



PLANNING BOARD

Paul Mattor, Chair
Joe Ponzetti, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Bruce Wishart
Max Kenney

Minutes of Planning Board Meeting 12 December 2018

Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Heather Sullivan, Peter Lovell, Max Kenney, Jessica Brackett. Martha Turner, Secretary.

Absent: Bruce Wishart

Others Present: Deborah Nadeau, Paul Nadeau, Johanne Danis, Scott Danis.

Call to Order: A quorum being present, the meeting was called to order at 7:00 PM by Chair Paul Mattor at the Hollis Community Center.

Minutes: Motion was made to approve the minutes of 28 November 2018 as presented. Motion was seconded and discussed. One minor correction was noted. Motion to approve carried, as corrected.

Correspondence: None

Reports: Mr. Mattor reported on the meeting held last night with the New Municipal Complex Committee and the Finance Committee, with presentation by Attorney Shana Mueller, TIF expert, as well as a representative from WBRC Architects Engineers.

Old Business: Darbick Terrace Subdivision #2202-4240, progress report. The secretary received today an email from the applicant, Adam Winslow, that the two surveyors are planning to meet this week. Progress report will again be added to the agenda for the next Planning Board meeting.

New Business: Johanne and Scott Danis, Shoreland Zone Permit application #2201-4134. The applicants are seeking a permit for renovations to an existing dwelling located at 197 River Road, Map 2 Lot 53-A. The applicants were referred to the Planning Board by CEO Tammy Munson for a Shoreland Zone Permit. A memo from Eric Sanderson SMPDC has suggested that this is not within the 250' shoreland buffer zone, making this permit unnecessary.

Members discussed the definition of "wetlands", "shoreland zone", and "resource protection zone." Mr. Mattor has consulted with the Code Enforcement Officer and the Assessor, as well as Mr. Sanderson, regarding the zones shown on the most current tax maps vs. the ordinance language describing these zones. Mr. Mattor noted that the "Hollis Official Land Use Zoning and Shoreland Zoning Map," dated December 1, 2008, has the word DRAFT included in the title. This raises the question of whether the map was ever actually approved by town vote. Mr. Mattor will follow up with the Town Clerk.

Mr. & Mrs. Danis have received approval from Saco River Corridor Commission, Permit #17-136. The permit includes a project description as follows: "The applicant is seeking a permit to expand an existing residence by adding a 24 x 16 foot first floor addition, reconfigure an existing deck to 8 x 16 feet including a 3 x 3 foot porch and steps (3-5 steps) to be located 280 feet from the normal high water line of the Saco River."



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Motion was made and seconded to move forward with the application for a Shoreland Zone Permit, as recommended by CEO Tammy Munson, and based on her interpretation of the location within the Resource Protection Zone. Motion carried 5-0-1.

Mr. Mattor reviewed the Shoreland Zoning Ordinance Chapter 1, Section 1.3, regarding requirements for a permit application. He confirmed that the application is signed and dated, a site plan and a copy of the deed are included, and the application fee has been paid. The septic system was replaced in 1993 and is in good working order (copy of HHE-200 provided). A new well will be drilled. The expansion will be to the side of the existing house; there will be no expansion either toward the road or toward the river. The expansion does not exceed the 30% maximum allowed in the Shoreland Zone. **Motion was made and seconded to consider the application complete. Motion carried 5-0-1.**

Motion was made and seconded to schedule a public hearing for the next meeting and to rely on the CEO's inspection of the property rather than scheduling a site visit. Motion carried 5-0-1.

Public Comment: Deborah Nadeau confirmed that the two surveyors plan to meet re: Darbick Terrace, although the date had not yet been confirmed.

Plan for Next Meeting: The next meeting will be Wednesday 9 January 2019, to begin with public hearing for Shoreland Zone Permit #2201-4134.

Adjourn: Meeting adjourned at 8:00 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 9 January 2019