

## Minutes for Tuesday, April 21, 2015 Planning Board Meeting

**1. Call to Order:** At 7:04 PM, Member Gail Bartlett moved for Laura Chadbourne to serve as Acting Chair as David Johnson was not able to attend the meeting. Member Dan Cousins seconded the motion, which than passed unanimously. Acting Chair Laura Chadbourne called the meeting to order at 7:05 PM.

**2. Introduction of Attendees:** Present were: Secretary Laura Chadbourne, Members Gail Bartlett and Dan Cousins, and CEO Eric Gulbrandsen. Absent were Chair David Johnson, Member Kevin Taylor, and Alternate Member Ron Kiesman.

### 3. Election of Officers:

- A. Chairman:** Laura Chadbourne moved and Gail Bartlett seconded a motion to elect David Johnson as Chairman of the Planning Board. The motion passed unanimously.
- B. Secretary:** Gail Bartlett moved and Dan Cousins seconded a motion to elect Laura Chadbourne as Secretary of the Planning Board. The motion passed unanimously.

**4. Minutes from the March 17, 2015 Meeting:** The minutes were reviewed by the group. Gail Bartlett moved and Laura Chadbourne seconded the acceptance of the minutes as written. The motion passed unanimously.

**5. CEO's Report for March 2015:** Eric Gulbrandsen presented the CEO report for March 2015. The following activity occurred:

- 1. BUILDING PERMITS ISSUED:  
NONE
- 2. R. V. PERMITS ISSUED:  
NONE
- 3. CERTIFICATES OF OCCUPANCY ISSUED:  
NONE
- 4. VIOLATION NOTICES ISSUED:  
Timothy Althouse, R9, 16-4, 1010 Knights Hill Road. Dangerous Building
- 5. TIMBER HARVEST NOTIFICATIONS:  
Robert MacArthur, R3, 13-5, Plummer School Road  
Davis Kimball, R5, 35, Webber Pond Road
- 6. OTHER:  
Conditional Use dock application for Adeline Sparks L.P. U7,1, Stearns Pond  
Letter to Shawn & Michael Ashe confirming Superior Court ruling on dock

Gail Bartlett moved and Dan Cousins seconded the acceptance of the CEO's March 2015 report. The motion passed unanimously.

### 6. Communication & Bills

#### A. Correspondence Received (by date):

- 1. 4/6/15: email from CEO Eric Gulbrandsen with attachment of Conditional Use Permit (CUP) application for a dock installation on Stearns Pond.

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### B. Correspondence Sent (by date):

1. 4/6/15: email from Secretary Laura Chadbourne to Planning Board Members and Alternate, forwarding the CUP information for review ahead of the 4/21/15 meeting.

### 7. Old Business:

- A. Discussed with CEO whether any new action taken on the following items:
  1. Excessive number of vehicles in Tim Kelly's yard – CEO sent letter in April; will show on next month's CEO report
  2. Central Maine Power vegetative screening – not yet addressed in writing, though discussed verbally
  3. Derelict mobile home on Althouse property – 2<sup>nd</sup> notice of violation sent to owner in March. CEO noted that the derelict home had been removed just that day.

### 8. New Business:

A. The Planning Board received a Conditional Use Permit application dated March 23, 2015 made by William E. Sparks, General Partner, on behalf of the Adeline V. Sparks Limited Partnership ("Sparks LP") for a 12' x 14' dock, plus 5' x 16' dock/ramp connection to shoreline, on Stearns Pond at 114 Pine Point Road. The lot owned by the Sparks LP is Map U8, Lot 1, and is in a Limited Residential. The lot is listed in the 2014 Town of Sweden tax valuation books as owned by Adeline Sparks LP.

The applicant's contact information on the application is listed as:

William E. Sparks, Jr.  
General Partner  
500 Sparks Lane  
Cleveland, TX 77328  
Phone (936) 767-4430

The application included a check for \$50 dated March 23, 2015 from Grace L. Sparks, William E. Sparks, Jr., and Deborah S. Frank for the Conditional Use Permit application fee.

The application included a description and hand-drawn plot plan (dock diagram) showing dock dimension, relationship to shoreline, and distance of dock from nearest property line. An additional hand drawing of elevations showed a cross section of the dock in relation to the shoreline, pond surface, and pond bottom. Elevation drawing also indicated floats under a portion of the dock, a 6' ramp, and posts supporting a 10' dock leading from the shoreline.

