




**Lebanon, Maine Planning Board  
Site Review/Workshop Minutes  
Monday May 4, 2020**

Members Present

 A. LePage - Chairman  
 S. O'Brien - Vice-Chair  
 D. Harriman  
B. Harris-Howard  
A. Culver

Others Present

Steve Oles  
Laura Bragg

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This meeting was held via ZOOM

A. Culver made a motion to open the meeting. D. Harriman Seconded the motion. The vote was taken. The motion passed.

**Steve Oles – 260 Sewell Shores Road – Bonsaint:**

Discussion from the Site Visit/Workshop held on Monday, April 27, 2020 took place. Vice-Chair O'Brien made the motion to approve a new structure in the same location with the submittal of a double erosion control plan and a revegetation plan. D. Harriman second the motion. The vote was taken. The motion passed.

Discussion of the existing roof height took place. The maximum height needed to be determined for the roof is higher on one side than the other. Discussion of the Shoreland Zoning Ordinance in regard to structures less than twenty-five (25) feet from the water line cannot go above twenty (20) feet took place.

Chairman LePage is ok with making the determination with the highest point of the structure. Members D. Harriman, A. Culver and Vice-Chair O'Brien agreed. The motion was made that the roof height of the new structure would not exceed an elevation of 448.50 feet. A. Culver seconded the motion. The vote was taken. The motion passed.

Vice-Chair O'Brien mentioned that the minimum ceiling height of seven (7) feet would need to be met in order to receive an occupancy permit and has this been taken into consideration. Mr. Oles replied that this should not be an issue.

Other Business – Vice-Chair O'Brien mentioned that Fielding's Oil has not settled the account with the John Turner Consulting firm per emails received from Asher today. The Clerk sent additional contact information for Fielding's Oil to Asher.

The following was discussed in regard to engineer consults moving forward:

- During the initial “workshop” Board will determine if the applicants project is considered minor or major review and if the Board will require outside consultation.
- The Applicant will be given the contact information for the two (2) engineering firms that the Board utilizes.
- Applicant will not be placed on the agenda until an amount has been determined and arrangements have been made with the consulting firm for payment.

Vice-Chair O’Brien asked their thoughts on the above mentioned guidelines. Members A. Culver, D. Harriman and B. Harris-Howard and Chairman LePage agreed that they should be followed.

Discussion that applicants need to hire a representative to assist them with the filling out applications and to determine what needs to be submitted for review depending whether or not it is a minor or major Site Plan Review, Shoreland Zoning or Subdivision application . The Clerk (or the Board) should be guiding the applicants in filling out the application or what needs to be submitted. The Clerk will only send a copy of the Ordinance to the applicants to alleviate confusion prior to their workshop with the Board. A. Culver mentioned if a “disclaimer” stating that the Clerk cannot assist or offer advice with the application process should be added. The Board felt that would be a good idea.

The Clerk is to create an outline of correspondence that has taken place in regard to the Fielding’s Oil Site Plan Review and the John Turner Consulting firm. Questions of if Fielding’s Oil cannot pay the John Turner Consulting firm, how will they be able to set up an escrow to ensure that the project is completed. Should the interim Fire Chief be contacted in regard to this project?

Notification from the engineer will need to be submitted to the Board confirming a contract has been established between the applicant and the firm before moving forward.

The next Planning Board meeting is scheduled for May 18, 2020.

*Vice-Chair O’Brien made the motion to adjourn. D. Harriman seconded the motion. The vote was taken. The motion carried. The meeting adjourned at 7:34 pm.*