

**Parsonsfield Planning Board Meeting
Tuesday, January 19, 2016
Minutes**

Planning Board Members in Attendance:

Tiffany Brendt
Thelma LaVoie
Carl Nance
John Wagner

CEO David Bower in Attendance

Lee Jay Feldman, SMPDC

Also in attendance:

Michael Kemp, Aileen Graf, Gaylee Lockwood, Debbie Sobczak, John Sobczak

Chairperson Lavoie called the meeting to order at 7:05.

December 15 Meeting Minutes Approved

The minutes from the November meeting have not been submitted, however, revised minutes from the December 15 meeting were reviewed. Mr. Wagner moved to approve as amended, with second from Ms. Brendt. December 15 minutes were approved unanimously.

Site Plan Reviews

1. Lee Jay Feldman, SMPDC , regarding Milliken Building (Old Town Hall) Development into 4 Apartments

CEO Bower introduced Lee Jay Feldman from the Southern Maine Planning and Development Commission (SMPDC). Mr. Feldman helps planning boards in the Southern Maine region ensure that applications for development plans are complete and the correct processes are followed:

- Determine if application is complete
- Once application is complete and any waivers are requested in writing, a Public Hearing date is set.
- At the Public Hearing, approve, deny and develop finding of fact
- Mr. Feldman will help the Planning Board interpret requirements in accordance to criteria found in Article III Section 6 A-Q on pages 86-88

As the applicant for the development (Victor Butrimowicz) wasn't in attendance, Mr. Feldman suggested that Mr. Butrimowicz be contacted and have him submit the subdivision application. Mr. Feldman will also work with CEO Bower on how to go forward.

Mr. Feldman submitted his \$675 fee proposal for his services to the Planning Board.

2. Aileen Graf for Gaylee Lockwood, 55 Road Between the Ponds

Ms. Lockwood would like to expand her lake house and replace the existing staircase to meet safety standards. The house had a 39 sq. ft. addition in 2003, and another 177 sq. ft. would be allowed.

Architect Aileen Graf went over the proposed changes, which would add 176 sq. ft. to the house.

Discussion: CEO Bower has reviewed the plan, and his only concern was the setback from the road. (The required setback is 75 feet and the proposal would make the setback 60.7 feet. The current setback from the road is 66.3 feet.) Ms. Lockwood's options going forward:

Go to the Appeals Board and apply for a setback variance
Architect Graf could modify the plans and have the Planning Board do a Site Walk Review

It was decided to hold a **Site Walk on February 16, 2016 at 5:00**. Letters to the abutters will be sent out, and a Public Notice of the Site Walk will be submitted for 2 editions of the Shopping Guide.

3. Michael Kemp, 196 Fenderson Road, application to open a Small Engine Repair Shop

Mr. Kemp would like to open a repair shop for snowmobiles, ATV's and motorcycles in an existing garage.

Discussion: Mr. Kemp is not planning on changing the current building for his shop. He was asked about his plans for hazardous waste removal (e.g. used oil, batteries, antifreeze). He plans to display a small sign (21" X 31") that would be on a tree.

The Planning Board will hold a **Site Walk review on February 16 at 5:30**. (Directly following the Lockwood review.)

John and Deborah Sobczak, 4 Miller Road Expansion

The house was purchased from Deborah Sobczak's parents in 1999. Their goal is to enlarge the camp and make it handicapped accessible. The building is currently 852 sq. ft and the proposal is to add another 394, but the code limit is 1000 sq. ft. The Sobczak's will go to the Appeals Board for a variance.

Chairperson Lavoie announced Carl Nance will be a Permanent Planning Board Member and Todd Crooker will be an Alternate Member.

Meeting adjourned at 8:37.

Approved

Date

DRAFT