

# PORTAGE LAKE PLANNING BOARD

## REGULAR MEETING

May 9, 2013 6:30 P.M.

Thursday

CONFERENCE ROOM PORTAGE MUNICIPAL  
BUILDING

### AGENDA

*no meeting*

I. CALL TO ORDER AND DETERMINE QUORUM

II. PUBLIC HEARING

None

III. REVIEW AND APPROVE MINUTES

Minutes from 12-13-12

IV. BUSINESS

1. Discuss adoption of Maine Uniform Building and Energy Codes

V. OTHER BUSINESS

VI. ADJOURN

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**June 13, 2013 6:30 P.M.**

**Thursday**

### **CONFERENCE ROOM PORTAGE MUNICIPAL BUILDING**

#### **AGENDA**

**I. CALL TO ORDER AND DETERMINE QUORUM**

**II. PUBLIC HEARING**

None

**III. REVIEW AND APPROVE MINUTES**

None

**IV. BUSINESS**

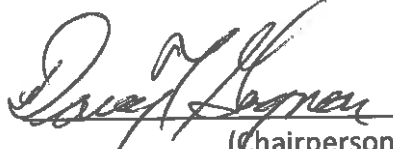
1. Review complaint on Application 12-28 Home Occupation II
2. Map 14 Lot 21; Enclose existing porch

**V. OTHER BUSINESS**

1. Continue to discuss adoption of Maine Uniform Building and Energy Codes

**VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD**  
**PLANNING BOARD MEETING**  
6-13-2013  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES

  
(Chairperson)

Members present: Ray Cyr, Darcy Gagnon, Linda Caron, Teri Demerchant and Patrick Kelley

Audience: Kenneth Fones, Clayton Demerchant, Jim Dumond, Otis Nelson and Gary Hafford

**CALL MEETING TO ORDER/DETERMINE QUORUM**

The meeting was called to order by Ray 6:30 pm with 5 members present

**I. PUBLIC HEARING**

**II. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE**

**III. NEW BUSINESS**

1. Complaint on application 12-28, Home Occupation 2. Mr. Fones states that he would like to voice some concerns about the complaints made against his Home Occupation 2. Initially Linda questions whether or not the Planning Board can review the complaints since the emails are sent with an unknown name (anonymous). Linda states that it is illegal to review since the name is fictitious. She also states that even though the complaints are anonymous they may consider it serious. Members of the audience question if the person is a resident or tax payer of Portage Lake. Maggie points out that she has been unable to find in the ordinance that states complaints have to be from a resident, tax payer or can not be anonymous. Maggie also states that the Planning Board issued the Home Occupation 2 permit and need to be aware of the complaints as well as allow Ken Fones an opportunity to rebuke the complaints made. Linda presents to the board and Mr. Fones a list of the complaints and whether or not they constitute a violation of the Home Occupation 2. Mr. Fones is asked if his Home Occupation 2 is compatible with the surrounding residential setting. Mr. Fones replies that his neighbor to the immediate north has a trailer parked in his yard year around, different pieces of equipment and a truck and trailer. Mr. Fones also points out that further to the north a neighbor has a tractor. Linda excuses herself from the discussion since Mr. Fones neighbor to the immediate north is her brother. Ray asks Mr. Fones if the boom was left visible all night. Otis

asks what is the legal definition of surrounding residential uses? Darey states there is no limit to the radius of the surrounding, since he has a garage in town. In regards to the complaint stating the boom was left up all day, Mr. Fones states that the building next door is commercial and no one lives there. Someone had to walk up to the fence to see the boom. Mr. Fones continues to state that nothing is visible from the road; someone would have to walk to the fence to know what is behind it. In regards to the complaint about a commercial truck parked in front of his house, he plows snow all winter no complaints. His pick up is commercial, no complaints. Otis wants to know what the definition of a commercial vehicle is in regards to this ordinance. He does not feel that Mr. Fones dump body truck and trailer are considered heavy commercial. Complaint about Mr. Fones commercial truck, trailer with bulldozer on it parked in front of yard. He states that he brought it out to the snowmobile trail and it is still there. He feels these complaints are not valid and they are being made by someone that does not like him. Ray stops the discussion on the complaints and states that these are frivolous complaints; Mr. Fones yard is very clean and well maintained. Ray would like the Planning Board to make a decision tonight and not send this matter to a public hearing. Pat makes a motion to put this to bed and not have a public hearing. Teri seconds; motion carried 4-0

