

**Town of Greenwood
Planning Board Meeting Minutes
Greenwood Town Office
October 2, 2023**

Join Zoom Meeting

<https://us02web.zoom.us/j/89491212025?pwd=VjE4UnlFQTJ1dWVlQjY4dUpvTVZBQT09>

Meeting ID: 894 9121 2025

Passcode: 656917

Item 1: Call Meeting to Order – Chair Mills called the meeting to order at 5:30 pm

Present:

Eva Mills, Chair

Matt Mitchell, Vice Chair

David Newcomb, Secretary

Joelle Corey, Codes Enforcement Officer

Kim Sparks, Recording Secretary

Absent:

John Kwoka

Item 2: Review Minutes of September 18, 2023

The Board reviewed the minutes.

David motioned and Matt seconded to approve the minutes of September 18, 2023 as read. Vote: 3-0. Minutes are approved.

Item 3: Old Business

A. Boyes Family Trust, Map U11 Lot 17, 43 Big Island Shores
Building permit application in the Shoreland Zone

1. Public Hearing – Chair Mills opened the public hearing at 5:40 pm. No one attended the hearing. Kim stated that notices were mailed to the abutters and she had only heard from one abutter. Kim stated that she referred the abutter, Karen Harris to Codes Officer Joelle Corey. Joelle stated that she had left Karen a message and didn't hear back from her. Having not one in attendance, David motioned and Matt seconded to close the public hearing at 5:45 pm. Vote: 3-0. Hearing is closed.
2. Review application for completeness

The Board reviewed the application, updated plans, and checklist to determine if it was complete. Updated plans submitted by Amy Bell Segal of Sebago Technics that show Phase 1 Bubble dated 09/27/2023.

Checklist for Applications within Shoreland Zone

(1) Description of current principal and accessory structures.

Supplied info. can come from current structures, tax records, time stamped photos etc. (Information must be able to be verified built before 1/1/1989 or will be deemed inadmissible).

(2) Lot Survey includes:

Lot lines

Elevations and an elevation reference point

Shoreland delineation

Stream/wetland delineation

Current principal and accessory structures setbacks from waterbody/stream/wetland

Principal and accessory dimensions

~~N/A~~ Current elevations of principal structure and accessory structure(s)

Current or proposed subsurface wastewater location APPROVED BY CEO

~~N/A~~ Potable well location

(3) Replacement or expansion structure info:

~~N/A~~ House plans including elevations, floor plans, accessory structures

Expansion calculations based on verified principal and accessory structures measurements, in existence as of 1/1/1989.

(4) Existing or replacement subsurface wastewater disposal system

specifications HANDLED BY LPI (LOCAL PLUMBING INSPECTOR)

(5) Location/Relocation:

Applicant must demonstrate to the PB that a new, enlarged or replacement foundation conforms to all setback requirements or to the greatest

practical extent, as determined by the PB. YES PER PLANS REFERENCING PHASE 1 BUBBLE SUBMITTED ON 9/07/03

PICTURES OF THE PROPERTY/PROJECT ARE REQUIRED.

Lot area ✓	Frontage on Road ✓
Sq ft of lot to be covered with on-vegetated surfaces (structures and driveways) ✓	Elevation above 100 yr flood ✓
Setback from high water mark to present structure ✓	Height of proposed structure N/A
Frontage on waterbody ✓	Proposed use of property ✓
Questions below apply to expansions of existing structures which are less than the required setback	
A. Sq Ft of any structure which is less than the required setback: <i>PROHIBED</i>	B. Sq Ft of any prior expansions from 1/1/1989 to present: <i>0</i>
C. Sq Ft of proposed expansion of structure: <i>235</i>	D. % increase of sq ft of actual and proposed expansions of this structure since 1/1/1989: (%increase = B+C/A x 100) <i>24%</i>

David motioned and Matt seconded that the Application was complete. Vote: 3-0. Application is complete.

3. Determine if application is ready for approval

David motioned and Matt seconded to approve Phase 1 as submitted. Vote: 3-0. Motion is approved. Kim will complete the minutes and Findings and Facts. Joelle stated that she will issue the permits for Phase 1.

Item 4: New Business

A. None

Item 5: Admin Issues

A. Next Meeting Dates Oct. 16th if needed.

B. Introduce Andrew Baker, interested in becoming a PB member

Kim stated that Andrew Baker wasn't able to attend the meeting tonight but will try to be at our next meeting.

Item 6: Adjourn - Having no further business, Matt motioned and David seconded to adjourn the meeting at 6:04 pm. Vote: 3-0. Meeting is adjourned.