

TO: Portage Planning Board Members
FROM: Kathy Hoppe, Acting Chair
DATE: April 24, 1992
RE: May 7, 1992 Meeting

The May 7, 1992 Portage Planning Board meeting will be at 7:00pm at the town office.

Agenda:

1. Election of Officers
2. Distribute Planning Board Folders
3. Description of Planning Board Role & By Laws
4. Pre-application discussion on Richard Teal's West Farm proposed subdivision. *(Note: this is just a discussion, an application has not been submitted.)*

Welcome to all the new Board Members. We will be very busy at our first meeting. We must first elect officers, we will need a chair, vice chair and a secretary. The following is a list of Board Members as of today: Bud Clark, Russel Morris, Bob Nelson, Chet Carlson, Frank Currier, & Kathy Hoppe. Please give some thought to serving as one of the officers, we must have a slate of officers before we can conduct Board business. If you have any questions regarding the officer positions please feel free to give me a call.

Second, you will find attached a copy of the subdivision regulations. Please review them and come prepared to discuss the West Farm subdivision proposal. Mr. Teal will be looking for our input before he puts his application together.

And most importantly, if you are a new member, please see Jim or Sharon prior to the meeting so that you can be doily sworn in. You will not be a voting member of the Board until this is done.

Please let me know by May 6th if you will be unable to attend. We need at least 5 members present to hold a meeting and we presently only have 6 members on the Board - all we need is 2 people to not show - and the meeting will need to be canceled.

If you have any questions call me at: 435-3451.

Portage Planning Board Minutes

May 7, 1992 Monthly Meeting

Members Present: Chet Carlson, Frank Currier, Kathy Hoppe, Russell Morris, Bob Nelson. Also, Code Enforcement Officer Ralph Stolze.

Member Absent: Bud Clark

Frank Currier was elected Secretary.

Kathy Hoppe was elected Chairperson.

Election of Vice-chair was tabled until all members are present.

Folders were given out to all new members. Jerry Cormier's folder is not back yet. Members were asked to be sure that they have copies of the Shoreland Zoning Ordinance and Planning Board By-laws in their folders and, if not, to let Kathy know before the next meeting.

Dick Teel and his representative, Dan Bridgham, sat with the planning board and informally discussed a possibility of a 14-16 acre subdivision on property owned by Mr. Teel on the West Cottage Road. Mr. Teel's idea is to have lots that are a minimum of 2 acres and will have certain covenants written into the deeds. He wants the subdivision to take on a positive character of its own. A part of this character would involve a 100 foot buffer strip between the West Cottage Road and any construction activity that takes place on each lot [excepting their respective driveways]. Each lot would be about 430 feet deep. We talked about erosion control and how a maximum effort would be made to prevent contributing to the degradation of the lake. Phosphorus control and how phosphorus is carried into a body of water by being attached to particles of dirt was discussed. Mr. Teel expressed the intention of having any restrictions pertaining to the subdivision to be written on the subdivision plan so anyone involved with the subdivision would know just what was what.

At our next monthly meeting, Mr. Teel plans to be on the agenda.

A motion was made by Russell, seconded by Bob, to change the regular monthly meeting date. After discussion, we voted to keep the date as the second Thursday of the month but to change the time from 7 P.M. to 7:30 P.M. Kathy told us that a change of the by-laws may be necessary.

Phil Pelletier presented us with his driveway application that he had submitted last fall. Ralph has looked at the area and sees no reason not to issue the permit as long as the proper material [gravel] is used. A motion was made by Bob, seconded by Russell to approve the application with the stipulation that proper material be used. The application approval was unanimous.

The meeting was called to order at 7:07 P.M.
The meeting adjourned at 9:23 P.M.

Frank A. Currier 5/28/92

**Portage Planning Board
Monthly Meeting**

Date: June 11, 1992
Time: 7:30pm
Place: Portage Town Office

Agenda:

1. Meeting Minutes
2. Dick Teal's Subdivision Application (Mr. Teal will be submitting his application)
 - a. Determine if application is complete
 - b. set date for application review and consideration
3. Discussion of Cora Dube's commercial development proposal on West Cottage Road.
4. Any other new business:

If Board members will be unable to attend, please contact the Chair by Wednesday night or ASAP.

Portage Planning Board Minutes

June 11, 1992 Monthly Meeting

Members present: Kathy Hoppe, Bob Nelson, Bud Clark, Russell Morris, Frank Currier, also Code Enforcement Officer Ralph Stolze

Member absent: Chet Carlson

The meeting was called to order at 7:30 P.M. by Chairperson Kathy Hoppe. The minutes of the last meeting were read. Bud Clark made a motion to accept, Bob Nelson seconded. The minutes were unanimously accepted as read.

