

Town of Southwest Harbor  
Planning Board Minutes April 1, 2021  
via Zoom 6:00 PM

- I. Roll Call – Eric Davis, John Williams, Ken Salvatore, Jack Ksionzyk, Michael Levesque, Lee Worcester, CEO John Larson  
Chris Blain was absent  
Also present:  
The Chair called the April 1, 2021 Planning Board meeting to order at 6:01pm.

II. Adoption of agenda for tonight’s meeting.

III. Approval of Minutes: February 18, 2021 Minutes

**Motion:** To approve minutes of February 18, 2021 as presented.

Motion by Eric Davis, 2<sup>nd</sup> by Ken Salvatore

Motion passed: 4-0-2 Lee Worcester and Michael Levesque abstaining

V. Old Business:

None

VI. New Business:

Meristem, LLC  
11 Seal Cove Road Tax Map 007 Lot 021 B Zone  
Adult Use Marijuana Retail Store

The application for Adult Use Marijuana Retail Store received Selectboard approval on March 23, 2021.

The Planning Board reviewed the application for completeness under the Land Use Ordinance:

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. **(OK)**  
**North direction shown on plan and list of abutting property owners on attached abutter notice.**
- 2) Dimension and area of each lot to be built upon or otherwise used: **N/A**  
**No new construction.**
- 3) Location of any wells on the lot or within 100’ of property lines: **N/A**  
**There are no wells on the property. Public water service is provided.**

- 4) Name and location of any abutting water body, streams, brooks and wetlands:  
**No water body abuts property**
- 5) Areas to be cleared and areas of any cut, fill, grading or other earthmoving activity: (N/A)  
**No area to be cleared.**
- 6) Size, shape and location of existing and proposed buildings and/or structures including dumpsters, piers, docks. (OK)  
**Shown on site plan.**
- 7) Outdoor lighting: Proposed locations (N/A)  
**No new outdoor lighting proposed**
- 8) Sewer and water facilities: Existing and proposed (N/A)  
**Sewer and water facilities existing, no new facilities proposed.**
- 9) Layout and location of parking areas with existing and proposed parking spaces (including commercial vehicle parking). (OK)  
**Existing parking adequate as shown on site plan.**
- 10) Location of existing and proposed roads/driveways with setback from nearest lot line: (N/A)  
**No new roads or driveways proposed.**
- 11) Name/location of existing or proposed right of way and easements on the site or abutting the property: (N/A)  
**No right of way or easement is noted for access to abutting properties.**
- 12) Existing grades and any proposed changes in grades. (OK)  
**No changes in grades.**
- 13) Soil Erosion and Sedimentation control plan: (N/A)  
**None required.**
- 14) Freshwater wetlands or hydric soils: (NA)  
**Not applicable**
- 15) Plans for proposed structures must include access and dimensions, elevation plan showing height of the building and all floor plans: (N/A)  
**No new structures proposed.**

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

**No new buffering/ landscaping proposed.**

The Planning Board reviewed the application for completeness under the Marijuana Ordinance Article III.5 & 6

- 5) b) i) Diagram of Premises (OK)

**Diagram of premises part of submitted application.**

- 5) b) ii) Operating Plan (N/A)

**Not required for retail sales.**

- 6) a) i) Setbacks (OK)

**Meets 1000 feet setback, map showing setback part of application.**

- 6) a) ii) 25' foot setback from property line (N/A)

**Not required for retail sales.**

- 6) b) Signs i), ii), iii), iv)

**Required signage made part of application**

- 6) c) Performance Standards

- 6) c) i) Fixed Location

**Portion of existing structure as shown on application.**

- 6) c) ii) Indoor Operation Only

**Portion of existing structure as shown on application.  
Floor plan showing 93.5 square feet open to public.**

- 6) c) iii) Ventilation and Order Control

**Meristem LLC will only sell pre-packaged marijuana products that will arrive in and be stored in sealed order proof packaging while on premises.**

- 6) c) iv) Disposal Plan

**Waste disposal plan submitted stating any product rendered unusable will be disposed of one of the following methods: 1. Grinding and/or decomposing and incorporating with other ground or decomposed materials so resulting mixture is at least fifty percent non-marijuana waste by volume. 2. No waste that could be deemed Adult Use Marijuana Products will be discarded in any outdoor receptacles.**

6) c) v) Security

**Security will consist of lighting, alarm system and video surveillance system approved by the State.**

**Motion:** Move the application for Meristem, LLC to operate retail marijuana sales is complete as presented.

Motion by: Eric Davis 2<sup>nd</sup> by Ken Salvatore  
Motion passed: 6-0-0

VII. CEO Issues-Harbor Cottage Inn - 9 Dirigo Road

The Planning Board discussed whether changing the use of a B&B serving meals and liquor to Guests and to add serving meals and liquor to public required Planning Board approval.

**Motion:** Move the application to add the serving of meals and liquor by Harbor Cottage Inn to the public requires Planning Board approval.

Motion by: Eric Davis 2<sup>nd</sup> by Michael Levesque  
Motion passed: 4-2-0

VIII. Next meeting Thursday April 15, 2021

**Motion:** To schedule next meeting Thursday April 15, 2021

Motion by, Eric Davis, 2<sup>nd</sup> by Lee Worcester

Motion passed: 6-0

IX. Adjourn Meeting

**Motion:** To adjourn meeting at 7:02 pm

Motion by, Eric Davis, 2<sup>nd</sup> by Ken Salvatore

Motion passed: 6-0

Planning Board Chair \_\_\_\_\_