

1  
2  
3 **OLD ORCHARD BEACH PLANNING BOARD**  
4 **Meeting Minutes**  
5 **October 4, 2018 5:30 PM (Site Walk, On-Site)**  
6 **October 4, 2018 6:00 PM (Workshop, Council Chambers)**  
7  
8

9 **Note: The purpose of the Workshop is for the Planning Board to receive packets and an agenda**  
10 **item update from Staff.**

11  
12 **Site Walk**

13 **Proposal: Accessory Dwelling Unit**  
14 **Action: Determination of Completeness; Schedule Site Walk; Schedule Public Hearing**  
15 **Owner: Beachmont Land Development LLC**  
16 **Location: 33 Dolphin Ave, MBL: 103-1-317**  
17

18 **The Sitewalk commenced at 5:31 PM**

19  
20 Attending: Members David Walker, Marc Guimont, Chair, Linda Mailhot. Staff: Associate Planner  
21 Megan McLaughlin, Planner Jeffrey Hinderliter. Steve Erickson representing application.  
22

23 Planning Board members meet on-site and walk to the ground floor entrance. Members question where  
24 the location of exterior door will be. Asked about the internal use of space. Also asked if this will be a  
25 rental unit which Mr. Erickson stated it will not. PB members said this looks pretty straight forward.  
26

27 Closed: 5:40 PM  
28

29 **CALL WORKSHOP TO ORDER: 6:00 PM.**

30 **PRESENT:** Chair Linda Mailhot, Vice Chair Win Winch, Robin Dube, Marc Guimont and David  
31 Walker.

32 **ABSENT:** Mark Koenigs and Marianne Hubert.

33 **STAFF PRESENT:** Planner Jeffrey Hinderliter and Associate Planner Megan McLaughlin.  
34

35 **ITEM 1**

36 **Proposal: Site Plan: Construct 40' x 80' Garden Center.**  
37 **Action: Final Ruling**  
38 **Owner: Robillards Garden Center, LLC**  
39 **Location: 85 Cascade Rd., MBL: 103-3-3**  
40

41 Associate Planner Megan McLaughlin stated that BH2M has responded to comments from Wright  
42 Pierce. Wright Pierce also had more comments that are stormwater related.  
43

44 Need to add a condition that says before the start of construction, the applicant shall work through the  
45 Town and Wright Pierce to address any final comments regarding stormwater to the satisfaction of the  
46 Town and Wright Pierce.  
47

48 **ITEM 2**

49 **Proposal: Conditional Use: Accessory Dwelling Unit**  
50 **Action: Final Ruling**

1 **Owner:** **Beachmont Land Development LLC**  
 2 **Location:** **33 Dolphin Ave, MBL: 103-1-317**

3  
 4 Associate Planner Megan McLaughlin stated that this is a straightforward proposal with no concerns.

5  
 6 **ITEM 3**

7 **Proposal:** **Subdivision Amendment: Relocate proposed detention basin #1; Relocate proposed**  
 8 **sewer lines; Relocate proposed building G; Relocate and add stormwater pipes and**  
 9 **catch basins; Proposed road retaining wall replaced with rip rap.**

10 **Action:** **Ruling on Amendment**

11 **Owner:** **KRE Properties Inc.**

12 **Location:** **Settlers Ridge Condo's, Ross Road, MBL: 103-1-5, RD**

13  
 14 Associate Planner Megan McLaughlin stated that the applicant submitted their proposal and Stephanie  
 15 Hubbard from Wright Pierce looked at it and stated that there are a lot of comments that she still needs  
 16 answers for.

17 Staff recommends tabling this item until the applicant can get together with Stephanie Hubbard and  
 18 discuss these items.

19  
 20 **ITEM 4**

21 **Proposal:** **Conditional Use: Accessory Dwelling Unit**

22 **Action:** **Determination of Completeness, Schedule Site Walk, Schedule Public Hearing**

23 **Owner:** **Michael and Karin Lavigne**

24 **Location:** **9 Pond View Road, MBL: 105-4-42**

25  
 26 Planner Jeffrey Hinderliter stated that this accessory dwelling will be used as a rental. They are proposing  
 27 to add on to the home and part of the addition will include the accessory unit which is upstairs above the  
 28 garage. They are turning the existing garage into living space for the home. Chair Mailhot asked if the  
 29 breezeway will be the main entrance to the house.

30 Planner Hinderliter stated that this is one of the questions that the Planning Board will have to discuss.  
 31 They have all of the setback requirements.

32 They are proposing 2 new bedrooms. The septic system is designed based on the number of bedrooms.  
 33 Their septic system was updated in 2009 but the system is still designed around 3 bedrooms (which is  
 34 what the existing home has).

35 This would need some sort of resolution because they have to prove that they have adequate waste  
 36 disposal.

37 One of the recommendations would be to make a motion to determine complete subject to the  
 38 documentation clearly showing that the system is or will be designed to handle 5 bedrooms.