Dick Teel's subdivision was discussed. Dan Bridgham presented a preliminary plan. Driveways were thoroughly discussed. An application was submitted. (Kathy gave a receipt.) Bob Nelson made a motion to hold a special meeting June 24 at 7:30 to vote to allow or deny Mr. Teel's application. Russell Morris seconded the motion and the vote was unanimous.

Cora Dube was scheduled on the agenda but left the meeting before the new business was discussed.

The meeting adjourned at 9:42 P.M.

Frank A. Currier 7/6/92

PORTAGE PLANNING BOARD MINUTES

June 24, 1992 SPECIAL MEETING

MEMBERS PRESENT: Chet Carlson, Bud Clark, Frank Currier, Kathy Hoppe, Bob Nelson. Also, Code Enforcement Officer Ralph Stolze

MEMBER ABSENT: Russell Morris

The subject of the meeting was the DICK TEEL SUBDIVISION on the West Cottage Road.

The meeting was called to order at 7:40 P.M. by Chairperson Kathy.

After reviewing the subdivision application with Mr. Teel and Dan Bridgham and learning that Lot #8 on the application would be deleted because suitable soil for a septic system wasn't found, a motion was made by Bob, seconded by Bud, to accept the application as it was presented to the Board. The motion passed by a unanimous vote.

A motion to adjourn was made by Frank, seconded by Bob.

The meeting adjourned at 8:10 P.M.

Minutes Prepared By Frank A. Currier

Portage Planning Board July Meeting

7:30 pm Town Office on July 9, 1992

Agenda:

1. Meeting minutes

2. Old business

a. elect a vice chair

b. locate/compile Planning Board Books

c. other old business

3. New Business

a. Permits

b. Up dating the "old" ordinance

PORTAGE PLANNING BOARD MINUTES

JULY 9, 1992

MEMBERS PRESENT: CHET CARLSON, FRANK CURRIER,
KATHY HORRE, BOB NELSON
KATHY GAGNON AS AN OBSERVER

MEMBERS ABSENT: BUD CLARK, RUSSELL MORRIS

NO BUSINESS WAS CONDUCTED BECAUSE OF LACK OF
A QUORUM.

AUGUST 6, 1992

MEMBERS PRESENT: CHET CARLSON, BUD CLARK, FRANK
CURRIER, KATHY GAGNON, KATHY HORRE, RUSSELL
MORRIS, BOB NELSON

MEETING CALLED TO ORDER 7:36 P.M. BY CHAIRPERSON
KATHY HORRE.

MINUTES OF JUNE 11 MEETING WERE READ. BUD MOVED
TO ACCEPT MINUTES AS READ; BOB SECONDED. MOTION
PASSED UNANIMOUSLY.

MINUTES OF JUNE 24 MEETING WERE READ. BUD MOVED
TO ACCEPT MINUTES AS READ; BOB SECONDED. MOTION
PASSED UNANIMOUSLY.

STEVE TANDREAU'S PERMIT APPLICATION:

STEVE PRESENTED A SCALED DIAGRAM OF LOT #1 OF
THE TEEB SUBDIVISION FOR HIS DRIVEWAY PERMIT
APPLICATION. HE HAS BEEN ADVISED BY KEN HILL ON
THE DRIVEWAY DESIGN. RUSSELL MOVED TO ACCEPT STEVE'S

SITE PLAN AS PRESENTED WITH THE STIPULATION THAT IT BECOMES VALID ONLY WHEN STEVE OBTAINS OWNERSHIP OF THE PROPERTY; BUD SECONDED. MOTION PASSED UNANIMOUSLY.

OLD BUSINESS:

VICE CHAIR: RUSSELL MORRIS WAS NOMINATED FOR VICE CHAIR AND UNANIMOUSLY ELECTED.

NEW BUSINESS:

UPDATE OF OLD ZONING ORDINANCE: TO BE STARTED ON AS SOON AS WE HAVE COPIES MADE AVAILABLE TO US.

MOTION TO ADJOURN: MOVED BY RUSSELL, SECONDED BY BUD.

MEETING ADJOURNED AT 8:18 P.M.

MINUTES PREPARED BY FRANK A. CURRIEN 9/10/92

PORTAGE PLANNING BOARD MINUTES

SEPTEMBER 19, 1992 MONTHLY MEETING

MEMBERS PRESENT: CHET CARLSON, FRANK CURRIER,
KATHY GAGNON, KATHY HORPE, RUSSELL MORRIS,
BOB NELSON

MEMBER ABSENT: BOB CLARK

MEETING CALLED TO ORDER AT 2:38 P.M. BY CHAIR-
PERSON KATHY HORPE.

READING OF THE MINUTES POSTPONED UNTIL NEXT
MEETING.

