

Shapleigh Planning Board

Minutes

Tuesday, October 13, 2020

This evening's meeting was conducted via Zoom due to Covid-19.

Members in attendance: Roger Allaire (Chairman), Steve Foglio (Vice Chairman), Madge Baker, Maggie Moody, Roland Legere and Alternate Ann Harris. Code Enforcement Officer Mike Demers was also in attendance.

Minutes are not verbatim, unless in quotes "" – If the name of a citizen making a comment was not requested by the Planning Board Chairman, the reference to their name will be known as 'Citizen' or 'Abutter' depending on whom is speaking.

Roger A. asked if there were any changes to the minutes from September 22, 2020? There were none. The Planning Board minutes from Tuesday, September 22nd were accepted by members as read.

The Planning Board meeting started at 7:30 p.m.

Conditional Use Permit – Two Family Dwelling in Shoreland District – Map 17, Lot 9A (30th Street) – Steven & Wendy Ouellette, Applicants

Mr. Ouellette was present via Zoom for the review of his application.

Provided along with the application, was a boundary survey done by Corner Post Land Surveying, Inc., which depicted Lot 9A, showing that it consists of 3.51 acres – excluding right-of-way, it depicts the proposed location of the two family dwelling and the building envelop which keeps the structure beyond the 100 foot setback to the high water mark. The location of 30th Street is on the plan, along with direct abutters to the property and the location of Mousam Lake. There is also a notation on the plan that states .31 acres within the lot are a right-of-way.

Also provided was a copy of the Subsurface Wastewater Disposal System for a three bedroom duplex, drafted by Mark A Truman, SE #121, dated 9/23/2020.

The detailed description of the project is as follows: A two family dwelling in the shoreland zone.

Roger A. asked Mr. Ouellette to let the board know what they intended to do. Mr. Ouellette began by stating that he believed the board members received a copy of the application. He stated they are building a two-family residence, one side for his mother-in-law which was with him this evening, and he and his wife will live on the other side. He said the property has been surveyed, the footprint of the building has been placed on the survey, and a septic design has been done. He said the septic design is plotted out on the property. He said mailed with the application was a small copy of the survey, which shows the buildable footprint. He noted they would be well within the buildable footprint. He said the closest point of the structure to the 100 foot mark was 18 feet.

Mr. Ouellette stated he spoke with CEO Demers prior to submitting the application, where CEO Demers told him that before he could move ahead with his project, he would need to submit a Conditional Use Application. Mr. Ouellette stated that was why he was before the board.

Roger A. asked if there were any questions? Roland L. stated that while looking at the plan submitted, looking at the footprint of the building, there is a distance marker from the building to the shoreline but he was unable to make out the distance due to the small size of the copy. Roland asked for clarification. Mr. Ouellette asked if he was speaking about where it says 3.51 acres? Roland said, “To the right of that, exactly”. Mr. Ouellette stated that was 100 feet. Roland said it was faint but he was seeing a line, so this was the 100 foot mark. Mr. Ouellette stated, “Yes”. Mr. Ouellette stated the line was solid then double dot, then solid, and if you follow it, it shows the whole footprint of the buildable area. Roland said it was faint on his copy, and thanked Mr. Ouellette for the clarification.

Roger A. asked if there were any other questions? There were none.

Roger A. stated that this is a duplex in the shoreland district, and under §105-17, it allows a single structure on a 2 acre lot, so there isn't an issue with the structure. He stated under §105-18, it gives the lot requirements, road frontage and the setback to the road, which are all being met, as well as setting beyond 100 feet to the high water mark. Roger stated there should not be an issue with this proposal; because it is a Conditional Use permit, the board will have to notify abutters letting them know about the request for a duplex in the shoreland district. Roger believed all the criteria in the ordinance will be met.

Roger A. stated that a Growth Permit is required for two units. Mr. Ouellette stated that they had already submitted the growth permits and received them for the duplex (they were issued GP #09-20 on 6/9/2020). CEO Demers stated they were approved back in June, and had been in contact with him getting documentation together with respect to the septic system and plot plan. He said getting the documentation together took longer than typical for this project, so the Growth Permit deadline was extended, and he assumed the board would have no issues with extending the 90 day limit to the end of this Planning Board process. Roger asked board members if they had an issue with extending the growth permit deadline? There were no objections. Roger said that he would probably have gotten the CUP prior to the Growth Permit, but this is fine. Mr. Ouellette stated that he had asked but wasn't sure what item they should do first.

