

**TOWN OF SEBAGO  
PLANNING BOARD MINUTES  
6:00 PM  
Tuesday, March 12, 2024  
TOWN OFFICE BUILDING**

Workshop was held at 5:30 p.m. to further discuss Planning Board Bylaws.

**PUBLIC HEARING #1 – Site Plan Review – Jasmine Lab – 298 Long Hill Road – Map 3, Lot 17 – Home Occupation: Family Childcare**

The Public Hearing was opened by Susan Thuotte at 6:01 p.m. There were no questions, comments, or concerns expressed.

The Public Hearing was closed at 6:03 p.m.

**I. Call to Order**

Susan Thuotte called the meeting to order at 6:03 p.m.

Present: David Welch, Susan Thuotte, Tina Vanasse, Paul White, Code Enforcement Officer Brandon Woolley, and Planning Board Executive Secretary Keisha Garnett.

Guests Present: Paul Smith; Jasmine Lab; Edward Ridlon; Marcia Christensen; and Andrew Plummer.

**II. Correspondence – None.**

**III. Open to Public Questions –None.**

**IV. Review of Minutes**

- a. **February 13, 2024** – Tina Vanasse made a motion to approve the February 13, 2024, Planning Board meeting minutes as written. David Welch seconded the motion. Motion carried with three in favor, Paul White abstained as he was not present for the February 13, 2024, Planning Board meeting.
- b. **April 11, 2023** – Tina Vanasse made a motion to approve the April 11, 2023, Planning Board meeting minutes as written. Susan Thuotte seconded the motion. Motion carried with three in favor, David Welch abstained as he was not a Board member at the time of the April 11, 2023, Planning Board meeting.

**V. Old Business**

**a. Site Plan Review – Jasmine Lab – 298 Long Hill Road – Map 3, Lot 17 – Home Occupation: Family Childcare**

Jasmine Lab submitted sketch plan copies to the Planning Board at the start of the discussion.

The Board noted an issue regarding public notice of a site walk that required rescheduling. However, due to no public being present at the Public Hearing, the Board did not feel it was necessary to publicly reschedule another site walk and proceeded with application review.

The Board reviewed the Home Occupation Voting Matrix and noted that concerns regarding a hill on the property and traffic would be addressed by fencing that the Planning Board would require. The applicant was advised that the Board will require submission of the State of Maine licensing boards requirements for fencing for the Town of Sebago file. All fees for the project were paid.

David Welch made a motion that the application meets the approval matrix criteria for a home occupation. Tina Vanasse seconded the motion. Motion carried with three in favor, Paul White abstained.

Tina Vanasse made a motion to approve the application, as the application meets all town requirements, with the conditions regarding fencing. David Welch seconded the motion. Motion carried with three in favor, Paul White abstained.

**b. CEO Updates** – None.

**c. Goal Setting Items**

**i. Scheduling Workshop (April 9, 2024)**

Tina Vanasse made a motion to hold a workshop on April 9, 2024, at 5:00 p.m. for financial review of the Town Planner. David Welch seconded the motion. Motion carried with all in favor.

**VI. New Business**

**a.** None.

**VII. Other Business** – The Board briefly discussed work flow procedures and where the application from Grand Central Wine Bar was in the process. The application was still pending completion as additional information was needed.

**VIII. Adjournment**

Paul White made a motion to adjourn the meeting. David Welch seconded the motion. Motion carried with all in favor.

Meeting adjourned at 6:43 p.m.

**Respectfully Submitted,**



**Keisha Garnett**  
**Administrative Assistant/Deputy Clerk**  
**Approved at the April 9, 2024 Meeting**