

**MINUTES  
PLANNING BOARD  
TOWN OF DAMARISCOTTA  
October 03, 2016  
7:00 PM**

**MEMBERS PRESENT:** Jonathan Eaton, Stephen Cole, Shari Sage, Bruce Garren

**STAFF PRESENT:** Anthony Dater, Town Planner

**PUBLIC PRESENT:** John Mann, Agent Coastal Realty; Rick Burt, Architect Inn Along The Way (IATW); Jim Donovan, Lincoln Health Miles health center project; Stacey Miller, Lincoln Health Miles health center project; Patrick Parson, Lincoln Health Miles health center project; Mark Pourre, Lincoln Health Miles health center project; Charles Rizza, Lincoln Health Miles health center project; Peter Biegel, Lincoln Health Miles health center project; Jessica Sirois, abutter to Stepping Stone Housing project; Debra Lucchesi, resident at Stepping Stone Housing; Bruce Rockwood, Land Use Committee representative; William McNiff, Stepping Stone Housing project; Gabe Shadis, Stepping Stone Housing project; Christine Szalay, Stepping Stone Housing project; Cindy Sherman, Stepping Stone Housing project; Paul Sherman, Stepping Stone Housing project; Bob Ryan, interested public; Amy Lalime, Stepping Stone Housing project; Robin Mayer, Stepping Stone Housing project; Pat Shadis, Stepping Stone Housing project; Joyce Polyniak, Stepping Stone Housing project; George Parker, Land Use Committee representative; Sherry Flint, IATW; Marilee Harris, Stepping Stone Housing project ; Martha Scudder, Stepping Stones Housing project; Art Mayers, Wiscasset Newspaper.

**CALL TO ORDER:** Chairman Eaton opened the public hearing portion of the meeting.

**PUBLIC HEARING – ON THE FOLLOWING ITEMS:**

1. **ACCESSORY APARTMENT ORDINANCE: AUTHORIZATION FOR ADDING ONE SMALL APARTMENT WITHIN EXISTING SINGLE-FAMILY HOUSES WITHOUT INCREASING THE LOT SIZE FOR A RELATIVE OR OWNER OCCUPATION OR FOR RENT BY THE SINGLE-FAMILY HOUSE OWNER-RESIDENT.**

Dater briefly explained that the creation of this ordinance was in response to the 2014 comprehensive plan, aging in place. He went on to review the details of the accessory apartment ordinance for the public. He reviewed the changes the planning board discussed at their previous meetings, including allowing 2 bedrooms.

A member of the public asked where this could be.

Dater told them it will be allowed anywhere in the town of Damariscotta except for the shoreland zoning, and that the State plumbing codes must be met.

Audience member asked if the building would have to be converted back if the owner passed away.

The answer was no it did not – it could still be used as an accessory apartment as long as an owner lived there – for example a family member inherited the home.

It was noted that a Bed & Breakfast scenario would not fall under this new ordinance.

Being no further conversation or questions, the Chairman closed the public hearing on the accessory apartment ordinance.

2. STEPPING STONES HOUSING, INC: PLEASANT & HODGDON STREETS – LOT 7/41 & 7/41-1 – RESIDENTIAL DISTRICT – FINAL SITE PLAN APPLICATION FOR MULT-UNIT RESIDENTIAL DEVELOPMENT.

Chairman Eaton told the public that the Board has received notification that Stepping Stones Housing, Inc. has submitted a new proposal changing the number of units from 7 to 6 and they will submit a new application to the Board.

Marilee Harris was present representing Stepping Stones Housing, Inc. She told the Board that they only have an informal drawing at this time. She stated that they plan to keep the small blue house in the center and build 5 new single family houses in an effort to work with the neighbors. The homes will be 1 – ½ story 2 br and approximately 700 square feet in size. Harris stated that the planned homes will be no larger than the blue one that is currently in the center.

Sage asked Harris what the maximum occupancy would be for the property under the new proposal. Harris told the Board it was difficult to estimate, but could potentially be 24, including children. She told the Board if they have a maximum occupancy limit, they will stay within that – they want to work with the Town and the abutters.

The audience re-voiced the neighborhood's concern that there should be someone on site to help the people living there.

The Chairman told the audience that they are required to follow the ordinances of the Town – there isn't any ordinance to require what they are asking.

Jessica Sirois spoke from the audience about the history of the property and expressed concern that the property can even support the number of people /units proposed. She told the Board that she is looking to them for assurances that the property not get over used. She reminded the Board that the road is subpar as well. She asked if the applicant was back to square one with this new proposal.

