

**MINUTES
TOWN OF SEBAGO
PLANNING BOARD MINUTES
7:00 PM
Tuesday, August 14, 2018
TOWN OFFICE BUILDING**

I Call to Order

Chairman Paul White called the meeting to order at 7:00 p.m.

Present: Jim Jansz, Dick Perry, Tina Vanasse, Paul White, Code Enforcement Officer Brandon Woolley, Recorder Desirae Bachelder.

Absent: Andrew Plummer

Guests present: Edie Harnden, Tom Dubois, Professional Engineer Main-Land Development Consultants, Inc.

II Correspondence

There was no correspondence.

III Open to Public Questions

There were no questions from the public.

IV Review of Minutes (June 12, 2018)

Tina Vanasse made a motion to approve the minutes from June 12, 2018 as presented. It was seconded by Jim Jansz. Motion carried with all in favor.

Review of Minutes (July 10, 2018)

Tina Vanasse made a motion to approve the minutes from July 10, 2018 as presented with the notation that there may or may not have been a quorum. It was seconded by Jim Jansz. Motion carried with all in favor. Paul White abstained from voting because he was absent from the meeting.

V Old Business

- **CEO Updates**

Nothing reported.

- **Goal Setting Items**
- **Voting Matrix (finalizing process)**

Nothing reported.

- **Review of Escrow Funds for “Outstanding” Subdivisions**

Desirae Bachelder reported that after conferring with Brandon Woolley, Erik’s Way, Linda Lane and Bald Pate View subdivision escrow funds have been released.

- **Review of Application Processing Documents**

Nothing reported.

VI New Business

- **Site Plan Review – Kimball Corner Road Subdivision –**

(Property owned by Kurt Christensen) – Map 9, Lot 14

Brandon is satisfied that the application is complete.

Tine Vanasse made a motion to accept the preliminary application as complete. It was seconded by Jim Jansz. Motion carried with all in favor.

Tina Vanasse made a motion schedule a public hearing for September 11, 2018 at 7:00 pm. It was seconded by Dick Perry. Motion carried with all in favor.

Tina questioned whether Mr. Christensen had addressed the minor road ten percent (10%) slope the road versus the allowed eight percent (8%). Brandon stated that Mr. Christensen has not submitted new plans with the amendments.

Desirae reported that all fees are paid and asked Brandon to explain the \$230.00 fee for the record. Brandon explained that the fee is \$75.00 for the preliminary plan application and the balance was based on the acreage times \$5.00 per acre. With a total of 31 acres at \$5.00 an acre the total is \$155.00 plus the \$75.00 fee which is \$230.00.

- **Sketch Plan Review – Camp Micah, LLC – Map 17, Lots 12 & 13**

Tom Dubois, Professional Engineer Main-Land Development Consultants, Inc. explained that Camp Micah would like to add a new staff cabin for the workers who work for the Camp but do not work with the children i.e. landscapers, kitchen staff etc. The proposed building is fifty feet by sixteen feet (50’ x16’), and will house eight staff members.

Brandon is satisfied that the application is complete and should be treated as a preliminary plan. A more detailed plan of the building will be cover with a building permit.

Desirae reported that all fees are paid.

Paul White asked if a public hearing is needed. Brandon replied that in the Land Use Ordinance under Section 7 Site Plan Review the Planning Board may hold a public hearing, but it is not necessary. Mr. Dubois stated that the operation of the camp will stay the same, they are only providing on campus housing for

employees who usually commute daily. Brandon stated that the property has been previously developed, there will be minimal ground disturbance and there is a simple subsurface design included.

Mr. Dubois stated that the nearest house is approximately a quarter of a mile away, and there are other existing buildings closer to the abutting properties.

Dick Perry asked about the number of children enrolled at Camp Micah. Mr. Dubois believes that enrollment is in the high two hundreds (200's).

Jim Jansz made a motion to pass on the Public Hearing. It was seconded by Tina Vanasse. Motion carried with all in favor.

The Board scheduled a site walk for Saturday, September 1, 2018 at 8:00 am.

Dick Perry made a motion to accept the application as complete. It was seconded by Jim Jansz. Motion carried with all in favor.

VII Miscellaneous

The Board discussed a having a quorum at the July 10, 2018 meeting. Desirae reported that she had attended the Maine Municipal Association (MMA) Planning Board and Appeals Board workshop on July 26, 2018. The representatives from MMA asserted that a five member board would require three members to be present; if only two members are present no business can be conducted. If there are two vacancies or two members absent all three members present would need to agree on any votes taken, there cannot be a two to one vote.

VIII Adjournment

Tina Vanasse made a motion to adjourn at 7:21 p.m. It was seconded by Jim Jansz. Motion carried with all in favor.

Respectfully Submitted,



Desirae Bachelder
Administrative Assistant/Deputy Clerk