

**Town of Otisfield  
Planning Board Meeting Minutes  
Town Office Annex  
June 13, 2023**

1. Call to Order: The meeting was called to order at 7:02 p.m. PM by Chair – Scott Arn
2. Attendance: Chair – Scott Arn, Vice Chair – Stan Brett, Herb Olson, John Ywoskus, Sarah Burnham and Brendan Bedell-Alternate  
Board of Selectmen: Hal Ferguson  
Code Enforcement Officer: Fred Collins
3. **Announcement of Quorum:**
4. **Approve Secretary's Report:**
  - A. Regular Meeting Minutes from May 9, 2023. \*Motion to accept Minutes. SA/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 Review Applications:**
  - A. See 13 A.
9. **Subdivision Application:**
  - A. None
10. **Upcoming Dates:**
  - A. Planning Board Regular Meeting July 11, 2023 @ 7:00 p.m.
11. **Discussion & comments from Code Enforcement Officer:**
  - A. As on now I do not have anything on the agenda.
12. **Discussion & comments from Board:**
  - A. Remote attendance (via zoom) of future meeting: **HF** read the policy on the zoom meetings stating that they will only be allowed during a pandemic and that this policy is also on the website. **SB** what about snow storms? **FC** they will be postponed
13. **Unfinished Business:**
  - A. Site Plan Review-Kenneth and Jennifer Hawley, Field of Faith on Lodge Hill, 437 Bean Road, Map R04, Lot 39: **SA** after the site walk, I noted a couple of changes that we would need clarification on. Is this to be a campground or campsites? **KH** weekend camping not a campground. The field is available for campers and tent camping. **SA** is there a limit to people? Jennifer Hawley our permit from the State is for 99 people. **SB** but can we limit those? **JH** I do not see having a hundred people. **SA** so fifty campers? **JH** limiting to 20 campers (on wheels) not tents. A Motion

to limit to 20 campsite was voted down. \*Motion to limit to 20 RVs-Campers and not including tents **SA/BB** - Unanimous. **JH** we will have 2-3 porta potties by the barn. **FC** one will be ADA? **JH** Yes. **KH** we want a good facility. **JH** we are putting porta potties in the field and by the barn. \*Motion any porta potties will be screened from the street and abutters. **HO/SB-Unanimous**. **SA** the language on the second campground will need to be stricken. **SA** do you have driveway application, fire marshal approval and letter from BOS. **JH-KH** we have not heard back on the deliverables. **BB** get with Julie at the Town Office in regards to the BOS. **FC** once you have all of the deliverables, I will need copies for the file. A \*Motion to have the driveway entrance permit before approval **JY/SB-Unanimous**. **JH** We have discussed times, and I want to be clear. Somewhere between 9-10 p.m.. **FC** 10 p.m. is maximum for music. \*Motion for music to be off at 10 p.m. **SY/HO**- Unanimous. **KH** can we be granted a temporary permit? **FC** are you planning on having an event soon? **KH** no not until August. **SA** is there a need to exclude all other buildings? **SB** no they have not applied. **FC** site application focus on the barn. Anything more would need another site application. **JH** after a few years we wanted to expand, we would need a new site permit. **FC** yes. **SA** what about catering? The intention is not specified. **HF** an application and approval from the BOS to be able to serve alcohol. **JH** we won't be serving alcohol.

**HO** question on the distance of the road for having a drive way it is a short distance on that hill. **FC** there is a state formula that the speed limit and the sight distance. 45 mph needs to have 425 feet of sight distance. I have measured it with Mr. Bean and you can see 425 feet in each direction. **KH** what is the speed limit on that road? **FC** Any unposted road is 45 miles per hour. **KH** with those two curves there is no way that is safe. **FC** you can put out reflective signs that say event ahead to help people be aware. \*Motion to approve Field of Faith with state of contingencies:

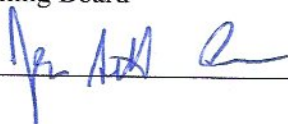
- Road commissioner letter
- Fire Marshal letter
- BOS letter
- Driveway permit

14. Adjournment: \* Motion to adjourn SB/JY-Unanimous 7:45 p.m.

Submitted by:

Approved by Scott Arn, Chair  
Otisfield Planning Board

Signature



Date

10/10/23