

1 **TOWN OF NORTHPORT**
2 **PLANNING BOARD MEETING**

3 **DECEMBER 12, 2023**
4

5 **Present:** Planning Board Chair Reeves Gilmore, Member Dana Kennedy, Member Jim Nealey, Secretary
6 Patsy Littlefield, CEO Toupie Rooney, applicant Parker Hovey and applicant Doug Clayton.

7 Meeting was opened at 6:07 p.m. by chair Reeves Gilmore. It was determined that a quorum of 3 was
8 present. There is no item to be voted on at this evening's meeting.

9 **OLD BUSINESS:**

10 **Parker and Jillian Hovey**
11 **Ocean Ridge Subdivision**
12 **R5 / 14 107 Pound Hill Road**
13 **9 Lots**

14 Parker Hovey states they will be closing off the road on the east side of the property. They had the
15 surveyor add a turnaround on the southern side. He will redo the approval block. The stormwater
16 management plan was done by Precision Profile. The only issue is they do not have a licensed
17 professional engineer on their staff to sign off on this plan. They did provide some contacts but most are
18 6 months to a year out for work availability. Parker states they will be forming a road association to be
19 sure the road is built to the standards of our ordinance. Once an engineer has approved the road, then
20 the plan is for the road association to take over all the maintenance of the road. The road association
21 will be connected to all the deeds in the subdivision.

22 Reeves Gilmore states that the other issue of the stormwater management needed to be addressed.
23 Parker Hovey states that the culverts are indicated on the plan. Hovey also states that Precision Profile
24 say the size culverts and placements of same will handle a 25-year flood event. Reeves asks if Precision
25 Profile would do a statement to that effect for this project.

26 CEO Toupie Rooney states that is a statement should be added to the effect that any overflow damage to
27 Town maintained roads would be repaired at the expense of the Home Owners Association. There could
28 be a covenant on the plat to read: It is a condition of this Planning Board approval that the Ocean Ridge
29 Home Owner's Association is responsible for any stormwater damage to Town roads.

30 Reeves Gilmore states that if all of these items get done, we can do a final plan next month. There is no
31 vote being done tonight. This was for information and guidance to aid in preparation for final approval.
32 Reeves informed Parker that he will need to request from us a waiver for a professional engineer to sign
33 off on the stormwater management plan. The 25-year flood event will be addressed. Parker will have
34 Precision Profile update the plan. Reeves Gilmore also stated that the plan also needs to show that
35 private streets are to remain private and not town responsibility. New approval block will be added.

36 Reeves Gilmore asked if there are any further concerns or questions at this time. Parker Hovey will
37 return to the Planning Board for final approval, hopefully, at next month's meeting.

38 **Doug Clayton**

39 **R8 / 50-1 33 Serene Drive**

40 **8 condos in old fitness center**

41 Reeves Gilmore says that our attorney Bill Kelley had reviewed the deed for the lot and easement. He
42 states that Clayton will need a permanent easement or road to Route 1, and to prepare an order for the
43 Registrar which clarifies our need for either a notarized easement or a separate road. That document
44 needs to be notarized before it can be legally recorded.

45 We need a recorded document that grants Doug and future owners the easement or plan to submit for a
46 road with the MEDOT permit for access to Route 1. Mr. Clayton will be unable to sell any condos until
47 this document does exist. Reeves Gilmore created a form for our attorney Bill Kelley to review. Until this
48 document is approved, notarized and filed with the Registry, Mr. Clayton cannot sell any condos. This is
49 to clarify for the Registrar the purpose of our actions which could then be disclosed during a title search.

50 **NEW BUSINESS: NONE.**

51 **MINUTES:**

52 The minutes of the 11/14/23 meeting were reviewed. There were 4 minor corrections as follow:

53 Line 22 - spelling corrected to Hirshfield

54 Line 26 - Deer corrected to Deep

55 Line 35 - spelling corrected to Hirshfield

56 Line 47 - (2) should be (5)

57 **Motion made** by Reeves Gilmore and seconded by Dana Kennedy to approve the minutes of 11/14/23
58 with the 4 minor corrections. The Planning Board voted 3-0 **in favor** of this motion.

59 **Motion made** by Reeves Gilmore and seconded by Jim Nealey to adjourn the meeting at 6:54 P.M. The
60 Planning Board voted 3-0 **in favor** of this motion.

61 Respectfully,

62 *Patsy Littlefield*

63 Secretary

64 ***** APPROVED 1/9/2024 *****