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OGUNQUIT PLANNING BOARD MINUTES MONDAY SEPTEMBER 12, 2016

PUBLIC HEARINGS – PROPOSED ZONING ORDINANCE AMENDMENTS.

1. **Table 702.1 – Fences.**
2. **Article 8.6.C – Fences.**

Mr. Heyland summarized that the first amendment will eliminate the ability of a property owner to come before the Planning Board with a request to construct a six foot (6') high fence in the Shoreland Zones. The second amendment would allow changes in fence material when the fence is part of a larger application.

Mr. Hayes asked if an existing fence could be replaced.

Mr. Heyland responded that if an existing fence is destroyed by fire, or weather, or deteriorated it may be replaced.

Mr. Wilkos asked if there was anyone from the public who wished to speak for, or against, either of the proposed fence ordinance amendments.

There was no one and the Public Hearings were closed at 6:04 p.m.

REGULAR BUSINESS MEETING

A. ROLL CALL –

Members Present: Steve Wilkos (Chair)
 Don Simpson (Vice Chair)
 Muriel Freedman
 Jackie Bevins
 Rusty Hayes

Also Present: Scott Heyland, Code Enforcement Officer
 Maryann Stacy, Recording Secretary

Mr. Wilkos confirmed that all cell phones were off the table.

B. PLEDGE OF ALLEGIANCE -

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

D. **MINUTES** - **August 22, 2016 Workshop and Regular Business Meeting.**

**Mr. Hayes Moved to Accept the Minutes of the August 22, 2016 Workshop as Amended.
HAYES/BEVINS 5:0 UNANIMOUS**

**Ms. Freedman Moved to Accept the Minutes of the August 22, 2016 Regular Business Meeting as Amended.
FREEDMAN/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** –

Mr. Wilkos noted that the application for Grahaneli LLC / Molly Trolley 724 Main Street – Map 11 Block 6, which was originally scheduled to be heard at this meeting, had been tabled at the Applicant's request.

3. JAMES HARTWELL/THOMPSON GREEN – 309 Shore Road – Map 3 Block 17 – LBD. Site Plan Application for a post 1931 structure. Application for a change of use from business use to boarding house.

June 20, 2016 - Application found complete.

July 11, 2016 - Public Hearing.

September 12, 2016 - Site Visit.

Mr. Simpson noted that there were three primary items which were reviewed at the Site Visit:

1. The parking layout and handicapped parking space location and dimensions.
2. Interior inspection with regard to Fire Chief Mark O'Brien's required changes. Everything had been taken care of with the exception of a single door which still needs to be reversed. The Fire Chief agreed that this could be a condition of approval.
3. Confirmation that there would be no cooking/kitchen facility in the residential portion of the building.

The two proposed conditions of approval would be: 1) the first floor reversal of the door leading to the second floor and 2) the kitchen facilities are not to be used by boarders.

Mr. Hayes noted that the handicapped spot is furthest away from the entrance area with no stairway. It is closest to the stairs leading to the shops. He asked why it is located at the far end of the parking lot and not closer to the wheelchair accessible end of the property.

Mr. Hartwell responded that the complex was built in 1993 and the handicapped parking spot was located where it is due to its location near the original handicapped ramp. He added that patrons can be dropped

off closer to the plaza terrace if they desire. He added that he is fortunate to have any parking at all, and that particular space isn't used by anyone other than handicapped tagged vehicles. He reiterated that he has plans to renovate the property and at that time he would be willing relocate the handicapped parking space.

Ms. Bevins asked for an explanation about the availability of the parking spaces.

Mr. Hartwell responded that anyone can park in any of the parking spaces with the exception of the three spaces he has reserved for Hartwell House employees and the owner of the Celtic Treasures shop. There was a fourth space reserved for the owner or Café Amore however she preferred to leave it open for patrons.

Mr. Hayes asked if that last reserved spot had a "reserved" sign painted on the pavement, and if so would Mr. Hartwell paint over it so that patrons wouldn't think it was reserved.

Mr. Hartwell agreed to paint out the "reserved" signage on the space set aside for the owner of Café Amore.

Mr. Heyland noted that there was a notation on the original approval which included a condition that the owner shall preserve and maintain all existing trees and shall at all times keep all landscaping in good order and state of repair. This includes but shall not be limited to the buildings, fences, pedestrian ways, roads and parking areas, shrubs, trees and other ground cover. He mentioned this as a general reminder.

Mr. Hartwell responded that he is aware of the notation on the plan and it is his intention to begin renovations to this property in the near future.

Mr. Wilkos asked if this should be a condition of approval.

Mr. Heyland responded that it was on the March 1992 plan so it is already of condition of approval from a past Planning Board action.

Mr. Heyland also asked for a condition of approval that boarding house use be restricted to Units C1 and C2 and no other portions of the building.

At this time the Board reviewed the requirements for Site Plan Approval as outlined in Section 6.7 of the Ogunquit Zoning Ordinance and found all requirements satisfied.

Mr. Simpson Moved to Approve the Application for JAMES HARTWELL/THOMPSON GREEN – 309 Shore Road – Map 3 Block 17 – LBD. Site Plan Application for a post 1931 structure. Application for a change of use from business use to boarding house with the following conditions:

- 1. The door at the bottom of the stairs by the elevator needs to swing outward and have egress signage pointing in the direction of that door.**
- 2. The two units (C1 and C2) proposed be used for boarding use only, boarders will not have access to the kitchen.**
- 3. The reserved parking space in the back of the building, currently reserved for the owner of Café Amore, be blackened out because it is not being used as a reserved spot.**

SIMPSON/HAYES

Mr. Wilkos called for discussion. There was no further discussion and he called for a vote on Mr. Simpson's motion.

5:0 UNANIMOUS

G. NEW BUSINESS – None

H. CODE ENFORCEMENT OFFICER BUSINESS –

Mr. Heyland noted that the Select Board would be meeting directly after the Planning Board adjourns, and that the Select Board will hold a discussion regarding the proposed helicopter ordinance.

I. OTHER BUSINESS –

1. Vote to send Ordinance Amendments to the Select Board with Request for inclusions on the November 2016 Town Warrant.

Mr. Simpson Moved to send the proposed ordinance amendments for: Table 702.1 – Fences. and Article 8.6.C – Fences, as written, to the Select Board with a request that they be included on the warrant for the November 8, 2016 Town Meeting.

SIMPSON/HAYES 5:0 UNANIMOUS

2. Schedule a follow-up Ogunquit Residents Alliance Workshop for September 26, 2016.

Mr. Wilkos noted that a 2nd workshop with the Ogunquit Residents Alliance would take place on September 26, 2016 from 4:30 to 5:45 p.m.

3. Mr. Wilkos reviewed correspondence which the Board received thanking the Board members for holding the workshop with the ORA and encouraging them to continue to work with the ORA and the OHPC.

J. ADJOURNMENT -

Mr. Simpson Moved to Adjourn at 6:30 p.m.

SIMPSON/HAYES 5:0 UNANIMOUS

Respectfully Submitted

Maryann L Stacy

Maryann Stacy

Planning Board Recording Secretary

Approved on September 26, 2016