** PLANNING BOARD**

17 Maple Street

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Monday, June 4, 2018

BUSINESS MEETING MINUTES

**Call to Order**

Chairwoman Jessica Larson called the meeting to order at 6:31 p.m.

Present: Eve Bergstrom, Ken Hall, Jessica Larson, Emily Ward, Nancy Perkins, Sandra Watts, Code Enforcement Officer Wes Sunderland, Recorder Desirae Bachelder.

Absent: Norm Harding

Guest Present: John Medici, Bob Tripp, Karen Hoxie, Diann Perkins, Stephanie Smith, Zach & Karen Remington, John Watts.

**Old Business:**

**New Business:**

1. **Approve minutes from May 7, 2018 business meeting**

Ken Hall motioned to approve the minutes from May 7, 2018 as presented. It was seconded by Emily Ward. Motion carried with all in favor.

1. **Approve minutes from May 21, 2018 workshop meeting**

There were no minutes available to approve.

1. **Norm Harding’s resignation**

Norm Harding submitted his resignation from the Board, dated May 31, 2018, effective immediately. A copy of the resignation letter is attached to and does hereby become a part of the original set of these minutes.

The alternate members decided against becoming full time board members. An ad will be placed in Your Weekly Shopping Guide for a full time planning board member.

1. **Elect Vice Chair**

Jess Larson motioned for the Board to elect Emily Ward as co-chairwoman. It was seconded by Sandra Watts. Motion carried with all in favor.

1. Jessica Larson designated Sandra Watts as a voting member in Norm Harding’s absence.
2. **Jerry Day - guidance on opening a small engine repair garage. Located on Map U01, Lot 16.**

Jerry Day was not in attendance.

1. **John Medici – 47 Main St Historic Application Approval**.

Mr. Medici submitted an application to replace the windows, doors and siding of the building at 47 Main Street at the workshop meeting on May 21, 2018. The building is in the Historic District and Mr. Medici will be maintaining the character of the Historic District throughout the project. Mr. Medici brought a piece of the window trim with him to show the Board what he is using.

Ken Hall asked if the number of panes in the windows was compatible to what was originally in the windows. Mr. Medici stated that there are no panes in the glass right now, and would like the Boards input on how many panes are needed and if there needs to be a design. There were no panes in the windows previously so it is up to Mr. Medici to decide if he would like to add panes to the windows.

Emily Ward asked that it be noted, for the record, that the house will be a single family residence and cannot exceed a two family residence. Mr. Medici stated that he has no intent to change the house to more than a single family residence.

Eve Bergstrom motioned to approve the application as presented at the May 21, 2018 workshop meeting. It was seconded by Emily Ward. Motion carried with all in favor.

1. **Bob Tripp – 6 Bridge Street, Real Estate Office. U03-017**

The current owner of 6 Bridge Street is Roberta Consalvi, Mr. Tripp has not purchased the property yet, he is leasing the property with an option to buy.

Mr. Tripp does not qualify for a Home Occupation because he does not reside at the property. He would need a Conditional Use Permit for the Real Estate Office for a change of use. He would also like to rent out part of the building as a single family dwelling. Mr. Tripp will need to fill out a Site Plan Review Application. The building is not a registered historic building, but the property is in the Historic District and the Village Center District and is less than two acres. The building has its own septic system; it is not on the town septic system.

There is enough room by the garage for 3 or 4 cars. When Mr. Tripp owns the property he will clearly mark the parking spaces.

1. **Karen Remington – Riding Ring for 1-1 instruction**

Karen Hoxie submitted a list of concerns regarding Karen Remington. Jess stated that Picchi’s went before the Cornish Board of Appeals in December of 1992, and were granted a variance to construct a driveway for their 6.5 acres, the one between Mrs. Hoxie and Mrs. Rodriguez, for a single family dwelling only. More property was added to the 6.5 acres and Minkey Way was created.

At the moment Mrs. Remington is only looking for permission for the riding ring for 1-1 instruction. This does not qualify as a home occupation. Title 7 of the State statutes regarding equine activities states that an equine is not a pet, but it is anything with a hoof.

Accessory Use or Structure: A use or structure which is customarily both incidental and subordinate to the principal use or structure on the same lot only. The term “incidental” in reference to the principal use or structure shall mean both:

(a) subordinate and minor in significance to the principal use or structure, and

1. attendant to the principal use or structure.

Such accessory uses, when aggregated, shall not subordinate the alleged principal use of the lot.

Recreational Activity: An activity, past-time, hobby, sport, or the like that is done by an individual(s) for relaxation and enjoyment.

Animal Husbandry, Breeding or Care: The keeping or raising of four (4) or more animals, including domestic animals and pets, for any commercial use. This definition also includes kennels.

Mrs. Remington submitted the abutter’s physical addresses as listed in the tax maps. She will need to submit the mailing addresses of the abutter’s to complete the application. Jess stated that the CEO can direct the applicant and review the application, but it is not his job to create a list of abutter’s. The Board does not have a secretary that works 20 or 40 hours. The secretary position is part time. It is the applicant’s responsibility to submit a complete abutter’s list.

Mrs. Remington submitted a plot plan with the riding ring now in the Agricultural District. She confirmed that she has a pony and 3 horses. The ring is 30 feet away from the Denison property line, which meets the requirements in the Ordinances.

The Remington’s confirmed that there is enough room to turn around for cars, trucks, and the oil truck, it is not big enough for a hay truck.

Diann Perkins was concerned with visibility exiting Minkey Way. The driveway was approved through a driveway permit through the CEO.

Diann was also concerned about the height of the riding ring fencing. Jess checked the State website and they have no standards. Jess would also like to check if certification or licenses are required. Wes confirmed that there is nothing in Cornish Ordinances referencing horse fencing.

The Board agreed that the application is incomplete. The correct abutter’s list needs to be provided and an updated application needs to be submitted with the correct dimensions and location. The $150.00 application fee needs to be paid. If the application is received before the July 18, 2018 workshop meeting Abutter letters can be sent out, place an ad in Your Weekly Shopping Guide the Board can schedule a site walk on July 2, 2018 and vote on the applications at the business meeting that night.

1. **Review of Sign Ordinance**

Land Use Ordinance Article II, Section6, R Signs. The Board discussed signs the question of if an open flag attached to an accessory structure is considered a pennant, which is not allowed per the Ordinances. Wes has advised that “Open” flags be placed on the buildings set back away from the road. The Board agreed to contact Maine Municipal Association (MMA) for their advice. This will be tabled until a response is received from MMA.

Stephanie Smith stated that she would like to see consistency across the board throughout Town. If some signs are not allowed in certain parts of Town then they shouldn’t be allowed.

**Communications Received/Sent:**

**Adjournment:**

Jess Larson motioned to adjourn the business meeting at 8:30 p.m. It was seconded by Emily Ward. Motion carried with all in favor.

Respectfully Submitted,



Desirae Bachelder

CPB Secretary