

# READFIELD PLANNING BOARD

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## Minutes of Wednesday, October 25, 2017

**Planning Board Members:** William Buck, Paula Clark; Chair, Jay Hyland, Andrews Tolman, Don Witherill

**Others Attending:** Gary Quintal; CEO, Kristin Parks; Board Secretary, Rosalea Kimball, Doug Riley, Gaston Rodrigue, Donn Harriman

Meeting called to order at 6:32 pm by Paula Clark.

### **Application: None**

1. Rosalea Kimball – Owner 14 Church Road (map 120 / lot 35) has been CEO approved (see CEO letter 5/1/2012) as a 2 unit apartment & 5 business office spaces. The owner is requesting to stay as a mixed use, but be allowed to use one or more of the following combinations:
  - a) Reduce the number of office spaces to allow up to 2 new apartments with the installation of a new septic system for the total flow rate to be no great than 540 gallons per day that would require a State Fire Marshal permit, OR
  - b) Increase the number of office spaces (up to 8) in combination with the apartment(s) with the installation of a new septic system for the total flow rate to be no great than 540 gallons per day that would/may require a State Fire Marshal permit, OR
  - c) Increase the number of bedrooms in either apartment using one or multiple business spaces as sparer bedrooms with the installation of a new septic system for the total flow rate to be no great than 540 gallons per day.

### **Public Hearing opened at 6:32 PM**

- Doug Riley gave a brief summary of the proposal and stated that the full application has been submitted and reviewed the site plan. There are no proposed changes to the structure except to increase the septic system. Adding an additional tank with no change to the pump system.
- **Amend Application:** Page 1, #5 – Strike Home Occupation and change to: Office: Business Professional/Medical.
- There are plenty of parking spaces. Decided it was best not to do parking on the septic system.
- Presently there is a 2 bedroom apartment in the basement and a 1 bedroom apartment in the attic.
- There were no comments from the public.
- **Motion** made by William Buck to close the Public Hearing, **Second** by Andrews Tolman. **Vote** 5-0 in favor.

### **Public Hearing closed at 6:44 PM**

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- Suggest by Planning Board that Rosalea give notice to the Town/CEO on how the property is being used and how the changes may affect the design flow of the septic system.
- **Motion** made by Andrews Tolman to approve the request as submitted with the condition/requirement that the property owner notify the Town with the number of businesses or apartments (configuration change) via letter of intent. **Amendment to the Motion:** There is to be no on street parking. **Second** by William Buck. **Vote** 5-0 in favor.

### Application Requesting Completeness Approval:

- 1) Gaston Rodrigue – owner of Mid State Steele Road  
Mid State Steele Road  
Readfield, ME  
Requesting Mid State Steele Road to be classified as a Private Town Road due to the sale of two lots. Town Manager /Road Commissioner has inspected the road and have a letter stating the Road has met Private Road Standards.

- Currently there is a one family dwelling on the property that has been sold with another parcel in the process of being sold and a third parcel that Gaston will build his primary residence on. This is not a subdivision matter as the property owner had been there for over 5 years as his main residence.
- A letter was received from Eric Dyer, Road Commissioner stating that it meets private road standards for the Town of Readfield.
- There was brief discussion that it says private road and private town road on the application. The Planning Board just wants to make sure that these are meaning the same thing. The Planning Board reviewed their roles on private road standards.
- **Motion** made by William Buck that we accept the application as complete, schedule a Public Hearing for November 8, 2017 at 6:30 pm, notify abutters and waive site visit. **Second** by Andrews Tolman. **Vote** 5-0 in favor.

### Administrative Items:

- Review of Minutes for 9-27-2017
  - **Motion** made by Don Witherill to approve the minutes of the September 27, 2017 meeting as amended, **Second** by William Buck. **Vote 3-0-2**, abstained by Paula Clark & Andrews Tolman due to being absent at last meeting.
- Review of Minutes for 10-11-2017
  - **Motion** made by Andrews Tolman to approve the minutes of the October 11, 2017 meeting as presented, **Second** by Don Witherill. **Vote 3-0-2**, abstained by Paula Clark & William Buck due to being absent at last meeting.
- No Planning Board meeting scheduled for Wednesday, November 22, 2017 due to the Thanksgiving Holiday; will schedule one the following week if needed.

Meeting adjourned at 7:34 pm.

Next Planning Board Meeting scheduled for Wednesday, November 8, 2017.