

Portage Lake Planning

Regular Meeting

7:00 pm

Wednesday - January 10, 2001

Portage Town Hall

Agenda:

- 1. Call meeting to order*
- 2. Minutes of previous meeting*
- 3. Old business:
Sections # 19 and 20 and
Review draft of Ordinance, with
Steve McCullough*
- 4. New Business*
- 5. Adjournment*

Portage Lake Planning Board Minutes - January 10, 2001

*Members Present: Don Martin, Ken Hodsdon, Terry Overlock,
Janice Labbe, (William Labbe excused because of
snow.)*

Public Present: Steve McCullough and Rita Sinclair

Meeting called to order 7:10pm

Minutes of the last meeting was accepted as presented.

We then went to the Land Use Ordinance of the Town of Portage, working on the new draft. The following Sections were discussed:

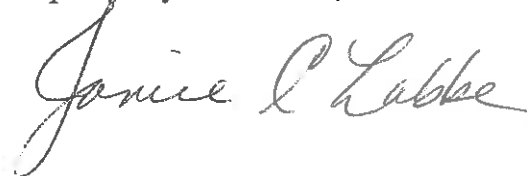
- 1. Section 19 - Schedule of fees, charges and expenses for applications of permits*
- 2. Section 11 - Signs*
- 3. Section 17 - Planning Board (appointment, organization and rules , duties and powers, meeting organization, public hearings, decisions, appeals.*
- 4. Board of Appeals was discussed. The three (3) types of appeals.*
- 5. Section 20 - Amendments*
- 6. Section 21 - Definitions (construction of language for the Ordinance)*

It was suggested that we vote on the new Land Use Ordinance by secret ballot, not by a show of hands, the secret ballot was agreed upon by all the Board members that were present.

Next meeting will be Wednesday, January 17, as a work session.

A motion to adjourn the meeting was made and seconded at 8:25pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Janice Labbe". The signature is written in dark ink and is positioned below the typed name "Janice Labbe".

Portage Lake Planning Board

Work Session

Wednesday - January 17, 2001

6:30pm - Town Hall

Agenda:

Work on "The Land Use Ordinance"

Portage Lake Planning

Work Meeting

Wednesday - January 24, 2001

6:30 p.m.

Portage Town Hall

Agenda:

Work meeting with Steve McCullough

We have held two (2) Work Sessions:

First: Wednesday, January 17, 2001

*Members attending were: Ken Hodsdon, Don Martin, William Labbe, Sr.,
Janice Labbe and Terry Overlock*

Selectpersons attending: Gloria Curtis, Christy Dicker and Danny Higgins

Town Manager : Rita Sinclair

Session was called to order at 6:40 pm

The work session, with the Selectpersons was to work on the Working Draft of the Land Use Ordinance of the Town of Portage, to answer any possible questions on the newly worked on draft, before it is presented to the Voters of the Town of Portage at the annual Town meeting in March. After all questions were satisfactorily discussed and answered, the session was adjourned at 9:00pm

Second: Wednesday, January 24, 2001

*Members attending were: Ken Hodsdon, Don Martin, Janice Labbe, Terry Overlock,
William Labbe was excused because of snowstorn.*

Selectpersons attending: Gloria Curtis, Danny Higgins

Town Manager: Rita Sinclair

*Public attending: Steve McCullough N.M.D.C. & Joseph Chouinard (animal
control officier)*

Session was called to order at 6:35pm

Unanswered questions of the previous work session was discussed and answered to the Board and Selectperson satisfaction.

Joe explained some rules of the State of Maine concerning Animal Control laws, he recommended that the wording be changed on :

#2. Barking Dogs and Dogs Running at Large section B. Barking Dogs to how it is written in the State rules. The Board and Selectpersons agreed, Steve will change it to read as it is stated by the State.

Next regular meeting will be Wednesday, February 7, 2001 at 6:30pm

Session was adjourned at 8:35pm

*Portage Lake Planning Board
Regular Meeting*

Wednesday - February 7, 2001

6:30 p.m.

