

Minutes for Thursday, November 8, 2018 Planning Board Meeting

1. Call to Order: The meeting was called to order at 7:00 PM.

2. Introduction of Attendees: Present were: Chair Dave Johnson, Secretary Laura Chadbourne, and Members Morris Gibely and Melanie Eldracher. Absent: Member Kevin Taylor and Alternate Member Ron Kiesman. A member of the public was in attendance, Mr. Dan Noblet.

3. Minutes from the October 11, 2018 Meeting: The minutes were reviewed by the group. Melanie Eldracher moved and Morris Gibely seconded the acceptance of the minutes as written. The motion passed unanimously.

4. CEO's Report for October 2018: The group reviewed the report together. Two questions were raised: a canvas tent with a building permit fee that seemed too large and was thought to be an inadvertent typo; and a request for a Certificate of Occupancy from a structure built in 2004. The group wondered if it was indeed a COO for a building built nearly 15 years earlier. Laura Chadbourne moved and Melanie Eldracher seconded that the acceptance of the October CEO report be tabled until the two questions raised could be answered. The motion passed unanimously. Laura Chadbourne to follow up with CEO.

5. Communication & Bills

A. Correspondence Received and Sent (by date)

1. Letter from Sven Cole, Assistant Head of School for Bridgton Academy, dated 10/12/2018 to the Planning Board (note: letter received at the Town Office on 10/22/2018). Letter provides an update to the Board on the condition of the revegetation efforts on footpath via the ROW over the property of Julia and Dan McQueen. The letter states that a small amount of additional remediation had been needed in September 2018, but it had been completed and that the condition of the footpath remained stable and in good condition.
2. Letter from the Sweden Board of Appeals (BOA) dated 10/16/2018 to the Planning Board, regarding decision of two Administrative Appeals (called appeal #1 and appeal #3) related to the Popple Hill Estates subdivision. The letter informs the PB that the BOA had voted unanimously to deny both appeals.
3. Letter from the Sweden Board of Appeals (BOA) dated 10/16/2018 to the Planning Board, regarding decision of one Administrative Appeals (called appeal #2) related to the Popple Hill Estates subdivision. The letter informs the PB that the BOA had voted unanimously to deny the appeal.
4. Letter (email) dated 10/29/2018 from Mr. John Cole to the Chair and Secretary of the PB, requesting an informal review by the Planning Board of a Shoreland Zone camp expansion at 76 Wint Road on Stearns Pond.
5. Letter (email) dated 10/29/2018 from Mr. Dan Noblet to the PB Secretary requesting information about amending the Popple Hills Estate Subdivision since Mr. Noblet is a landowner in the subdivision.

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6. Old Business:

- A. PB Secretary attended Board of Appeals Public Hearing held on 10/15/2018 and provided a brief verbal update.
- B. Board discussed move of Planning Board meetings to the 4th Thursday of each month, beginning in January 2019 so that CEO Arthur Dunlop would be available to attend.

VOTE: Laura Chadbourne made a motion to move the regularly-scheduled Planning Board meetings to the FOURTH Thursday of each month beginning in January 2019, with the exception of each November and December when the meetings would need to be scheduled on different evenings so as not to conflict with the Thanksgiving and Christmas holidays. Morris Gibely seconded the motion. The motion passed unanimously. Laura Chadbourne to inform Jenna Domer, the town's Administrative Assistant, who can ensure the town's website is updated and that no other groups will use the town office on 4th Thursdays.

7. New Business:

- A. Board reviewed the letter dated 10/12/2018 (referenced in correspondence above) from Bridgton Academy regarding required remediation on a right of way over the McQueen property. The PB's recollection was that Ross Cudlitz of the Oxford County Soil and Water commission is required to inspect the remediation progress yearly around the end of August. The letter makes no mention of Ross Cudlitz inspecting the remediation at all in 2018. Laura Chadbourne to confirm facts of the agreement regarding the remediation and bring that information back to the PB. The Board may then choose to send a letter to Bridgton Academy reminding them of their obligation for the yearly inspection.
- B. Board reviewed email dated 10/29/2018 from John Cole (referenced in correspondence above) regarding Mr. Cole's request for an "informal review" of a building permit application. PB discussed the fact that the Board does not perform informal reviews, and would only perform a formal review of the final application for a building permit if required by the town's ordinance. These instances are rare because there are very few circumstances that require PB review. Dave to call CEO and Laura to call John Cole to ensure the process as outlined in the town's Zoning Ordinance is understood and that informal reviews are not part of the process.
- C. Mr. Dan Noblet spoke with the PB. He lives in a newly-constructed home in the Popple Hill Estates subdivision which does not have a fire sprinkler system in it; however, the final plan and covenants for this subdivision require that each home in the development have its own fire sprinkler system. Therefore, the town's CEO has only provided Mr. Noblet with a temporary Certificate of Occupancy, pending installation of a sprinkler system. Mr. Noblet wanted more information about the process to file an amendment to a subdivision; the PB reviewed with him sections in the Sweden Subdivision Regulations relevant to his questions however cautioned Mr. Noblet that the Board was not providing advice or guidance on how to proceed.

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8. Announcements:

- A. The next regular Meeting will be on December 13, 2018 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.

A motion was made to adjourn the meeting. The Chair adjourned the meeting at 8:07 PM.

Respectfully submitted,

Laura Chadbourne,
Secretary, Sweden Planning Board