2. Todd Skillin; application to enclose his existing porch. Linda asks why the previous planning board did not ask Mr. Skillin to move his camp back when he first applied for his 30% expansion. It was explained that previous planning board did not find it necessary based on his application. It was also explained that Mr. Skillin would not be over the 30% with the porch enclosure, since the square footage is existing and the volume was only 28% used. Linda inquires about the Seasonal Conversion on the permit. Darey makes a motion to accept the application to enclose the 5' by 8' by 9' porch; Pat seconds; motion carried 5-0.

**IV. OLD BUSINESS**

None

**V. OTHER BUSINESS**

Members were updated on the current Legislature involving the Maine Building Code.

Ray Cyr informs the board that he is resigning effective immediately.

Election of new officers will have to be held at the next regularly scheduled meeting.

**VI. ADJOURNMENT**

Darey motioned to adjourn at 7:30pm, Pat second; motion carried 5-0

May 13, 2013

## Home Occupation II

A. The use of a dwelling unit or property for a home occupation is an **ACCESSORY USE-definition** (ATTACHMENT, COMPLEMENT, ADD-ON-) and shall be clearly incidental to and compatible (agree) with the residential use of the property and surrounding residential uses.

-- May 24<sup>th</sup>: The use of an excavator boom visible over a 6 ft. fence, the backing up of a commercial truck with dirt, and the use of a cat loader tractor ARE NOT compatible to the surrounding residential users.

B. There shall be no change in the outside appearance of the building or **PREMISE** that shall cause the premise to differ from its residential character.

--**May 30<sup>th</sup>: A picture of a mound of dirt on the premise does cause the residential character to differ.**

**C. EXTERIOR STORAGE OF MATERIALS,** such as, but not limited to, trash and any other exterior evidence of home occupation shall be located and screened so as not to detract from the residential character of the principal building.

--**May 30<sup>th</sup>: A picture of a mound of dirt on the premise does detract from the residential character of the principal building. May 24<sup>th</sup>: Excavator boom visibility...**

**D. Exterior display,** exclusive of a sign, shall be limited to **no more than two (2) single items** representative of products sold or manufactured **on premises,** regardless of the number of articles which are sold or manufactured.

--**May 30<sup>th</sup>: identification of a commercial trailer, and a white commercial truck and a cat loader tractor visible from the road (3) items in all.**

E. Only one non-illuminated, non-internally lit sign, not exceeding two (2) square feet, shall be permitted and must meet the other applicable standards for signs within this Ordinance. (why not have a sign for safety reasons?)

F. The following requirements shall be satisfactorily demonstrated to the CEO before a permit is issued:

1. The home occupation shall employ no more than two (2) persons other than resident family members. (?)
2. The home occupation **shall be carried on wholly within the principal or accessory structure.**  
**--The home occupation of moving dirt onto and leaving the dirt on the premises is not occurring. The dirt is then removed.**
3. The home occupation shall not occupy more than 49 percent of the total floor area of the structure( excluding basement floor area).
4. **Objectionable noise, vibrations, smoke, dust, electrical disturbance, odors, heat, glare, or other nuisance shall not be permitted.**  
**--The complaints submitted are assumed objectionable noise, dust, odors and other**

nuisance.

5. In addition to the off-road parking provided to meet the normal requirements of the dwelling, off-road parking shall be provided for each employee and user of the home occupation as provided for within this Ordinance. (Not applicable-?)
6. No traffic shall be generated by such home occupation in a volume greater than would normally be expected.  
--The volume of traffic to and from the premises, appear from the submitted evidence, to be greater than would normally be expected.

7. The operation of the home occupation **shall be limited to 8:00 AM to 9:00 PM** and to those items which are crafted, assembled, or substantially altered on the premises, to catalog items ordered off the premises by customers, and to items which are accessory and incidental to a service which is provided on the premises.

