

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

JAN. 11, 2007

7:00 PM

PORTAGE LAKE MUNICIPAL BUILDING CONFERENCE ROOM

AGENDA

- I. CALL TO ORDER AND DETERMINE QUORUM.
 1. WELCOME NEW MEMBER.
- II. PUBLIC HEARING.

None scheduled.
- III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.
 1. Review minutes of 12-12-06.
- IV. NEW BUSINESS.
 1. Review fill application from Norman StPeter on map -
2, lot - 5b.
- V. OLD BUSINESS.
 1. Jim Galletta - replanting plans.
- VI. OTHER BUSINESS.
 1. Final Permit Summary.
 2. Shoreland Zoning News.
 3. News Articles.
 4. Maine Board of Professional Engineers Licensure.
- V. ADJOURNMENT.

THE PUBLIC IS INVITED TO ATTEND THIS MUNICIPAL EVENT.

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

01-11-07

MINUTES

Margaret A. Pierce
(CHAIRPERSON)

Members Present: Maggie Pierce, Chairperson; Dave Pierce, Bonnie Condon.

Others Present: Lewis Cousins, CEO.

I. CALL MEETING TO ORDER / DETERMINE QUORUM.

The meeting was called to order at 7:03 PM by Maggie with 3 members present.

II. PUBLIC HEARING.

There was none.

III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.

Review the minutes of the previous meeting.

The 12-12-06 minutes were reviewed.

A motion and second was made by Dave & Bonnie to approve the minutes as written. The motion carries.

IV. NEW BUSINESS.

1. Review application from Norman StPeter to place fill at map - 2, lot - 5B.

The Board reviewed the application, ordinance requirements, stage of completion of the project, timeline for finish, and a letter of intent to complete by Ed Pelletier & Sons Const. Co. A discussion concerning the drainage installed under the runway area satisfied all concerns.

A motion and second to approve with the condition that final seeding and mulch be finished as soon as possible in the spring was made by Dave & Bonnie. The motion carries.

V. OLD BUSINESS.

1. Jim Galletta - replanting plan.

The board reviewed a plan submitted by Jim Galletta. The plan was approved provided that the area involved is sufficiently covered with trees.

VI. OTHER BUSINESS.

1. Final Permit Summary.

The Board reviewed and commented on the Permit Summary.

2. Shoreland Zoning News.

Copies of the Fall 2006 newsletter was distributed to the Board members.

3. News Articles.

The Board discussed articles of interest that have made the news recently.

4. Maine Board of Professional Engineers Licensure.

A letter concerning subdivisions from this Board was distributed to the members.

VII. ADJOURNMENT.

A motion and second to adjourn was made by Bonnie and Dave at 7:18. The motion carries.

Respectfully submitted,



Lewis Cousins

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

FEBRUARY 8, 2007

PORTAGE LAKE MUNICIPAL BUILDING CONFERENCE ROOM

AGENDA

- I. CALL TO ORDER AND DETERMINE QUORUM.
- II. PUBLIC HEARING.
None scheduled.
- III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.
 1. Review minutes of 01-11-07.
- IV. NEW BUSINESS.
None.
- V. OLD BUSINESS.
 1. Review Girard application from 2006.
- VI. OTHER BUSINESS.
 1. Shoreland Zoning Ordinance updates.
 2. News Articles.
- VII. ADJOURNMENT.

THE PUBLIC IS INVITED TO ATTEND THIS MUNICIPAL EVENT.

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

02-08-07

MINUTES



(CHAIRPERSON)

Members Present: Maggie Pierce, Chairperson; Dave Pierce, Bonnie Condon, Dan Perrault.

Others Present: Lewis Cousins, CEO.

I. CALL MEETING TO ORDER / DETERMINE QUORUM.

The meeting was called to order at 7:00 PM by Maggie with 4 members present.

II. PUBLIC HEARING.

There was none.

III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.

Review the minutes of the previous meeting.

The 01-11-07 minutes were reviewed.

A motion and second was made by Bonnie & Dave to approve the minutes as written. The motion carries.

IV. NEW BUSINESS.

None

V. OLD BUSINESS.

1. Review Girard application from 2006.

The Board reviewed the application and determined that no grandfathering rights exist.

VI. OTHER BUSINESS.

1 Shoreland Zoning Ordinance updates.

Maggie will do comparison between old and new.

