

ACTON PLANNING BOARD

Meeting Minutes

DATE: June 6, 2013 (approved June 20, 2013)

ROLL CALL:

Members present: Chip Venell – Chairman
Tom Cashin – Vice Chairman
Yoli Gallagher
Arthur Kelly
Gavin Maloney – Alternate

Members absent: Jessica Donnell
Robert Smith – Alternate

Also present: Ken Paul, CEO; Brenda Charland, Recording Secretary; Virginia DeBoer, Video Recorder, Paul Poyant, Chairman, Warrant & Finance Committee

The meeting was called to order by the Chairman at 7:00 p.m.

1. Approving the minutes from the meeting of May 16, 2013 meeting was tabled until next meeting.
2. New Business:
Mr. Cashin is interested in revisiting the two projects that recently required approval of a Best Practical Location Permit in order to better understand the BPL process. The CEO advised that the James Lessard permit on Foss Road has been completed and signed off, therefore he has no authority to access the property. However, the Greg Poulos permit on Aspen Lane is still open. The Code Enforcement Office will contact Mr. Poulos to request a site visit which will be posted so that Board Members that are interested can attend.
3. Old Business
Storm Water Ordinance: Paul Poyant attended the meeting in order to recap the Warrant & Finance Committee discussion relative to proposed storm water amendments to the Ordinance. He supplied copies of the notes he kept when he reviewed the proposal.

Mr. Poyant stated that section 5.25.5 is ambiguous. Is it intended to serve as an exemption clause or is it intended to be the trigger for LID management? This section should be reworded to meet the intent of the clause.

It was decided that In section 5.25.4a stipulating that the applicant shall submit a Low Impact Development Plan (LID) for stormwater management in accordance with the LID Guidance Manual (LIDGM) for Maine Communities, Chapter 5 of that document should be directly referenced because it lists the different possible LID practices. The words “in accordance with” would be eliminated and replaced with as outlined but not limited to those listed. That requirement would now read: *“The applicant shall submit a Low Impact Development Plan (LID) for stormwater management, as outlined, but not limited to, those listed in Chapter 5 of the LID Guidance Manual (LIDGM) for Maine Communities.”*

Mr. Poyant stated that the forms that will be used in submitting a permit application for an LID should be developed before the proposal is completed and referenced in the Ordinance. The Chairman

explained that forms are not generally included in the Ordinance because they are developed and maintained administratively by the Land Use staff as needed.

Because the proposed storm water amendments require an applicant to include calculations of the amount of phosphorous leaving the site, it is a concern that DEP has not developed a user-friendly tool that the applicant can use to provide this data.

Consensus of the Board was that a subcommittee should be formed to work with Mr. Poyant to review the issues that have been identified and ultimately bring back suggestions to resolve the problems.

Mr. Cashin and Mr. Poyant will advise the Land Use Secretary of a meeting schedule so that the meetings can be posted in accordance with the bi-laws.

3. Other Business

Best Practical Location Permit Application, 918 West Shore Road, David and Sheila Cabana: The CEO explained that the request is to replace an existing shed/pumphouse with expansion which falls within the allowed 30%. The project does not encroach sideline setback requirements. Mr. Paul recommended that the Permit be granted.

The motion to grant the permit in accordance with the Code Enforcement Officer's recommendation was made by Mr. Smith, seconded by Ms. Gallagher. The motion passed unanimously.

4. The meeting adjourned at 8:45 p.m.