39 The Board will also do a sitewalk.

40  
 41 **ITEM 5**

42 **Proposal:** **Site Plan: Wild Acres Campground Expansion**

43 **Action:** **Determination of Completeness, Schedule Site Walk, Schedule Public Hearing**

44 **Owner:** **Sun Wild Acres RV LLC**

45 **Location:** **179 Saco Avenue, MBL: 208-3-2**

46  
 47 Associate Planner Megan McLaughlin stated that this was a sketch plan back in February. At that time  
 48 they were proposing 19 sites and now they are proposing 30 sites. One of the questions back in February  
 49 was whether this campground was part of the campground overlay. Our GIS Consultant said that it should  
 50 have covered both parcels but when the maps were updated it fell off. Our GIS Consultant has fixed all of  
 51 the errors and updated the map.

1 Staff recommended that BH2M submit back in the sketch plan phase was the current list of how many  
 2 sites exist in the campground and how many state licenses they hold.  
 3 These sites are located in the FEMA flood plain and the Planning Board cannot grant approval to these  
 4 sites until they are out of the flood plain. They have already applied for a map amendment and are  
 5 expecting that to go through.  
 6 Went through all of the performance standards in the Campground Overlay and came up with a bulleted  
 7 list of items that staff thinks they need to spend a little more time looking at.  
 8

#### 9 **ITEM 6**

10 **Proposal: Conditional Use: Home Occupation**  
 11 **Action: Determination of Completeness, Schedule Site Walk, Schedule Public Hearing**  
 12 **Owner: Michael Goyet**  
 13 **Location: 114 Portland Avenue, MBL: 104-1-28**  
 14

15 We are still waiting for the Home Occupational Standards and Conditional Use Standards so we Staff is  
 16 recommending to tabling Items 6 & 7.  
 17

#### 18 **ITEM 7**

19 **Proposal: Conditional Use: Accessory Dwelling Unit**  
 20 **Action: Determination of Completeness, Schedule Site Walk, Schedule Public Hearing**  
 21 **Owner: Michael Goyet**  
 22 **Location: 114 Portland Avenue, MBL: 104-1-28**  
 23

#### 24 **ITEM 8**

25 **Proposal: Comprehensive Plan Resolution, Planning Board Member Marc Guimont to present**  
 26 **Action: Planning Board Vote**  
 27

28 Marc Guimont states that the Land Use Plan is 25 years old. He believes that the State requires that we  
 29 update every 10 years and is there a consequence for not doing it? The consequences could come in 2  
 30 items:

- 31 • Whenever you are looking to apply for grants (especially CDBG's) they always have questions
- 32 about the Comprehensive Plan.
- 33 • If there is any sort of court action on a zoning matter.
- 34

35 Planner Hinderliter stated that the 10 year standard has been in the State for a long time. He has updated 2  
 36 Comprehensive Plans.

37 Marc Guimont stated that this is way past due and he would like to do something to encourage the town  
 38 to get this done, If this is a Planning issue, do we not have an obligation to say to the council that we  
 39 really need to do this to plan for our town and do we have an advisory role. He believes that this is a good  
 40 thing for the town.

41 David Walker thinks that we need to get this in front of the Town Manager so that we have some  
 42 resources applied to it and asked what is the best way about getting this done?

43 Marc Guimont believes that the Planning Board has a broader role to say where our town is going. He  
 44 stated that if no one thinks that the Comprehensive Plan is important then why bother with it.  
 45

46 Planner Hinderliter stated that it would be great if we get some help from Southern Maine Regional  
 47 Planning but need to find out if there is enough money in the budget.  
 48

- 49 • Inventories and Analysis.
- 50 • Future Land Use Plan.

1  
2 Marc Guimont continued to say that he wants to see some progress on this.  
3 Planner Hinderliter stated that he can have a plan written up.  
4 David Walker with the deliverables asked if the Board can add in a contingency plan.  
5  
6 Marc Guimont would like to also have the council re affirm the 25 year old plan.  
7 Marc also questioned about not enforcing our ordinances.  
8

9 **Other Business**

- 10 **1. Discuss Amending Meeting Times**  
11 **2. Discuss amending Planning Board Procedures: Submission Deadline 14 Days to 17 Days,**  
12 **Add Manner of Speaking Section to Procedures**

13  
14 The Planning Board talked about meeting times. Workshop at 6:00 p.m. and Regular Meeting 6:30 p.m.  
15 The Board also needs to list the maximum end time of the meetings.  
16

17 **ADJOURNMENT at 6:49 PM.**

18  
19 *I, Valdine Camire, Administrative Assistant to the Planning Board of the Town of Old Orchard*  
20 *Beach, do hereby certify that the foregoing document consisting of Four (4) pages is a true copy*  
21 *of the original minutes of the Planning Board Workshop Meeting of October 4, 2018.*

22 

23  
24 **\*Note: Workshop Agenda Public Hearings and Regular Business items are for discussion purposes**  
25 **only. Formal decisions on these items are not made until the Regular Meeting.**  
26