

**TOWN OF SEBAGO
PLANNING BOARD MINUTES
6:00 PM
Tuesday, December 12, 2023
TOWN OFFICE BUILDING**

The Board held a workshop to discuss Planning Board Bylaws and began review of the proposed ordinance changes from 5:00 p.m. to 6:00 p.m. Susan Thuotte, Tina Vanasse, David Welch, and David McCarthy were present. The workshop resumed at 6:38 p.m. after the regularly scheduled meeting and ended at 7:17 p.m.

Public Hearing #1 – Site Plan Review – April Murray – Map 4, Lot 3-17A – 12 Valley Lane – Home Occupation: Food Preparation and Storage

Jim Belfiore commented on the notification process completed by the Board. He thanked the Board for the process and availability of information. He proceeded to inquire about the water usage for the proposed home occupation.

Brandon Woolley responded that the increased water usage would be about 8% and the septic installed on the parcel is already roughly 25% oversized.

David McCarthy made a motion to close the public hearing at 6:05 p.m. David Welch seconded the motion. Motion carried with all in favor.

I. Call to Order

Susan Thuotte called the meeting to order at 6:06 p.m.

Present: David Welch, Susan Thuotte, Tina Vanasse, David McCarthy, Code Enforcement Officer Brandon Woolley, and Planning Board Executive Secretary Keisha Garnett

James Seymour, with Sebago Technics was in attendance as the Sebago Town Planner.

Guests Present: Andrew Plummer, April Murray, Paul Smith, Jim Belfiore, and Carolyn Calarese.

II. Correspondence – None.

III. Open to Public Questions –None.

IV. Review of Minutes

- a. **November 14, 2023** – Tina Vanasse made a motion to approve the November 14, 2023, Planning Board meeting minutes as written. David McCarthy seconded the motion. Motion carried with all in favor.
- b. **April 11, 2023** – Susan Thuotte advised the Board that she had reached out to the Town Clerk and Board of Selectmen regarding the April meeting minutes. The Town Clerk, Letitia Genest, responded to let her know that Keisha Garnett will be authorized to work outside of normal business hours to complete the minutes. Keisha Garnett responded that she would complete them prior to the January 9, 2023, Planning Board meeting.

V. Old Business

a. Site Plan Review– April Murray – Map 4, Lot 3-17A, 12 Valley Lane – Home Occupation: Food Preparation and Storage

Susan Thuotte asked the applicant if she had obtained permission to use the Standish Transfer Station for waste disposal. April Murray responded that she was awaiting the Town of Standish to finish their review of the proposed food truck park that is scheduled for final review on December 20th.

David McCarthy noted that there should be a condition of approval that requires wastes generated by the food truck to be disposed of at a location other than the Sebago Transfer Station.

Discussion took place regarding licensing. April reported she was awaiting Planning Board approval before moving forward with the Selectboard for the liquor license. Other applications have been submitted for approval.

The Board reviewed the Home Occupation Matrix provided by Keisha Garnett and used the matrix to review the proposed home occupation.

April Murray confirmed that she would not be receiving supply deliveries and that she would be picking supplies up from stores like Sam's Club.

David McCarthy made a motion that the applicant meets all standards set forth in Land Use Ordinance section 5.13. David Welch seconded the motion. Motion carried with all in favor.

David McCarthy made a motion to approve the application with the conditions that all waste produced outside of the Town of Sebago be disposed of outside of the Town of Sebago and the applicant obtain all necessary permits. Tina Vanasse seconded the motion. Motion carried with all in favor.

- b. **CEO Updates** – Brandon Woolley reported that he had been in discussion with Karen Nason, owner of the Grand Central Wine Bar, and that she had asked him about getting the Board's input on her possible expansion plans to include seating in the barn for patrons with the addition of Luxury Loos, portable toilets. The Board expressed that they would question the parking and traffic flow situation. The Board questioned if there had been complaints. Brandon Woolley responded that there had been no liquor complaints and the noise complaints received were not founded.

c. Goal Setting Items

i. Scheduling Workshop (January 9, 2023)

David McCarthy made a motion to hold a workshop on January 9, 2023, following the regularly scheduled meeting. David Welch seconded the motion. Motion carried with all in favor.

The board agreed to discuss the Planning Board Bylaws as the topic of the workshop.

VI. New Business

a. Proposed Ordinance Changes – Schedule public hearing

Tina Vanasse made a motion to schedule the Public Hearing for review of the ordinances at 6:00 p.m. on January 9, 2023. David McCarthy seconded the motion. Motion carried with all in favor.

VII. Adjournment

David McCarthy made a motion to adjourn the meeting. David Welch seconded the motion. Motion carried with all in favor.

Meeting adjourned at 6:38 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Keisha Garnett". The signature is written in a cursive, flowing style.

**Keisha Garnett
Administrative Assistant/Deputy Clerk
Approved at the January 9, 2023 Meeting**