

Approved by the Planning Board on December 8, 2016

Town of Machiasport
P.O. Box 267 - Machiasport, Maine

Planning Board Meeting
THURSDAY- November 10, 2016
7:00 Planning Board Meeting

MINUTES

Chair
Michael Hinerman
2016-2019

Vice Chair
Jeff Huntley 2014- 2017

Bill Prescott, Jr. 2014-2017
Jimmy Clark 2016-2019
Richard Jordan 2016-2018

Code Enforcement
Officer (CEO)
James Bradley

Secretary
Cathy Bunker

I. Call meeting to order/Roll Call

Michael Hinerman, Chairman, called the meeting to order at 7:05 p.m.

Planning Board Members Present: **Michael Hinerman** (Chairman of Planning Board), **Bill Prescott**, **Rick Jordan** and **Jimmy Clark**, Assessor.

Participants: **Bob Mercer**, **Kathryn Mercer**, **Frank Coffin**, **Rick Heller** (Quoddy Tides) and **Cathy Bunker/Recorder**

Quorum: Yes

A. Planning Board Correspondence

No new correspondence regarding training/workshops for Planning Board Members.

II. Adjustments to Agenda

None

III. Approval of Planning Board Minutes-October 13, 2016

Michael Hinerman brought to the Board's attention the need to amend the minutes of the Planning Board meeting that was held on October 13, 2016.

(#5. Consideration of Building permit)

- A. **Add** - Chair passed to **Jeff Huntley** for consideration of Building Permit for **Michael Hinerman**.

(#8. Old Business)

- B. **Remove** - Sentences two through five in regards to **Mathew Goacher's** property.

MOTION made by Michael Hinerman and seconded by Bill Prescott to amend the minutes of the October 13, 2016 Planning Board meeting. Motion passed unanimously.

IV. Consideration of Building Permits

BP # 16-27, Frank and Mandy Coffin, addition to existing building. Discussion ensued and it was noted that Machiasport has no commercial zoning ordinances.

MOTION made by Mike Hinerman and seconded by Rick Jordan to approve Building Permit # 16-27. Motion passed unanimously.

A. Consideration of TABLED Building Permits

BP# 16-24, EMERA, expansion of an existing utility substation. At a prior Planning Board meeting CEO **James Bradley** requested additional paperwork to include permits from the DEP & Army Corp of Engineers. CEO **Bradley** also requested that the word "Draft" be removed from the plans. All permits were submitted and required changes were made to the building permit application.

MOTION made by Bill Prescott and seconded by Jimmy Clark to approve Building Permit # 16-24. The application was signed and approved. Motion passed Unanimously.

V. CEO Report – James Bradley

James Bradley did not attend the meeting.

VI. Old Business

- A. BP #15-19, **David Thomas** – To be discussed at the December 8th Planning Board Meeting.

- B. **Michael Hinerman** advised that he will put together a draft form of a simplified building permit application for residents who want to build a small addition, deck, shed, etc. **Michael Hinerman** also recommended that residents submit their deed along with the building permit application to show proof of ownership. **Bill Prescott** agreed.

- C. **Rick Jordan** and **Michael Hinerman** attended the Planning Board Workshop in Calais on November 1st and found it to be informative.

VII. New Business

None

VIII. Public Comments

Bob Mercer gave an update as to the progress of the Shoreland Zoning Committee (SLZC) in regards to SLZ maps. Discussion ensued with several comments from the Board Members. **Bill Prescott** informed the Board that there is an updated SLZ map that could be found in the Planning Board Office and that CES has it on file as well. **Bob Mercer** will follow up with **CES** and also stated that the maps will probably not be completed for the Town meeting which will be held in June. It was agreed to continue the discussion at a later date and time. **Jimmy Clark**, Assessor, advised the Board of the legality particulars involving flood maps and flood zone ordinances within the town.

IX. Reports/Comments from Members

There was a brief discussion regarding the Floodplain Ordinance.

Bill Prescott reminded the Planning Board that the Comprehensive Plan still needs to be updated.

X. Adjournment

MOTION made by Rick Jordan and seconded by Bill Prescott to adjourn the meeting at 7:45pm. Motion passed unanimously.

Minutes recorded for the Planning Board by: Cathy Bunker, Planning Board Secretary

Approved by the Planning Board 12/08/2016
Date

Attested by: Michael Hinerman
Michael Hinerman, Chair, Planning Board

**** The next Planning Board meeting is scheduled for Thursday,
December 8, 2016 @ 7:00PM**