Portage Town Hall

AGENDA:

Call meeting to order

Minutes of previous meeting

Old business

New business:

- 1. Zoning Ordinance recommendation*

Adjournment



STATE OF MAINE
EXECUTIVE DEPARTMENT
STATE PLANNING OFFICE
38 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0038

ANGUS S. KING, JR.
GOVERNOR

EVAN D. RICHERT, AICP
DIRECTOR

02/14/2001

Rita Sinclair
Town Manager
Town of Portage Lake
7 School Street, PO Box 255
Portage, ME 04768-0255

Dear Ms. Sinclair:

I am pleased to inform you that the submittal of your Land Use Ordinance and subdivision is complete and the ordinance has been accepted for formal review and comment by the State Planning Office. This acceptance activates the review and comment period.

Written comments will be accepted by the Office from State agencies, other municipalities, interested organizations and individuals. Comments should be sent to:

State Planning Office
#38 State House Station
Augusta, Maine 04333,
Attention: Cindy Fortin

The Office will review all comments and send the municipality written findings on the ordinance's consistency with the Growth Management Act by April 16, 2001.

If you have questions about the review process please call me at 287-6417.

Sincerely,

Judy Cooper
Senior Planner



PRINTED ON RECYCLED PAPER

OFFICES LOCATED AT: 184 STATE STREET
Internet: www.state.me.us/spo

PHONE: (207) 287-3261

FAX: (207) 287-6489

***Portage Lake Planning Board
Regular Meeting
Wednesday April 18, 2001
6:30 pm
Portage Town Hall***

AGENDA:

Call to order

Minutes of Previous Meeting

Old Business / Correspondence

***Revision of Zoning Ordinance based on input from
townspeople received at the Public Hearings***

New Business

Other

Adjourn

Portage Lake Planning Board Minutes - April 18, 2001

Members Present: Ken Hodsdon, Don Martin, William Labbe, Terry Overlock and Janice Labbe

Public Present: Steve McCulloch, Lewis Cousins, Kim Cousins, Rita Sinclair and Pam Cusack

A full quorum of board members was in attendance.

Reviewed last meetings minutes with the following correction that were suggested by Ken and Don: wording in the second paragraph: "The purpose of the meetings was (instead of the word are) to receive comments from residents -----

Sixth paragraph: "A brief explanation of the Zoning Ordinance / Land Use Ordinance was offered (instead of the Comprehensive Plan) ;"

Second Page: Third paragraph: "Meeting was continued (not adjourned);) and for meeting of March 14, 2001 Terry Overlock did not attend the meeting as stated in the minutes. The minutes were then accepted with the corrections.

Pamphlets were distributed to the Board for a workshop to be held in Augusta.

The Board reviewed the changes in the Zoning Ordinance and lengthy discussion was held on each newly suggested change.

Amended sections to the flood plain management was discussed and will be discussed further at the next meeting. The next meeting will be a public hearing for the update of the flood plain management ordinance to comply with the NFIP regulations.

Lewis Cousins, CEO, spoke of two "after the fact" permits that were

issued.

Terry made a motion to adjourn and it was seconded by William . The meeting was adjourned at 9:10 pm.

The next meeting will be held Thursday, May 10, 2001 at 7:00 pm

Homework: The Floodplain Management Ordinance and the packet from the State Planning Office concerning the Zoning Ordinance.

Minutes prepared by Janice C. Labbe

AGENDA

Portage Lake Planning Board

Thursday - May 10, 2001

7:00 pm

Portage Town Hall

- 1. Call to order**
- 2. Public Hearing: update floodplain management ordinance
to comply with NFIP regulations**
- 3. Minutes / Correspondance**
- 4. Old Business**
- 5. New Business: Election of officers**
- 6. Other**
- 7. Adjournment**

Portage Lake Planning Board Minutes - May 10, 2001

Members Present: Ken Hodsdon, Don Martin, Terry Overlock, and
Janice Labbe

Public Present: Lewis Cousins and Rita Sinclair

Meeting was called to order 7:14pm

Minutes of the previous meeting was accepted as presented.

This meeting of May 10th, was a Public Hearing for the purpose of updating the Floodplain Management Ordinance to have it comply with the NFIP regulations.

