

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**February 13, 2014 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**

1. Map 18 Lot 46; Verizon Wireless – updates to tower
2. Continue Discussion on Maine Uniform Building Code

**V. OTHER BUSINESS**

None

**VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
2-13-2014  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES**

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

Members present: Teri Demerchant, Linda Caron and Patrick Kelley  
Audience: Clayton Demerchant

*Members Absent: Davey Gagnon  
Oti Nelson*

**CALL MEETING TO ORDER/DETERMINE QUORUM**

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

**I. PUBLIC HEARING**

None

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

Linda motions to accept the minutes of 9-12-13 as written, Teri seconds;  
motion carried 3-0

**III. NEW BUSINESS**

1. Map 18 Lot 46; Verizon Wireless Application; Teri motions to accept the application, Linda seconds, motion carries 3-0
2. Maine Building Codes; Teri votes in favor of adopting the Maine Building codes minus the energy code. This breaks the previous tabled 2-2 tie. Members are informed of the next step of a public hearing.

**IV. OLD BUSINESS**

None

**V. OTHER BUSINESS**

Discussion on Windmills and whether or not Portage needs a Windmill ordinance.

**VI. ADJOURNMENT**

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

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**March 13, 2014 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**

February 13, 2014

**IV. BUSINESS**

1. Continue Discussion on Maine Uniform Building Code

**V. OTHER BUSINESS**

None

**VI. ADJOURN**

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**April 10, 2014 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**

February 13, 2014

### **IV. BUSINESS**

1. Map 21 Lot 33: 243 Cottage Road Replacement House
2. Continue Discussion on Maine Uniform Building Code

### **V. OTHER BUSINESS**

None

### **VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD**  
**PLANNING BOARD MEETING**  
4-10-2014  
**PORTAGE LAKE MUNICIPAL BUILDING**  
6:30 PM  
**MINUTES**

  
(Chairperson)

Members present: Patrick Kelley, Darey Gagnon, Teri Demerchant and Linda Caron.  
Absent: Otis Nelson  
Audience: Clayton Demerchant

**CALL MEETING TO ORDER/DETERMINE QUORUM**

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

**I. PUBLIC HEARING**

None

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

Darey motioned to accept the minutes with the correction that it be noted that Otis Nelson was absent from the meeting, Linda second; motion carried 4-0

**III. NEW BUSINESS**

Pat Kelley abstains as Chairperson; Darey presides

1. 243 Cottage Road Map Lot – Linda asks for clarification on which Certified Contractor is associated with the number provided on the application, as well as why #18, #22 and #23 were not filled in. Mr. Kelley states that the Certified Contractor number is associated with Brad St. Peter, #18 was an over site of the CEO, #22 and #23 were overlooked since it is his residence and will continue to be his residence. Linda wants to know why Mr. Kelley is not setting back to the 100 foot from normal high water mark as well as why Mr. Kelley is using part of the 30% expansion allowance. Mr. Kelley responds that he does not have the ability to move back and feels he has the right to use part of the 30% allowance. Linda states that the camp can be set back to the 100 foot from normal high water mark and that Mr. Kelley is circumventing the rules of Shoreland zoning. Mr. Kelley states that what he is requesting is legal and within the Shoreland zoning rules. Teri motions to accept the application, Darey second; motion carried 2-1 with Linda opposing.

Pat resumes position of Chairperson.

2. Darey would like to move forward with drafting a Wind Energy Ordinance. Linda asks about the process for preparing the ordinance and should the Planning Board be part of the ordinance writing process. It is explained that the Planning Board should be very involved since they will

be required to answer questions during the public hearing. The process of ordinance adoption was explained; write the draft, Planning Board public hearing, Planning Board votes to send to Select Board, Select Board public hearing then town vote all within the mandated time limits. Darey request that the Planning Board request a copy of the town of Oakfield Wind Energy Ordinance. Wind Energy Ordinance work session scheduled for April 22, 2014 at 4 pm in the Portage Lake town office conference room.

**IV. OLD BUSINESS**

None

**V. OTHER BUSINESS**

Linda initiates a discussion about Private Individual Campsites since the World Acadian Congress will be happening in August and there will most likely be many people with campers wanting to stay in Portage. A request was made that DEP be contacted to try and get help with waiving some of the Shoreland zoning Individual requirements, mostly one vehicle per site, for the two week festivities.

