

Minutes, Planning Board
July 21, 2015

Present: Neil Schuster, Chairperson; Don Girouard, Rene Ittenbach, Donna Bailey, Marty Devlin, Peter Scontras, Michael O'Toole, Patrick Fox, Saco Public Works, and Bob Hamblen, City Planner.

Workshop 5:00pm

Joe Hirsch, Parks and Recreation Director, discussed open space as required for residential development with the Planning Board.

Regular Meeting

1. Minutes of June 16, and July 30, 2015

Rene: Move to accept the minutes of June 16 and July 30, 2015 as written, seconded by Donna. Vote was 7-0. Motion passes.

2. Public Hearing: Conditional Use and Site Plan review of a proposed conversion of an existing two-family dwelling to a multi-family dwelling at 32 Wakefield Avenue. Applicant is Dunn/Waycott Associates. Tax Map 32, Lot 11-1. Zoned R-3.

Hamblen: Applicant David Dunn, acting on behalf of Dunn-Waycott Associates, LLC proposes to add a third unit to the existing two-family dwelling at 32 Wakefield Avenue. Per Section 1102.4, the "...conversion of single or two family dwellings to multi-family use..." merits site plan review.

The parcel's area is adequate at 0.277 acre, or 12,099 s.f.; 4,000 s.f. per unit is required for a multi-unit dwelling in the R-3 zone.

Several submission items are N/A. The applicant has requested the waiver of:

- 1104-1.8 – utility plan
- 1104-1.9 – landscape plan
- 1104-1.13 – soils map
- 1104-1.18 – lighting plan

If the waivers requested are acceptable to the Board, and with a number of items being not applicable, staff feels it is reasonable to call this application complete.

Rene: Move to waive Sec. 1104- 1.8, 1.9, 1.13, and 1.18 as being unnecessary due to the nature of this project, seconded by Marty. Vote was 7-0, motion passes.

Rene: I move to find the site plan application for the proposed conversion of an existing 2-family dwelling to a 3-unit multi-family dwelling to be complete, seconded by Peter. Vote was 7-0. Motion passes.

Conditional use review – The applicant has requested the waiver of Sec. 901-2.1.k, location and design of proposed/existing utilities.

Donna: I move to waive Sec. 901-2.1.k as being unnecessary due to the nature of this project, seconded by Marty. Vote was 7-0. Motion passes.

Donna: I move to find the conditional use application for the proposed conversion of an existing 2-family dwelling to a 3-unit multi-family dwelling to be complete, seconded by Rene. Vote was 7-0. Motion passes.

Peter: I move to find the Design review application for the proposed conversion of an existing 2-family dwelling to a 3-unit multi-family dwelling to be complete, seconded by Donna, vote was 7-0. Motion passes.

David Dunn, applicant: Bob has touched on mostly everything. The 9 parking spaces are more than what is required. Each unit has double 5/8” fire wall, instead of sprinklering.

Rene: Move to open the public hearing, seconded by Donna. Vote was 7-0.

Normand Roy, 21 Wakefield Ave: they did not understand what multi-family meant. He thought it was a big subdivision. Now that they know they are only adding a third unit, then they are ok with it.

Rene: Move to close the public hearing, seconded by Donna. Vote was 7-0.

Marty: I move to approve the application for site plan and conditional use review submitted by applicant David Dunn dba Dunn-Waycott Associates, LLC for converting the existing two-family dwelling to a three unit multi-family dwelling, based on the Findings of Fact and Conditions of Approval dated July 21, 2015, seconded by Peter. Vote was 7-0. Motion passes.

3. Public Hearing: Contract zone review of a proposal to expand the KOA campground at 814 Portland Road. Applicant is Sun Saco RV, LLC. Tax Map 59, Lots 7 and 11. Zoned I-1 and B-6.

Hamblen: The applicant, the Saco/Old Orchard Beach KOA, proposes a significant expansion to the existing campground on the westerly side of Rte. 1. However, zoning has to be dealt with first, as the existing boundary between B-6 and I-1 bisects two of the three parcels owned by KOA. Plans calling for an expansion of the campground are contingent on a contract zone being approved.

Campgrounds are a conditional use in the B-6 zone, so a good deal of the existing campground (Lot 8-1) is conforming. Lots 7 and 11 are divided by the zoning boundary

line. There is some campground development intruding over into the I-1 zone, regarded as legally nonconforming, as campgrounds are not an allowed use in I-1.

