

Town of Otisfield
Regular Planning Board Meeting Minutes
February 21, 2012

1. **Call to Order:** The regular meeting was called to order at 7:03 PM.
2. **Attendance:** Members present were, Chair – Stan Brett, Vice Chair - Dan Peaco, Recording Secretary- Karen Turino, Herb Olsen, & Alternates - David McVety & Rick Jackson. (Absent - Beth Damon) *David moved up as a voting member.

Code Enforcement Officer: Richard St. John
Planning Board Secretary: Tanya Taft

3. **Quorum:** Board had a quorum.
4. **Secretary's Report:**
 - A. Public Hearing Meeting Minutes from January 17, 2012. *Motion to amend minutes for accuracy and completeness. KT/DM – Unanimous.
 - B. Regular Meeting Minutes from January 17, 2012. *Motion to amend minutes for accuracy and completeness. DP/KT – Unanimous.
5. **Discussion & Comments from public:**
 - A. None.
6. **Residence - Based Business Applications:**
 - A. None.
7. **Shoreland Zoning Applications:**
 - A. None.
8. **Site Plan Applications:**
 - A. None.
9. **Subdivision Application:**
 - A. None.
10. **Miscellaneous:**
 - A. None.
11. **Upcoming Dates:**
 - A. Planning Board Regular Meeting March 20, 2012 @ 7:00 PM
12. **Discussion & comments from Code Enforcement Officer:**
 - A. CEO distributed copies of the BOA Administrative Appeal to all board members and invited them to the BOA Public Hearing March 6, 2012 @ 7:00 PM. To clarify the priority of siting criteria in the Wireless Telecommunications Ordinance CEO clarified, section 7 A, 1 -5. BOA application has been updated. TT removed the fee from application.

13. Discussion & comments from Board:

- A. Definitions: Abutter needs to be addressed, the definition clearly states 1,000 feet, but in Ordinance it says 500 feet. Next time changes are made for Town Meeting, PB would like to address this.
- B. TT discussed a draft Wireless Telecommunications Facility Siting Ordinance application (as there is none at this time) and a draft checklist (for PB approval usage) that she and Rick Micklon have started. It was discussed tonight for PB input. PB members agree these items are necessary and will address at an upcoming meeting.

14. Pending Applications:

- A. None.

15. Adjournment:

With no further business, the meeting was adjourned at 9:45 PM. DP/DMc – Unanimous.

Respectfully submitted,
Tanya Taft
Recording Secretary

Approved by:

Stan Brett, Chair
Otisfield Planning Board

Approved on:

April 3, 2012