

**MINUTES
TOWN OF SEBAGO
PLANNING BOARD MINUTES
7:00 PM
Tuesday, September 14, 2021
TOWN OFFICE BUILDING**

I. Call to Order

Paul White called the meeting to order at 7:35 p.m.

Present: Jim Jansz, Andrew Plummer, Tina Vanasse, Code Enforcement Officer Brandon Woolley, Recorder, Desirae Lyle

Absent: Paul White

Guest Present: Mark Curtis, Shawn Frank, Darin Shaw.

II. Correspondence

None

III. Open to Public Questions

None

IV. Review of Minutes (August 10, 2021)

Tina Vanasse pointed out a typo on the seconded page of the minutes that Desirae will fix. Jim Jansz asked that the last sentence under Agenda Item VI. a. be changed from “directed” to “recommended”. Brandon Woolley directed the Board’s attention to the application and the fact that the application is submitted to the CEO to review for completeness before going before the Planning Board.

Tina Vanasse made a motion to approve the August 10, 2021, meeting minutes as amended. It was seconded by Andrew Plummer. Motion carried with all in favor.

V. Old Business

a. CEO Updates

None

b. Goal Setting Items

None

VI. New Business

a. Site Plan Review – Gorham Sand & Gravel – Map 2, Lot 9 – Land Lot – Proposed Use is Gravel Quarry

Jim Jansz mentioned that it was clear at the last meeting that this is a major development. Jim read aloud Land Use Ordinance (LUO) Section 7 (D) (2) *Applications in Writing: For major projects, applications for site plan approval shall not be submitted until a site inventory and analysis is first submitted to the Code Enforcement Officer and reviewed by the Planning Board.* Brandon Woolley noted that most of this information was presented in the narrative at the pre-application meeting last month. Andrew Plummer asked when the application was received. The application was received on August 31, 2021. Jim explained that he interprets this to mean that the Board receives the site inventory and analysis and has thirty (30) days to review it before the application is submitted. Brandon directed the Board to LUO Section 7 (E) Contents of the Site Inventory and Analysis. This was submitted and sent out to the Board prior to the August 10, 2021 meeting. Andrew Plummer reread LUO Section 7 (D) (2) *Applications in Writing: For major projects, applications for site plan approval shall not be submitted until a site inventory and analysis is first submitted to the Code Enforcement Officer and reviewed by the Planning Board. The Planning Board shall act on the completeness of the site plan inventory and analysis within thirty (30) days of its receipt.* He noted that the application was received a week and a half ago by the Board and the Board needs to act on it within thirty (30) days, which would mean that the Board needs to act now because thirty (30) days would expire before another meeting can be held. Andrew read again, LUO Section 7 (D) (2) *Applications in Writing: For major projects, applications for site plan approval shall not be submitted until a site inventory and analysis is first submitted to the Code Enforcement Officer and reviewed by the Planning Board. The Planning Board shall act on the completeness of the site plan inventory and analysis within thirty (30) days of its receipt.* Shawn Frank asked why the review of the site plan review inventory and analysis cannot happen tonight. Jim read aloud the last sentence of LUO Section 7 (F) *Review of Site Inventory and Analysis: The outcome of the review process shall be a determination by the Board of the issues and constraints that must be addressed in the formal site plan review application.* Mark Curtis noted that all parties have acted in good faith.

Andrew Plummer made a motion to accept the site plan analysis as complete. The motion was seconded by Tina Vanasse. Discussion... Jim Jansz noted that the Board needs to review it. Andrew stated that the Board has had a week to review the application. Andrew made a motion to vote on his previous motion. This motion was not seconded. Tina would like the Board to review the site plan inventory and analysis now and move forward. Tina stated that she has to trust that these men have done their homework. Andrew asked if he can stop by one of the other quarries and observe the operation. Darin Shaw stated that he works at the quarry in Buxton and Andrew is welcome to stop in any time. Jim would like to review the site plan analysis, form a written response and at the next meeting start reviewing the application. Mr. Curtis respectfully asked that the Board move forward based on the narrative submitted at the pre-application meeting and the application submitted for this meeting. Mr. Frank noted

that he did not get the impression that there needed to be a separate meeting between the pre-application meeting and the final submission.

Jim Jansz called for the vote on Andrew's motion to accept the site plan analysis. The motion carried with two in favor, one opposed.

Tina Vanasse made a motion to accept the application as complete. The motion was seconded by Andrew Plummer. Motion carried with all in favor.

Tina Vanasse made a motion to hold a site walk on Saturday, September 25, 2021 at 9:00 a.m. The motion was seconded by Andrew Plummer. Motion carried with all in favor.

Andrew Plummer made a motion to hold a public hearing at the next meeting Tuesday, October 12, 2021 at 7:00 p.m. The motion was seconded by Tina Vanasse. Motion carried with all in favor.

Andrew mentioned scheduling a workshop after the next meeting to go over the Land Use Ordinances and any concerns that the members may have.

VII. Adjournment

Andrew Plummer made a motion to adjourn at 8:38 p.m. It was seconded by Tina Vanasse. Motion carried with all in favor.

Respectfully Submitted,



**Desirae Lyle
Administrative Assistant/Deputy Clerk
Approved at the October 12, 2021 Meeting**