The draft contract zone agreement also proposes several modifications to the lot and yard standards found in Section 703 of the Ordinance, as follows:

- Required per Sec. 703-1(12): “No new campsites shall be created within 100 feet of the exterior lot lines of a campground.” Proposed, Sec. II.2 from the draft CZA: “No new campsites shall be created within 10 feet of the exterior lot lines of a campground when abutting business or industrial zoning districts and not within 25 feet of the exterior lot line when abutting residential zoning districts.”
- Required: Sec. 703-1(3) calls for no less than 2,500 s.f. sites. Proposed: Sec. II.5 of the draft CZA proposes a minimum site area of 1,500 s.f.
- Required: Sec. 703-1(7) calls for two passenger vehicle parking spaces for each RV site. Proposed: Sec. II.6 calls for a single parking space, instead.

See p. 3 of the agreement, Section III, for the standards that must be met, and upon which the Board must base its decision as to a positive or negative recommendation.

Peter: moving the setback to 10ft is a significant reduction. He has a problem with that. And reducing the parking spaces from two to one is drastic. The Subdivision Regulations are made to be followed. **Marty:** He feels the same about the setback.

Lee Allen, Northeast Civil Solutions: The subject property has been utilized as a campground for the past 30 years, and is currently a KOA Campground. The property straddles two zone boundaries; between the Industrial zone and the business zone. Campgrounds are allowed as a conditional use within the B-6 zone, where campsites are currently located. The remainder of the property is within the I-1 zone, which does not allow campgrounds. Hence we are proposing a contract zone, which would allow the campground to expand to the full extent of the property.

We are however proposing some zoning changes, such as a 10ft setback from the exterior lot lines that abuts a business or industrial zoning district, and a 25ft setback that abuts a residential zoning district. We are also requesting a 1,500s.f. minimum site area opposed to the existing 2,500s.f. These numbers are all based on their experience in other towns. It is well buffered on the left side of the lot. They have a 75ft setback from stream.

Peter: We should stick with the 100ft buffer. And plan for down the road.

Neil: The campground might be taking more of a risk with the campsites that abut the DeFossess property, because you don't know what business might be developed in the future.

Marty: Move to open the public hearing, seconded by Donna. Vote was 7-0. No public comments. Donna: Move to close the public hearing, seconded by Marty. Vote was 7-0.

Rene: He doesn't see a problem with the 10ft buffer. **Don:** the 10ft buffer is too small, and reducing down the lot size to 1,500s.f. is a little much. Two parking spaces may not be needed for each site, but there should be room for visitors.

Marty agreed with **Don**. **Lee Allen:** they would be willing to go to 2,000 ft for the lot size, and with a 30ft buffer all around the site. **Curt Vera, applicant:** there is a maximum of 6 people allowed per site. Visitors have to park outside the gate where there are 13 parking spaces available.

Peter: 30ft is not enough.

Rene: That is what people want. If they want more space, then they go to Rangeley.

Neil: The 4 standards need to be voted on.

- A. is for land with an unusual nature or location; **Rene: I move that the Board forward a positive recommendation to the City Council, seconded by Donna. Vote was 7-0.**
- B. is consistent with the Comprehensive Plan; **Rene: I move that the Board forward a positive recommendation to the City Council, seconded by Marty. Vote was 6-1 (Peter).**
- C. is consistent with, but not limited to, the existing uses and permitted uses within the original zone: **Rene: I move that the Board forward a positive recommendation to the City Council, seconded by Donna. Vote was 7-0.**
- D. and that the conditions proposed are sufficient to meet the intent of this section. **Rene: I move that the Board forward a positive recommendation to the City Council, seconded by Donna. Vote was 4-3 (Don, Peter, Marty).**

Donna: I move that the Board forward a positive recommendation to the City Council for the contract zone proposed by Sun Saco RV, LLC for expansion of the existing campground at 814 Portland Road and amendments to certain provisions of Sec. 703 of the Zoning Ordinance, and to include the changes presented here tonight: the 30ft buffer to surround the entire parcel, and the size of each lot to be no less than 2,000 sq. ft., seconded by Rene. Vote was 4-3 (Don, Peter, Marty). Motion passes.