Roger A. stated that they would notify abutters of the project, and the next review of the application will be Tuesday, October 27th at 7:30 pm.

Roland L. asked about the applicant's time table. He wanted to know if they were looking to start construction before the weather turned? Mr. Ouellette stated they had a contractor that was going to do the job and he backed out. He stated they were currently talking with Scott McLeod, meeting with him tomorrow. He said that he would advise him as to whether or not they are better off to do the foundation now and cap it or wait until early spring, after the frost is out. Mr. Ouellette stated it would be dependent upon what would be best for the foundation. Roland thanked Mr. Ouellette.

Roger A. stated that building permits were valid for 2 years, and a substantial start needed to begin within a year. Mr. Ouellette understood.

Roger A. asked if anyone needed a site inspection? Roland L. said he would take a ride down but he was comfortable with what was discussed and what they had on the survey plan. Roger agreed, stating he didn't see any issues.

Nothing more was discussed.

Growth Permits

Roger A. stated he didn't have the name of the applicants in front of him, as he was doing the review from his home, but he did review the map for each lot. Roger stated that he did not see any reason why the growth permits could not be issued. He did state he did not see the deeds either. (All supporting documentation was provided with each growth permit and is on file.)

Map 41, Lot 33 (Pine Springs Road) – New Home GP #22-20

This is an approved lot in a subdivision. The board received a purchase and sale agreement, and a copy of the existing deed, dated 8/16/1976 (Book 2143, Page 464).

Map 39, Lot 35 (131 Granny Kent Pond Road) – Seasonal Conversion GP #23-20

This is a lot of record with an existing structure. A copy of the Quick Claim Deed was provided, dated 4/1/2013 (Book 16566, Page 417).

Map 10, Lot 12 (Mann Road) – New Home GP #24-20

Roger A. asked CEO Demers if there was already home on the property? CEO Demers stated there was a house permitted years ago but it never got followed through with. He stated this in the jurisdiction of the Saco River Corridor, so he will have to obtain those permits as well. He said this was a reapplication at this point. A copy of the deed was provided, dated 9/25/2020 (Book 18390, Page 198).

Map 26, Lot 26 (220 16th Street Loop) – Seasonal Conversion GP #25-20

This is a lot of record with an existing structure. Roland L. noted that on the agenda there was a question mark after the words 'seasonal conversion'. Barbara F. stated that nobody circled anything on the application, and because there is a structure on the property, she assumed it was a seasonal conversion. She asked if CEO Demers knew more about it? CEO Demers stated that it was a seasonal conversion.

The Planning Board meeting ended at 7:55 p.m.

NOTE: The summer hours are in effect, the meetings now begin at 7:30 p.m. and any scheduled public hearing begins at 7:00 p.m.

The next Planning Board meeting scheduled will be via Zoom on Tuesday October 27, 2020 at 7:30 p.m. See the Town website, www.shapleigh.net to obtain the link details, or use the information below.

To attend the meeting, you may connect via the following:

- **Join Zoom Meeting**
[https://us02web.Zoom.us/j/84895865996?pwd=R0tBZE5ENFVLSGRibFRFaWFVQmEvZz09](https://us02web.zoom.us/j/84895865996?pwd=R0tBZE5ENFVLSGRibFRFaWFVQmEvZz09)
- **If calling in:** Find your local number: [https://us02web.Zoom.us/j/84895865996?pwd=R0tBZE5ENFVLSGRibFRFaWFVQmEvZz09](https://us02web.zoom.us/j/84895865996?pwd=R0tBZE5ENFVLSGRibFRFaWFVQmEvZz09)

Zoom Meeting ID: 848 9586 5996 Password: 479754 (For all links)

- You may send an email by noon on the day of the meeting to planningBoard@shapleigh.net and the link to the meeting will be emailed to you, or you can find that link on www.shapleigh.net under Planning Board

The Planning Board meets the 2nd and 4th Tuesday of each month unless it falls on a holiday or Election Day. Should there be a cancellation due to a storm event, holiday or Election, the meeting will typically be held the following Wednesday, also at 7:30 p.m. Please contact the Land Use Secretary if there is a question in scheduling, 207-636-2839, x4.

Respectfully submitted,

Barbara Felong

Land Use Secretary

Town of Shapleigh

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