

Town of Southwest Harbor
Planning Board Minutes July 20, 2023
Town Office & via Zoom

- I. Roll Call- Mike Levesque, John Williams, Joel Wolak, Priscilla Ksionzyk & Ken Salvatore were present.

Excused Absences- Lee Worcester & Eric Davis

- II. Call to Order- Deputy CEO, Sarah Abbott called the July 20, 2023, Planning Board meeting to order at 6:02pm.

- III. Election of Officers-

There was discussion on tabling the election of officers until all board members were present at the next regular board meeting, but to elect an interim chair for the July 20th meeting only.

Mike Levesque motioned to table the election of officers until the next Planning Board meeting of August 3, 2023.

Seconded by Ken Salvatore

No discussion

Motion passed- 5|0|0

Mike Levesque motioned to appoint John Williams Interim Chair for the July 20, 2023, Planning Board meeting.

Seconded by Ken Salvatore

No discussion.

Motion passed: 4|0|1- John Williams abstained.

- IV. Approval of Minutes: May 18, 2023

Mike Levesque motioned to approve the May 18, 2023, Planning Board meeting minutes.

Seconded by: Ken Salvatore

No discussion.

Motion passed: 4|0|1- Joel Wolak abstained.

There was discussion from the audience from Mr. George Swetz who felt that he should have been mentioned by name in the minutes from the May 18, 2023, Planning Board meeting.

Mike Levesque motioned to retract his previous motion to approve the May 18, 2023, Planning Board meeting minutes.

Seconded by: Ken Salvatore

No discussion.

Motion passed: 4|0|1- Joel Wolak abstained.

Mike Levesque motioned to add the abutter's name to the May 18, 2023, Planning Board minutes, within the discussion of the Hopkins application.

Seconded by: Ken Salvatore

No discussion

Motion passed: 4|0|1

V. Old Business:

None

VI. New Business:

Michael Mansolilli
Cody's Woods Subdivision
Amendment #4 for change in property line
51 Marshall Brook Rd
Tax Map 13 Lot 8
Revised Plan

There was discussion on Section II: General Regulations and Standards #8 within the Land Use Ordinance:

"The Code Enforcement Officer shall determine whether the property is in compliance with any applicable Ordinance and any previously issued permit. Any property deemed "not in compliance" shall not be issued any new permit until such time as the Code Enforcement Officer shall certify the property is in compliance."

Mike Levesque wanted John Larson to review the application and certify that the property is in good standing with the town.

There was discussion between the applicant and the board members whether there are any conflicts of interest between the board and the application presented.

Mike Levesque motioned to table the application until the Board has confirmation from the CEO, John Larson, to certify that the applicant's property has no land use violations.

Seconded by Ken Salvatore

Discussion on holding a special meeting to keep the application moving forward. The special meeting would be held the following Thursday, July 27, 2023, at 6:00pm.

Motion passed: 5|0|0

Mike Levesque made a motion to meet one week from tonight (Thursday July 27, 2023) at 6:00pm to review the application from Mike Mansolilli on behalf of James Norwood at 51 Marshall Brook Rd.

Seconded by: Priscilla Ksionzyk

No discussion.

Motion passed: 5|0|0

Applicant: WMH Architects

Owner: Alder Lane LLC

19 Alder Lane, Tax Map 1 Lot 90

Reconstruction of a non-conforming residential structure

Completeness: Section VIII (C) (4) (c) of the LUO requires each application to include 16 site plan requirements, if applicable:

1) Scale, north arrow and names of abutting property owners. North direction shown on stormwater & erosion control plan and list of abutting property owners on attached abutter notice.

Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

2) Dimension and area of each lot to be built upon or otherwise used:

Shown on plan

Motioned by: Mike Levesque Seconded by: Priscilla Ksionzyk Motioned passed 5|0|0

3) Location of any wells on the lot or within 100' of property lines:

Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

4) Name and location of any abutting water body, streams, brooks and wetlands:

Shown on plan

Motioned by: John Williams Seconded by: Mike Levesque Motioned passed 5|0|0

5) Areas to be cleared and areas of any cut, fill, grading or other earthmoving activity:

Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 6) Size, shape and location of existing and proposed buildings and/or structures including dumpsters, piers, docks.
Shown on plan

Motioned by: John Williams Seconded by: Mike Levesque Motioned passed 5|0|0

- 7) Outdoor lighting: Proposed locations
N/A

Motioned by: John Williams Seconded by: Mike Levesque Motioned passed 5|0|0

- 8) Sewer and water facilities: Existing and proposed
Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 9) Layout and location of parking areas with existing and proposed parking spaces (including commercial vehicle parking).
N/A

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 10) Location of existing and proposed roads/driveways with setback from nearest lot line:
Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 11) Name/location of existing or proposed right of way and easements on the site or abutting the property:
Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 12) Existing grades and any proposed changes in grades.
Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 13) Soil Erosion and Sedimentation control plan:
Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 14) Freshwater wetlands or hydric soils: N/A

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 15) Plans for proposed structures must include access and dimensions, elevation plan showing height of the building and all floor plans:
Shown on plan

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

- 16) Buffering/Landscape plan as described in Section VI.
N/A

Motioned by: Mike Levesque Seconded by: Ken Salvatore Motioned passed 5|0|0

Mike Levesque motioned that the application as presented is complete.
Seconded by: Ken Salvatore
No discussion.
Motion passed 5|0|0

Public Hearing & Findings of Fact scheduled for August 3, 2023 @6:00PM

VII. CEO Issues-

The Deputy CEO discussed a recent application that had come through from Charles Watson, looking to amend his building permit #3416 so that he can take the approved roof mounted solar panels and place them on the ground. The building costs have just been too high for Watson and have delayed that portion of the project. Abbott did let the board know that a stop work order had been placed on July 14, 2023, per John Larson because they were installing the panels on the ground without the proper permit. The board felt that this project should not be delayed any further and discussed putting it on the agenda of the special meeting of July 27, 2023.

Mike Levesque made a motion to see the Watson application at the special July 27, 2023, Planning Board meeting as long as the applicant can attend.
Seconded by: Priscilla Ksionzyk
No discussion.
Motion passed: 5|0|0

VIII. Next Meeting Date:

Special Planning Board Meeting to be held Thursday, July 27, 2023, @6:00pm

IX. Adjourn Meeting

Mike Levesque motioned to adjourn the meeting at 7:00pm
Seconded by: Priscilla Ksionzyk
No discussion.
Motion passed: 5|0|0

Respectfully submitted,

Sarah Abbott,
Deputy CEO

APPROVED



Planning Board, Chair

Date: 8/3/23