4. Public Hearing: Site plan review of a proposed Warehouse/Offices of Contractors or Tradesmen at 54 Ocean Park Road. Applicant is Ocean Park BC, LLC. Tax Map 34, Lot 14. Zoned B-2c.

Hamblen: Applicant Ocean Park BC, LLC is represented by Paul Deshaies, who has previously developed the Cornforth condominium in Saco, and done similar work to the current project in Scarborough. He proposes two buildings totaling an 8,800 s.f. footprint that would be offered as commercial condominiums at 54 Ocean Park Road. Six units ranging from 1,280 to 1,840 s.f. would be offered, and available to establish warehouse-type uses.

This project triggers the need for site plan review due to proposed new construction of a nonresidential building in excess of 1,000 s.f. The building is subject to design review; see the applicant's responses to review criteria, and building elevations in the application materials.

The site plan application is not yet complete, lacking a landscaping plan and a lighting plan. Also, due to the transition happening at FST, we have yet to see engineering comments on the plan. Staff would suggest finding the application complete for discussion purposes, holding the public hearing, and offering the applicant any direction that may be necessary between this evening's tabling action and the applicant's next appearance.

Donna: I move that the Board waive submission requirements 1104-1.9 landscape plan and 1104-1.18 lighting plan for the purpose of this evening discussion, but that each is required and will be submitted to the City prior to the applicant's next appearance, seconded by Peter. Vote was 7-0. Motion passes.

Donna: With these two items waived for this meeting, I move to find the application for site plan review submitted on behalf of Ocean Park BC, LLC to be complete, seconded by Marty. Vote was 7-0. Motion passes.

Bill Thompson, BH2M: The existing driveway will be used to access the proposed facility. The sight distance in either direction is well over 400ft. The proposed project is not part of a larger project. Stormwater will be handled by a grassed underdrained soil filter that will runoff from new impervious areas. The design computations show the drawdown time and volume based on WQV of 18" deep; however, the only surface outlet is set at 2.4ft in depth. The underdrain filter detail has been modified to include a low liner density. The liner will provide separation from groundwater should it be encountered. A dumpster is not proposed. Tenants will be responsible for waste disposal. No response has been received from MHPC or MDIFW. Once they have been received, we will forward to the City. Striping will be added for the ADA parking space. The height of the rip rap slope is 8ft. The proposed sewer main is 8". Howard Carter approved the sewer system. The existing culvert in the road is in good shape. There is an existing curb cut, which they will utilize. Each unit will be heated with propane. There will be a Condo Association for maintaining plowing and mowing, etc.

Paul Deshaies, owner: He has maintained the grass area in front and he would like to continue to maintain it. **Don:** Unit 1 & 5 street elevations. He would like to suggest maybe adding a hip or apron on the gable end and maybe a gable vent. Just to break it up. **Rene:** What about the water drainage from I-95? **Bill:** neither parcel drains onto each other.

Rene: Move to open the public hearing, seconded by Donna. Vote was 7-0

Karen Tibbitts, 50 Ocean Park Road. She has been to his other properties, and he keeps them very nice. Her concern is the view that she is going to have, which will be a 160ft long blank wall. She would like a privacy fence added between the properties to block that wall? Because of a property pin dispute, she has asked the applicant for an easement in order to use his driveway, but nothing has been done so far. The culverts are clogged along Ocean Park Road. She has two pumps

in her cellar going 24/7. It used to be a drainage way years ago. She thinks that the existing tall pines trees should be trimmed.

Paul: He plans to add a resin stockade fence from the tree line up to the water drainage area. He will also maintain the fence. **Peter:** If Mrs. Tibbetts wants the use of Mr. Deshaies driveway, maybe she is looking for something in writing because what if the property is sold? And if she has so much water in her cellar, maybe there is a water drainage problem.

Pat Fox, Director of Public Works: He will look into the culverts to see if they are clogged.

Marty: Move to close the public hearing, seconded by Rene. Vote was 7-0.

Issues left:

1. Response to FST's comments.
2. Lighting Plan
3. Landscape Plan

Rene: He would like Joe Hirsch to review the plantings around the front grass swale.

Marty: I move that the Board table further review of this application pending submissions of lighting and landscaping plans, and comments from FST, seconded by Donna. Vote was 7-0. Motion passes.

Meeting adjourned at 8:30pm

Respectfully submitted by,

Maggie Edwards
Board Secretary