The Board looked at the Floodplain Ordinance of April, 1987, comparing it to the new Ordinance. It was suggested by Terry, that we vote on the new Ordinance later, since he had not had a chance to review it, the Board agreed, giving them another chance also, to do so.

Lewis presented a flood zone map dated December 4, 1985, for the Board to examine.

Don asked of Lewis and Rita, if there were any floodplain applications for the town, Lewis will check into if there are any. At this point the public hearing was concluded for the evening giving everyone a chance to reread the new Ordinance.

As for new business: The election of officers proceeded: Nominated by Don were:

Ken Hodsdon - Chairman

Terry Overlock - Vice Chairman

Janice Labbe - Secretary

Seconded by Terry, motioned carried.

Bill Labbe's term expired, he choice not to run, because of his working for

the State and having to plow in the winter, not making it fair for the Board, when a quorum is needed to vote on items. Ken and the Board offered their thanks and appreciation for the time he could make the meetings.

It was suggested by Ken, and agreed upon by the Board, that a space be left available on the agenda, for Lewis to be able to bring into a meeting, any CEO business that he needed to bring before the Board.

Permits that Lewis had approved, was discussed.

As for other business:

Ted Holmes old residence was discussed, which is now owned by Tom Holmes.

The Town is looking for a place for a fire hydrant to be placed on the East and West Cottage Roads. The Town has a grant to do this and is looking for an easement, before the grant runs out in August.

The meeting was adjourned at 8:05pm

Assignment for the next meeting will be the "Floodplain Management Ordinance" so please be sure to review it.

The next meeting will be June 12, 2001 at ^{7:00}~~6:30~~pm at the Town Hall

Minutes prepared by Janice C. Labbe

Portage Lake Planning Board
Regular Meeting
Tues., June 12, 2001 - 7:00pm
Town Hall

AGENDA

- 1. Call to order**
- 2. Minutes**
- 3. Old Business / Correspondence**
 - (a) Floodplain Ordinance**
 - (b) DEP letter re: Comprehensive Plan**
- 4. New Business**
 - (a) Shoreland Zone - Building Permit**
- 5. Other**
 - (a) S. McCulloch - Revisions to Land Use Ordinance**
- 6. Adjourn**

Portage Lake Planning Board Minutes - June 12, 2001

*Members Present: Bonnie Condon, Glenn Cusack, Janice Labbe,
Ken Hodsdon and Don Martin*

Public Present: Lewis Cousins, Steve McCulloch and Rita Sinclair

A full quorum of board members were in attendance. We have two new members: Bonnie Condon and Glenn Cusack.

The minutes of the previous meeting was accepted as written.

Old Business: The review of the Floodplain Ordinance was postponed to the July 12, meeting.

Correspondence from Judy Cooper, Senior Planner, of The State Planning Office, was distributed and discussed, being that it was their review of the Land Use Ordinance for Portage Lake. There were a few objections, recommendations and suggestions for revisions, by the State Planning Office, to the Land Use Ordinance. They were discussed at length, by the Board members and Steve. It stated that the "Office" had completed its review of the Land Use Ordinance and found a few areas in need of revision, before it can be deemed consistent with the Comprehensive Plan. They stated that they found the Land Use Ordinance inconsistent with the Comprehensive Plan prepared in 1995.

The review consisted of three sections:

- 1. Objections and recommendations*
- 2. Suggestions*
- 3. Other agency comments*

Steve and the Board reviewed and discussed each section in great length and made the necessary revisions to have the Ordinance consistent with the Comprehensive Plan. They voted unanimously to accept the revisions. Steve will do the necessary paperwork, return it to Rita and she will mail it to the State Planning Office.

New Business:

Lewis Cousins, CEO, presented to the Board a building permit application or re-application, submitted to him by Gordon Sommerville, to install a modular home, contracted by Riverbend Log Homes of New Brunswick. His first permit was discussed and a vote was taken for the new application. It was voted on in favor of the second application unanimously by the Board members.

At 8:50pm, Don motioned that the meeting be adjourned and Janice seconded the motion.