2. News Articles.

The Board discussed articles of interest that have made the news recently.

VII. ADJOURNMENT.

A motion and second to adjourn was made by Bonnie and Dave at 7:22. The motion carries.

Respectfully submitted,


Lewis Cousins

PORTAGE LAKE PLANNING BOARD

**REGULAR MEETING
04-12-07
PORTAGE LAKE MUNICIPAL BUILDING
7:00 PM**

AGENDA

- I. CALL MEETING TO ORDER / DETERMINE QUORUM.**
- II. PUBLIC HEARING.**
- III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.**
Review the minutes of the 02-08-07 meeting.
- IV. NEW BUSINESS.**
 1. Review application from Blake Buck for expansion at Map - 12, Lot - 15A.
- V. OLD BUSINESS.**
None.
- VI. OTHER BUSINESS.**
 - 1 Shoreland Zoning Ordinance.
- VII. ADJOURNMENT.**

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

04-12-07

PORTAGE LAKE MUNICIPAL BUILDING

7:00 PM

MINUTES

Maggie A. Pierce
(CHAIRPERSON)

Members Present: Maggie Pierce,, Chairperson; Dave Pierce, Bonnie Condon, Tom Mastro, Dan Perriault.
Others Present: Gregg Clark, Lewis Cousins, CEO.

- I. **CALL MEETING TO ORDER / DETERMINE QUORUM.**
Called to order by Maggie At 7:00 PM.
- II. **PUBLIC HEARING.**
None.
- III. **MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.**
Review the minutes of the 02-08-07 meeting.
The minutes were reviewed. **A motion and second to approve as written was made by Bonnie and Dave. The vote was unanimous.**
- IV. **NEW BUSINESS.**
 1. Review application from Blake Buck for expansion at Map - 12, Lot - 15A.
Gregg Clark addressed the Board regarding the proposed expansion of the main camp. The structure has existing limitations such as a large rock fireplace and chimney on a concrete pad in the center of the building which prohibits any relocation of the structure. A staircase on the right wall and small addition on the rear limit the possibilities to interconnect an addition. The Board discussed several areas of concern regarding the lot and setbacks, existing structures, slopes, and the regulations. A in depth discussion regarding the addition of foundations and the Boards authority regarding the greatest practical extent criteria was had. The Board suggested that the plan needed to be revised to locate the addition to the rear of the structure as much as possible prior to further consideration. **A motion to table any decision until a revised plan was submitted and a site visit by the Board is possible was made by Bonnie and Dave. The vote was unanimous.**

V. OLD BUSINESS.

None.

VI. OTHER BUSINESS.

1 Shoreland Zoning Ordinance.

Maggie has reviewed and made recommendations for sections for Lewis to incorporate into the new draft. Once complete the Board will review and edit the draft to be presented to the Selectmen.

2. MMA Planning / Appeals Board Workshop. (non agenda item)

Lewis distributed copies for the June workshop to be held in Presque Isle. All were encouraged to attend.

3. Comp Plan Grant Availability. (non agenda item)

Lewis distributed copies of the grant opportunities available through the State Planning Office for comp plan updating with a reminder that the current comp plan is at the 10 year threshold..

VII. ADJOURNMENT.

A motion and second to adjourn was made by Bonnie and Dave. The motion carries.

Respectfully Submitted,



Lewis Cousins

PORTAGE LAKE PLANNING BOARD

SPECIAL MEETING

04-23-07

PORTAGE LAKE MUNICIPAL BUILDING

7:00 PM

AGENDA

- I. CALL MEETING TO ORDER / DETERMINE QUORUM.**
- II. PUBLIC HEARING.**
- III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.**
Review the minutes of the 04-12-07 meeting.
- IV. NEW BUSINESS.**
None.
- V. OLD BUSINESS.**
 1. Review revised application from Blake Buck for an expansion at map - 12, Lot - 15A. A site visit is planned.
- VI. OTHER BUSINESS.**
None.
- VII. ADJOURNMENT.**

PORTAGE LAKE PLANNING BOARD

SPECIAL MEETING
04-23-07
PORTAGE LAKE MUNICIPAL BUILDING
7:00 PM

MINUTES

(Chairperson)

Members Present: Maggie Pierce, Bonnie Condon, Dave Pierce, Jeannie Long.
Others Present: Jim Beaulier, Lewis Cousins. CEO.

