



MUNICIPAL OFFICES
23 SCHOOL STREET • P.O. BOX 875
OGUNQUIT, MAINE 03907-0875
(207) 646-5139 General Offices
(207) 646-9326 Land Use
(207) 646-9546 Town Clerk
E-mail: townofogt@maine.rr.com

Memorandum

Date: 1-3-2020

To: Planning Board

From: Scott Heyland/ Director of Codes and Planning

Re: Site Plan & Design Review for a Change of Use – Ogunquit Properties Partnership LLC - 731 Main Street (Tax Map 12 Block 10-A)

Project Description

Coastal General Construction representing Ogunquit Properties Partnership LLC has submitted an application for a Site Plan & Design Review for a change of use from an existing Service Establishment to a Business and Professional Office use.

The property is located at 731 Main St which is located in the General Business 2 District and contains an existing Building with four Commercial Store fronts at ground level with Residential units above.

The property is located within the General Business-2 District. Business and Professional Office uses are permitted within the GB-2 District with Site Plan Review and approval from the Planning Board.

This Business is proposed to occupy a 1296 square foot space located at street level know as Suite 101 that was previously used as a Service Establishment for a Tattoo Shop.

The application also proposes the addition of two new picture windows to be located on the East Elevation facing Main St.

The following are applicable sections of the Ogunquit Zoning Ordinance. This is not an all inclusive list.

6.6 Procedures for Site Plan Review:

All fees have been paid by the applicant.

Notifications have been made to all Town Departments.

All application submission requirements have been submitted and reviewed and those that have been determined by the Code Enforcement Officer to be inapplicable have been indicated on the checklist.

8.10. Off Street Parking and Loading

The proposed Business and Professional Office use will utilize existing approved onsite parking. There is no expansion or increase in parking requirements proposed.

8.13 Traffic Impacts and Street Access Control.

This project does not increase the amount of parking spaces required subsequently not increasing the traffic generated.

Recommendations and Conclusion:

The planning Board should consider finding the Site Plan and Design Review Application complete and schedule a Public Hearing.

Scott Heyland

e-mailed to Applicant 1-2-20

Ogunquit Fire Rescue

15 School Street, P.O. Box 875

Ogunquit, ME 03907

(207) 646-4947

01/06/2020

Ogunquit Planning Board

Dear Board Members,

In regards to the proposed building changes for Ogunquit properties Partnership LLC- Located at 731 Main Street.

The Fire department requires the maintenance of the existing fire alarm system, egress and emergency lighting for the project.

Sincerely

Robert E. Bernard, Jr. Captain
Fire Inspector, NFPA, CFI-1, CFPE
15 School St. P.O. Box 875
Ogunquit, ME 03907
(207) 646-4947

e-mailed to Applicant 1-7-2020

Ogunquit Police Department

MEMORANDUM

To: Planning Board

From: Patricia L. Arnaudin, Chief of Police ~~AA~~

Date: December 31, 2019

Re: OGUNQUIT PROPERTIES PARTNERSHIP LLC – 731 Main Street, Suit 4 – Map 12
Block 10-A – GBD2/SLR – SITE PLAN and DESIGN REVIEW for Change of Use from
service to retail; and install two windows on the Main Street side of the structure.

I have reviewed the plans as requested. I do not see anything that warrants major concern from a public safety standpoint.

e-mailed to Applicant 1-2-20

Ogunquit Public Works

MEMORANDUM

To: Ogunquit Planning Board

From: Tom Torno Public Works Director

Date: 1/2/2020

Re: Ogunquit Properties Partnership LLC -731 Main Street Suite 4- Map 12 Block 10-A –
GBD2/SLR Site Plan and design review for change of use from service to retail

COMMENTS

Public works has no questions or issues

**Public Works Director
Thomas Torno**

e-mailed to Applicant 2-3-20