The application materials were reviewed in accordance with the Zoning Ordinance Section XIII. Conditional Use Section B. (Page 47). The purpose of the Board's review was to determine, if possible, whether the application materials submitted were complete enough for the Board to make a determination on whether Conditional Use Permit can be granted. After careful review of the materials submitted by William Sparks, the Board voted unanimously to accept the application.

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The following questions were reviewed to determine completeness of the application:

### **Application for Conditional Use:**

#### **Details of the Review of a Conditional Use Permit Application Part I:**

Prior to declaring the application complete the Board is to review the application and must find that the applicant has met the following requirements of the Ordinance

**1. Has the property owner of record made the application?**

The owner indicated in the tax records is Adeline Sparks Limited Partnership. The applicant is William E. Sparks, Jr., General Partner of the Limited Partnership. The Board agrees that the applicant has legal "*standing to apply*"; however, CEO Eric Gulbrandsen has already followed up with Mr. Sparks to obtain further evidence to confirm his role as General Partner in the LP.

**2. Has the Conditional Use Application fee been received by the Board?** A check for \$50 dated March 23, 2015 has been received by the Board in accordance with the most recent Sweden Permit Fee Schedule (revised 2009). The check was forwarded to the Treasurer for deposit on April 25, 2015 since an applicant is responsible for these charges whether or not the permit is granted.

**3. Has the following information been received?**

**a. Plan of area showing contours, reference to Mean Sea Level, high water elevation, ground water conditions, bedrock slope or vegetative cover.**

The application includes basic information about the placement of the proposed dock to the shoreline and to other properties adjacent to the proposed dock area. The information was determined to be adequate for the purposes of this Conditional Use Permit.

**b. High intensity soil survey.**

A high intensity soil survey is not required for installation of a dock.

**c. Plan of area showing location of existing and proposed buildings, parking areas, traffic access, driveways, piers, open spaces and landscaping.**

A plan of the area showing location of closest property line, as well as the elevation and plot plan of the proposed dock is included with the application. Distance measure to the other adjacent property was not included in the application; however, the Board consulted the town tax map and determined that the other property line is over 200 feet away from the dock. The Board agreed that the application information is adequate for the purposes of this Conditional Use Permit.

**d. Plans of buildings, sewage disposal facilities and water facilities.**

Buildings, sewage disposal facilities, and water facilities are not required for installation of this dock.

**e. Any other pertinent information necessary to determine if the proposed use meets the provisions of the ordinance.**

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As mentioned above, additional information has been requested from Mr. Sparks to evidence his role as General Partner in the Sparks LP.

**Site Walk and Public Hearing:** in accordance with Section XIII. Conditional Use, which states that within 45 days after the board votes and agrees that the application is complete, a site walk and public hearing are scheduled.

The Board decided to schedule a site walk at 6:30 PM on Tuesday, May 19th at the site on Pine Point Road at Map U-8, Lot 1. The meeting point will be the corner of Ridlonville Rd. and Pine Point Rd. The Board will then meet at the Town Office at 7 pm for their regular meeting and hold the public hearing at 7:15 pm.

Notice of both the time and place of the site walk and the public hearing and the nature of the Conditional Use request will be sent to the Selectmen, CEO, and the Chairman of Board of Appeals by Secretary Chadbourne.

In addition, at least 20 days prior to the public hearing, the Board is required to send notices of the same to the applicant and all abutters (the list of abutters have been determined by the tax maps) via certified mail, return receipt. Secretary Chadbourne will send these letters via certified mail to the applicant and to the abutters.

The ordinance also requires that notice is also placed as a block ad in the Bridgton News at least 10 days prior to the public hearing. Secretary Chadbourne will submit a request to the Bridgton News that a block ad be placed in the Bridgton News May 7<sup>th</sup> edition.

### 9. Announcements:

- A. The next regular Meeting will be **Tuesday, May 19th** at 7:00 PM at the Sweden Town Office.
- B. The board has an opening for one Alternate Member (Alternate Members serve a 1-year term). Should anyone express interest, they can be appointed by the Selectmen.

Gail Bartlett moved that the meeting be adjourned at 7:44 PM. Acting Chair Laura Chadbourne adjourned the meeting.

Respectfully submitted,

Laura Chadbourne  
Secretary, Sweden Planning Board