

1  
2  
3 **OLD ORCHARD BEACH PLANNING BOARD**  
4 **WORKSHOP MEETING MINUTES**  
5 **September 6, 2018 5:30 PM (Site Walk, On-Site)**  
6 **September 6, 2018 6:00 PM (Workshop, Council Chambers)**  
7

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

10  
11 **Site Walk**

12 **Proposal: Site Plan: Construct 40' x 80' Garden Center**  
13 **Applicant: Robillards Garden Center, LLC**  
14 **Location: 85 Cascade Rd., MBL: 103-3-3**  
15

16 **CALL WORKSHOP TO ORDER**

17  
18 **PRESENT:** Chair Linda Mailhot, Vice Chair Win Winch, Marc Guimont, Gary Gannon, Robin Dube,  
19 Marianne Hubert.

20  
21 **ABSENT:** David Walker, Marc Koenigs.

22  
23 **STAFF:** Planner Jeffrey Hinderliter, Associate Planner Megan McLaughlin.  
24

25 **Regular Business\***

26 **ITEM 1**

27 **Proposal: Site Plan: Construct 40' x 80' Garden Center.**  
28 **Action: Determination of Completeness; Schedule Public Hearing**  
29 **Owner: Robillards Garden Center, LLC**  
30 **Location: 85 Cascade Rd., MBL: 103-3-3**  
31

32 At the last meeting staff only scheduled the site walk, they didn't want to schedule the public hearing or  
33 make a determination of completeness because there were some outstanding items. They have gotten  
34 information on the foot candle plan, snow removal, maintenance of the chain link fence, driveways,  
35 number of parking spaces. The storage bins were moved as well as the dumpster.

36 Loading areas for the store deliveries and how the bins are going to be filled during store hours will be  
37 decided by the Board if they want to see more information on this. Staff didn't receive any new traffic  
38 information. There are stormwater comments from Wright Pierce: ditch, side swales, spot grades,  
39 topography etc. Stephanie Hubbard is looking for more information on these. The culvert on Arnold  
40 Road that Stephanie Hubbard thought was privately owned is actually owned by the town so if there are  
41 going to be any increases in run off to that culvert, this is something we should coordinate on with Bill  
42 Thompson.  
43

44 **Recommendations:**

- 45 • Foot-candle plan with calculations for lighting.  
46 • Waiver required for distance between driveways?  
47 • Would the PB like a letter from a traffic consultant?  
48 • Porous pavement consideration?  
49 • Grade change needs to be evaluated.  
50 • Snow removal plan needs to be submitted.

- Several stormwater considerations including the ditch, swale, culvert, updated calculations including Homewood Park, and the PCSWMP.
- Performance Guarantee needs to be submitted.
- Ability to serve letter from ME water.
- Setbacks for storage bins in close proximity to residential uses.
- Responses to the 9 SPR Criteria.
- Maintenance of the chain-link fence between the neighboring property and this property during/following construction.

**ITEM 2**

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

This Accessory Dwelling is currently under construction. There is already an area proposed for the accessory dwelling unit to have some family members stay over for 3 – 4 months out of the year in the summertime. This is allowed in the Rural District but they have to meet the Conditional Use Accessory Dwelling Standards and they have met these.

They have responded to the Condition Use Standards, they have submitted plans that show how the dwelling unit will be accessed.

Staff feels this is a straightforward proposal.

Determine of Completeness, site walk and public hearing will be discussed at the October Planning Board meetings.

Marc Guimont asked if rentals (Airbnb’s) were regulated in Old Orchard Beach.

Planner Hinderliter stated that we regulate seasonal and year round rentals and these include inspections and we also check to see if their taxes are up to date.

**ITEM 3**

**Proposal:** Conditional Use: Addition to existing OOB Skatepark (Phase II)  
**Action:** Sketch Plan Review  
**Owner:** Town of Old Orchard Beach  
**Location:** 14 E. Emerson Cummings Blvd (Ballpark); MBL: 207-3-6

OOB Skatepark Phase I was approved by the PB during April 2014. Jason Webber, OOB Rec Director, is now proposing an addition to the skatepark (Phase II). Phase II includes a 1,300 sq. ft. addition to the halfpipe and a few more potential additions (“alternatives”). Proposed as a sketch plan right now, the PB has an opportunity to provide feedback before formal submission.

