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3 **OLD ORCHARD BEACH PLANNING BOARD**
4 **August 1, 2019 6:00 PM (Workshop, Council Chambers)**
5 **August 1, 2019 5:30 PM (Site Walk)**
6 **MEETING MINUTES**
7

8 Note: The purpose of the Workshop is for the Planning Board to receive packets and an agenda item
9 update from staff

10
11 **Site Walk August 1, 5:30 PM**

12 **Proposal:** **Site Plan Review: Building rehab, add two units, one office, site improvements (e.g.,**
13 **parking, landscaping)**

14 **Owner:** **Trahan Apartments – OOB LLC**

15 **Location:** **68 East Grand Ave, MBL: 304-6-1; Zoning: DD2, Shoreland GD and RP**
16

17 Site Walks opens at 5:30 PM
18

19 Present: PB Members: Vice Chair Win Winch, Robin Dube, Chris Hitchcock, Dave Walker.
20 Staff: Michael Foster, Jeffrey Hinderliter, FD Chief Fred LaMontagne. Property owner Michele Trahan.
21 Owner Representative Chris Duplantis
22

23 The following was discussed:

- 24 • Chris D provides a summary of the proposal and what's on site
- 25 • Driveway width discussed. Not currently in compliance and will bring more into compliance
- 26 • Explains front of the building and driveway in more detail
- 27 • Discussion about building height and comparing proposed height to existing structures in the area
- 28 • Exterior stairway location and its function
- 29 • Water pressure and ability to get sprinkler system in proposed building
- 30 • Go out to rear of building and explains what will be where
- 31 • Parking area described including space location and width, on-site maneuverability.
- 32 • Michele purchased land from the railroad so she could expand parking
- 33 • How snow plowing and snow removal will be handled
- 34 • Type of material used in the proposed parking lot and durability of it
35

36 Site Walk concludes at 5:55 PM
37

38 **CALL WORKSHOP TO ORDER**
39

40 **Present:**

41 Vice Chair Win Winch

42 Robin Dube

43 David Walker

44 Chris Hitchcock, Alt.
45

46 **Staff Present:**

47 Planner Jeffrey Hinderliter

48 Assistant Planner Michael Foster
49

1 **Regular Business***

2 **ITEM 1**

3 **Proposal: Subdivision: 2 Duplex (4 residential apartment units)**
4 **Action: Final Plan**
5 **Owner: Earle Enterprises, LLC**
6 **Location: 4 Smithwheel Rd, MBL: 210-2-16; Zoning: R4**
7

8 Planner Jeffrey Hinderliter stated that Staff is recommending approval with this proposal.
9

10 **ITEM 2**

11 **Proposal: Site Plan Review: Building rehab, add two units, one office, site improvements (e.g.,**
12 **parking, landscaping)**
13 **Action: Discussion**
14 **Owner: Trahan Apartments – OOB LLC**
15 **Location: 68 East Grand Ave, MBL: 304-6-1; Zoning: DD2, Shoreland GD and RP**
16

17 This is scheduled for a public hearing but it is only for discussion purposes because they need to have
18 supporting documentation. The waivers need stronger explanation and get the support from the Fire
19 Chief. They need a waiver for the driveway width.
20

21 **ITEM 3**

22 **Proposal: Conditional Use: Accessory Dwelling Unit**
23 **Action: Discussion; Final Plan**
24 **Owner: Ross Road LLC; Applicant: Michelle Masters**
25 **Location: 7 Kylie Lane, MBL: 107-1-408; Zoning RD**
26

27 There is nothing new with this proposal this month. Assistant Planner Foster stated that they would need
28 to ask the applicant to clarify the 2 different numbers for square footages for the accessory dwelling unit.
29 Ask them to clarify because both of the numbers were from the responses to the ADU standards and from
30 the application.
31

32 **ITEM 4**

33 **Proposal: Zoning Map and Ordinance Amendment: Amend zoning map and ordinance**
34 **language associated with a lot in the R4 and GB1 Districts**
35 **Action: Discussion; Schedule Public Hearing**
36 **Applicant: Eastwood Development Corp**
37 **Location: 15 Ocean Park Rd; MBL: 210-10-3; Zoning: R4 and GB1**
38