Chairman Eaton told her they will need to resubmit a new site plan & application.

The audience began discussion on whether the property/houses would be tax exempt. Chairman Eaton told them that discussion was not a Planning Board decision or discussion.

Chairman Eaton stopped the questions about the sketch plan & new proposed project because of the lack of detail in the preliminary plan and any confusion it may be causing. He confirmed for the room that the next meeting will be November 14<sup>th</sup> at 7pm.

Chairman Eaton closed the public hearing.

## REGULAR MEETING CALLED TO ORDER

### A. MINUTES

07/11/16 Meeting

08/08/16 Meeting

09/06/16 Meeting

On motion Cole / Garren to accept & approve the minutes of the July 11, August 8, and September 6 meetings as submitted.

VOTE 4-0 IN FAVOR

### B. OLD BUSINESS

1. REVIEW OF PUBLIC HEARING MATTERS AND DECISIONS ON THE ACCESSORY APARTMENT ORDINANCE FOR POSSIBLE FORWARDING TO THE SELECTMEN FOR THE NOVEMBER 2016 SPECIAL TOWN MEETING.

On motion Cole / Garren to send the accessory apartment ordinance to the Board of Selectmen to include on the special Town Meeting in November.

VOTE: 4-0 IN FAVOR

2. REVIEW OF ANY ISSUES FROM PUBLIC HEARING AND FINAL APPLICATION FOR STEPPING STONES – PLEASANT & HODGDON STREETS – LOTS 7/41 & 41-1 – RESIDENTIAL DISTRICT – FINAL SITE PLAN APPLICATION FOR MULTI-UNIT DEVELOPMENT.

The Chairman told the room that in light of the changes proposed to the project, there wasn't any action to be taken on this item. The applicant must start over & will proceed next month.

3. INN ALONG THE WAY – 741 MAIN STREET (ROUTE 1B) – LOT 3/46 – C2 HIGHWAY COMMERCIAL AND REURAL DISTRICTS – PRELIMINARY SITE PLAN AND POSSIBLE SUBDIVISION REVIEW OF PROPOSED PLANNED UNIT DEVELOPMENT RETIREE HOUSING CAMPUS.

Rick Burt & Sherry Flint were present to represent Inn Along the Way. Rick Burt updated the Board on their progress so far & handed out an updated drawing. He asked the Board for some clarification on required parking and explained how he came to the parking spaces proposed, using the site review ordinance (page 18). He explained that he used the calculations in section 16 for Theater, auditorium, assembly, 1 space per 3 seats based on maximum occupancy. The Board felt it was a very responsible approach.

Burt went on to tell the Board that they had originally planned a restaurant onsite but have revised that option to be a cafeteria serving anyone including the public instead to help the Inn be self-sustaining.

Burt told the Board there was 17 houses planned on the property – 12 rentals, 4 respite, 1 artist in residence. Burt summarized his parking calculations:

36 for the Barn  
9 for the cafeteria

8 for the Inn  
1 for manager  
10 for the meeting rooms  
2 for the retail  
17 for the cottages  
4 over flow down toward the southern end of the property

He told the Board they would propose that 40 spaces combined for the Barn & the meeting room space because they would not likely be used in unison. He told the Board they were working with Wright Pierce Engineers and were hoping to give them some direction on the parking from tonight's meeting. The Board agreed that it was a well thought out parking plan.

Burt handed out the report from Ken Cotton regarding septic system requirements etc. for a project of this nature. Burt asked the Board to consider the information from Ken Cotton as confirmation that the property can accommodate septic systems as proposed, rather than designing the system ahead of time to submit as per the ordinance requirement to save money.

Chairman Eaton told them that the approved system design could be a contingency of approval when they get to that point.

Burt indicated that they would be submitting the letters from the required entities per ordinance. He asked about the necessity of the Fire Marshall's office. Eaton told him that would be required.

Burt submitted a survey plan done by Rod Craib with a notation that this site plan is not a full boundary survey, additional field work & research may be required to complete an accurate boundary survey.

Garren thought the applicant may want to bring the surveyor in to the next meeting to answer their questions because it may be of concern if they have to adhere to the 15-foot setback.

Dater told the Board that they could waive the full boundary survey requirement portion of the ordinance.

Burt asked the Board if they will require Inn Along the Way to also complete the subdivision application review in addition to the site review.

Garren felt that the Board review the application under just the site review until the Town's subdivision ordinance is brought up to date with the State.