Some of the concerns during Phase I included hazards to pedestrians, parking, noise, glare from lights, adequate buffer, trash, crime, misc impacts to abutting properties. As I have heard and observed, overall, the skatepark has been a great success. Those who use it appear to take personal responsibility for the upkeep and oversight. I was made aware of some concerns during project construction and initial use, similar to those the PB had. But I’ve heard only good comments about the skatepark during the past few years.

1 The skatepark falls within the ballpark’s DEP site location and stormwater permitting. With the  
2 additional impervious surface, DEP permitting is much more comprehensive with Phase II compared to  
3 the original proposal. Wright-Pierce will oversee engineering.  
4

5 This is owned by the Town and Municipal uses are required to have Conditional Use under our  
6 Conditional Use ordinance.  
7

8 Overall, this proposal seems straight forward. Quick review of the conditional use criteria and the sketch  
9 plan shows no red flags. Stormwater design will be the most technical piece of this proposal. A few  
10 comments:

- 11 • With DEP permitting having the most significant role with the proposal, does the PB think the  
12 applicant should secure all DEP permitting approvals before the PB provides a final ruling?
- 13 • Will light pole remain within skatepark? Proposed lighting locations?
- 14 • Parking still adequate?
- 15 • Buffer still adequate?
- 16 • Does the applicant expect any changes to the use as a result of the expansion? More traffic,  
17 noise, etc.
- 18 • We’ll need the definitive design at the time of formal submission.  
19

#### 20 **ITEM 4**

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

24 **Action:** Ruling on Amendment

25 **Owner:** KRE Properties Inc.

26 **Location:** Settlers Ridge Condo’s, Ross Road, MBL: 103-1-5, RD  
27

28 Associate Planner McLaughlin stated that this an amendment from the 2016 subdivision off of Ross  
29 Road. The Planning board didn’t make a decision because there were a number of outstanding comments  
30 from Wright Pierce. They addressed these comments and came back with a new submission. They are  
31 proposing to relocate their detention basin, some sewer lines, one of their buildings, stormwater pipes,  
32 catch basins and replace a retaining wall.  
33

34 Wright Pierce looked at this new submission and still had a number of comments that were similar to last  
35 time that they wanted to have addressed. Staff gave the Board comments from Wright Pierce as well as  
36 comments from abutters from Pilgrims Place. Associate Planner McLaughlin reached out to Atar  
37 Engineering (the applicant) and said that they were working on coming up with a response to the Wright  
38 Pierce memo as well as the abutter comments.  
39

40 Staff recommends for the Planning Board to hold off on a decision on this until Atar Engineering submits  
41 his comments and Wright Pierce has a chance to review his response before we make any formal  
42 decisions on this.  
43

#### 44 **Other Business**

45 **1. Findings of Fact & Mylar signatures: Red Oak Subdivision**

46 **2. Discuss Meeting Times**  
47

48 The Board will discuss the meeting times to see if anyone would object to moving the time of the regular  
49 meeting up to 6:00 pm or 6:30 pm. Meetings are 7:00 now.  
50

1 Win Winch asked about the update on the Duplex on Saco Avenue.  
2 Associate Planner McLaughlin stated that she and Stephanie Hubbard met on site with them and they are  
3 coming up with a new orientation on the building. They needed to present it to the applicant and he got ill  
4 so they couldn't get it to him in time for the deadline.

5  
6 **ADJOURNMENT at 6:30 pm.**

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) pages is a true copy*  
10 *of the original minutes of the Planning Board Workshop Meeting of September 6, 2018.*

11 

12  
13 **\*Note: Workshop Agenda Public Hearings and Regular Business items are for discussion purposes**  
14 **only. Formal decisions on these items are not made until the Regular Meeting.**