- I. **CALL MEETING TO ORDER / DETERMINE QUORUM.**
The meeting was called to order by Maggie at 7:00 with 4 members present.
- II. **PUBLIC HEARING.**
None.
- III. **MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.**
Review the minutes of the 04-12-07 meeting.
A motion and second to approve the 04-12-07 minutes as printed was made by Bonnie and Dave. The motion carries 3-0.
- IV. **NEW BUSINESS.**
None.
- V. **OLD BUSINESS.**
 1. Review revised application from Blake Buck for an expansion at map - 12, Lot - 15A. A site visit is planned.
A motion and second to adjourn temporarily for a site visit was made by Bonnie and Jeannie at 7:04. The motion carries 3-0.
7:33. Maggie reopened the meeting for public discussion. The Board concluded that the camp cannot be relocated because of the large rock chimney, location of the garage and bunkhouse, and the slope of the lot.
The Board also concluded that the cellar entrance was an add on and did not have to be counted as floor space or area for calculating expansion allowances. The current plan has relocated the addition to the rear of the existing building to the greatest extent possible due to the roofline of the rear entrance. The addition has been designed as small as possible in order to have the roof oppose the existing one, entrance ahead of the existing stairway, and contain a assessable bathroom.
After deliberation a motion to approve the plan as revised was made by Dave & Bonnie. The vote was 3-0.

**PORTAGE LAKE PLANNING BOARD
MINUTES OF 04-23-07
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VI. OTHER BUSINESS.

None.

VII. ADJOURNMENT.

A motion and second to adjourn was made by Bonnie & Jeannie. The vote was unanimous.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Lewis Cousins". The signature is written in a cursive style with a large initial "L" and "C".

Lewis Cousins

04-26-07

Dear Rita and Board of Selectmen,

It is with deep regret that I must inform the you that I am unable to continue as your Code Officer and Plumbing Inspector without changes. My schedule has become much to intense to continue making two trips a week.

I will continue as long as you wish or need by making one trip on Thursdays and will step aside at any point that a replacement Code Officer can be found.

It has been a true pleasure to serve the Town of Portage Lake since 2001. The support you have extended has been outstanding and the many positive comments I have recieved from the Planning Board and the public has made a sometimes difficult job pleasant.

I will be happy to speak with individuals you may consider and help with any orientation period.

Sincerely,


Lewis Cousins

PORTAGE LAKE PLANNING BOARD
SPECIAL MEETING
MAY 17, 2007
6:30 PM

PORTAGE LAKE MUNICIPAL BUILDING CONFERENCE ROOM

AGENDA

- I. CALL MEETING TO ORDER / DETERMINE QUORUM.
 1. Welcome Bruce Hussey CEO.
- II. PUBLIC HEARING.
- III. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE.
 1. Review the minutes of 04-23-07.
- IV. NEW BUSINESS.
 1. Review application # 07-08 from Martha Haskell for a replacement bunkhouse at map - 15, lot - 11. 224 West Cottage Rd.
- V. OLD BUSINESS.
- VI. OTHER BUSINESS.
 1. Review 07 Permit Summary.
 2. Review outstanding issues.
 3. Shoreland Zoning Ordinance.
- VII. ADJOURNMENT.

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

**JULY 12, 2007; 7:00P.M.
CONFERENCE ROOM PORTAGE MUNICIPAL
BUILDING**

AGENDA

I. CALL TO ORDER AND DETERMINE QUORUM

II. PUBLIC HEARING

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 5/17/2007

IV. NEW BUSINESS

- A. Mary Somerville, 474 West, M.12 L.20 deck expansion.
- B. Kirk Carroll, 530 West, M. 12 L. 11 new addition 2 bedrooms and a den.
- C. Harold Cyr, 320 West, M. 14 L. 8 drainage ditch/culvert.
- D. Portage Construction, 1911 Portage Rd., M. 2 L. 4A gravel pit.

V. OLD BUSINESS

VI. OTHER BUSINESS

- A. Review permits issued.

VII. ADJOURN

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING
JULY 12, 2007 7:00 P.M.
PORTAGE LAKE MUNICIPAL BUILDING

MINUTES

Chairperson

Members present: Maggie Pierce, Bonnie Condon, Dave Pierce, Jeannie Long, Dan Perrault.

