

OGUNQUIT PLANNING BOARD MINUTES MARCH 24, 2014

REGULAR BUSINESS MEETING – 6:00 p.m.

A. ROLL CALL –

The Roll was called with the following results:

Members Present: Don Simpson (Chair)
Rich Yurko (Vice Chair)
Mark Renaud

Also Present: Scott Heyland, Ogunquit Code Enforcement Officer

B. PLEDGE OF ALLEGIANCE -

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

D. MINUTES – January 13, 2014

The Minutes of the January 13, 2014 Meeting were accepted as submitted.

E. PUBLIC INPUT –

Mr. Simpson asked if there was anyone who wished to speak on any matter not on this evening's agenda. There was no one.

F. UNFINISHED BUSINESS –

Mr. Simpson read a letter addressed to the Board from Jackie Bevins, dated March 24, 2014 wherein she submitted her resignation from the Planning Board effective immediately. Mr. Simpson noted that the Board is now down to three members, and if any member is unable to attend a meeting the Board will not have a quorum and cannot conduct business. In addition, any vote will require all three members to concur in order for it to pass.

Mr. Simpson asked the public to consider serving on the Planning Board. He suggested anyone with any interest or questions contact the Land Use Office.

**Mr. Yurko Moved to Thank Ms. Bevins for her service as a member of the Planning Board as well as for all of the other ways she has served the community.
YURKO/RENAUD 3:0 UNANIMOUS**

G. NEW BUSINESS –

1. THE MILESTONE, LLC – 687 Main Street – Map 12 Block 17 - (GBD2 & RRD2) - Site Plan and Design Review for a post 1930 structure. Application for the construction of fifteen new motel units to be located in a second floor addition to an existing motel, project to include additional parking and site re-grading.

Board action: Determine Application completeness and schedule Public Hearing for April 14, 2014.

David Hanson addressed the Board as the representative of the owners of the Milestone. He noted that the proposed plan involves the addition of a second story onto an existing twenty (20) unit hotel building. The plan originally called for the addition of twenty (20) new hotel units however due to setback issues they have amended the plan to fifteen (15) new units. Mr. Hanson introduced Jeff Aliva from Civil Consultants.

Mr. Aliva provided a brief summary of the project. He noted that the Milestone Motel has been in existence since the 1960's. It currently consists of several buildings that have been added over the years. The Applicant is now proposing the addition of fifteen (15) new hotel units onto an existing building which is located along the western side of the property. The property currently has ninety (90) parking spaces for the existing seventy (70) units. With the additional fifteen (15) units they will have a total of eighty-five (85) units with ninety (90) parking spaces, which exceeds the ordinance parking requirements. However they will be adding additional parking for ease of access to the new units.

Mr. Aliva noted that the hotel is serviced by public sewer and water and he does not anticipate any issues from either.

Mr. Aliva displayed sketches of the proposed addition and landscaping which will mimic the existing buildings in appearance and should blend in with the rest of the property.

Mr. Aliva reviewed the standards required by Section 9.8 of the Zoning Ordinance and noted that this project meets all requirements. He referred to the traffic impact analysis which the Applicant submitted, which summarized the impact the new fifteen units will have on Route One during peak summer traffic times. Mr. Aliva noted that most hotel guests either walk or use the trolley to get around thus this expansion should have a minimum impact on traffic.

Mr. Simpson asked Mr. Heyland if there were any issues involving: setbacks, height, conformity, lot coverage, etc

Mr. Heyland responded that there are no issues and he agreed with Mr. Aliva that this project complies with all requirements of Section 9.8. His only question was the height of the addition and he asked Mr. Aliva to explain the elevations as indicated on the submitted plans.

Mr. Aliva responded that they will determine the average mean height and add that elevation to the plan. He noted that the parking area in front of the building is 54 – 56. Directly behind the building there is a steep rise and the top of the slope levels out at elevation 80. Due to the steep slope the proposed addition, which is at a lower elevation, will not interfere with the view of any abutter to the north.

Mr. Heyland asked if the water service to the property will be adequate to service the sprinkler system.

Mr. Aliva responded that he is waiting to hear back from the Water District and he anticipates having to put in a new water line.

Mr. Simpson noted that the DOT will be working on Route One in the spring of 2015 and once the road goes in it cannot be dug up.

Mr. Aliva responded that he anticipates having the services in place prior to the Route One Work.

Mr. Yurko noted that the plans indicate sixteen doors and windows. He asked if there were fifteen or sixteen proposed units.

Mr. Aliva responded that there will be fifteen units and the sixteenth area will be a linen/housekeeping closet.

Mr. Yurko asked about the Fire Chief's comments.

