

MONMOUTH PLANNING BOARD

*Approved Minutes*

Thursday July 8<sup>th</sup>, 2021

**Cumston Hall – Lower Level + Virtual**

7:00 p.m.

1. Call to Order
  - a. The chair called the meeting to order at 7:14 due to difficulties with Zoom connection.
  - b. Members present: Raymond Simond, Vice Chair, Larry Saucier, Stephen O'Donnell, Chair, and Dave Mills
  - c. Others present: Charles Tetelman, KVCOG (remotely), Elizabeth Bertrand, Secretary, John Racine, Donna Racine, and Matthew Flaherty (remotely).
2. Approval of Minutes: May 13, 2021 and June 10, 2021
  - a. Motion to accept May 13th minutes made by Mr. Simon, seconded by Mr. O'Donnell. Passage 3/0/1, with Mr. Saucier abstaining.
  - b. Motion to move June 10 minute approval to next meeting by Mr. Simon, seconded by Mr. Saucier, Passage 4/0/0.
3. Old Business:
  - a. A Site Plan Application Review under both the Comprehensive Development Review and Shoreland Zoning Ordinances for CFF Properties, LLC at 22 Fontaine Lane in Monmouth (Map 51, Lot).
    - i. Matthew Flaherty from CFF was present, reported no changes to plan and to submit it as is. Mr. O'Donnell said that because the patio is less than 25 feet from the shore, it is non-conforming, therefore it cannot be expanded, only replaced exactly as is. Mr. Simon spoke with a DEP member, who reported nothing can change dimensionally. Mr. Flaherty stated if expansion could not be allowed, he wanted to move forward with replacement. Permit by Rule must be obtained as well.
    - ii. Motion to approve application with replacement as is with no expansion made by Mr. Saucier, seconded by Mr. Mills.
      1. Mr. Simon asked if a new application should be made, Mr. O'Donnell said no, that the minutes record would be enough.
      2. Passage 4/0/0.
  - b. Plan signing under the Comprehensive Development Review Ordinance by Walsh Engineering Associates, on behalf of DFD Russell Medical Center, for a 2,060 SF addition and a 21-vehicle parking lot for DFD Russell Medical Center at 11 Academy Road in Monmouth (Map 28, Lot 19).
    - i. Two sets of plans were signed, one to send back and one for the town office.
4. New Business:

- a. A Site Plan Application Review under the Shoreland Zoning Ordinance by Carrier Landscape LLC, on behalf of John and Donna Racine, to replace exiting fireplace and sitting area at 119 Grant Road in Monmouth (Map 4, Lot 139).
  - i. Property is on Sand Pond on the Monmouth Litchfield line. The seating area is within 30 feet of the water. Mr. Racine clarified that there would be replacement only, no expansion. Mr. and Mrs. Racine already have their Permit by Rule. Mr. O'Donnell said that the board would require before and after photos, which did not accompany the application. The board will have to send the abutting properties a certified letter or have the abutting property owners write letters with their position on the construction. The board agreed a site visit would not be necessary if there were photos submitted with dimensions. In addition, a copy of the Permit by Rule needs to be filed.
  - ii. Motion to accept the application made by Mr. Mills, seconded by Mr. Saucier, Passage 4/0/0.
5. Other Business:
  - a. Final Review of the proposed changes of Monmouth's Shoreland Zone Ordinance before submission to State.
    - i. The amendment was passed, now the ordinance has to go to the DEP commissioner for approval.
  - b. Update on changes to Comprehensive Development Ordinance regarding notification and submissions.
    - i. Comprehensive Plan Committee meeting will be Wednesday July 21<sup>st</sup>.
  - c. Introduction of new Planning Board scribe/minutes taker Libby Bertrand.
6. Public Comment
  - a. No public comment
7. Adjournment
  - a. Motion to Adjourn by Mr. Saucier, seconded by Mr. Mills. Passage 4/0/0. Meeting Adjourned 7:56.

Respectfully submitted,

Elizabeth Bertrand, Recording Secretary