

Original

Approved by the Planning Board on November 10, 2016

Town of Machiasport
P.O. Box 267 - Machiasport, Maine
Planning Board Meeting
THURSDAY- October 13, 2016
7:00 Planning Board Meeting

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

MINUTES

I. Call meeting to order/Roll Call

Michael Hinerman, Chairman, called the meeting to order at 7:00 p.m.

Planning Board Members Present: **Michael Hinerman** (Chairman of Planning Board), **Jeff Huntley**, **Rick Jordan**, **Jim Bradley**, Code Enforcement Officer.

Participants: **Bob Mercer**, **Kathryn Mercer**, **David Thomas**, **Sheena Dowling**, **Mark Phair (Emera)**, **Sara Dedmon (Machias Valley News)**, **Roseanne Arseneau**, **Robert Arseneau** & **Cathy Bunker/Recorder**

Quorum: Yes

A. Planning Board Correspondence

Michael Hinerman welcomed new Planning Board Member, **Rick Jordan**.

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

II. Adjustments to Agenda

It was decided to adjust the agenda by moving up the Reports/Comments from the Public.

III. Approval of Planning Board Minutes-September 8, 2016

MOTION by Jeff Huntley and seconded by Rick Jordan to approve the Planning Board minutes from September 8, 2016. Motion passed unanimously.

IV. Reports/Comments from Public

Bob Mercer reports that the Shoreland Zoning Committee (SLZ) is struggling to complete the updating of the SLZ map. The current SLZ map that is posted at the Machiasport Town Office is possibly the only one in existence and needs updating. Mike Hinerman felt that there were other copies of the map however unknown as to where they could be found. It was decided that **Bob Mercer** will take the map and have CES develop copies. **Bob Mercer** also stated that the SLZ Committee are unable to commit additional monies as they currently have only \$500 left in their budget. A discussion ensued as to the approximate cost of updating the maps. **Bob Mercer** asked if the Planning Board was able to commit monies towards the updating of the map. **Mike Hinerman** responded by saying he will work with the Selectman in regards to the funding process, once the total figures come in.

Judy East (WCCOG) has been a tremendous help to the SLZ Committee however she may end up charging for her services in the very near future. Once that happens the SLZ Committee will refer back to the Attorney.

V. Consideration of Building Permits

- A. BP # 16-24, EMERA, expansion of an existing utility substation. Applicant (**Mark Phair, representative for Emera**) is present. CEO **Jim Bradley** requested more documentation such as the Permits from DEP & the Army Corp of Engineers as noted in the original application. **Jeff Huntley** would like to see the word "Draft" removed from the paperwork submitted by EMERA. **Mark Phair** explained in detail the construction plans. CEO **Jim Bradley** had no questions but requested that the paperwork be updated to not include the word "draft".

MOTION made by Jeff Huntley and seconded by Rick Jordan to approve Building Permit # 16-24. Motion passed unanimously subject to receiving updated items; 1) Amy Corp of Engineers Permit; 2) DEP Permit; 3) "DRAFT" stamp removed from original paperwork.

- B. BP # 16-25, **Michael Hinerman**, replanking of current deck and expansion of same deck. No electrical or plumbing involved. The Chair was passed to **Jeff Huntley** for part of the meeting.

MOTION made by Rick Jordan and seconded by Jeff Huntley to approve Building Permit # 16-25. **Michael Hinerman** was an abstention.

- C. BP # 16-26, **Jeremy Gray**, construct a small storage shed (256 sq. ft.). No electrical or plumbing involved. Since the application did not come with a tax bill for proof of ownership, CEO **Jim Bradley** recommended giving a “conditional approval” until the proof of ownership is provided to the Planning Board.

MOTION made by Mike Hinerman and seconded by Rick Jordan to approve Building Permit # 16-26 with a conditional approval. Motion passed Unanimously.

VI. Consideration of TABLED Building Permits

- A. BP# 15-19- **David Thomas** – As discussed in the prior Planning Board meeting, **David Thomas** had moved a different trailer in on the property in question, therefore prompting an inspection of the property. **David Thomas** and **Sheena Dowling** expressed to the Board their reasoning for not completing the project which was due to financial reasons. Discussion ensued as to whether **David Thomas’** septic system is a legal working system as there are no septic system plans on file to determine the age or condition. **James Bradley**, CEO, stated that if the system is prior to 1974 he would fall under the “grandfathered law”. But because the year is unknown, **David Thomas** would need to produce paperwork to say that the septic is acceptable or can show a copy of the septic design. **James Bradley**, CEO, advised **David Thomas** that he could ascertain what was in the ground, then find out if it will take a flow, he could then be given a permit. It was noted that **David Thomas** has had a soil test completed.

Mike Hinerman advised **David Thomas** that the Planning Board does not have the right to give him a variance, however he can appeal the decision IF denied a building permit. **James Bradley**, CEO, explained the process of the two step inspection, once the project begins. **Michael Hinerman** explained that Planning Board is required to work within the guidelines given to the board. The Board determined that a permit would be given but ONLY if **David Thomas** completed the entire septic system (with the exception of the grassing in) by December 8th, which is when the Planning Board will meet in December. If not completed by that date, the trailer must be vacated. **James Bradley** stated that there will be no further extensions. **David Thomas** and **Sheena Dowling** agreed and stated that they felt that was sufficient time to complete their project.

VII. CEO Report- Jim Bradley

Nothing to report at this given time.

VIII. Old Business – Discussion of Fee Schedule

- A. **Mike Hinerman** noted that the Selectman have approved the new fee schedule.
- B. **Michael Hinerman** stated that **Mathew Goacher** is continuing to do renovations on his home and it has been going on for the past several months and discussion followed. No action taken but **Mr. Bradley** will visit **Mr. Goacher's** property and report out at the next meeting.

IX. New Business – Future Goals for the Planning Board

Michael Hinerman would like to discuss the future goals of the Planning Board. He suggested simplifying the building permit application and asked the Planning Board members to think about how the application process can be streamlined. **James Bradley** felt that Machiasport's building application is too extensive in comparison to other towns. **James Bradley** also asked the Planning Board to look into the future of the town and ask themselves where they would like the town to be in ten years. **Mike Hinerman** stated that it would be important to think of ways to protect the town while taking in consideration the property owners way of life.

Bob Mercer was happy to see that the building permit fees are now more feasible and applauded the Planning Board on their efforts. **Mr. Mercer** also felt that the towns' people need to be educated on the changes going on within their town and also to be informed of the requirements in regards to obtaining a building permit. The town does have its own website and **Rick Heller** has offered to update the town's website. **Mr. Mercer** felt that "facebook" would be more informative.

Jeff Huntley recommended installing a lighted electronic sign (scrolling message board) in place of the existing sign that is currently located by the Post Office. It would be helpful in informing residents of the events going on within the town. An example of the sign can be found at entrance of the Jonesboro Elementary School.

X. Reports/Comments from members

None

XI. Adjournment

MOTION made by **Jeff Huntley** seconded by **Rick Jordan** to adjourn the Planning Board meeting at 8:25 p.m. Motion passed unanimously.

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

Approved by the Planning Board 11/10/2016 as amend.
Date

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

**** The next Planning Board meeting is scheduled for Thursday,
November 10, 2016 @ 7:00PM**