



**Town of Southwest Harbor
Planning Board Minutes July 15, 2025
Town Office and via Zoom 6:00 PM**

I. Call to Order

Eric Davis called July 15, 2025, Planning Board meeting to order at 6:00pm.

II. Roll Call

Eric Davis, Lee Worcester, John Williams , Joel Wolak , Charlotte Gill,
Priscilla Ksionzyk, Michael Levesque,

Absences: None

Others Attending: CEO John Larson, , George Swetz, Michael Guerette

III. Adoption of Agenda:

Eric Davis motioned to adopt the agenda
Second by Lee Worcester. Motion passed 7 | 0 | 0

IV. Approval of Minutes: July 1, 2025

Eric Davis motioned to approve minutes of July 1, 3025
Seconded by John Williams. Motion passed 5 | 0 | 2

V. Conflict of Interest: Michael Levesque recused himself for personal bias.

VI. Old Business:

E.M.R. Inc, Tax Map 013 Lot 014
Preliminary Plan for 12 lot subdivision for a 12 lot subdivision
Trundy Farm Subdivision

Lee Worcester recused himself as an Officer of E.M.R. Inc

Trundy Farm Subdivision Preliminary Plan
Date of Application: May 27, 2025

PURPOSE: The creation of 13 lots on Map 013, Lot 14 Parcels contain 19.1 acres.

1. **Location Map**

Existing subdivisions in proximity of the proposed subdivision;
Location and names of existing and proposed streets;
Boundaries and designations of zoning districts;
Outline of subdivision and any remaining owner's property.
Copy of Tax Map made part of application

2. **Other Required Permits:** advisory opinion from appropriate federal, state and local agencies as to the application of their rules.

Letter from Watershed Resource Consultants

3. **Plans:** 2 copies; scale not more than 1" - 100'; 8 copies of the plan(s) reduced to a size of 8 ½ x 11" or 11 x 17".

Information to Be Shown On the Plan of the Application:

1. ✓ identifying title

Shown on plan

2. ✓ Assessor's Map and Lot numbers

Shown on plan

3. ✓ Evidence of right, title, or interest in the property

Copy of deed made part of application

4. ✓ Field survey of the boundary lines of the tract (General Standard C.1.SECTION VIII)

Shown on plan

5. ✓ Date the plan was prepared

Shown on plan

6. ✓ North Arrow

Shown on plan

7. ✓ Graphic map scale

Shown on plan

8. ✓ Name & addresses of owner(s), sub divider, & who prepared plan

Shown on plan

9. ✓ Name of adjoining property owners

10. ✓ Number of acres within subdivision

Shown on plan

11. ✓ Location of property lines, existing buildings, watercourses, vegetative cover type, other essential, existing physical features.
Shown on plan
12. ✓ Proposed lot lines with approximate dimensions and lot areas
Shown on plan
13. ✓ Location, names & widths of existing & proposed streets, easements, building lines, parks & other open spaces on or adjacent to the subdivision.
Located on plan
14. ✓ Width & location of any streets or public improvements shown on the official map & Comprehensive Plan, if any, within the subdivision
None proposed
15. ✓ Parcels of land proposed to be dedicated to public use and conditions
None proposed
16. ✓ Location of any open space to be preserved, improvements & management
None proposed
17. ✓ Names & addresses of owners of record of adjacent properties
List of abutters made part of the application.
18. ✓ Location of any shore land Zoning boundaries affecting the subdivision
No portion of proposed subdivision is in shoreland zone.
19. ✓ Boundaries of any flood hazard areas & 100-year flood elevation
No portion of proposed subdivision is in flood zone, copy of flood map made part of application.
20. ✓ Required for subdivision, near bodies of water: contour lines at interval specified by Board showing elevations in relation to NGVD
Elevations shown on plan.
21. Indication of type of sewage disposal to be used within subdivision
- a) X public sewer: a letter shall be submitted from the Town indicating that there is adequate capacity within the Town's system to transport and treat sewage
 - b) subsurface wastewater disposal: test pit analyses, prepared by a Licensed Site Evaluator
 - c) centralized or shared subsurface sewage disposal system: prepared by a licensed site evaluator or
22. Indication of the type of water supply to be used.
- a) X public water supply: a letter from the S.W. Harbor Water Company indicating adequate supply and pressure & approving the plans for extensions where necessary.
 - b) Where the S. W. Harbor Water Company's supply lines is to be extended, a written statement from the Fire Chief (or assistant), stating approval of the location of fire hydrants.

- c) evidence of adequate ground water supply and quality may be requested by the Board and this shall be submitted by a well driller or a hydro-geologist familiar with the area.
23. ✓ Copy of the deed from which the survey was based; copy of all covenants or deed restrictions, easements, rights-of-way, etc.
Copy of deed made part of application.
24. ✓ Copy of any covenants or deed restrictions intended to cover all or part of the lots in the subdivision.
None
25. ✓ Copy of the portion of the State Soil Survey covering the subdivision.
Copy made part of application
26. ✓ adequate storm water management plan.
G.F. Johnston Engineering working on stormwater plan
27. ✓ Location & size of existing & proposed wells, subsurface sewage systems, culverts, & drainage ways on or adjacent to subdivision.
Town water & sewer
28. ✓ Determination that proposed subdivision will not adversely affect the quality or unreasonable affect the shoreline of any body of water.
No portion of subdivision located in shoreland zone
29. ✓ Map identifying all freshwater wetlands regardless of size, rivers, streams, brooks within or abutting the subdivision.
Delineated on plan
30. ✓ Estimate of the amount & type of vehicular traffic to be generated on a daily basis and at peak hours.
Note on plan
31. ✓ Statement of financial capacity demonstrating the financial ability of the sub divider to complete the project.

Motion by Eric Davis, second by Chorlette Gill to approve preliminary Plan of Trundy Farm Subdivision as complete.

Vote: 5-0-2

Motion by Eric Davis to schedule Public Hearing and Findings of Fact on final subdivision plan on August 19, 2025. Second by John Williams.

Vote: 6-0-1

VII. **New Business:**

None

There was a brief discussion about the status of Acadia Views Subdivision. The applicant was not present, so no action taken.

VIII. CEO Issues: Proposed Ordinance Changes

Natasha Johnson asked about whether the existing Land Use Ordinance restricted private utilities being parallel to public ROW. The Land Use Ordinance is a work in progress and that will be ongoing discussion by the Board.

IX. Next meeting date: August 5, 2025

Eric Davis motioned to hold next Planning Board meeting August 5, 2025
Seconded by John Williams. Motion passed 6 | 0 | 1

X. Motion to Adjourn Meeting

Eric Davis motioned to adjourn Planning Board meeting July 1, 2025
Seconded by John Williams. Motion passed 7 | 0 | 0

Respectfully submitted,

John Larson
Code Enforcement Officer

APPROVED

Planning Board, Chair

Date: _____