The next meeting will be held Thursday, July 12, 2001 at 6:30pm at the Town Hall

Homework: The Floodplain Management Ordinance

Minutes prepared by Janice C. Labbe

AGENDA

**Portage Lake Planning Board
Regular Meeting
Thursday - July 12, 2001
6:30 pm
Town Hall**

1. Call to Order

2. Minutes

3. Old Business / Correspondence:

(a) Response to State Planning Office

(b) Floodplain Ordinance

4. New Business:

(a) Bouchard Application

5. Other

6. Adjourn

Portage Lake Planning Board Minutes - July 12, 2001

*Members present: Bonnie Condon, Glenn Cusack, Janice Labbe,
James Holmes, Ken Hodsdon, Terry Overlock*

*Public Present: Brian Condon, Lewis Cousins, Steve McCulloch,
Alcide Bouchard, Shelly Bolstridge, Mr. & Mrs. Scott Bagley
Rich Hoppe, Danny Pelletier (Me. district forest officer for
Irving woodlands), Laura Audibert (Town's administrator
for land management)*

Meeting called to order at 6:30pm

Ken introduced James Holmes to the Board, as a new member.

*A motion was made to accept the minutes of the previous meeting as
written.*

*Ken suggested, to the secretary, that the minutes of the meeting be typed and
mailed within a week, after the meeting is held.*

Under Old Business / Correspondence:

*A letter from Steve McCulloch, NMDC was discussed, concerning
changes to the subdivision law LD 1278 , "homestead exemption",
more detailed info will become available at a later date.*

*Rita mailed the necessary paperwork to the SPO, concerning the Portage
Lake Implementation Program, response to findings and then Steve
discussed the phone calls that he had received from them.*

- 1. Map #3: Zoning ordinance has to mirror the Comprehensive Plan.
Growth area on the E. Cottage Rd.- uses the center line of the road
north is growth, south is rural. West Cottage is in the rural area.
Minimum lot size is 5 acres. Shoreline minimum is 1 acrea.*
- 2. Map #1: One change, E. Cottage Rd. village area. Steve suggested
that we identify the village area as per the State. Identify the village
delineation of village area as Steve suggested, Ken would like to*

study it, before an answer can be given. Village area is a sub-division of the growth area, minimum acreage 1 acre. Ken questioned, is this what you want the village area to be? (Larger acreage, less pollution to the lake)

- 3. Map #2: Steve suggested to take out the line that goes up the W. Cottage Rd. and put it as a rural area. On the south side of the lake, minimum lot size 5 acres, any new lots minimum 5 acres.*

No problems in the industrial area.

State and federal comprehensive ^{plans} and ordinances have to mirror each other. If acreages is changed, have to change in Comprehensive Plan, to match the Ordinance. Would have to change the entire Land Use Chart, so that it could match LURC.

Map #1: Voted on unanimously to accept.

Map #2: Put in rural area, non-lake of W. Cottage, going to be rural. Voted on unanimously.

Map #3: Idea of CAFO, the town does not want, Steve talked with Judy Cooper, SPO, some towns in the state are putting limits to CAFO 1-40. SPO is getting out of it, now between towns and Dept. of Agriculture. SPO, agreed to accept all 3. Letter from SPO, if changes are made, will accept as written which is needed for future bonuses and grants .

The Flood Plan Ordinance was motioned to be forwarded to the Selectpersons to be acted on. Terry was concerned about having no delineation, for the flood area or elevation lines for property. A note shall be forwarded to the Selectperson about this concern.

Under New Business:

The Alcide Bouchard application was discussed, with Alcide. Ken explained to Alcide how the application process worked, that any minimum structural development has to be brought to the Planning Board. Alcide claimed that he did not believe that he needed a permit, since he was only building a pad for a picnic table for his clients. There will be no sewerage,

or water. There was gravel brought in to level the area. Lewis measured and said that there was 91 feet to the water mark, and Alcide was asked to refer to Section 15-B1, of the Shoreline Zoning regulations, has to be 100feet. Alcide explained that he could not place it any where else because there under ground wires, water pipes and etc. The Board could not approve the application and told Alcide his next step was the Board of Appeals, they were the only ones that could issue a variance, for his project. This motion was made by Terry and seconded by James.

