



PLANNING BOARD

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

Minutes of Planning Board Meeting 13 June 2018

Members Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Peter Lovell, Jessica Brackett, Bruce Wishart. Absent: Heather Sullivan.

Others Present: See attached.

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

Minutes: Motion was made and seconded to approve the minutes of 30 May 2018 as presented. Motion carried 4-0-1.

Correspondence: Mr. Mattor reported that Trevor Hustus has submitted his resignation from the Planning Board. The Planning Board currently has openings for one regular member and two alternate members.

The secretary distributed an announcement from MMA regarding an upcoming workshop for members of Planning Boards and Boards of Appeal, to be held in Portland on Thursday 26 July 2018. Mr. Mattor noted that the MMA's annual training workshops always provide useful information, even if you have attended a workshop in the past.

The secretary distributed copies of communication regarding the proposed Highland Ridge subdivision revision #2202-4241, indicating that this subdivision application has been withdrawn.

Reports: John Paul Rondeau reported on the plans for the Hollis Community Day/Pirate Fest to be held on Saturday 11 August 2018 from 10:00 AM to 9:30 PM. Among the long list of scheduled activities will be wrestling, music, food trucks, "professional pirates," a pancake breakfast, many booths and children's activities, and finally a fireworks display. Mr. Rondeau appealed to any residents who might be available to volunteer their assistance before, during, or after the festival. He stated that any interested volunteers should contact Debbie Tefft, Recreation Director.

Mr. Mattor welcomed Dave McCubrey, newly elected Select Board member. Mr. McCubrey stated that he has already been working with Rita Perron to bring him up to date with current and pending issues. He noted that Ms. Perron will be the Planning Board's official Select Board contact. He reported that a new Code Enforcement Officer has been hired. At the time she begins her duties, Paul Goudreau will return to his position as Deputy CEO. Mr. McCubrey assisted with lighting for tonight's meeting, as work continues on updates to the Community Building.

Old Business: Day One Residential Treatment Program, C.U.P. #2201-4126. After brief discussion, Mr. Ponzetti made a motion to consider the application complete. Motion was seconded; carried 4-0-1. Mr. Ponzetti made a motion to schedule a site visit for Day One on Wednesday 27 June 2018 at 6:00 PM, followed by a public hearing to be held at the beginning of the regular Planning Board meeting at 7:00 PM. Motion was seconded; carried 3-0-2.



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Old Business: Woods Excavating, Cape Road Gravel Pit, C.U.P. # 2201-4123. Members reviewed the draft of the Findings of Fact. Two additional Conditions of Approval were suggested. First, any and all encroachments on the property lines shall be repaired within 60 days of permit approval. Second, within 90 days of approval, the applicant shall provide written evidence from the Maine DOT that a driveway permit either exists or is not necessary.

Mr. Ponzetti made a motion to approve Mr. Woods' Conditional Use Permit #2201-4123, including "Factors Applicable to Conditional Use" items (a) through (q), "Conditions Attached to Conditional Uses" items (a) and (b), and "Conditions of Approval" items (1) through (10). The motion was seconded. **The motion to approve carried by a vote of 3-2.**

A copy of the signed findings of fact and letter of approval will be on file with a copy of the minutes of this meeting.

New Business: Waters Edge, C.U.P. #2201-4128, request for a hand-carry canoe launch in the Shoreland Zone on the Saco River. Presented by Keith Gray, Professional Engineer, representing the "Waters Edge on the Saco" Homeowners Association (HOA) and Bruce Theriault, property owner. The HOA already has an easement for recreational access across Mr. Theriault's property. There is an existing drainage channel that will be improved. The Saco River Corridor Commission has approved this project.

As indicated in the Hollis Shoreland Zoning Ordinance (SZO), Chapter 16, Page 31, this is a use that requires Planning Board approval: "Filling and earth moving of more than 10 cubic yards." Mr. Mattor reviewed SZO Chapter 1.3, "Permit Application." He noted that the applicant has submitted a signed and dated application form, site plan, deed, and permit from the Saco River Corridor Commission (SRCC); the required fees have been paid. Mr. Mattor asked Mr. Theriault to submit a letter authorizing Mr. Gray to represent him in these proceedings.

Mr. Ponzetti made a motion to find the application complete, with the addition of the requested authorization letter. The motion was seconded and carried 3-0-2. A site visit and public hearing will be scheduled for Wednesday 11 July 2018; abutters will be notified.

Public Comment: None.

Plan for Next Meeting: The next meeting will be on Wednesday 27 June 2018, beginning at 6:00 PM with a site visit at 60 Waters Edge, followed at 7:00 PM by the public hearing for 60 Waters Edge at the beginning of the regular meeting.

Adjourn: Meeting adjourned at 8:20 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 27 June 2018