--Evidence submitted indicates that on May 30<sup>th</sup>, at 6:00 a.m., . A white commercial truck was visible.

8. The home occupation shall **not use utilities beyond that normal for residential properties.** (Definition of "utilities-a public service as a telephone, electric-light system, )  
**One would need to have copies of records prior to and current of the premises utility use- but it could be assumed that more transactions on the telephone would take place to allow the home occupation to function to capacity.**
9. The home occupation shall not involve **the use of heavy commercial vehicles for daily delivery from or to the premises.**  
**Submitted evidence indications that on May 20<sup>th</sup>, May 30<sup>th</sup>, May 31<sup>st</sup>, vehicles are delivering from or to the premises.**

**G. Should all of the above conditions not be maintained on a "CONTINUAL BASIS" once the permit has been issued, the Planning Board shall review the permit and its conditions for approval, and if necessary schedule a public hearing to determine whether the permit should be rescinded.**

H. All other applicable standards of this Ordinance shall also be observed.

Lighting may be used which serves security, safety, and operational needs, but which does not directly or indirectly produce deleterious effects on abutting properties or which would impair the vision of a vehicle operator on adjacent roads. Lighting fixtures shall be shielded or hooded so that the lighting elements are not exposed to normal view by motorists, pedestrians, or from adjacent dwellings.

- A. The maximum height of free standing lights shall be the same as the principal building, but not to exceed forty (40) feet.
- B. The Planning Board shall determine the necessity for lighting of parking areas.
- C. Exterior lighting shall be shielded in such a manner as not to create a hazard or nuisance to the adjoining properties or to the traveling public.
- D. Direct or indirect illumination shall not exceed 0.6 foot-candles upon abutting residential properties.

## **12. Fire Protection.**

- A. Provisions for drafting water, shall be provided to the specifications of the Fire Department. Minimum pipe size connecting dry hydrants to ponds or storage vaults shall be six (6) inches.
- B. Where a dry hydrant or other water source is not within the right-of-way of a proposed or existing road, an easement to the Town shall be provided to allow access.
- C. A proposed development, or subdivision of 5-10 lots, shall provide for a minimum storage capacity of 10,000 gallons. Additional storage capacity of 2,000 gallons per lot over 10 lots or additional buildings over 800 SF shall be provided. The Planning Board may require additional storage capacity upon a recommendation from the Fire Chief who shall consult the National Fire Protection Association manual and the Life Safety Code. Where ponds are proposed for water storage, the capacity of the pond shall be calculated based on the lowest water level less an equivalent of four (4) feet of ice.
- D. The Planning Board may waive the requirement for water storage only upon submittal of evidence that the soil types in the development shall not permit their construction or installation and the Fire Chief has indicated in writing that alternate methods of fire protection are available.

## **13. Hazardous, Special, and Radioactive Materials.**

- A. All federal and state hazardous, special, or radioactive waste laws and regulations shall be complied with.

## **14. Home Occupations.**

Home occupations shall be of two (2) types: Home Occupation 1 and Home Occupation 2. After reviewing the application, the CEO shall determine the type of home occupation. Home Occupation 1 is non-intrusive, with no external indications that a home occupation is being conducted on the property, and has no additional impacts on the neighborhood. Home Occupation 2 is intrusive, with external indications that a home occupation is being conducted on the property, and has additional impacts on the neighborhood.

### Home Occupation 1

- A. The use of a dwelling unit or property for a home occupation is an accessory use and shall be clearly incidental to and compatible with the residential use of the property and surrounding residential uses.
- B. There shall be no change in the outside appearance of the building or premise that shall cause the premise to differ from its residential character by use of colors, materials, construction, lighting, sounds, or noises.
- C. Exterior storage of materials, such as, but not limited to, trash and any other exterior evidence of home occupation shall be located and screened so as not to detract from the residential character of the principal building.
- D. There shall be no exterior signs or displays representative of products sold or manufactured on premises.
- E. The following requirements shall be satisfactorily demonstrated to the CEO before a permit is issued:
  - 1. The home occupation shall employ only resident(s) of the dwelling unit.
  - 2. The home occupation shall be carried on wholly within the principal or accessory structure.
  - 3. The home occupation shall not occupy more than 35 percent of the total floor area of the structure (excluding basement floor area).