Second application was Scott Bagley to tear down an old camp and rebuild a new one in it's place. Lot 50feet wide, camp sets on edge of the water mark. Old camp is 18x28 and new one will be 20x28. Will be building the new one behind the old one. Ken asked why he wasn't going beyond the 100ft mark and Scott answered, if he went back, there would not be enough place for a sewer system, and he would have less trees to cut, it would be too close to a telephone pole, this would be least disturbing of the land and that a contractor was going to build it. Terry motioned to approve the application and it was seconded by James.

Other Business:

Rich Hoppe, Danny Pelletier, Laura Audibert and Brian Condon, talked to the Board concerning deer wintering areas on the Beaver Brook Rd. and other wintering sites in the Portage area. He called them Co-operative Deer Yards. The motion was made by Terry to accept the proposal and seconded by Bonnie.

The Board then went into Executive Session, requested by Lewis.

The meeting was adjourned at 8:50pm

There was no mention of the next meeting, notification will be mailed at a later date.

Minutes prepared by Janice C. Labbe

*Portage Lake Planning Board
Regular Meeting*

Thursday - August 9, 2001

*6:30 p.m.
Town Hall*

AGENDA:

- 1. Call to order*
- 2. Minutes*
- 3. Old Business / Correspondence*
- 4. New Business:*
 - (a) Parker Sutheland application*
- 5. Other*
- 6. Adjourn*

Portage Lake Planning Board Minutes - August 9, 2001

Members Present: Bonnie Condon, Don Martin, Glenn Cusack, Ken Ken Hodsdon, Janice Labbe, and Terry Overlock

Public Present: Rita Sinclair, Mr. & Mrs. Parker Sutherland

Since we did not have a quorum, Ken asked Rita if she would go phone Terry and Glenn, Rita also called Jim, but he was not at home. Glenn and Terry arrived and a quorum was declared.

The minutes of the previous meeting, after a few questions, from Don and Ken, were accepted. Motion by Terry and seconded by Don.

A letter, from Richard P. Baker, Shoreline Zoning Coordinator, D.E.P., State of Maine, sent to Lewis Cousins, C.E.O., was distributed to the Board by Ken and reviewed by the members, concerning the previous application of Alcide Bouchard. The Board had refused the application and Mr. Bouchard went to the Board of Appeals.

A application for Mr. & Mrs. Parker Sutherland was on the agenda and was discussed by the Board. The Sutherland's wanted to build a summer cottage, in the Shoreline Zoning.

A few problems arouse:

- 1. The property had not been surveyed in quite sometime.*
- 2. The actual lot lines were not known.*
- 3. Mr. Sutherland did not know the elevation*

A surveyor was suggested to be hired by Mr. Sutherland to get exact lines. Ken referred to the Shoreline Zoning regulations for reconstruction or replacement and suggested that the 30% did apply to this application, 515 sq. ft. would be 30%. Mr. Sutherland would like to build the new one 24x28, which would be more than the Board could approve.

Mr. Sutherland was asked what he would like to do and he would prefer to go to the Board of Appeals. Terry then motioned that we deny his application on the fact, that the increase in area is greater than 30%. Don

seconded the motion. Application was denied.

The meeting was motioned to be adjourned by Don and seconded by Bonnie and adjourned at 7:20pm

The next meeting will be Thursday, September 13, 2001 at 7:00pm. Ken suggested that the time be changed, because Terry has classes until 6:30pm on Thursdays, no vote was taken.

Minutes prepared by Janice C. Labbe

AGENDA

**PORTAGE LAKE PLANNING BOARD
SPECIAL MEETING
WEDNESDAY SEP. 26, 2001
6:00 PM
TOWN HALL**

- 1. CALL TO ORDER**
- 2. NEW BUSINESS**

A) SUTHERLAND'S REAPPLICATION

- 3) ADJOURN**

Portage Lake Planning Board Minutes- Sep. 26, 2001

Members present: Bonnie Condon, Glenn Cusack, Don Martin, and Terry Overlock

Public Present: Rita Sinclair, Parker Sutherland, and Lewis Cousins

Since we did not have a quorum, Terry asked Rita if she would go phone James Holmes. She also called Janice Labbe but she was not at home. James arrived and a quorum was declared.

