



**Town of Southwest Harbor
Planning Board Minutes December 5, 2024
Town Office and via Zoom 6:00 PM**

I. Call to Order:

John Williams called the December 5, 2024, Planning Board meeting to order at 6:00pm.

II. Roll Call:

John Williams, Charlotte Gill, Michael Levesque, Joel Wolak, Priscilla Ksionzyk

Others Attending: CEO John Larson, Madilynn Michaud, Applicant Sedge Saunders, Rob Leavitt, Lori Morneault, Joe Morneault. George Swetz, Billie L'Heureux via Zoom

Absences: Eric Davis, Lee Worcester

III. Adoption of the Agenda:

John Williams motioned to adopt the December 5, 2024, agenda as presented
Seconded by Michael Levesque. Motion passed 5 | 0 | 0

IV. Approval of Minutes: November 21, 2024

Michael Levesque motioned to approve November 21, 2024, minutes
Second by Charlotte Gill. Motion passed 5 | 0 | 0

V. Old Business:

Saunders, J.L. Inc. DBA Harbor View Motel
11 Ocean Way Tax Map 003 Lot 074 Harbor Zone
Demolish existing 1 story structure and rebuild a new 2 story structure on same footprint
Completeness Checklist

COMPLETENESS: Section VIII (C) (4) (c) of the LUO requires each application to include 14 site plan requirements, *if applicable*:

- 1) Scale, north arrow, and names of abutting property owners:
Shown on plan
- 2) Dimensions and area of each lot to be built upon otherwise used:
Shown on plan

- 3) Location of any streams, brooks, and wetlands:
None; Public water available in area
- 4) Name and location of any abutting water body:
Atlantic Ocean
- 5) Location of any streams, brooks and wetlands:
None identified on Zoning Map
- 6) Areas to be cleared and areas of any cut, fill, grading or other earthmoving activity:
None
- 7) Size, shape, and location of existing and proposed buildings and/or structures including dumpsters, piers, docks and floats, noting setbacks from lot lines, rights of ways, waterbodies, etc.:
The diagram of proposed building made part of the application.
- 8) Outdoor lighting and signs: existing and proposed locations:
Full cut off lighting, each room door to have light facing down. Photo of example made part of application.
- 9) Sewer & water facilities & connection: existing and proposed:
Letter from Water & Sewer Department
- 10) Location and layout of parking areas, and all existing and proposed parking spaces (including spaces for commercial vehicles) measured to the standards in the Ordinance. Legally non-conforming spaces must be noted:
Parking delineated on sketch plan. All parking to be 9.5' x 18'. In zone A there is no requirement for additional parking.
- 11) Location of existing and proposed roads/driveways and the distance of each from the nearest lot lines:
No new roads proposed
- 12) Name and location of existing or proposed rights of ways and easements on the site, or abutting the property:
No easements identified on plan and o new ROW or easements proposed
- 13) Existing grades and any proposed changes in grades:
No changes in grade proposed
- 14) A soil erosion and sedimentation control plan:
Applicant requested wavier from stormwater plan as no changes in grade proposed and minimal soil disturbance.

Michael Levesque motioned to grant Sedge Saunders's request for a wavier due to minimal to no impact on soil runoff.

Seconded by John Williams. Motion passed 5 | 0 | 0

John Williams motioned that the application as presented is now complete

Seconded by Priscilla Ksionzyk. Motion passed 5 | 0 | 0

VI. **Public Hearing:** Harbor View Motel

John Williams motioned to open a public hearing at 6:26pm

Discussion:

George Swetz raised several concerns:

- Accuracy of the 32-year-old survey used for the project
- The projects compliance with Shoreland Zoning regulations, particularly regarding building height and setbacks from the water line
- Whether the project should be reviewed as a subdivision due to the presence of multiple residential structures

The board addressed each concern raised by Swetz, clarifying the project's adherence to relevant ordinances and providing explanations.

John Willaim motioned to close the public hearing at 6:45pm.

- VII. Saunders, J.L. Inc. DBA Harbor View Motel
11 Ocean Way Tax Map 003 Lot 074 Harbor Zone
Demolish existing 1 story structure and rebuild a new 2 story structure on same footprint
Performance Standards

PERFORMANCE STANDARDS:

- A. Landscaping/Buffering
Residential use, no buffering required
- B. Driveway and Driveway opening
N/A; No new driveway proposed
- C. Erosion/Sedimentation Controls
Minimal soil disturbance as new structure to be placed in same footprint as old structure and roof runoff is not increased as roof area remains the same.
- D. Exterior Lighting
Example of downward facing exterior lighting at each door made part of application
- E. Fill and Excavation
No fill permit required as less than 100 cubic yards of material will be moved
- F. Fire Protection
Below 3000 square foot threshold for State Fire Marshall approval
- G. Flood Hazard Permit
N/A; No portion of proposed structure is in Flood Zone
- H. Handicap Access
This structure is not handicapped accessible
- I. Heavy Commercial or Industrial Pollutants
N/A; No heavy or industrial pollutants to be generated
- J. Noise
No noise which can be considered objectionable will be generated
- K. Parking and Loading Standards
No new parking required in A Zone
- L. Road Standards
N/A; No new roads proposed

- M. Sewerage Disposal Standards
Letter from sewer district stating they have adequate capacity for additional use
- N. Sign Regulations
N/A; No new sign proposed
- O. Soil Standards
New foundation will not cause adverse environmental impacts
- P. Storm Water Runoff Standards
Wavier granted for the requirement for stormwater plan
- Q. Stream Standards
N/A; No stream identified on this property
- R. Vibration Standards
N/A; No inherently and recurring noise will be generated
- S. Water Quality Standards
No activity will deposit or discharge or impair any water body
- T. Water Supply Standards
Letter from the Water Department stating adequate water is available

Michael Levesque motioned that Saunders has met the performance standards as presented.

Seconded by Priscilla Ksionzyk. Motion passed 5 | 0 | 0

VIII. **New Business:** None

IX. **CEO Issues:** None

X. **Next Meeting Date:** Thursday, January 2, 2025

Michael Levesque motioned to schedule the next meeting for January 2, 2025

Second by Charlotte Gill. Motion passed 5 | 0 | 0

XI. **Adjourn Meeting:**

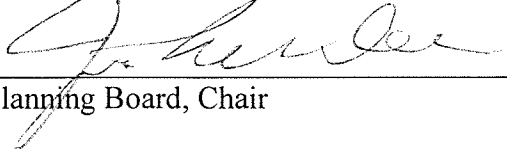
Michael Levesque motioned to adjourn the meeting at 7:03pm

Second by Priscilla Ksionzyk. Motion passed 5 | 0 | 0

Respectfully submitted,

Madilynn Michaud
Deputy Clerk

APPROVED



Planning Board, Chair

Date: 3/20/25