

**Town of Pittston
38 Whitefield Road
Pittston, Maine 04345
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**Appeals Board Meeting Minutes
August 26, 2021, 5:30 p.m.**

In attendance:

Paula Work, Becky Symes, Adria Horn, Autumn DeVries, Deb MacInnes

A quorum was established.

Meeting purpose:

1. Election of Officers. A motion was made to elect Becky to Chair. The motion was seconded and Becky was elected. A motion was made to elect Autumn to Secretary. The motion was seconded and Autumn was elected.
2. Decide to accept or reject an appeal. The Appeals Board met to review an appeal of a Planning Board decision of conditional approval of a Business Application.

Discussion:

Section 14 of the Business Development Ordinance of the Town of Pittston provides for a process to appeal a decision made by the Planning Board. Under this Section, Greg Bickford submitted an appeal on July 9th, 2021. The appeal requests a removal of the following condition: a five (5) vehicle limitation in the parking lot being worked on at the same time.

The Board of Appeals reviewed the applicable; business application, Planning Board meeting minutes, Planning Board decision to approve the application, and the references listed below. After reviewing all available information, the Board of Appeals could not identify an Ordinance or Code regarding the limiting of the number of cars on the property at one time.

Decision made:

1. The Appeals Board made the decision to accept the appeal for review.
2. A public meeting will be scheduled for Thursday, September 9th at 5:30. At this meeting, the Appeals Board will hear from the Planning Board on their decision making process relative to the five (5) car limitation. "The Planning Board shall be prepared to defend its

decision, answer questions about its decision, and provide other information as required by the BOA to help ensure that the BOA does not overturn the PB decision without substantial justification.” (Planning Board Manual, Chapter 3, page 45)

3. A public meeting will be scheduled for Thursday, September 16th at 6:00 p.m. At this meeting, the Appeals Board will review all information gathered and plans to make a decision regarding the five (5) car limitation.

Documents and considerations reviewed by the Appeals Board:

1. Appeal submitted by Greg Bickford on July 9, 2021.
2. Planning Board decision on July 22, 2021.
3. Business Application by Greg Bickford on May 26, 2021.
4. Business Development Ordinance of the Town of Pittston dated January 31, 2018.
5. Building Code of the Town of Pittston dated March 17, 1990.

It was suggested that each of Appeals Board members visit the site at 5 Ripley Road to familiarize themselves with the layout of the business site.

Attachments:

Planning Board of Pittston, meeting minutes, June 10, 2021.

Planning Board of Pittston, meeting minutes, July 8, 2021.

Select Board of Pittston, meeting minutes, July 14, 2021.

Planning Board of Pittston, special meeting minutes, July 22, 2021.

Respectfully submitted by Autumn DeVries, Appeals Board secretary.