Meeting was called to order at 6:25 P.M.

An application for Mr. & Mrs. Parker Sutherland was on the agenda and was discussed by the board. Don asked Parker for the exact measurements on camp. He stated it would be 23' X 23' for a total of 529 sq. feet.

Don made a motion to accept the building application as summated on Sep. 18, 2001. James Holmes seconded it.

It was voted on with a unanimous vote.

Glen made a motion to adjourn and seconded by Don and was adjourned at 6:30

NOTICE

Portage Lake Planning Board Members

The meeting for the month of October is cancelled, due to lack of new business and new applications for permits.

Janice C. Labbe
per: Ken Hodsdon

November 01, 2001

Board of Selectmen
Town of Portage Lake
Portage, ME 04768

This is to inform you of a vacancy on the Planning Board. Janice Labbe has resigned. Her term expires in May 2004.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ken Hodson".

Kenneth Hodson, Chairman, Planning Board

A handwritten signature in black ink, appearing to read "Kenneth Hodson".

**Minutes
Portage Lake Planning Board
November 8, 2001**

Members Present: Bonnie Condon, Glenn Cusack, Ken Hodsdon, Jim Holmes, Don Martin, Terry Overlock, and Ginny Overlock.

Ken Hodsdon called the meeting to order at 7:05 p.m. Ken explained Janice Labbe had resigned from the Board and introduced Ginny Overlock as a new member to the Board.

The minutes of the last meeting (Sept. 26, 2001) were distributed to members. A motion was made by Terry Overlock and seconded by Glenn Cusack to accept the minutes of the previous two meetings as written.

Old Business/Correspondence

Ken received a letter from John Robbins, town manager of Richmond, Maine, explaining problems he encountered in his community with removal of asbestos shingles. He wanted to share this information he received from DEP and his experience so other towns could avoid similar situations. A discussion followed as to how Portage is handling this type of demolition, and was agreed the code enforcement officer is responsible for just such situations.

Under Old Business, Ken wanted to update the members on the progress of the Portage Lake Implementation Program. Ken called Steve McCulloch, NMDC, for an update only to be notified Steve no longer works for DEP. Jay Kamm has taken over Steve's responsibilities. Ken questioned Jay on the revamping that Steve and the Board had previously negotiated at the September 26th meeting. Kamm will send an updated copy to Ken.

New Business

Election of secretary. Terry Overlock, seconded by Don Martin, nominated Ginny Overlock. Unanimous vote for Ginny for secretary.

Other Business

Don Martin questioned the progress of the Flood Plan Ordinance, which had been forwarded to the selectpersons in the July 12, 2001 meeting. Ken explained the ordinance is in the hands of the selectpersons. The ordinance will be brought to the community at the town meeting in March 2002 when the voters will adopt or reject it.

Portage Lake Planning Board Minutes
Page 2

The next planning board meeting is scheduled for December 13, 2001 at 7:00 p.m. at the municipal building. As a reminder of the meetings, members will be phoned day of meeting.

Don Martin made a motion to adjourn the meeting, seconded by Terry. Meeting adjourned at 7:40 p.m.

Respectfully submitted,



Ginny Overlock, Secretary
Portage Lake Planning Board

CC: B. Condon
G. Cusack
K. Hodsdon
J. Holmes
D. Martin
T. Overlock
R. Sinclair
L. Cousins

Date: November 27, 2001

*To: Chair, Planning Board / Planning Board Members
Chair, Board of Selectpersons through the Town Manager*

Subject: Official Resignation from the Planning Board, Town of Portage Lake, Maine

It is with deep regret that I hereby submit my resignation from the Portage Lake Planning Board. The following reasons have brought me to this decision:

Everything was just fine until June 28, 2000, when a certain new member was brought onto the Board and then I felt that the Chair centered everything around this one person. The meetings had been being held at 6:30p.m., and as soon as this person was on, the Chair automatically, without requesting a vote from the Board, changed the time to 7:00p.m. Now I have been on the Board longer than this new member, I have to get up at 3:30a.m. to go to work for 4:30a.m., at the meeting I reminded the Chair and he just said that future meetings will be at 7:00p.m., for the convenience of this new member, a few of the other members stated at that time that they preferred the 6:30p.m. time, also did Steve McCullough of NMDC.