**VI. ADJOURNMENT**

Linda motioned to adjourn at 7:20pm, Teri second; motion carried 4-0

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**May 8, 2014 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**

April 10, 2014

#### **IV. BUSINESS**

1. Continue Discussion on Maine Uniform Building Code
2. Continue Discussion on Wind Energy Ordinance

#### **V. OTHER BUSINESS**

None

#### **VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
5-8-2014  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES**

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(Chairperson)

Members present: Patrick Kelley, Darey Gagnon and Linda Caron.  
Absent: Otis Nelson and Teri DeMerchant

**CALL MEETING TO ORDER/DETERMINE QUORUM**

The meeting was called to order by Pat 6:33 pm with 3 members present

**I. PUBLIC HEARING**

None

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

Darey motioned to accept the minutes as written, Linda second; motion carried 3-0

**III. NEW BUSINESS**

1. Linda makes a motion to hold the Public Hearing for the proposed Maine Building Code at the next regular planning board meeting June 12, 2014 at 6:30pm, Pat seconds; motion carries 3-0
2. Pat suggests the planning board makes the changes necessary to the Mapleton Wind Ordinance at the next meeting then vote for a public hearing. Discussion and changes to the Mapleton Wind Ordinance.

**IV. OLD BUISNESS**

None

**V. OTHER BUSINESS**

Members are asked to attend the Community Block Grant Public Hearing as well as the Portage Lake Association presentation.

**VI. ADJOURNMENT**

Darey motioned to adjourn at 8:00pm, Linda second; motion carried 3-0



**TOWN OF PORTAGE LAKE**

**NOTICE OF PUBLIC HEARING**

The Town of Portage Lake shall hold a Public Hearing on Thursday, June 12, 2014 at 6:30 p.m. at the Portage Lake Town Office Conference Room. This Public Hearing will occur during the Portage Lake regularly scheduled Planning Board Meeting.

The purpose of this hearing is to allow the citizens the opportunity to comment on proposed adoption of the Maine Uniform Building Code.

The public is encouraged to attend. For more information please call 435-4361.

**PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
6-12-2014  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES**

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(Chairperson)

Members present: Patrick Kelley, Darey Gagnon, Linda Caron and Teri DeMerchant.

Absent: Otis Nelson

Audience: Larry Duchette, Kathy Gagnon and Clayton DeMerchant

**PUBLIC HEARING PROPOSED ADOPTION OF MAINE UNIFORM BUILDING CODE**

Public Hearing called to order at 6:30 pm.

Larry Duchette asks "What are the proposed codes?" Pat responds the Planning Board would like to move forward with the Maine Uniform Building Code only and not consider the Energy Code. Pat continues the Board feels it is important to have the Building Code to ensure that structures are built so no one gets hurt and have some control over what is being built. Linda states that all the towns would have the same code, if any one moves into Portage or buys property they would have the same code. Darey states that all contractors would abide by the same code. Larry expresses that some towns have made their codes stricter then the state code. Pat feels that the state building code far exceeds the needs of Portage. Larry states that the inspection process is lacking in this area. Pat was concerned that the inspection process would be an out of pocket expense to the homeowner, but was reassured that all inspections would be conducted by the Code Enforcement Officer. Linda likes that the responsibility will not only be on the homeowner but on the builder as well. Homeowners can do their own work, but will have to build to code. A copy of the code books will be purchased and made available to the general public for reference. Linda suggests that the code be placed on the town web site for people to access.

Darey motioned to adjourn at 6:43pm, Linda second; motion carried 4-0

Public Hearing 12/14 6:30pm

Clayton DeMerchant

Larry Duchette Town Mgr / Citizen

Katherine A Gagnon Town Clerk

Planning Board

Patrick Kelley

Davey Gagnon

Linda Caron

Terri DeMerchant

Adjourn - 6:43

# Public Hearing

What are the proposed standards - Larry

Building Code - except the Energy Code

Build structures so no one gets hurt

Control of what is built

All the towns would have the same code - Linda

Move into the Community buy property

Contractors - all the same code - Dorey

State Building Code - far exceeds the needs of Portage - Pat

Inspection process is lacking in this area - Larry

Looking out for each other - Larry

Significant snow load - hurt or killed - Pat

Fee for the inspection - out of pocket - Pat

Linda - responsibility on the not just the homeowner  
but also the builder. ~~be~~

Homeowners can do their own work

Code Books will be made available

- ~~web~~

possibly put on the web site for people to access

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**July 10, 2014 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**

May 8, 2014 and June 12, 2014

### **IV. BUSINESS**

1. Vote to send proposed Maine Uniform Building Code to the Board of Selectmen
2. Proposed Wind Energy Ordinance

### **V. OTHER BUSINESS**

None

### **VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
7-10-2014  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES**

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(Chairperson)

Members present: Patrick Kelley, Darey Gagnon and Linda Caron.  
Absent: Otis Nelson and Teri DeMerchant

**CALL MEETING TO ORDER/DETERMINE QUORUM**

The meeting was called to order by Pat 6:32 pm with 3 members present

**I. PUBLIC HEARING**

None

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

Linda motioned to accept the minutes with the correction of 5-8-2014 not 5-10-2014, Darey second; motion carried 3-0

