



Town of Ogunquit
Planning Board
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**OGUNQUIT PLANNING BOARD
REGULAR BUSINESS MEETING
MINUTES**

**DUNAWAY CENTER MAIN AUDITORIUM
June 12, 2019**

REGULAR BUSINESS MEETING

A. ROLL CALL –

Members Present: Steve Wilkos (Chair)
Rusty Hayes (Vice Chair)
Muriel Freedman
Mark MacLeod
Jackie Bevins
Brian Aromando (2nd Alternate)

Members Excused: Priscilla Botsford (1st Alternate)

Also Present: Scott Heyland, Director of Codes and Planning

**Mr. Hayes Moved to Excuse Ms. Botsford.
HAYES/BEVINS 5:0 UNANIMOUS**

B. PLEDGE OF ALLEGIANCE -

C. MISSION STATEMENT – The Mission Statement was read by Mr. MacLeod.

D. MINUTES – May 29, 2019 Workshop and Regular Business Meeting.

**Mr. Hayes Moved to Approve the Minutes of the May 29, 2019 Workshop as Submitted.
HAYES/BEVINS 5:0 UNANIMOUS**

**Ms. Bevins Moved to Approve the Minutes of the May 29, 2019 Meeting as Submitted.
BEVINS/HAYES 5:0 UNANIMOUS**

E. **PUBLIC INPUT** – For any matter NOT already on this Agenda.

Mr. Wilkos asked if there was anyone who wished to be heard on any matter not on this meeting's agenda. There was no one.

F. **UNFINISHED BUSINESS** – None

G. **NEW BUSINESS** –

1. **LAFAYETTE OGUNQUIT LLC / NORSEMAN – 135 Beach Street (Tax Map 7 Block 87-89) – RP/SGD1. Site Plan and Design Review Application for a post 1930 structure. Application to construct a new elevator and stairs; and remove existing ramp and stairs. Per Zoning Board of Appeals Variance Granted on May 2, 2019.**

Geoff Aleva from Civil Consultants addressed the Board as the Applicant's representative.

Mr. Aleva gave a brief summary of the proposed project. He noted that he met with the Ogunquit Historic Preservation Commission in October 2018 and received the OHPC Design Approval for the elevator. Mr. Aleva also noted that in May 2019 the Ogunquit Zoning Board of Appeals granted a variance for this project.

Mr. Heyland confirmed that no DEP Permits were required for this project.

Mr. Heyland also explained that when an application is submitted the Land Use Office receives the application material. Mr. Heyland reviews the required submissions as listed on the Planning Board Site Plan Review Submissions Checklist and he indicates whether a requirement has been submitted, or is not applicable to the proposed project. Mr. Heyland referred to Item 6.6.C.3.V which includes a submission of Inland Fish and Wildlife (IFW) permits. Mr. Aleva asserts that he does not require permitting from IFW. Mr. Heyland suggested that any work done in the beach / dune area historically has required input from IFW. Until noon today his office, and Mr. Aleva, were trying to get a response from IFW regarding this project, even if that response was to say that no permit was required. They were unable to obtain any response; thus there is nothing in the Board's paperwork to satisfy a submission under Item 6.6.C.3.V. Mr. Heyland suggested the Board may waive that submission requirement or agree with the Applicant's assertion that he does not require IFW input.

Mr. Heyland reiterated that he is not saying that an IFW Permit is required; he is saying that these types of projects, in the beach/dune area, usually receive some type of review input from IFW.

Mr. Wilkos asked if it is the applicant's responsibility to contact IFW.

Mr. Aleva responded that he submitted an application to IFW. He indicated that Item 6.6.C.3.V was not applicable because he knew that no DEP Permit was required; and because the proposed work will begin after Labor Day when Piping Plover construction restrictions are not in affect (April 1 through mid September). At the beginning of June Mr. Aleva submitted an e-mail to John Perry at IFW with a full description of the project and he did not receive a response. He

sent a 2nd e-mail and left a telephone message for Mr. Perry today and expects to hear back from him very soon.