I have been on the Board for four years and I have only missed this months' meeting, only because I was indecisive as to what I was going to do.

On July 19, 2001, the Chair had come to my place of employment, at that time I worked in Portage, about 11:30a.m. and said that he not received the minutes of the last meeting yet and that it had past his one week ruling for mailing out the minutes. I told him that I had been busy and hadn't had the time and that I would do it that afternoon. I felt very intimidated by him and his facial expression. But I did get the minutes out that day.

He started bringing the agenda to my home and I had to type it exactly the way he had it written on the paper. He would bring me this on a Thursday at supper time and expect me to have it typed and circulated by Friday morning.

This month, November 2001, he came to my new place of employment and demanded, with customers present, insisting that I give him the paperwork of the Planning Board, so that he could give them to the new secretary, I had not officially given my resignation, as of then. It was only a thought, that I had mentioned. This was very embarrassing in my new place of employment, one of the customers asked me who he was and thought that he was very rude. He had been to my home previously and I told him that I would bring everything to the town office, as soon as I got everything together and give it to the Town Manager.

So, as of December 12, 2001, I am officially resigning from the Portage Lake Planning Board, with great regret. I have enjoyed being a part of the Board and have learned a

December 6, 2001

Virginia Overlock
P.O. Box 89
Portage Lake, Maine 04768

Gloria Curtis, Chair
Portage Lake - Board of Selectpersons
Portage Lake, Maine 04768

Re: Resignation

Dear Gloria:

As of December 6, 2001, due to personal reasons I am resigning from the Portage Lake Planning Board.

Sincerely,



Virginia Overlock

CC: Ken Hodsdon, Chair, Planning Board
Rita Sinclair, Town Manager

Portage Lake Planning Board

Regular Meeting

Thursday - December 13, 2001

7:00 p.m. - Municipal Building

Agenda:

- 1. Call to Order**
- 2. Minutes**
- 3. Old Business/Correspondence**
- 4. New Business/Review Revised Zoning Ordinance**
- 5. Other**
- 6. Adjourn**

MINUTES
Portage Lake PLANNING BOARD
December 13, 2001

①

Members Present: Bonnie Condon, Ken Hodson, Jim Holmes,
Don Martin, and Terry Overlock

Public Present: Brian Cote, Lewis Cousins,
Anne Dsupin, John Dsupin, James
Garity, Jay Kamm, ^{and} Rita Sinclair, ~~and~~
Diane Michaud

At 7:00 p.m. Chair, Ken Hodson explained to a
number of citizens present the session was
a regular meeting of the Planning Board
and not a Public Hearing to review the Portage
Lake Land Use Ordinance.

Ken Hodson called the meeting to order at
7:20 p.m. with the arrival of Terry Overlock, whose
presence gave the Board the necessary quorum.

The minutes of the last meeting (November 8, 2001)
were reviewed. A motion was made by Don Martin
and seconded by Terry Overlock to accept the
minutes as written. Approved by unanimous vote.

OLD BUSINESS / CORRESPONDENCE

Ken distributed copies of the official resignation of Janice Labbe from the Planning Board dated November 27, 2001.

The Board was then given copies of the official resignation of Virginia Overlock from the Planning Board dated December 6, 2001.

There are currently six members on the Planning Board.

NEW BUSINESS

Correction

A copy of the most recent printing of the Portage Lake Land use Ordinance done by the Northern Maine Development Commission ^{was} were given to each member of the Board.

a consultant, Ken introduced Jay Kamm, from NMDC who was present to explain and discuss, as well as note corrections and changes as we reviewed the document.

The following changes were made.