On motion Garren / Cole to review the application of Inn Along the Way under JUST the site review ordinance.

**VOTE: 4-0 IN FAVOR**

**C. NEW BUSINESS**

D. OTHER

1. MILES HOSPITAL CAMPUS – MILES ROAD (OFF BRISTOL ROAD) – LOTS 9/64, 11/29, AND 11/27 – MEDICAL FACILITY SHORELAND ZONE – REVIEW SKETCH PLAN AND QUESTIONS TO AND FROM APPLICANT ON PROPOSED NEW PROFESSIONAL BUILDING.

Garren stated that as a trustee for Lincoln Health he checked with the Town Attorney on whether or not he had a conflict and they determined he did not and it was recommended that he not recuse himself.

Jim Donovan, CEO of Lincoln Health presented the proposed project for the Miles Campus. He introduced the project architect & landscaping architect, who showed the Board a drawing outlining the proposed project to build a new professional building in place of the building currently housing the women's center and other medical offices. He pointed out to the Board that they meet the square footage requirement for the medical facility district, and the setback requirement for shoreland district. They have had a preliminary meeting with DEP & discussed storm water management and will submit a formal application with the DEP in the near future. They will also submit an application for permit by rule. He went on to tell the Board that they will be seeking a waiver on the meets & bounds requirement.

On motion Garren / Cole to waive the meets & bounds and "right title" to the property requirement in the application.

VOTE 4-0 IN FAVOR

He also confirmed with the Board that the building will be 2 ½ stories and no taller than 40 feet. They are still discussing options for the buildings on the campus that will be vacated by the Dr.'s offices moving into the new building. The Architect told the Board they will be preserving as many existing trees as possible. They showed a video depicting a 3D version of the proposed project.

2. QUESTIONS FROM THE PUBLIC TO PLANNING BOARD

COASTAL REALTY – PRELIMINARY QUESTIONS ON PROPOSED SUBDIVISION ON HEATER ROAD.

John Mann told the Board there were currently 4 lots on the Heater Road that Coastal Realty Capital currently own and plan to reconstruct into 6 lots. He gave the Board handouts showing. He spoke of the condition of the Heater Road and the section of the subdivision ordinance that talks about the road requirements. He questioned whether the sub divider would be required to maintain the road all the way out to the Biscay Road. He stated that they are looking for an answer before starting the project.

Chairman Eaton told him that he thought a road association would take care of everyone in this situation. Mann told him that was currently on the table but there are several statutory requirements to be met first.

Chairman Eaton asked if the road had been brought up to subdivision standards. Mann stated that the section in front of the lots in question had and that the trailer park road is plenty wide enough but they don't know what's under it for a base.

Mann told the Board that the road is good from Biscay to the Sand/Salt shed and then again from the trailer park road up past the proposed lots. He further stated that they would plan to come in with a road association agreement with their preliminary plan submittal.

Mann told the Board that they were looking for some indication from them as to how the Board may treat the responsibility of the applicant on the portion of the private road that they have no control over.

The CEO told the Board that he didn't feel that the applicant should foot the bill for upgrading that entire road.

Chairman Eaton stated that when reviewing a subdivision application, typically the Board is more concerned with the width of the road and the right of way than they are with what the road is made of. He didn't think that this Board would require the applicant to rip the entire road up & replace it.

He told the applicant he would need to meet with the Fire Chief to find out if they had any additional requirements

### 3. PLANNER'S REPORT

None

### E. ADJOURNMENT


On motion Garren/Cole to adjourn meeting at 9:40pm

VOTE: 4-0 IN FAVOR


Respectfully submitted by:


  
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Rebecca J. Bartolotta, Deputy Clerk

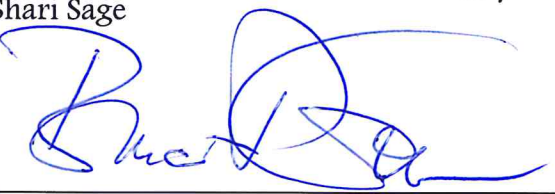
We, the undersigned, do hereby approve the minutes of the **October 3, 2016** Planning Board meeting:

  
\_\_\_\_\_  
Jonathan Eaton, Chairman

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Wilder Hunt, Vice – Chairman

  
\_\_\_\_\_  
Stephen Cole

  
\_\_\_\_\_  
Shari Sage

  
\_\_\_\_\_  
Bruce Garren

Dated: 12/05/16