Mr. Wilkos asked the Board members if they felt the application can be found to be complete without something from IFW

The Board unanimously agreed that without some input from IFW the application cannot be found to be complete. It was noted that an earlier application was tabled as incomplete because it did not have DEP Permits; and every applicant has to meet the same standards and be treated the same way.

Mr. MacLeod noted that the Land Use Office requested input from several Town Department Heads and only received a response from the Police Chief. He asked for the missing responses.

Mr. Aleva noted that he spoke with the Fire Chief who had concerns about the elevator size being able to fit a stretcher. Mr. Aleva confirmed that the elevator will meet the Fire Chief's requirements.

Mr. Heyland informed Mr. Aleva that he will need some type of correspondence from IFW: permit; or notification that no permit is required; or a letter with construction timing restrictions. Something from IFW.

Mr. MacLeod Moved to Table the Application for LAFAYETTE OGUNQUIT LLC / NORSEMAN – 135 Beach Street (Tax Map 7 Block 87-89) – RP/SGD1. Site Plan and Design Review Application for a post 1930 structure. Application to construct a new elevator and stairs; and remove existing ramp and stairs. Per Zoning Board of Appeals Variance Granted on May 2, 2019.
MACLEOD/BEVINS

Mr. Wilkos asked if there was any further discussion. There being none he called for a vote.

MACLEOD/BEVINS 5:0 UNANIMOUS

2. DICAMILLO ASSOCIATES LLC / GRASSHOPPER INN – 2 Grasshopper Lane (Tax Map 8 Block 40) – GBD2. Application to amend Design Review Originally Approved on April 8, 2019.

Chris Vance from Vance Architects addressed the Board as the Applicant's representative.

Mr. Vance gave a brief overview of the design changes which include a reduction of the overall building length from 108' down to 99' (a 10' +/- reduction). He noted that the arrival drop-off parking space will no longer be covered. This was done due to complexities in the construction and costs.

Mr. MacLeod asked for confirmation that the building footprint will not be changed.

Mr. Vance confirmed that the building foot print will be reduced by about 130 square feet. Otherwise it will not change.

Mr. Hayes noted that changes to designs are not unusual as projects are underway; and he thanked the Applicant for coming back to the Board before changes were implemented and not after-the-fact.

**Mr. Hayes Moved to Find the Application Complete for DICAMILLO ASSOCIATES LLC / GRASSHOPPER INN – 2 Grasshopper Lane (Tax Map 8 Block 40) – GBD2. Application to amend Design Review Originally Approved on April 8, 2019.
HAYES/BEVINS 5:0 UNANIMOUS**

Mr. Wilkos asked the Board members if they felt a Site Visit and/or Public Hearing would be needed

The Board unanimously agreed that neither a Site Visit nor a Public Hearing would be needed.

The Board reviewed the Design Review Certification Requirements as outlined in Article 11.7.C of the Ogunquit Zoning Ordinance:

A. Does this review involve a structure built prior to December 31, 1930?

The Board unanimously agreed that it does not.

1) **Scale of Building** – Is the scale of the building visually compatible with the site and neighborhood as to the relationship of the open spaces around it and the size of doors/windows/porches/balconies?

The Board unanimously agreed that it is.

Reason: There will be minimal changes to the original approval; and the changes will reduce the overall size of the building.

2) **Height** – Is the height of the building visually compatible with the heights of the buildings in the neighborhood?

The Board unanimously agreed that it is.

Reason: There will be no change to the originally proposed building height.

3) **Proportion of Front Façade** – Is the relationship of the width to the height of the front façade visually compatible with that of its neighbors?

The Board unanimously agreed that it is.

Reason: There will be minimal changes to the original plan.

4) **Relationship of Solids to Voids in Front Façade** – Is the pattern of solids and voids in the front façade visually compatible with that of its neighbors?

