended for seasonal use. The owner's proposed buildings to be simple bunk houses for their children. Site Walk was held, Tuesday, May 14th at 3:00 PM & Thursday, May 30, 2019 @ 4:00 PM. CEO read the parameters of what the PB needs to determine to decide GPE. *An accurate measurement was taken at the May 30th Site Walk. The Greatest Practical Extent (GPE) was discussed and agreed by all that any new construction of proposed camps will be 48 ½ feet from the shoreline high-water mark. Josh: It was my understanding that I have a total of 1,000 sq. ft. that we can build from 25-75' back. The PB determined that we have to be back 48 ½ feet. Can we continue with current plan or would moving the bunkhouse from next lot require a different application? SB: I feel this requires a new application. CEO: The applicant does have a right to amend his application and the PB can choose to accept it. The original application deals with (2) new constructions and tonight we are dealing with (2) new structures and relocation. All agree that they are willing to work with this plan, but solid numbers are needed and the applicant will need to come back to the PB with a new application if the Bunk House from next lot is moved onto the property within 100'. *Motion that the setback for the (2) camps be at least 48 ½ feet from the normal high-water line as determined. SB/OB – Unanimous. *Motion to accept the Shoreland Zoning application submitted by Joshua Gregoire as discussed tonight, June 18, 2019, for (2) new structures to be built on lot 10, U07 in place of (4) existing non-conforming structures. DH/SB – Unanimous.

8. Site Plan Applications:

A. None.

9. Subdivision Application:

A. None.

10. Upcoming Dates:

A. Planning Board Meeting – July 16, 2019 at 7:00 PM.

11. Discussion & comments from Code Enforcement Officer:

A. No new projects at this time.

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 both Ordinances were in agreement and highlighted the differences which need to be resolved. (Submitted into public record) An updated Definitions Ordinance with suggested changes has also been submitted. The PB has held two (2) workshops with Shelley.

At the 06/13th Planning Board Workshop, the PB had some follow-up questions for the Road Commissioner. TT reached out to Richard Bean, Jr. with those questions.

For reference: The Town uses plastic culverts with the smooth lining. Richard Bean, Jr. reviewed the attachment provided. They do not have any manholes in town, and section C is not applicable. Only using plastic, not sure if you can get galvanized culverts anymore and they are not using the aluminum.

- The crew has taken out most of the 15” culverts and replaced them with the 18”. Just about everything they’ve been replacing have gone up in size not down. It has to be very minimal water for them to put in a 12” culvert.
- Richard Bean Sr. is asking that the PB not Make 18” mandatory for cross culverts. It’s a judgement call. TT will send information to Shelley.

Questions:

- 1) What should the minimum size culvert allowed for a driveway be? (the ordinances use 12” and 15” so we need to pick something consistent) RICHARD BEAN JR: Depends on water flow. If there is any question on water flow, then they will use the bigger size culvert, but only if necessary.
- 2) What should be the minimum size culvert allowed for a cross-culvert? (the ordinances use 15” and 18” so we need to pick something consistent) RICHARD BEAN JR: Going with the bigger 18” culverts for the cross culverts, but it is a judgement call.

13. Unfinished Business:

A.

14. Adjournment: With no further business, the regular meeting was adjourned at 8:40 PM. SB/HO --Unanimous.

Respectfully submitted,
Tanya Snow, Secretary

Approved by: Karen Turino, Chair
Otisfield Planning Board: Approved on: August 20, 2019