



PLANNING BOARD

Paul Mattor, Chair
Max Kenney, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Tom Witkowski
Vacant Seat

Minutes of Planning Board Meeting 8 July 2020

Present: Paul Mattor, Chair; Max Kenney, Vice Chair; Peter Lovell, Jessica Brackett. **Absent:** Heather Sullivan. **Select Board:** Dave McCubrey, Jack Rogala, Rita Perron. Tammy Munson, Code Enforcement Officer; Bennet Flinner, Select Board Office Assistant; Martha Turner, Secretary; Eric Sanderson, Southern Maine Planning and Development Commission (SMPDC); Gordon Atkinson, Don Roth.

Call to Order: A quorum being present, meeting was called to order at 7:20 PM by Chair Paul Mattor, via Zoom.

Public Hearing: Motion was made and seconded to suspend the regular meeting and open the public hearing for Shoreland Zone Application #2201-4137, 8 White Pine Drive, Map 25 Lot 17. Motion carried 3-0-1. Public hearing opened at 7:25 PM. Mr. Mattor acknowledged all members of the public who had joined the meeting online; no one offered any comments or questions. Motion made and seconded to close public hearing and reopen regular meeting. Motion carried 3-0-1. Public hearing was closed at 7:28 PM.

Minutes: Motion was made and seconded to approve minutes of 24 June 2020. Motion carried 3-0-1.

Correspondence: None

Reports: Tammy Munson reported on CEO activity. Mr. McCubrey offered a reminder that election day is Tuesday 14 July 2020. Voting may be by absentee ballot, or in person at the Community Center.

Unfinished Business: Gordon Atkinson, Shoreland Zone Application #2201-4137, 8 White Pine Dr., Map 25 Lot 17. The existing building is 93' from the Saco River. A site visit at this location was held tonight at 6:00 PM, attended by Paul Mattor, Max Kenney, Peter Lovell, Tom Witkowski, Gordon Atkinson. Mr. Mattor reported observations as follows: there is existing erosion down the embankment, apparently caused by people going up and down the bank to access the river; if the building were to be moved back, it would intrude on the existing septic system and leach field; all other setbacks appeared to be adequate.

Ms. Munson referred to Shoreland Zoning Ordinance (SZO) section 14.3.3, reconstruction or replacement of non-conforming structure. Discussion followed concerning how to determine 50% of the market value. Ms. Munson noted that there are two parts to the application under consideration: first, the demolition and replacement of the existing residence, second, the installation of stairs leading down to the river.

Regarding replacing the building, discussion concerned the limit of 30% expansion during the lifetime of the property. Ms. Munson noted that only 7' of the existing foundation is located within the setback. She noted that Mr. Atkinson plans to add a second story, but will not be expanding toward the river. The applicant will work with Code Enforcement to ensure that construction does not exceed the 30% limit, to be documented with drawings and calculations. This requirement will be noted in the Findings of Fact.

Motion was made and seconded to require, as a condition of approval, that the applicant receive a construction permit from CEO within one year of the date of approval. Motion carried 3-0-1.

Discussion of the feasibility of requiring the building to be moved back to meet setback requirements. As noted above, moving the building would encroach on the existing septic system and leach field. Also, leaving the foundation where it is would minimize further excavation, thus minimizing erosion into the river.

Regarding installation of stairs down to the river, Mr. Lovell noted that this will improve erosion control by preventing people from climbing up and down the embankment. Mr. Atkinson noted that the new stairs will be in the same location as the old stairs that were previously removed. Discussion followed concerning the definition and location of "normal high-water level."



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Mr. Mattor reviewed all items on Page 5 of the Hollis Shoreland Zoning Ordinance (SZO).

1. Will maintain safe and healthful conditions: **this project will provide safer access to the Saco River.**
2. Will not result in water pollution, erosion or sedimentation to surface waters: **excavation will be minimized; foot traffic will be over the stairs rather than down the embankment.**
3. Provide for disposal of wastewater: **existing septic system, same number of bedrooms, CEO will supervise.**
4. Will not have adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat: **this project will have no impact.**
5. Will conserve shore cover and visual, as well as actual, points of access to the water: **new building will improve visual access to water; new stairs will be in same location as old stairs.**
6. Will protect archaeological and historic resources: **this ground had been disturbed previously; the existing foundation will be used.**
7. Will avoid problems associated with flood plain development and use: **the dock and lower platform will be removed in the winter; stairs will be anchored appropriately to withstand flood waters.**
8. Conformance with Chapter 17 of the SZO. Mr. Mattor reviewed all items from Chapter 17, specifically regarding principal and accessory structures.

Motion to approve: Motion to approve SZO application #2201-4137, 8 White Pine Drive, with the following conditions: 1. Construction permit to be requested from CEO within one year from this date; 2. Permit by Rule for stairs to be received from DEP; 3. Stairs to be appropriately anchored as per CEO approval. Motion was seconded. Motion carried 3-0-1.

New Business: Review of Comprehensive Plan. Motion to table to next meeting; seconded. Carried 3-0-1.

Public Comment: None

Plan for Next Meeting: Wednesday 22 July 2020, 7:00 PM via Zoom.

Adjourn: Meeting adjourned at 9:05 PM.

Minutes submitted by Martha Turner, Secretary

Approved by Planning Board 22 July 2020