The Board unanimously agreed that it is.

Reason: The changes are minimal and the overall appearance will not be changed.

5) **Proportions of Openings Within the Facility** – Is the relationship of the height of windows and doors to their width visually compatible with the architectural style of the building and with that of its neighbors?

The Board unanimously agreed that it is.

Reason: The changes are minimal and the overall appearance will not be changed.

6) **Roof Shapes** – Is the shape and proportion of the roof visually compatible with the architectural style of the building and with those of neighboring buildings?

Reason: Style of doors and windows is minimally different; it is the locations which primarily differ and those differences are minimal.

7) **Relationship of Façade Materials** – Are the facades of a building, particularly the front façade, visually compatible with those of other buildings around it?

The Board unanimously agreed that they are.

Reason: Minimal proposed changes.

8) **Relationship of Spaces to Buildings on the Street** – Has the rhythm of spaces to buildings been considered when determining visual compatibility, whether it is between buildings or between a building and the street?

The Board unanimously agreed that it has.

Reason: No change from the originally approved design.

9) **Site Features** – Is the size, placement, and materials of walls, fences, signs, driveways, and parking areas visually compatible with the building and neighboring buildings?

The Board unanimously agreed that they are.

Reason: Essentially no change except for the removal of the driveway drop-off parking space overhang.

10) **Architectural, Historical or Neighborhood Significance** – Have the construction, reconstruction, maintenance, or moving of pre-1931 buildings been done in a manner which is visually compatible with the architectural, historical or neighborhood significance of buildings existing in 1930.

The Board unanimously agreed that this item is not applicable to this project.

C. If the review requires more time to complete.

The Board unanimously agreed that it will not.

D. Does the Planning Board desire an irrevocable letter of credit or performance bond prior to the issuance of a Building Permit?

The Board agreed that it did not.

Mr. Heyland noted that the Applicant has provided a Site Bond for the project. He explained that the Site Bond is for a tie-in for the Stormwater Plan. The Site Bond isn't applicable to the Design Review, however one has been provided.

**Mr. MacLeod Moved to Approve the Application for DICAMILLO ASSOCIATES LLC / GRASSHOPPER INN – 2 Grasshopper Lane (Tax Map 8 Block 40) – GBD2. Application to amend Design Review Originally Approved on April 8, 2019.
MACLEOD/BEVINS**

Mr. Wilkos asked if there was any further discussion. There being none he called for a vote.

MACLEOD/BEVINS 5:0 UNANIMOUS

H. CODE ENFORCEMENT OFFICER BUSINESS – None

I. OTHER BUSINESS –

Mr. Heyland informed the Board that after the last workshop, he met with the Town Manager and they are waiting to hear back from the Town Attorney regarding requirements for establishing an ad hoc or sub-committee.

Mr. Heyland suggested this work might be better done by the future Comprehensive Plan Committee and an ad hoc committee might be duplicative.

Mr. MacLeod added that some of the affects of town growth involve:

Extension of the seasons- Mr. MacLeod noted that the Fire Department has requested an additional year round shift because there has been an increase in the number of calls they responded to. Current summer seasons are longer than past summer seasons which generally ran for about ten weeks.

Another lifeguard station will be put in place between the Main Beach and the Footbridge Beach because of growing beach crowds.

The Police have tracked an increase number of calls year round.

Mr. MacLeod suggested they consider not just the extension of the season but also the increase in the amount of day trippers year round; and the impact on the town.

J. ADJOURNMENT –

**Mr. Hayes Moved to Adjourn at 6:35 p.m.
HAYES/BEVINS**

Respectfully Submitted

Maryann Stacy

Maryann Stacy
Town of Ogunquit
Planning Board
Recording Secretary

Approved on June 24, 2019

Note:

- *These minutes are not a transcript.*
- *All Planning Board meetings are video archived, and may be viewed for one year after the meeting date, on the Town of Ogunquit's website at www.townofogunquit.org.*