

TOWN OF ORLAND  
PLANNING BOARD MINUTES  
October 5, 2015  
7:00PM

I. ROLL CALL

X	JACK MACBRAYNE
X	DEXTER JOHNSON
X	BRENDA LEAVITT
X	CHARLES GIOSIA
X	ROGER WOOD
X	KRISTIN COOK (ALTERNATE)
X	BILL ORCUTT (ALTERNATE)

Staff Attending:

X	LUKE CHIAVELLI, Code Enforcement Officer & Plumbing Inspector
	EDWARD RANKIN SR, Chair Selectman
	RALPH GONZALES, Selectman
	LESTER STACKPOLE, Selectman
X	TRACY PATTERSON, Board Secretary

Attending Public: Pamela Latarte, Norman Latarte, Michael Beckett, Josh Prochaska, Rosa Moore, Tracy Hair, Donald Baker

II. Macbrayne called the Meeting to order at 7:00pm.

III. MINUTES OF September 8, 2015 MEETING

Motion to approve minutes: Leavitt

Second: Wood

Approved by unanimous vote.

IV. CEO REPORT

A. Chiavelli reported issuing 17 permits, which were mostly sepic, and followed up on two health report complaints, and wrote a letter to a 'junkyard' in response to a complaint requesting they clean it up.

a. Chiavelli reported that the two health report complaints on Oak Hill Road, and Acadia Highway appear to have been resolved.

b. Leavitt asked about two businesses operating without a permit. Chiavelli responded that agricultural operations do not require a permit, and that the other business is on the agenda for tonight's meeting.

V. COMMUNICATIONS AND CHAIRMAN'S COMMENTS

- A. MacBrayne reported receiving a call from Bill Stevenson regarding moving his boat business to Lot 1 in the Cottages subdivision. MacBrayne stated that he suggested Stevenson investigate further, and possibly get a lawyer involved, to research making that move.
- B. MacBrayne stated that he received a call from a gentleman who is interested in opening a business selling "Items of Interest."
- C. Chiavelli reported Robert Wardwell expressed interest in building a 16x20 cold storage/unheated garage to park vehicles in at 1 Wardwell Road. MacBrayne stated that he will need a Site Permit because it will be part of his business.

VI. UNFINISHED BUSINESS

- A. H.O.M.E. Inc returned with previously discussed revisions to their Site Plan application.
  - i. Josh Prochaska stated that they redid the map, and application, as discussed at September's meeting, and the Planning Board each were given a copy.
    - 1. MacBrayne stated that the map was missing some driveways, drainage topography, and dimensions of other existing buildings. There was discussion as to whether dimensions should be required, and it was determined that the map should include dimensions of all buildings.
  - ii. Tracy Hair reported that the Fire Chief made several recommendations, and H.O.M.E. Inc. will follow all recommendations given.
  - iii. Johnson made a motion to approve the Site Permit with Conditions.
    - 1. The conditions are as follows: H.O.M.E. Inc. will be allowed to close in building for the winter with the trusses and roof. However, there will be no use of the building until a full permit is issued once the missing existing dimensions for all buildings, and the missing boundary lines of the Bargain Barn are included on the site map.
    - 2. The motion was seconded by Wood. The motion was approved in a vote of 5-0.

VII. NEW APPLICATIONS

- A. Michael Beckett's Bait Shop. Beckett spoke of how his business began and stated that he didn't realize he needed a permit because he had taken over a business that had been operating for years.
  - i. The planning board reviewed the application asking many questions pertaining to the layout of the building, disposal of waste products produced by the business, and Beckett's future plans for signage.
  - ii. Leavitt made a motion to approve contingent on Beckett paying the appropriate permit fees. Motion was seconded by Wood. Motion was approved in a vote of 4-0-1. Johnston abstained from voting.

VIII. OTHER BUSINESS

- A. MacBrayne stated that at the December 1, 2014 Planning Board Meeting they recommended an amended fee schedule to the Selectmen. Chiavelli responded that he had not seen the revised fee schedule, and that he was using the same schedule as the previous two Code Enforcement Officers. It was determined that the matter would be investigated for the next meeting.
- B. MacBrayne requested that the fee schedule be attached to the Site Plan Application. He also recommended revising that application to include a space to briefly describe the project at the beginning of application. Wood agreed. Cook recommended a single line devoted to the name of the business. Johnson stated he would revise the application.
- C. Johnson stated that he would prefer a more presentation style application process.
- D. Planning Board discussed the possibility of applications being scanned and emailed to the Planning Board members when they are received to allow board members more time to review them prior to the meeting. MacBrayne stated he will set up a time to meet with the Selectmen, and Town Office staff to discuss.

IX. PUBLIC QUESTIONS and COMMENTS - None

X. NEXT MEETING will be held November 2, 2015 at 7:00pm at the Orland Community Center.

XI. ADJOURN

- A. MacBrayne motioned to adjourn without reviewing Wind Ordinance.  
Motion to Adjourn at 9:10pm: Johnson  
Second: Wood  
Approved by unanimous vote.