Mr. Aliva responded that there will be no problem meeting all the Fire Chief's requirements and suggestions.

Mr. Simpson noted that the only Town Department Head who has not commented on the project is the Department of Public Works, and he (Mr. Simpson) has no problem with that. The other Board members agreed.

Mr. Aliva asked if the Board is satisfied with the submitted traffic impact analysis or if the Applicant should be asking for a waiver?

Mr. Yurko responded that the Board cannot "bless" the submitted report at this time however he believes it is sufficient to get the application to the Public Hearing. He advised the Applicant to gather information regarding actions the Milestone has taken to mitigate traffic: such as proximity to a Trolley Stop. He noted that questions may be introduced at the Public Hearing which changes how the Board members feel about the submitted report.

Mr. Simpson confirmed that there are no proposed new curb cuts.

Mr. Hanson asked when the Board would address the issue of the need for a waiver for additional traffic analysis.

Mr. Yurko responded that what the applicant has submitted looks sufficient, however issues, or questions, may arise at the Public Hearing and the Board will deal with the report's response at that time.

Mr. Simpson added that barring the submission of major new information any issues could probably be handled at the Public Hearing meeting and there probably won't be any need to delay the process beyond then.

Mr. Yurko Moved to Grant the Waiver Request for the submission of a high density soil survey, based upon the fact that this is a developed site and that requirement is intended for undeveloped sites without water and sewer, and this requirement would be unduly burdensome to the Applicant.

YURKO/RENAUD 3:0 UNANIMOUS

Mr. Yurko Moved to Grant the Waiver Request for the location and description of open space based on the fact that there is no proposed open space for this project.

YURKO/RENAUD 3:0 UNANIMOUS

Mr. Yurko Moved to Grant the Waiver Request for dedication of lands for public use. He noted that there is no proposal for land dedicated to public use.

YURKO/RENAUD 3:0 UNANIMOUS

Mr. Yurko Moved to Grant the Waiver Request for hydro-geological evaluation and septic design as being inapplicable. This property is served by public water and sewer and the requirement of a hydro-geological evaluation would be unduly burdensome to the Applicant.

YURKO/RENAUD 3:0 UNANIMOUS

Mr. Yurko Move to Grant the Waiver for the submission of a cost estimate for a performance guarantee.

YURKO/RENAUD

Mr. Yurko asked why the Applicant can't provide a cost estimate.

Mr. Aliva responded that he interpreted this requirement requiring the Applicant to submit a bond. He agreed to provide a cost estimate for the project.

Mr. Yurko suggested the Applicant submit a cost estimate which would negate the need for a waiver request. Meanwhile the Board will consider the need for a performance guarantee.

Mr. Yurko withdrew his motion, with the understanding that the Applicant will submit a cost estimate prior to the Public Hearing. He noted that when this is done this requirement will be satisfied and there will be no need for a waiver.

Mr. Renaud withdrew his second to Mr. Yurko's Motion.

Mr. Heyland noted that the applicant has indicated on his application that Item 6.6.c.3.u – Traffic Study - has been deemed not applicable by the CEO. Mr. Heyland noted for the record that the Applicant actually submitted a traffic study.

Mr. Yurko Moved to find the application complete and schedule the Public Hearing for April 14th, with the understanding that the Applicant will submit a cost analysis before then.

YURKO/RENAUD 3:0 UNANIMOUS

H. CODE ENFORCEMENT OFFICER BUSINESS – Discussion regarding Proposed Amendments to the Ogunquit Zoning Ordinance.

Board Action: Review proposed amendments and potentially vote to send to Select Board for Public Hearing and inclusion on June 2014 Warrant.

Mr. Simpson noted that these amendments are a direct result of the Zoning Board of Appeals' Workshop. He pointed out that several "Scribner's Errors" will be corrected which do not require Select Board action.

Mr. Heyland reviewed the proposed ordinance amendments. He noted that there are no major changes; most of the amendments are intended to "clean up" some existing problems.

There was some discussion regarding the proposed amendments, and minor grammatical corrections were made.

Mr. Yurko Moved to Forward the proposed Ordinance Amendments to the Select Board with the request that they be included on the June Warrant and that the Select Board hold the required Public Hearing.

YURKO/RENAUD 3:0 UNANIMOUS

I. OTHER BUSINESS –

Mr. Heyland asked the public, particularly the business community, to be sure that they are in compliance with the sign ordinance. He invited anyone with any questions to contact his office.

J. ADJOURNMENT -

Mr. Yurko Moved to Adjourn at 6:57 p.m.

YURKO/RENAUD 3:0 UNANIMOUS

Respectfully Submitted

Maryann Stacy

Maryann Stacy

Recording Secretary

Approved on April 14, 2014