4. Objectionable noise, vibrations, smoke, dust, electrical disturbance, odors, heat, glare, or other nuisance shall not be permitted.
  5. No additional parking shall be provided other than parking provided to meet the normal requirements of the dwelling unit.
  6. No additional traffic shall be generated by the home occupation.
  7. The sale of products which are crafted, assembled, or substantially altered on the premises is prohibited.
  8. The home occupation shall not use utilities beyond that normal for residential properties.
  9. The home occupation shall not involve the use of heavy commercial vehicles for daily delivery from or to the premises.
- F. Should all of the above conditions not be maintained on a continual basis once the permit has been issued, the Planning Board shall review the permit and its conditions for approval, and if necessary schedule a public hearing to determine whether the permit should be rescinded.

### Home Occupation 2

- A. The use of a dwelling unit or property for a home occupation is an accessory use and shall be clearly incidental to and compatible with the residential use of the property and surrounding residential uses.
- B. There shall be no change in the outside appearance of the building or premise that shall cause the premise to differ from its residential character by use of colors, materials, construction, lighting, sounds, or noises.
- C. Exterior storage of materials, such as, but not limited to, trash and any other exterior evidence of home occupation shall be located and screened so as not to detract from the residential character of the principal building.
- D. Exterior display, exclusive of a sign, shall be limited to no more than two (2) single items representative of products sold or manufactured on premises, regardless of the number of articles which are sold or manufactured.
- E. Only one non-illuminated, non-internally lit sign, not exceeding two (2) square feet, shall be permitted and must meet the other applicable standards for signs within this Ordinance.
- F. The following requirements shall be satisfactorily demonstrated to the CEO before a permit is issued:
  1. The home occupation shall employ no more than two (2) persons other than resident family members.
  2. The home occupation shall be carried on wholly within the principal or accessory structure.
  3. The home occupation shall not occupy more than 49 percent of the total floor area of the structure (excluding basement floor area).
  4. Objectionable noise, vibrations, smoke, dust, electrical disturbance, odors, heat, glare, or other nuisance shall not be permitted.
  5. In addition to the off-road parking provided to meet the normal requirements of the dwelling, off-road parking shall be provided for each employee and user of the home occupation as provided for within this Ordinance.
  6. No traffic shall be generated by such home occupation in a volume greater than would normally be expected.
  7. The operation of the home occupation shall be limited to 8:00 AM to 9:00 PM and to those items which are crafted, assembled, or substantially altered on the premises, to catalog items ordered off the premises by customers, and to items which are accessory and incidental to a service which is provided on the premises.
  8. The home occupation shall not use utilities beyond that normal for residential properties.
  9. The home occupation shall not involve the use of heavy commercial vehicles for daily delivery from or to the premises.
- G. Should all of the above conditions not be maintained on a continual basis once the permit has been issued, the Planning Board shall review the permit and its conditions for approval, and if necessary schedule a public hearing to determine whether the permit should be rescinded.
- H. All other applicable standards of this Ordinance shall also be observed.