39 Planner Hinderliter stated that there is one new document is the change to the zoning ordinance language.
40 This required 2 amendments:

- 41 • Amendment to the map itself.
 - 42 • Amendment to the Ordinance language.
- 43

44 Robin Dube asked what are his intensions for this property.

45 Planner Hinderliter stated that there are 2 intensions:

- 46 • To make the property more marketable by having a full business district there.
- 47 • They are thinking about a convenience store gas station out front and a self-storage facility
48 towards the rear.
49

50 Planner Hinderliter stated that the previous Assessor worked with the former Planner on the 1992

1 Comprehensive Plan.
2 According to the Planner who worked on the 1992 Comprehensive Plan, the Planner who came in after
3 her was Tad Redway. He adopted different zoning standards than what was in the Comprehensive Plan so
4 we find inconsistencies and that explains some of the reasons why the Comp Plan goes in one direction
5 and the ordinance that were adopted after the comp plan are actually aren't in conformance with the
6 Comp. Plan.
7
8

9 **ITEM 5**

10 **Proposal:** Conditional Use: Installation of small cell antenna on utility pole
11 **Action:** Determination of Completeness; Schedule Site Walk and Public Hearing
12 **Owner:** Public Right-of Way; Applicant: New Cingular Wireless PCS, LLC
13 **Location:** Utility pole in public right-of-way adjacent to First Street/Depot Square; Zoning
14 DD1
15

16 Assistant Planner Forster stated that the Applicant had requested that this be tabled a couple of times so
17 that they could submit additional materials. Staff has received some of the materials however some things
18 are incomplete. They have not responded to location and use requirements yet. Section 78-1309
19 submission requirements, some have been submitted and some are not clear so the Applicant will need to
20 clarify. And there are a few items that the Planning Board will need to determine if they need to be
21 submitted. Have not seen a public notification requirement. Number 13 in the submission requirement
22 states that items can be waived but they would need to request which items to be waived. Specific to the
23 Architectural sitting is Section 78-1311 and there should be some sort of response to this which staff has
24 not seen yet. Staff has not received a response to the Conditional Use standards. Assistant Planner
25 suggested that the Planning Board look at this one closely because there are multiple pieces to it.
26

27 **ITEM 6**

28 **Proposal:** Subdivision Amendment (Pacer Ave Subdivision): Property line adjustments for
29 lots 6 and 7
30 **Action:** Subdivision Amendment Ruling
31 **Owner:** Ronald Patoine
32 **Location:** Trotter Ln (104-5-10) and 8 Patoine Pl (105-4-34); Zoning: RD
33

34 Planner Hinderliter stated that the applicant wants to add more land to these lots to give him more
35 buffering. Staff is recommending approval.
36

37 **ITEM 7**

38 **Proposal:** Site Plan Review: Expansion of existing corps and admin building, parking lot
39 construction, building demo, landscaping, site work
40 **Action:** Approval Renewal
41 **Owner:** The Salvation Army
42 **Location:** 6th St, Union Ave, Church St, Oakland Ave, 15th St; MBL: 311-6-1,12, 8; MBL: 311-
43 4-1,2,3,4,5
44

45 Planner Hinderliter stated that applicants get 2 chances to renew or they either begin the project or they
46 start over. This proposal extends the 2017 approval for another year which would end in September. Staff
47 recommends that the Planning Board approved the extension.
48

49 **Sign Findings of Fact**

- 50 • Subdivision Amendment: Eastern Trail Estates
- 51

1 Other Business

2

3 **ADJOURNMENT 6:22 PM.**

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5 *Note: Workshop Agenda Public Hearings and Regular Business items are for discussion purposes only.
6 Formal decisions on these items are not made until the Regular Meeting.

7

8 *I, Valdine Camire, Administrative Assistant to the Planning Board of the Town of Old Orchard*
9 *Beach, do hereby certify that the foregoing document consisting of Four (4) is a true copy of the*
10 *original minutes of the Planning Board Meeting of August 1, 2019.*

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