Others present: Gordon Sommerville, Ray, Harold, Nancy Cyr, Brad and Peter St. Peter, Derry Gagnon, and Bruce Hussey CEO.

I. CALL TO ORDER AND DETERMINE QUORUM.

A quorum was confirmed and the meeting was called to order at 7:00 P.M.

II. PUBLIC HEARING.

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 5/17/2007.

The minutes from the previous meeting were not available.

IV. NEW BUSINESS.

A. Mary Sommerville, 474 West, Map 12 Lot 20 deck expansion.

The application was submitted for the expansion of the existing deck to no more than 3 feet closer to the lake. Discussion was engaged and facts found indicated that the deck would not increase the footprint of the camp because it is an overhang. **Dave Pierce moved that deck expansion be granted provided that the expansion did not exceed 3 feet. Bonnie Condon seconded the motion. The motion passed unanimously.**

B. Kirk Carroll, 530 West, Map 12 Lot 11 new addition 2 bedrooms and den.

Each member reviewed the application along with Lewis Cousins' notes therewith. Lewis had calculated the increase in volume and square footage to be greater than 30%. **Dan Perrault moved that the application be denied because the expansion was more than 30%. Dave Pierce seconded the motion. The motion passed unanimously.**

C. Harold Cyr, 320 West, Map 14 Lot 8 drainage ditch and culvert.

Hussey advised the Board that the DEP had visited the property in question and made recommendations as to the drainage ditch and culvert. The

DEP recommended the following:

1. Cyr immediately provide soil erosion and sediment controls, such as hay bales and silt fence;
2. Cyr construct a plunge pool at the end of the culvert;
3. Cyr place riprap a reasonable distance down the ditch to prevent sedimentation of the lake.

Cyr was advised of these recommendations and agreed to them at the meeting. Hussey alerted the Board to the Town's concern about Cyr connecting his culvert to the Town's culvert and informed Cyr of a possible maintenance agreement between he and the Town. Only the Board of Selectmen may enter into any agreements with Cyr. **Dave Pierce moved that the 3 recommendations made by the DEP be adopted provided that Town of Portage Lake consents to Cyr's connection to the Town's culvert. Bonnie Condon seconded the motion. The motion passed unanimously.**

D. Portage Construction, 1911 Portage Rd., Map 2 Lot 4A gravel pit.

No discussion. **Jeannie Long moved to approve the application for a gravel pit as submitted. Dan Perrault seconded the motion. The motion passed unanimously.**

V. OLD BUSINESS.

None.

VI. OTHER BUSINESS.

None.

VII. ADJOURN.

At 7:41 p.m. **Dan Perrault moved to adjourn. Bonnie Condon seconded the motion. The motion passed unanimously.**

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

**SEPTEMBER 13, 2007; 7:00P.M.
CONFERENCE ROOM PORTAGE MUNICIPAL
BUILDING**

AGENDA

I. CALL TO ORDER AND DETERMINE QUORUM

II. PUBLIC HEARING

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 7/12/2007

IV. NEW BUSINESS

- A. Teresa Thibodeau, 119 Hayward St, M. 20 L. 1, driveway.
- B. Rick O'Clair, Hathaway Rd., M. 8 L. 11, private recreational area.
- C. Harold Cyr, 320 West, M. 14 L. 8 drainage ditch/culvert.
- D. Herbert Andrews, 522 West, M. 12 L. 12, concrete piers nonconforming structure.
- E. Lucy and Leroy Hutchinson, 590 West, M. 11 L. 21, demo existing camp rebuild on same site and expand the camp by 30% plus add foundation and attach a 30'x 40' addition.

V. OLD BUSINESS

VI. OTHER BUSINESS

- A. Review permits issued.

VII. ADJOURN

PORTAGE LAKE PLANNING BOARD

**REGULAR MEETING
OCTOBER 9, 2007 7:00 P.M.
PORTAGE LAKE MUNICIPAL BUILDING**

MINUTES

Chairperson

Members present: Maggie Pierce, Dave Pierce, Jeannie Long, Dan Perrault.
Others present: Tim, Teresa, Tracy, and Jerry Thibodeau; Danny Higgins, Rita Sinclair, Ray Cyr, and Bruce Hussey CEO.

I. CALL TO ORDER AND DETERMINE QUORUM.

A quorum was confirmed and the meeting was called to order at 7:00 P.M.

