

**Town of Greenwood
Planning Board Meeting Minutes
Greenwood Town Office
August 5, 2024**

Join Zoom Meeting

<https://us02web.zoom.us/j/89491212025?pwd=VjE4UnlFQTJldWVlQjY4dUpvTVZBQT09>

Meeting ID: 894 9121 2025

Passcode: 656917

Item 1: Call Meeting to Order – Vice Chair Mitchell called the meeting to order at 5:25 pm.

Present:

Matt Mitchell, Vice Chair

John Kwoka

David Newcomb

Andrew Baker

Kim Sparks, Recording Secretary

Absent: Eva Mills, Chair

Joelle Corey, Codes Enforcement Officer

Item 2: Consider minutes of July 22, 2024 – The Board reviewed the minutes. David motioned and John seconded to accept the minutes as presented. Vote: 4-0. Minutes are approved.

Item 3: Old Business

Item 4: New Business

- A. Anthony Knowles Post Production, Map R21 Lot 044
113 Cross Road
Preliminary Subdivision Application for a 5-Unit House

The Board reviewed the application submitted by Anthony Iacobucci. Anthony explained that this is an old farmhouse with an attached barn that he has short term rentals in. He explained that the main farmhouse is one unit, there are two units in the ground floor of the attached barn, and he recently applied for a building permit to install a 4th unit in the basement of the barn. He explained that when he applied for the permit for the 4th unit Joelle told him he needed to come to the Planning Board for a subdivision review.

(See attached checklist)

The Board reviewed the checklist with the applicant. Vice Chair Mitchell asked that Anthony return to their next meeting with the missing items and the Board would then determine if the application was complete, if the Board would require a site visit, and if the Board wanted to hold a public hearing. Vice Chair Mitchell stated that he wasn't sure if this actually required a subdivision review as no land was being subdivided. Andy stated that Joelle had explained the case at their last meeting. Vice Chair Mitchell asked if Joelle could put something in writing to explain why this would require a subdivision review. Kim stated that she would reach out to Joelle.

Item 5: Admin Issues

- A. Next Meeting Dates, Aug. 19th and Sep. 9th
Aug. 19th works for everyone. We will know on the 19th if Sept. 9th will work for everyone.
- B. Draft Land and Building Code Ordinance
Includes LD2003 review by Attorney
Vice Chair Mitchell asked if everyone could review the draft and just jot down any comments that they have for us to review at a future meeting. John stated that he would like to see section # 13 re-worded to remove the word recommendations and add "in accordance with manufactures instructions"

Item 6: Adjourn – Having no further business, David motioned and Andy seconded to adjourn the meeting at 6:15 pm. Vote: 4-0. Meeting is adjourned.

**Town of Greenwood
Planning Board Subdivision Review**

Anthony Knowles Post Production, Map R21-044

08/05/2024

**Section VI. Submission Requirements
Checklist**

✓ = Submitted

NA/ Not Applicable

INC – Incomplete

Comments

- ✓ 1. Name and address of owner.
- NA 2. Name and address of applicant (if other than owner)
- NA 3. If the applicant is a corporation, state whether the corporation is licensed to do Business in Maine and attach a copy of the Secretary of State's Registration.
- NA 4. Name of applicant's authorized representative
- ✓ 5. Name, address and number of Registered Professional Engineer, Professional Land Surveyor or Planning who prepared the plan.
- ✓ 6. Address to which all correspondence from the Board should be sent.
- ✓ 7. What interest does the applicant have in the parcel to be subdivided (option, land purchase contract, recorded ownership, etc)
- INC 8. What interest does the applicant have in any property abutting the parcel to the subdivided? – *Explain interest in abutting property*
- INC 9. State whether the subdivision covers the entire or contiguous holdings of applicant.
All of 113 Cross Road Property
- ✓ 10. Location of property: Book and Page (from Oxford County Registry of Deeds).
- ✓ 11. Location of property: Map and Lot (from Town Assessor's Office)
- ✓ 12. Current zoning of property.
- ✓ 13. Acreage of parcel to be subdivided.
- ✓ 14. Proposed method of sewage disposal and the results of an on-site soil investigation for each lot. *Kim will get copy of updated septic design to Board.*
- NA 15. Soils Report for entire area. – *see septic design*
- ✓ 16. Indication of type of water supply to be used. Evidence of adequate ground water supply and quantity shall be submitted by a well driller or a hydrogeologist familiar with the area.

- ✓ 17. Names and mailing address of all property owners within 500 feet of the proposed subdivision including those across any road or street.
- NA 18. Proposed restrictive covenants to be placed on the deeds.
- NA 19. A statement of financial and technical capability.
- INC 20. A written statement from the Fire Chief and Road Commissioner as to the departments capacity to serve the proposed subdivision along with their recommendations as to any improvements necessary to provide for fire protection.

This portion of the Cross Road is not a Town Road per Town Manager, Kim Sparks.

- NA 21. A phosphorus impact analysis and control plan when located in the direct water shed of a great pond.
- NA 22. A ground water impact analysis.
- NA 23. The applicant shall provide a municipal service impact analysis that includes a list of construction and maintenance items, with both capital and annual operating cost estimates, that must be finance by the Town of Greenwood or quasi-municipal districts. This list shall include but not be limited to: schools including busing; street reconstruction, maintenance, and snow removal; solid waste disposal; and fire protection. The applicant shall provide an estimate of the net increase in taxable assessed valuation upon build out of the subdivision.
- NA 24. Stormwater control plan designed to accommodate the 25-year storm.
- NA 25. Maine Department of Transportation Driveway/Entrance Permits if the subdivision will have access to Routes 26, 219, or the East Bethel Road. Town of Greenwood Driveway/Entrance Permit if the subdivision will have access onto a Town Road.
- NA 26. Other local, state or Federal permits as required.
- NA 27. A statement concerning timber harvesting resulting in any violation of the Liquidation Harvesting Rule.
- NA 28. Waiver requested accompanied by reasons and justification.