### 15. Hotels, Motels, and Inns.



143. Gasoline Service Station: See: Automobile Service Station
144. Government Office: A building or complex of buildings that house municipal offices and services, and which may include cultural, recreational, athletic, convention, and entertainment facilities owned and/or operated by a government agency.
145. Gravel Pit: (See: Mineral Extraction)
146. Great Pond: Any inland body of water which in a natural state has a surface area in excess of ten (10) acres, and any inland body of water artificially formed or increased which has a surface area in excess of thirty (30) acres.
147. Group Home: A housing facility for eight (8) or fewer persons with disabilities that is approved, certified, or licensed by the State, including a group home, foster home, or intermediate care facility. Disability is defined the same as "handicap" in the federal Fair Housing Act. Community living arrangements are deemed a single-family use for the purposes of zoning. Wherever a single family dwelling is permitted, community living arrangements must also be permitted.
148. Growth Area: An area delineated in an adopted local comprehensive plan, within which development is encouraged, supported with adequate levels of public services, is compatible with future land-use designations and implementation actions of the comprehensive plan; outside of which "urban" type development is discouraged. A growth area shall allow existing or proposed land uses at minimum densities sufficient to permit growth that is projected for the succeeding 10 year period, along with existing or proposed services to adequately support that growth.
149. Guest House: See: Inn.
150. Hazardous Wastes: As defined in MRSA Title 38, Section 1303, as may be amended.
151. Height of a Structure: See: Building Height
152. Helipad: Any landing area used for the taking off and landing of private helicopters for the purposes of picking-up or discharging passengers or cargo. Use of the landing area is by permission only. ("Helipad" should not be confused with a "heliport" which provides enhanced services and facilities.)
153. High Intensity Soil Survey: A soil Survey conducted by a Certified Soil Scientist, meeting the standards of the national Cooperative Soil Survey, which identifies soil types down to 1/10 acre or less at a scale equivalent to the subdivision plan submitted. The mapping units shall be the soil series, Single soil test pits and their evaluation shall not be considered to constitute high intensity soil surveys.
154. Home Improvement Center: A building of more than 30,000 square feet of gross floor area, engaged in the retail sale of various basic hardware items, tools, builders' hardware, building materials, paint and glass, household goods, animal supplies, garden supplies, and/or cutlery. At least 75 percent of the gross floor area shall be for retail sales.
155. Home Occupation: An occupation or profession which is customarily conducted on or in a residential structure or property and which is clearly incidental to and compatible with the residential use of the property and surrounding residential uses.
156. Homeowners Association: A community association which is organized in a residential development in which individual owners share common interests in open space and/or facilities.
157. Hospital: An institution providing, but not limited to, overnight health services, primarily for in-patients, and medical or surgical care for the sick or injured, including as an integral part of the institution such



**townofportage codeenforcement <  
townofportage.codeenforcement@gmail.com>**

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**kenny fones**

1 message

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**Alice Cooper** <cootielo2010@yahoo.com>

Tue, May 28, 2013 at 9:46 PM

Reply-To: Alice Cooper <cootielo2010@yahoo.com>

To: "townofportage.codeenforcement@gmail.com" <townofportage.codeenforcement@gmail.com>

May 20,2013--Kenny Fones moving dirt from his property with commercial dump truck.

May 24, 2013 9:00 AM Kenny Fones Excavator boom visible over 6 ft fence all day

May 28, 2013 11:00 AM Kenny Fones backing up commercial truck with dirt.

May 28, 2013 2:30 PM Kenny Fones commercial truck parked in front of house

May 28, 2013 3:28 PM Kenny Fones commercial truck, commercial trailer and bulldozer in front yard. Bulldozer loaded on trailer, Trailer connected to commercial truck

Please check your ordinance regarding this matter.

Please notify.



townofportage codeenforcement <  
townofportage.codeenforcement@gmail.com>

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**vilator of code**

1 message

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**Alice Cooper** <cootielo2010@yahoo.com>

Wed, May 29, 2013 at 8:07 PM

Reply-To: Alice Cooper <cootielo2010@yahoo.com>

To: "townofportage.codeenforcement@gmail.com" <townofportage.codeenforcement@gmail.com>

may 29th 2013 7:30 pm. kenny fones has a commercial truck visable from the highway, please take care of this code vilator. thank you.



townofportage codeenforcement <  
townofportage.codeenforcement@gmail.com>

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**vilateing code**

1 message

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**Alice Cooper**< cootielo2010@yahoo.com>

Wed, May 29, 2013 at 8:12 PM

Reply-To: Alice Cooper <cootielo2010@yahoo.com>

To: "townofportage.codeenforcement@gmail.com" <townofportage.codeenforcement@gmail.com>

may 29th 2013 at 7:30 pm kenny fones has a commerial truck parked and visable from the beach road, these vilations need to stop, thank you.



townofportage codeenforcement <[townofportage.codeenforcement@gmail.com](mailto:townofportage.codeenforcement@gmail.com)>