OLD BUSINESS:

CHET VOLUNTEERED TO BE APPOINTED AS
REPRESENTATIVE TO THE LAKE ASSOCIATION.
ZONING ORDINANCE MATERIALS WERE PASSED OUT.

NEW BUSINESS:

ZONING ORDINANCE: DISCUSSION OF UPDATE OF
ZONING ORDINANCE. CONSENSUS OF BOARD IS TO
REVIEW FIRST 8 SECTIONS OF A NEW PROPOSED
GENERAL ZONING FORMAT AND DISCUSS IT AT THE
NEXT REGULAR MONTHLY MEETING.

EDUCATIONAL VIDEO: $\frac{1}{2}$ HOUR. YORK, CUTLER, RANGELY,
TURNER. EMPHASIS ON NEED OF A LONG RANGE
GROWTH PLAN.

MEETING ADJOURNED AT 9:02 P.M.

MINUTES PREPARED BY FRANK A. CURRIER

**Portage Planning Board Regularly Scheduled Meeting
October 8, 1992 7:30pm at the Town Hall**

Agenda:

1. Meeting Minutes: August and September
2. Discussion of revisions on old ordinance (first few sections)
3. Next section(s) of old ordinance
4. other business

PORTAGE PLANNING BOARD MINUTES

OCTOBER 8, 1992 MONTHLY MEETING

MEMBERS PRESENT: CHET CARLSON, BUD CLARK,
FRANK CURRIER, KATHY GAGNON, KATHY
HOPPE, RUSSELL MORRIS, BOB NELSON

MEETING CALLED TO ORDER AT 7:37 P.M. BY
CHAIRPERSON KATHY HOPPE.

MINUTES OF JULY 9, AUGUST 6, AND SEPTEMBER 19
MEETINGS WERE READ. RUSSELL MOVED, BUD
SECONDED TO ACCEPT MINUTES AS READ.
MOTION PASSED UNANIMOUSLY.

DISCUSSION OF REVISIONS ON 1974 ZONING ORDINANCE:
SECTIONS 1 THRU 11 OF THE 1974 ZONING ORDINANCE
WERE GONE OVER AND AN ATTEMPT WAS MADE TO
SIMPLIFY THE LANGUAGE, DELETE REDUNDANCIES
WITH THE 1991 SHORELAND ZONING ORDINANCE, WHILE
RETAINING THE COMPLETE INTENT OF THE ORDINANCE.

NEXT SECTION(S) OF 1974 ORDINANCE:

SECTIONS 12 THRU 14 WILL BE DONE NEXT MEETING.

OTHER BUSINESS: BOB MOVED, RUSSELL SECONDED, TO CHANGE
OUR MEETING DATES TO THE SECOND WEDNESDAY OF THE
MONTH AT 7 P.M. MOTION PASSED 6-1.

MEETING ADJOURNED AT 8:36 P.M. MINUTES PREPARED BY
F. CURRIER

November 5, 1992

John Del Vechhio
Dept. of Economic and Community Development
State House Station 130
Augusta, ME 04333

Dear Mr. Del Vechhio:

I am contacting you regarding state planning money for the development and implementation of comprehensive plans. Like most Aroostook County towns, we were not high enough on the priority list to receive state money when the money did exist. However, unlike many towns in the County and throughout the state, we would like to update our comprehensive plan and we see it as an important tool to providing for the proper development of our town. We feel the need to update the plan prior to our proposed funding date, which is forever being pushed farther into the future due to the state budget shortfall. After a conversation with Stephen McCulloch at NMRPC, I understand that there may be a limited amount of state money for comprehensive plans and that towns must request to be on the priority list that you are presently compiling. Portage would very much like to be considered to receive money for our comprehensive plan.

The Selectmen of Portage have designated the Planning Board as the group responsible for the development of the comprehensive plan. The town's existing plan is over 20 years old and is in desperate need of updating. Portage has felt increased development pressure over the last five years. The present construction of the wood energy facility in Ashland has brought new families to the area. The new interest in the Bald Mountain site has brought other families. If the mine should go, there will be even more pressure on our resources. There is also the ever increasing interest in shorefront property ownership which has brought about more lake shore development and more camp conversions to year round homes. Portage has also had several subdivision proposals come before the Board within the last 5 years.

Portage realizes the importance of planning for the town's future development. We have many significant natural resources that the town directly or indirectly derives its income from and must be protected. Portage's economic survival depends on the tourism

industry, which exists due to the diversity and splendor of our natural resources. During the summer months the population of Portage more than doubles as many instate and out of state camp owners and campers come to enjoy the quality of life and our natural resources. In an effort to protect the lake, the Portage Lake Association has been working in conjunction with the Fish River Lakes Association to conduct a shoreline survey, educate shoreland owners, and fix nonpoint sources of pollution. The lake is an important asset and simply addressing development in only the areas immediately adjacent to the lake will not protect both the scenic beauty and the water quality, the entire watershed needs to be addressed.

