



Town of China

571 Lakeview Drive; China, Maine 04358
(207) 445-2014 info@chinamaine.org

Approved by Planning Board by a vote of 5-0 on October 25, 2022

Planning Board Meeting

Meeting held in Meeting Room in China Town Office and via ZOOM

September 13, 2022

Begin 6:30 PM

Board members in attendance: James Wilkens, Natale Tripodi, Scott Rollins, Walter Bennett (via ZOOM)

Board members not in attendance: Toni Wall (leave of absence), Michael Brown

Attendees: Brent Chesley, Cathy Chesley, Mary Grow and Kayla Saraiva

Assistant Code Enforcement Officer Nick French - Present

Board meeting opened by Chairman Rollins

Pledge of Allegiance to the American Flag

Chairman Rollins brought Board Member Tripodi into voting capacity.

Review/Approve Minutes from August 9, 2022 Meeting

- Board Member Wilkens motioned to approve minutes as written.
- Board Member Tripodi seconded motion.
All in favor. No further discussion.

Brookview Childcare, LLC – Kayla Saraiva

- Chairman Rollins opened discussion on application for Brookview Childcare LLC and explained process of application review. Ms. Saraiva explained she did not run prior and that they bought the property in October 2019. She continued that the business was shut down before the house was sold. Ms. Saraiva advised she is requesting the same number as previous daycare had. Chairman Rollins stated that there are no real changes other than Ms. Saraiva running the business. Board Member Wilkens questioned Assistant CEO French if the septic has been inspected. Assistant CEO French confirmed septic has been inspected. Board Member Bennett advised that the property is isolate and off the road.
- Board Member Wilkens motioned that application is complete. Board Member Bennett seconded motion. All in favor. Board Member Wilkens complimented and thanked Ms. Saraiva for opening a new daycare and advised there is definitely a need around the state for child care.
- Criteria
 1. Criteria 1 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 1 as complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.



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2. Criteria 2 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 2 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.
3. Criteria 3 and its responses were read aloud. Board Member Tripodi motioned for approval of Criteria 3 as complete. Board Member Wilkens seconded motion. Unanimously approved. No further discussion.
4. Criteria 4 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 4 as complete. Board Member Bennett seconded motion. Unanimously approved. No further discussion.
5. Criteria 5 and its responses were read aloud. Board Member Bennett motioned for approval of Criteria 5 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.
6. Criteria 6 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 6 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.
7. Criteria 7 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 7 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.
8. Criteria 8 and its responses were read aloud. Board Member Bennett motioned for approval of Criteria 8 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.
9. Criteria 9 and its responses were read aloud. Board Member Tripodi motioned for approval of Criteria 9 as complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.
10. Criteria 10 and its responses were read aloud. Chairman Rollins motioned for approval of Criteria 10 as complete. Board Member Bennett seconded motion. Unanimously approved. No further discussion.
11. Criteria 11 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 11 as complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.
12. Criteria 12 and its responses were read aloud. Board Member Bennett motioned for approval of Criteria 12 as complete. Chairman Rollins seconded motion. Unanimously approved. No further discussion.



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13. Criteria 13 and its responses were read aloud. Board Member Tripodi motioned for approval of Criteria 13 as complete. Board Member Bennett seconded motion. Unanimously approved. No further discussion.

14. Criteria 14 and its responses were read aloud. Board Member Wilkens motioned for approval of Criteria 14 as complete. Board Member Bennett seconded motion. Unanimously approved. No further discussion.

15. Criteria 15 and its responses were read aloud. Board Member Bennett motioned for approval of Criteria 15 as complete. Board Member Tripodi seconded motion. Unanimously approved. No further discussion.

- Board Member Wilkens motioned that all 15 criteria have been met. Chairman Rollins seconded motion. Unanimously approved. No further discussion.
- Chairman Rollins advised of 30-day appeal process and explained Assistant CEO will issue permit. Board Member Wilkens congratulated Ms. Saraiva on her approved permit.

CEO Report

- Assistant CEO French advised he has issued 26 building permits and 8 plumbing permits. He explained he has been working on taking care of violations.

Board Member Bennett made request for Assistant CEO French to connect with the correct party in regard to the issue with the carving in berm by the Family Dollar. He questioned who is responsible for repairs. He continued this is a safety hazard and needs to be a high priority. Assistant CEO French explained they did not take care of pavement as required. He further explained that the pavement was to be pervious pavement which needs to be vacuumed out every year and cannot use sand and salt on. Board Member Wilkens advised that it appears they did not follow maintenance plan. Chairman Rollins stated they are not in compliance with their permit. Board Member Bennett explained the part of the pavement that is washing out is part of the road. Board Member Wilkens stating the driveway is impervious surface and explained that if it gets filled in, it is no longer impervious and tends to break apart. Board Member Bennett stressed that it is only going to get worse. Chairman Rollins advised he can check into DOT on issue and could be part of entrance permit from DOT that they may need to maintain. Assistant CEO French states he will check into permit with Family Dollar.

Future Schedule and Adjourn

Next Planning Board Meeting: September 27, 2022

Motion to adjourn meeting made by Board Member Wilkens

Motion seconded by Board Member Tripodi

There was no further discussion and the motion to adjourn was unanimously approved.

Respectfully Submitted,
Dawn Kilgore



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Planning Board Secretary