## kenny fones volation

1 message

**Alice Cooper** <[cootielo2010@yahoo.com](mailto:cootielo2010@yahoo.com)>

Thu, May 30, 2013 at 9:27 AM

Reply-To: Alice Cooper <[cootielo2010@yahoo.com](mailto:cootielo2010@yahoo.com)>

To: "townofportage.codeenforcement@gmail.com" <[townofportage.codeenforcement@gmail.com](mailto:townofportage.codeenforcement@gmail.com)>

may30th2013 at6:00am kenny drove out of has yard with a load of dirt with the white commerial truck . may30th,2013 at 7:40am there is commerial trailer that is visable from the road. may30th at 8:40 kenny loaded the white commerial truck with the cat loader tractor and was seen from the road and the truck is ready to drive away loaded with gravel that was for land scaping dirt. pics. as follows, please take care of this problem.

### 2 attachments



123\_1607[1].JPG  
1085K



123\_1606[1].JPG  
724K



townofportage codeenforcement <  
townofportage.codeenforcement@gmail.com>

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**kenny fones**

2 messages

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**Alice Cooper** <cootielo2010@yahoo.com>

Thu, May 30, 2013 at 9:40 PM

Reply-To: Alice Cooper &lt;cootielo2010@yahoo.com&gt;

To: "townofportage.codeenforcement@gmail.com" &lt;townofportage.codeenforcement@gmail.com&gt;

5-30-13 at 7:40 am kenny fones reloaded his commercial dump truck left it loaded and at 11:40 am left with the truck loaded and went west on west road. at 12.01 he drove back by empty. please take care of the violator, thank you

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**Alice Cooper** <cootielo2010@yahoo.com>

Fri, May 31, 2013 at 7:49 AM

Reply-To: Alice Cooper &lt;cootielo2010@yahoo.com&gt;

To: "townofportage.codeenforcement@gmail.com" &lt;townofportage.codeenforcement@gmail.com&gt;

may/31/13 6"00am kenny fones drove out of his drive way with a commercial truck, commercial trailer and a escavator on the trailer. driving west on west road in portage, .volation of oridance, please take care of this matter, thank you.

# **PORTAGE LAKE PLANNING BOARD**

## **SPECIAL MEETING**

**July 3, 2013 6:30 P.M.**

**Wednesday**

### **CONFERENCE ROOM PORTAGE MUNICIPAL BUILDING**

#### **AGENDA**

**I. CALL TO ORDER AND DETERMINE QUORUM**

**II. PUBLIC HEARING**

None

**III. REVIEW AND APPROVE MINUTES**

6-13-2013

**IV. BUSINESS**

1. Donald Cox; Map 11 Lot 6; Enclose 8'x20' deck

**V. OTHER BUSINESS**

1. Continue to discuss adoption of Maine Uniform Building and Energy Codes

**VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD**  
**PLANNING BOARD MEETING**  
**7-3-2013**  
**PORTAGE LAKE MUNICIPAL BUILDING**  
**6:30 PM**  
**MINUTES**

  
(Chairperson)

Members present: Linda Caron, Teri DeMerchant and Otis Nelson  
Audience: Clayton DeMerchant, Don Cox and Margaret Pierce CEO.

**CALL MEETING TO ORDER/DETERMINE QUORUM**

The meeting was called to order by Linda 6:30 pm with 3 members present

**I. PUBLIC HEARING**

None

**II. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE**

Teri motioned to accept the minutes with the addition of "Linda inquired about Seasonal Conversion on the permit" to the Todd Skillin notes. Otis second; motion carries 3-0.

**III. NEW BUSINESS**

Don Cox, Enclose 8x20 deck; Mr. Cox explained how he would like to enclose and expand his existing deck. Calculations for volume and square footage were placed on the chalkboard by the CEO. Otis makes a motion to accept the application, Teri second; motion carries 3-0.