II. PUBLIC HEARING.

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 5/17/2007.

The minutes from the September 13, 2007 meeting were reviewed; Dave Pierce moved to accept the minutes as submitted; the motion was seconded by Dan Perrault; and the motion passed unanimously.

IV. NEW BUSINESS.

A. Teresa Thibodeau, 119 Hayward St., Map 20 Lot 1, driveway.

The applicant stated that she really did not want a driveway per se but only gravel hauled in to maintain the existing driveway. Regardless, Danny Higgins offered evidence that the driveway may be on his adjacent lot. The applicant had no evidence that the proposed driveway was legally on her lot because her surveyor had not yet completed the survey. Jeanie Long moved to table the matter until the boundary dispute is resolved; Dave Pierce seconded the motion; the motion passed unanimously.

B. Rick O'Clair, Hathaway Rd., Map 8 Lot 11, private recreational area involving minimal structural development.

The CEO informed the Board that this is an allowable use in the resource protection zone. Also, that the structure was more than a 100 feet from the lake, that the use was what he said it was for and that is storage. Dave Pierce moved to allow the applicant to place the structure for private recreational use. Dan Perrault seconded the motion and it passed unanimously.

- C. Harold Cyr, 320 West, Map 14 Lot 8, drainage ditch/culvert.
The matter was contingent upon the approval of Portage Lake to continue to allow Cyr to remain attached to the Town's culvert. The Town and Cyr reached an agreement allowing Cyr to remain hooked up to the Town culvert. The contingency having been performed the matter was brought before the Planning Board for final approval. The Department of Environmental Protection submitted a course of action to allow for the drainage ditch/culvert; briefly, inclusion of riprap and soil erosion controls. Jeanie Long moved to grant Cyr the right to place his drainage ditch/culvert as submitted subject to the requirements set forth by the DEP. Dan Perrault seconded the motion. The motion passed unanimously.
- D. Herbert Andrews, 522 West, Map 12 Lot 12, concrete piers nonconforming structure.
Maggie Pierce informed the CEO that the Planning Board was aware of the State's position that this approval was merely perfunctory and that permission is to be granted freely subject to the 3 feet maximum elevation limitation. Furthermore that the updated zoning ordinance is to reflect this. Dave Pierce moved to grant the applicant a permit for the placement of concrete piers as a foundation. The motion was seconded by Dan Perrault. The motion passed unanimously.
- E. Dan Bagley, 200 West, Map 15 Lot 16, concrete piers nonconforming structure.
Dan Perrault moved to grant the applicant a permit to place concrete piers as a foundation. Dave Pierce seconded the motion. The motion passed unanimously.
- F. Lucy and Leroy Hutchinson, 590 West, Map 11 Lot 21, demolish existing camp, rebuild on same site and expand by 30% plus add foundation and attach a 30'x40' addition.
The Board had many questions concerning which plan was controlling. The applicants were not present and the CEO was unable to adequately answer the Board's questions. Dan Perrault moved to table the matter until the discrepancies were resolved. Jeanie Long seconded the motion. The motion passed unanimously.
- G. Elderly housing.
Ray Cyr, Chairman of the Elderly Housing Committee, stated that the Committee had located sites that were zoned for elderly housing but that the Committee had not yet chosen one. He requested that a letter be written stating that the sites that were selected are zoned for a multi-unit residential development.

V. OLD BUSINESS.

None.

VI. OTHER BUSINESS.

None.

VII. ADJOURN.

At 7:53 p.m. Dan Perrault moved to adjourn. Jeanie Long seconded the motion. The motion passed unaminiously.

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

**NOVEMBER 8, 2007; 7:00P.M.
CONFERENCE ROOM PORTAGE MUNICIPAL
BUILDING**

AGENDA

I. CALL TO ORDER AND DETERMINE QUORUM

II. PUBLIC HEARING

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 10/9/2007

IV. NEW BUSINESS

A. Scott Bagley, 234 West, Map 15 Lot 8, new camp.

V. OLD BUSINESS

VI. OTHER BUSINESS

A. Review permits issued.

VII. ADJOURN

PORTAGE LAKE PLANNING BOARD
REGULAR MEETING
NOVEMBER 8, 2007 7:00 P.M.
PORTAGE LAKE MUNICIPAL BUILDING

MINUTES

Margaret A. Pierce

Chairperson

Members present: Maggie Pierce, Dave Pierce, Bonnie Condon, and Bruce Hussey CEO; also present were Pat and Scott Bagley.