**III. NEW BUSINESS**

1. Linda makes a motion to send the proposed Maine Building Code to the Select board for their July 16, 2014 meeting. Darey seconds; motion carries 3-0

**IV. OLD BUISNESS**

1. Discussion and changes to the Proposed Wind Ordinance

**V. OTHER BUSINESS**

None

**VI. ADJOURNMENT**

Darey motioned to adjourn at 6:45pm, Linda second; motion carried 3-0

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**September 11, 2014 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**

July 10, 2014

**IV. BUSINESS**

1. Katherine St. Peter-Blair; request for Land Use Ordinance amendment

**V. OTHER BUSINESS**

None

**VI. ADJOURN**

**PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
9-11-2014  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES**

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(Chairperson)

Members present: Patrick Kelley, Darey Gagnon, Linda Caron, Otis Nelson and Teri Demerchant.

Audience: Judy Moreau, Clayton DeMerchant, Roland Caron, Bob Blair, Katherine St. Peter-Blair, Jim Kelley, Norman and Donna St. Peter

**CALL MEETING TO ORDER/DETERMINE QUORUM**

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

**I. PUBLIC HEARING**

None

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

Otis motioned to accept the minutes with the correction of 7-10-2014, Teri second; motion carried 5-0

**III. NEW BUSINESS**

1. Katherine St. Peter-Blair makes a request to the board through petition:  
*Grant Summer Seasonal use for 2 or 3 horses to visit 32 Hayward Street Portage Lake Maine.*

Linda asks for definition of Seasonal, Ms. St. Peter-Blair responds June 21 to September 21. Linda asks Ms. St. Peter-Blair if she has seen an amendment like the one she is requesting anywhere else in the state of Maine. Ms. St. Peter-Blair responds No. Teri asks how many acres Ms. St. Peter-Blair owns at 32 Hayward Street and does she have a deed to the property. Ms. St. Peter-Blair responds 4 acres and yes but not with her. Otis asks what the issue is, Linda responds that the current Land Use Ordinance states no livestock in the Village area, which surrounds 32 Hayward Street. Roland Caron and Judy Moreau request a copy of the petition. Pat explains that the meeting is to gather information from Ms. St. Peter-Blair and no decisions will be made at this meeting.

A Work Session on this request is scheduled for September 25, 2014 at 6:30pm.

**IV. OLD BUSINESS**

Linda asks when the Select Board will be having their Public Hearing on the Proposed Maine Building Code and where is the Planning Board at with the Proposed Wind Ordinance. Pat explains that the Select Board will select a Public Hearing date at their next regularly scheduled meeting



September 17, 2014 and that the Planning Board had made the decision to present the Wind Ordinance separate from the Building Code.

**V. OTHER BUSINESS**

None

**VI. ADJOURNMENT**

Motion to adjourn at 7:00pm

# **PORTAGE LAKE PLANNING BOARD**

## **REGULAR MEETING**

**October 9, 2014 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 11, 2014

**IV. BUSINESS**

1. Ralph Miller, Map 13 Lot 19; 386 West Road; addition to existing deck within 100' of normal high water

**V. OTHER BUSINESS**

1. Katherine St. Peter-Blair; request for Land Use Ordinance amendment
2. Proposed Wind Energy Ordinance

**VI. ADJOURN**

PORTAGE LAKE PLANNING BOARD  
PLANNING BOARD MEETING  
~~9-11-2014~~ 10-9-2014  
PORTAGE LAKE MUNICIPAL BUILDING  
6:30 PM  
MINUTES

  
(Chairperson)

Members present: Patrick Kelley, Darey Gagnon, and Otis Nelson

Absent: Linda Caron and Teri Demerchant.

Audience: Ralph and Cindy Miller

**CALL MEETING TO ORDER/DETERMINE QUORUM**

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

**I. PUBLIC HEARING**

None

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

Darey motioned to accept the minutes as written, Darey second; motion carried 3-0

**III. NEW BUSINESS**

1. Ralph and Cindy Miller requesting to add 7' x 11' to their existing deck as well as screen in the entire deck. Otis motions to accept the application with the condition that the walls for the screen are not higher than 3 feet, Darey second; motion carries 3-0.

**IV. OLD BUSINESS**

1. Darey makes a motion not to proceed with the ordinance amendment to: Grant summer seasonal use for 2 to 3 horses to visit 32 Hayward Street, Portage Lake, Maine. Otis seconds; motion carries 3-0. Reason not to proceed; due to the fact that the combined acreage is less then what is required to support the request.
2. Darey motions to accept the Wind Energy Ordinance as written and schedule a public hearing at the next regular meeting. Otis seconds; motion carries 3-0.

**V. OTHER BUSINESS**

None

**VI. ADJOURNMENT**

Darey motion to adjourn at 6:45pm. Otis second; motion carried 3-0.