**IV. OLD BUISNESS**

None

**V. OTHER BUSINESS**

None

**VI. ADJOURNMENT**

Teri motioned to adjourn at 7:00pm, Otis second; motion carried 3-0



# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**September 12, 2013 6:30 P.M.**

**Thursday**

**CONFERENCE ROOM PORTAGE MUNICIPAL  
BUILDING**

### **AGENDA**

**I. CALL TO ORDER AND DETERMINE QUORUM**

**II. PUBLIC HEARING**

None

**III. REVIEW AND APPROVE MINUTES**

Corrected 6-13-13 and 7-3-13

**IV. BUSINESS**

1. Election of Officers
2. Map 23 Lot 1; Raise camp in Shoreland
3. Map 10 Lot 17A; New camp

**V. OTHER BUSINESS**

None

**VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
9-12-2013  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES**

\_\_\_\_\_  
(Chairperson)

Members present: Darey Gagnon, Linda Caron, Otis Nelson and Patrick Kelley  
Audience: David Farnum, Rick Lyons, Dick Wilcox, Brian and Bonnie Condon

**CALL MEETING TO ORDER/DETERMINE QUORUM**

The meeting was called to order by Darey 6:30 pm with 4 members present

**I. PUBLIC HEARING**

None

**II. MINUTES OF PREVIOUS MEETING AND CORRESPONDENCE**

Otis motions to accept the minutes of 7-3-13 as written, Pat seconds;  
motion carried 4-0

**III. NEW BUSINESS**

1. Election of Officers; Darey nominates Pat Kelley as Chairperson, Otis seconds; Pat is elected Chair 3-0  
Linda nominates Darey Gagnon as Vice Chairperson, Otis seconds; Darey is elected Vice Chair 3-0
2. Dick Wilcox; Application to raise camp. Mr. Wilcox explains that he had received approval in 2010 but did not start the work. He would like to dig down to place the blocks and the structure will be raised no more than 6 inches. Dick also states that the crawl space will not be greater than 3 feet. Linda asks Mr. Wilcox about moving his camp back the greatest practical extent, since he has plenty of room. Mr. Wilcox states that the camp is in pieces and does not believe it could handle the move. Otis makes a motion to accept the application; Darey seconds; motion carried 3-1.
3. Rick Lyons; Application to build a new camp. Foundation on the lot has been found to be unusable and the septic system has been deemed by Bill Heresy unusable. Mr. Lyons decides after great discussion that he will build at 100 feet from the normal high water mark.

**IV. OLD BUSINESS**

None

**V. OTHER BUSINESS**

Linda distributes training schedules to all the members.  
Linda motions to adopt the Maine Building Codes only, Darey seconds;  
motion is tabled until all members are present to vote.

**VI. ADJOURNMENT**

Otis motioned to adjourn at 7:30pm, Darey second; motion carried 4-0

# PORTAGE LAKE PLANNING BOARD

## REGULAR MEETING

October 10, 2013 6:30 P.M.

Thursday

CONFERENCE ROOM PORTAGE MUNICIPAL  
BUILDING

### AGENDA

*No Meeting*

**I. CALL TO ORDER AND DETERMINE QUORUM**

**II. PUBLIC HEARING**

None

**III. REVIEW AND APPROVE MINUTES**

September 12, 2013

**IV. BUSINESS**

Continue Discussion on Maine Uniform Building Code

**V. OTHER BUSINESS**

None

**VI. ADJOURN**

# PORTAGE LAKE PLANNING BOARD

## REGULAR MEETING

December 12, 2013 6:30 P.M.

Thursday

CONFERENCE ROOM PORTAGE MUNICIPAL  
BUILDING

### AGENDA

*No Meeting*

**I. CALL TO ORDER AND DETERMINE QUORUM**

**II. PUBLIC HEARING**

None

**III. REVIEW AND APPROVE MINUTES**

September 12, 2013

**IV. BUSINESS**

Continue Discussion on Maine Uniform Building Code

**V. OTHER BUSINESS**

None

**VI. ADJOURN**

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**December 12, 2013 6:30 P.M.**

**Thursday**

**CONFERENCE ROOM PORTAGE MUNICIPAL  
BUILDING**

### **AGENDA**

**I. CALL TO ORDER AND DETERMINE QUORUM**

**II. PUBLIC HEARING**

None

**III. REVIEW AND APPROVE MINUTES**

September 12, 2013

**IV. BUSINESS**

Continue Discussion on Maine Uniform Building Code

**V. OTHER BUSINESS**

None

**VI. ADJOURN**