I. CALL TO ORDER AND DETERMINE QUORUM.

A quorum was confirmed and the meeting was called to order at 7:00 P.M.

II. PUBLIC HEARING.

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 5/17/2007.

The minutes from the October 9, 2007 meeting were reviewed; Bonnie Condon moved to accept the minutes as submitted; the motion was seconded by Dave Pierce; and the motion passed unanimously.

IV. NEW BUSINESS.

A. Scott and Pat Bagley, 234 West Rd., Map 15 Lot 8, new camp.

The existing camp was demolished. The application is for its replacement. The demolished camp was approximately 15 feet from the normal high water mark. The proposed plan moves the camp back 70 feet, still within the 100 foot resource protection zone. First, the Board sought the opinion of the CEO as to whether there were any issues that the Board should be aware of. The CEO reported that there were no undisclosed issues that the Board need consider and that this application was similar to one approved by a previous Board. Two of the Members visited the site prior to the meeting. Questions to the Bagleys concerning the Board Members observations as to the feasibility of moving the camp further from the lake, were satisfactorily answered. Because of the existing septic system design and additional deforestation, the Board determined that the replacement camp met the water setback to the greatest practical extent. Based upon the evidence, Bonnie Condon moved for the approval of the application as submitted; the motion was seconded by Dave Pierce; and the motion passed unanimously.

V. OLD BUSINESS.
None.

VI. OTHER BUSINESS.
None.

VII. ADJOURN.

At 7:45 p.m. Dave Pierce moved to adjourn. Bonnie Condon seconded the motion. The motion passed unanimously.

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

**DECEMBER 13, 2007; 7:00P.M.
CONFERENCE ROOM PORTAGE MUNICIPAL
BUILDING**

AGENDA

- I. CALL TO ORDER AND DETERMINE QUORUM**
- II. PUBLIC HEARING**
None scheduled.
- III. REVIEW AND APPROVE MINUTES OF 11/8/2007**
- IV. NEW BUSINESS**
 - A. Alan and Kathy Roope, 256 West, Map15 Lot 2, after the fact storage within 100 feet of the shoreline.
- V. OLD BUSINESS**
- VI. OTHER BUSINESS**
 - A. Review permits issued.
- VII. ADJOURN**

PORTAGE LAKE PLANNING BOARD

REGULAR MEETING

December 13, 2007 7:00 P.M.

PORTAGE LAKE MUNICIPAL BUILDING

MINUTES

Chairperson

Members present: Maggie Pierce, Dave Pierce, Bonnie Condon, and Bruce Hussey CEO; also present were Kathy and Alan Roope.

I. CALL TO ORDER AND DETERMINE QUORUM.

A quorum was confirmed and the meeting was called to order at 7:00 P.M.

II. PUBLIC HEARING.

None scheduled.

III. REVIEW AND APPROVE MINUTES OF 5/17/2007.

The minutes from the November 8, 2007 meeting were reviewed; Dave Pierce moved to accept the minutes as submitted; the motion was seconded by Bonnie Condon; and the motion passed unanimously.

IV. NEW BUSINESS.

- A. Kathy and Alan Roope, 256 West Rd., Map 15 Lot 2, accessory building shed. The facts show that the Roopes had storage shed within the 100 ft. shoreland zone. The shed was demolished and replaced with an eight by eight shed without first obtaining a valid permit. When the new shed was constructed it failed to meet the side setback of 10 feet as required when a nonconforming structure is replaced. Therefore the shed had to be moved to satisfy the side setback. The question is where is the shed to be moved. Evidence was presented to show that it was impractical to move the shed outside the 100 ft. zone because of side setback issues and septic system encroachment. A motion was made by Dave Pierce to move the shed back to the greatest practical extent by July 1, 2008 so that it meets the side setback and does not interfering with vehicular access to the lake. Bonnie Condon seconded the motion. The motion passed unanimously.**

V. OLD BUSINESS.

None.

VI. OTHER BUSINESS.

None.

VII. ADJOURN.

At 7:45 p.m. Dave Pierce moved to adjourn. Bonnie Condon seconded the motion. The motion passed unanimously.