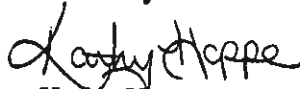
Portage has been working with the Department of Inland Fisheries in Wildlife in identifying and protecting deer wintering areas. Again, Portage receives many visitors both in the spring to see 20 to 30 deer grazing in our open fields or in the fall to hunt. The hunters come to hunt deer, bear, and grouse. Throughout the year Portage receives economic benefit from the sport fishing industry. In the winter there are the snowmobilers. All come to enjoy Portage and what we have to offer, and we must be able to continue to meet these needs if our local economy is to survive.


Portage has zoning throughout the township, but outside the shoreland zone the ordinance is weak, outdated, and exceedingly general. For example, the deer wintering areas which have been identified require more protection than our present system allows. There needs to be more coordinated efforts in planning for the town's infrastructure, both in maintenance and new development.

Portage is concerned with maintaining an inviting and friendly atmosphere for vacationing families and sports persons. Tourism development is vital for the continued growth of the Portage and regional economy. To achieve these goals we need an updated comprehensive plan, unfortunately, we do not have the money to do this by our selves.

Please consider Portage when allocating any monies made available for comprehensive planning. We are willing and able to begin a program as soon as possible. If you need any additional information, or if I can be of any assistance, please do not hesitate to give me a call. Thank you for considering Portage and I look forward to hearing from you.

Sincerely;


Kathy Hoppe
Planning Board Chair


Jim Nadeau
Town Manager

**Portage Planning Board Regular Meeting
Wednesday November 11, 1992
7:00 pm at the Town Hall**

Agenda:

1. Minutes from October
2. Old Business
 - a. Comprehensive plan
 - b. Up-dating old ordinance, continued
 - c. ?
3. New business
 - a. Ground water Program in Aroostook County
 - b. ?

FILE

Portage Planning Board Minutes

November 11, 1992 Monthly Meeting

Members Present: Chet Carlson, Bud Clark, Frank Currier, Kathy Hoppe, Russell Morris, Bob Nelson

Member Absent: Kathy Gagnon

The meeting was called to order at 7:05pm by Chairperson Kathy Hoppe.

Chet moved to accept minutes from last meeting as written. Bud seconded. Motion passed unanimously.

OLD BUSINESS:

- A. Comprehensive Plan--Kathy Hoppe has written a letter to John DiVicchio to see about getting State money to help us in developing a new Comprehensive Plan.
- B. Updating old ordinance, continued: Sections 12 thru 14. Discussed sections 12 and 13, decided to leave section 14 for next meeting.

NEW BUSINESS:

- A. Ground water Program in Aroostook County: Meetings will be held in Fort Kent on Dec. 8, Caribou on Dec. 9, and Houlton on Dec. 10.

Russell moved to adjourn, Chet seconded. Meeting adjourned at 8:28pm. Next meeting will be Dec. 9, 1992.

Minutes prepared by Frank A. Currier.

PORTAGE PLANNING BOARD REGULARLY SCHEDULED MEETING
DECEMBER 9, 1992 7:00pm at the TOWN HALL

AGENDA:

1. Meeting Minutes from November 11, 1992 Monthly Meeting.
2. Old Business:
 - a. Up-dating of old ordinance, continued. Discuss section 14 (Table of Land Uses).
 - b. (?)
3. New Business:
 - a. (?)

PORTAGE PLANNING BOARD MINUTES

DECEMBER 9, 1992 MONTHLY MEETING

MEMBERS PRESENT: CHET CARLSON, FRANK CURRIER, KATHY
GAGNON, KATHY HORRE, RUSSELL MORRIS,
BOB NELSON

MEMBER ABSENT: BUD CLARK

MEETING CALLED TO ORDER AT 2:07 P.M.

CHET MOVED, RUSSELL SECONDED, TO ACCEPT MINUTES FROM
LAST MEETING. AFTER CHANGING "JOHN O. VICCIO" TO
"JOHN DEL VERCHIO." MOTION PASSED UNANIMOUSLY.

OLD BUSINESS: UPDATING 1974 ORDINANCE

SECTION 14 TABLE OF LAND USES - DISCUSSED TABLE
OF LAND USES FOR GENERAL DEVELOPMENT ZONE.

NEW BUSINESS:

SUBDIVISION WORKSHOP IN FT. KENT IN FEBRUARY

CHET ATTENDED COBC MEETING SET ON BY NANCY
JARVIS

CHET MOVED, RUSSELL SECONDED, TO ADJOURN. MEETING
ADJOURNED AT 9:01 P.M. NEXT MEETING JANUARY 13, 1993.

MINUTES PREPARED BY FRANK A. CURRIER