

**Town of Greenwood
Planning Board Meeting Minutes
August 21, 2023**

Join Zoom Meeting

<https://us02web.zoom.us/j/89491212025?pwd=VjE4UnlFQTJ1dWVlQjY4dUpvTVZBQT09>

Meeting ID: 894 9121 2025

Passcode: 656917

Item 1: Call Meeting to Order -Chair Mills called the meeting to order at 5:33 pm.

Present:

Eva Mills, Chair

Matt Mitchell, Vice Chair

David Newcomb, Secretary

John Kwoka

Kim Sparks, Recording Secretary

Absent:

Joelle Corey, Codes Enforcement Officer

Kim explained that Joelle was not able to attend this evening as she was completing a junkyard inspection in Greenwood.

Item 2: Review Minutes of July 24, 2023

The Board reviewed the minutes. John motioned and Matt seconded to approve the minutes as read. Vote: 3-0. Minutes are approved. David abstained from voting as he was absent on July 24th.

Item 3: Old Business - None

Item 4: New Business

- A. Boyles Family Trust, Map U11 Lot 17, 43 Big Island Shores
Building permit application in the Shoreland Zone
1. Add a wood deck connected to the first floor
 2. Addition – 463 square feet, garage on basement level, mudroom/entrance on ground floor and bedroom on second floor
 3. New septic system designed to accommodate new bedroom and replace existing system
 4. Exterior landscaping includes rebuilding firepit, adding 18” high seating wall, rebuilding boulder retaining wall, and replacing timber steps.
 5. Install infiltration steps over a portion of the shore pathway.

The Board reviewed all of the documents submitted for the Boyles Family Trust.

Architect, Ted Dickerson of TDArchitect was present to answer any of the Board's questions. Ted explained that there were two packets of documents – 1. Architect drawings A101-A203, 2. Site Plan application and documents from Sebago Technics.

Mr. Dickerson stated that there is an addition that they have included on these plans that is outside of the 100 foot distance to the Shoreline so he interprets that anything outside of the 100 foot mark will not be included in the 30 % expansion calculation. Mr. Dickerson asked how long the permits are for. Kim stated that permits are valid for one year and the applicant can apply for an extension if the work isn't completed. Matt stated that they would need to get clarification on that for them. Eva stated that if they need an extension, any new rules that the State has added would have to be honored during the extension. Mr. Dickerson stated that he wouldn't expect the State to make new rules for anything that far away from the water. Matt stated that his interpretation is that because part of the building is presently non-conforming there would be restrictions and just because it is a way from the water doesn't necessarily relieve it of those issues. John stated that he knows some of the residents on Big Island Lane and they had a difficult time with the Home Owner's Association when they were applying for building permits. John stated he understood that this wasn't part of their purview but wanted Mr. Dickerson to be aware of this and maybe check into it. Mr. Dickerson stated that he hadn't heard of any Home Owner's Association but he would certainly check with the Boyles to find out.

Eva asked if there was a road association. Mr. Dickerson stated that he didn't think so but would certainly ask. Mr. Dickerson stated that he wasn't sure if the applicants would be doing the exterior land work and building the addition all in one year or if they would seek permits for each project individually with different completion schedules.

Matt stated that the Board would normally review the application to determine if it is complete. Mr. Dickerson stated that the thought the Planning Board would want to come and visit the site to see what is being planned. Matt stated that a site visit would be helpful. Mr. Dickerson stated that he explained to the Boyles that this process has a few steps with the Planning Board and to not expect a permit tonight.

David asked for Mr. Dickerson to explain that it says in the application that the proposed deck expansion is 25 feet which is 24% of the structure. Mr. Dickerson stated that it is 24 % of the portion of the deck that is within the 100 foot shoreline setback and it is not 24% of the whole footprint. Mr. Dickerson explained that he calculated how much square footage was inside that 100 foot shoreline requirement. Eva stated that she hasn't calculated it all out but they can't go over the 30%. David asked if that 30 % would include that garage as this is one structure. Mr. Dickerson stated that he was thinking of this differently as he didn't include any numbers for any part of the expansion that was outside of the 100 foot setback. Mr. Dickerson stated that he would have to recalculate and get those numbers for the Planning Board. Matt stated that they needed to clarify this with Joelle. Mr. Dickerson stated that he understands that the regulations get read differently from one Town to the next and he would be glad to recalculate the numbers.

Eva asked if there are camps below this lot. Mr. Dickerson stated that there are camps on both sides but not camps between the Boyles and the lake. Eva asked if the roadway ends at this camp. Mr. Dickerson answered no, that the roadway goes beyond the Boyles camp to a cul-de-sac.

Mr. Dickerson stated that they designed this project to not be anymore non-conforming than the existing structure. Mr. Dickerson explained that is why there is an angle on the deck instead of squaring it off. Matt questioned the height of the addition as it will be higher than the existing house. Mr. Dickerson stated that would be his misunderstanding of the ordinance.

Matt read from the Shoreland Zoning Ordinance, **C. Nonconforming Structures c.1:** *The maximum height of any structure may not be made greater than 20 feet or the height of the existing structure, whichever is greater.*

Matt stated that these are items he has noticed that might become issues but will have Joelle clarify. Mr. Dickerson stated that he could redesign the heights to meet the requirement.

Eva asked if Chief Cole has reviewed this application. Kim stated that he hadn't but she certainly would get him a copy to review. David asked if the highwater mark is referenced on the plans. Mr. Dickerson stated that the plans were updated to include the highwater marking. John asked if they could correct the plans as it references Round Pond and it should be noted South Pond.

Eva asked the Board if they were interested in holding a public hearing for the abutters. Mr. Dickerson stated that one side is a relative so they already know about the proposed project. Matt stated that he agrees that the abutters should be informed. Kim stated that they do have a checklist for a Shoreland application. Eva asked if the Board would like to schedule a site visit before their next regular meeting.

Mr. Dickerson asked when was the next regular meeting. David explained that the next meeting is September 11th because of the holiday landing on September 4th. David asked when would be a good time to schedule the site visit. The Board agreed to schedule the site visit for Monday, August 28th at 2 pm. Eva asked the Board if they wanted to invite the abutters to the next meeting on Sept. 11th. The Board agreed to have accept public comment at their meeting on Sept. 11. Kim stated that she would send out abutter notices and get the board some clarification on the 30 % calculation if it would include both changes within and without the 100 foot shoreline zoning setback. Kim said she would also see if there were any deed covenants regarding a home owner/road association for this lot.

Item 5: Admin Issues

A. Next meeting date: September 11, 2023 and September 18, 2023

Item 6: Adjourn - David motioned and Matt seconded to adjourn the meeting at 6:38 pm. Vote: 4-0. Meeting is adjourned.