Page 2 Under Subpersons Delete Daniel Higgins
Add Arthur Routhier

Under Planning Board Members
Delete Janice Labbe
William Labbe

Add Bonnie Condon
Glenn Cusack
James Holmes

③

under People ^{who} Contributed Add Janice Habbe
William Habbe

Page 9

Establishment of Zoning Districts

A. change (3) TO (4) districts

Add a number 4 description of
village District

Page 14

D: lots Divided by District Boundaries
Delete B

Pages 16-17-18

Portage Lake Land Use Chart

Definition Column

Match numbers TO definition numbers
in Section 21

Page 41

16. Natural Areas line one after word
natural insert word habitat

Page 60

25 Rear Lots E line one
delete 23(m)
insert 18L

Page 62

32 STABLES

B

Add a period (.) after the word land in the second line. Delete remainder of the sentence.

Page 63

H. Change from ... application shall be made to the Planning Board for a permit TO: application shall be made to the Code Enforcement Officer.

Page 157

under # 334

Delete Stable, Commercial

OTHER BUSINESS

Terry Overlock pointed out the need for a more definitive Flood Plain Ordinance, especially the description and delineation of the Flood Plain Zone. Jay Kamm suggested considering the writing of a grant to the state planning office to finance a study.

heurs Cousins, CEO informed the Board he had received a request from the owner of the Strickland property on the Stockford Road to install a holding tank.

heurs distributed copies of the state law (effective 6-1-00) governing installation of Holding Tanks.

The state law appears to void the current Portage Lake land use Ordinance governing the

Use of holding tanks.

The issue to be placed on the agenda of the next Board meeting.

The next Planning Board meeting is scheduled for January 10, 2002 at 7:00 p.m. at the Municipal building.

Terry Overlock made the motion to adjourn, seconded by Bonnie Condon. Unanimous Approval. Meeting adjourned at 8:30 p.m.

Respectfully Submitted

Don Martin

Member Potage Lake Planning Board

BUILDING PERMIT SUMMARY

PERMIT #	DATE SUBMITTED	DATE APPROVED	NAME	TYPE
01-01	3-01-2001	3-16-2001	James + Amy Collins	BPS ^{As Fac}
01-02	3-15-2001	3-15-2001	Rudy Boutot	BPS ^{As Fac}
01-03	3-22-2001	3-26-2001	Richard Dimick	Sawmill building ^{BPA}
01-04	4-2-2001	4-2-2001	Paul Lynch	BPA ^{As Fac}
01-05	4-19-2001	6-11-2001	Dan Higgins	BPP
01-06	4-23-2001	4-23-2001	Harve Plourde	BPA ^{As Fac}
01-07	4-23-2001	4-23-2001	Steven Dempster	BPA Replacem
01-08	4-30-2001	4-30-2001	Allen Robertson	BPS
01-09	5-7-2001	7-12-2001	Scott Bagley	BPP ^{Replac}
01-10	5-21-2001	5-21-2001	James + Kathy Holmes	BPP
01-11	5-7-2001	5-7-2001	Bob Boutot	BPA Porch
01-12	5-14-2001	5-14-2001	Matt Boutot	BPS Garage
01-13	5-31-2001	6-14-2001	James Garrity	LP Road
01-14	6-14-2001	6-14-2001	Darrell Wilcox	BPA-Roof
01-15	6-4-2001	6-14-2001	Gordon Summerside	BPP
01-16	6-4-2001	6-14-2001	Frank Hallitt	BPS
01-17	6-21-2001	6-21-2001	Vaughn Lamerena	BPS
01-18	6-21-2001	6-21-2001	Emile Barshey	BPS
01-19	6-25-2001	6-25-2001	Richard Bishop	BPA
01-20	6-28-2001	7-25-2001	Alcide Bouchard	BPA
01-21	6-28-2001	6-28-2001	Urvina Morris	BPA
01-22	6-21-2001	6-28-2001	Preston Holmes III	BPP
01-23	6-29-2001	7-2-2001	Marilyn Warren	BPA
01-24	7-12-2001	7-12-2001	Clayton Demerhaut	A- ^{Addition}
01-25	7-12-2001	7-12-2001 ^{Denied}	Parker Sutherland	Denied

PERMIT CODES:

- BPP- BUILDING PERMIT PRIMARY STRUCTURE
- BPS- BUILDING PERMIT SECONDARY STRUCTURE
- BPA- BUILDING PERMITS ADDITIONS TO PRIMARY
- LP- FILLING AND/OR CLEARING OF PROPERTY

A- Alterations