

**City of Hallowell
Planning Board Meeting
Remote Meeting via ZOOM
April 15, 2020
6:30 pm**

1. Call to Order

Ms. Obery called the meeting to order.

2. Roll Call / Quorum

Ms. Obery took the roll call and established a quorum.

Present: Danielle Obery (Chair), Richard Bostwick, Darryl Brown, Judith Feinstein, Andrew Landry, Melvin Morrison (1st alt.), Jane Orbeton, Lisa Rigoulot

Doug Ide, Code Enforcement Officer; Rick Seymour, Jr., Deputy Code Enforcement Officer

Absent: Matthew Rolnick (2nd alt.)

Mr. Morrison will not be voting.

3. Public Comments (The Board has agreed to limit the time allotted to Public Comment to fifteen minutes.)

None.

4. Approval of Minutes of the February 19, 2020 Planning Board Meeting

Motion to approve the minutes of the February 19, 2020 meeting as presented.

Moved: Brown

Seconded: Bostwick

Yea: Bostwick, Brown, Feinstein, Landry, Obery, Orbeton, Rigoulot

Nay: None

Motion carries.

5. Certificate of Appropriateness for New Construction in the Historic District for Deborah Fahy, 53 Middle Street, Map 9 Lot 89

Deb and Gregory Fahy, 53 Middle Street, presented an application for removal of an existing deck and construction of a three-season porch.

Ms. Fahy explained that the existing deck has deteriorated and they want to remove it and construct a classic farmhouse-style porch. Mr. Ide explained that the application includes photos of porches similar to what they want to construct; most of the photos are of porches in the neighborhood. The porch will be in the rear. Mr. Landry asked if any of the photos were of rear porches. Ms. Fahy said they were front or side porches. Mr. Bostwick asked if the house had an existing front porch; Ms. Fahy said the front porch is an open porch; the rear porch would be enclosed with windows and clapboarded to match the rest of the house. Ms. Obery asked for information about the dimensions and the style of the windows; Ms. Fahy said it would be the width of the rear portion of the house and will be about 8' deep by 20' length. Ms. Orbeton asked if the porch would be clapboarded at the bottom and windowed above. Ms. Fahy said there would be lattice below the porch, clapboards and windows above.

Motion to find the application complete with the additional information about the dimensions.

Moved: Orbeton

Seconded: Bostwick

Ms. Feinstein asked for information regarding the roof. Ms. Fahy said the roof will continue the pitch of the roof of the house addition and will match the asphalt roof of the house.

Vote:

Yea: Bostwick, Brown, Feinstein,
Landry, Orbeton, Rigoulot

Nay: Obery

Motion carries.

Motion to find the application as amended orally tonight in harmony with Historic District standards and approve the application.

Moved: Orbeton

Seconded: Feinstein

Yea: Bostwick, Brown, Feinstein,
Landry, Orbeton, Rigoulot

Nay: Obery

Motion carries.

6. Certificate of Appropriateness for New Construction in the Historic District for John Murray, 128 Water Street, Map 5 Lot 177

John Murray, 57 Libby Lane, West Gardiner, presented an application for Murray Property Management for replacement of siding and windows at 128 Water Street. He explained that the rear of the building is in bad repair with very old windows and siding that is asphalt shingles stapled to the side of the building. They plan to replace the windows with vinyl-clad windows of the same style and replace the siding with the same siding used on the rear of the Quarry Tap Room. The only variations would be to add corner boards and to widen the window trim to eliminate the small gaps.

Mr. Brown observed that the existing windows are not original to the building; Mr. Murray concurred and added that they were installed prior to his ownership of the building.

Mr. Landry observed that the existing windows are one-over-one on the lower floors and two-over-one and two-over-two on the upper floors. He asked if the plan is to make them consistent. Mr. Murray said he was willing to make them all the same if the Board wished. Ms. Feinstein asked if he had selected a particular style; Mr. Murray said his quote for Matthews replacement windows was to duplicate the existing styles, but he was willing to make them all the same. There was general discussion. The general opinion was that the two-over-one style would be preferable.

Mr. Bostwick asked if the areas enclosed by the windows was porches or part of the living space; Mr. Murray said it was three-season porch area.

Motion to find the application complete.

Moved: Landry

Seconded: Orbeton

Mr. Bostwick requested that the application be amended to reflect that the replacement windows will be two-over-one and that the enclosed area is three-season porches. Mr. Landry restated the motion.

Motion to find the application complete with the modifications described, which are the use of two-over-one windows that they are three-season porches.

Moved: Landry

Seconded: Orbeton

Yea: Bostwick, Brown, Feinstein,
Landry, Obery, Orbeton,
Rigoulot

Nay: None

Motion carries.

Motion to find the application in harmony with Historic District standards and approve the application as amended.

Moved: Brown

Seconded: Feinstein

Yea: Bostwick, Brown, Feinstein,
Landry, Obery, Orbeton,
Rigoulot

Nay: None

Motion carries.

7. Public Hearing and Minor Subdivision Application for Hallowell III LLC, 130 Water Street, Map 5 Lot 178

Benjamin Murray of A. E. Hodsdon Consulting Engineers represented Hallowell III, LLC in presenting an application for a minor subdivision of the building.

Ms. Orbeton asked if any part of this application was a change to the exterior of the building; Mr. Murray said no. Mr. Ide explained that this application is for subdivision of the building to convert three existing rental dwelling units into condominiums. There will be no changes to the exterior of the building. The ground floor will remain as a commercial space.

Mr. Ide confirmed that he has notified abutters and the general public and has received no comments. Ms. Orbeton questioned whether the windows on the loft area meet egress requirements.

Mr. Murray enumerated the boundary survey, the floor plans delineating the condominiums and common spaces, and the building section showing the vertical definition. He explained that they are treating this strictly as a condominium conversion project and did not perform a life safety evaluation. They measured the building as is and prepared the boundary plans. He noted that each unit has access to an interior stairway that exits onto Water Street. The stairway is shared with the abutting property to the north and access is by easement. The rear of the building has an exterior stairway that goes down to grade. He noted that there is a loft in Unit 4 which does not have a window and said he will check with the owner. Mr. Ide reminded the Board that this application is for subdivision only and not a review building standards. Mr. Brown pointed out that the loft is part of Unit 4, not a separate unit. Mr. Ide asked if the owner would be making any renovations; Mr. Murray said there would be some maintenance, but nothing proposed for the exterior. Mr. Brown asked if the change would require new occupancy permits; Mr. Ide confirmed that there was nothing requiring the issuance of new occupancy permits since there are no changes of use or configuration of the units. There was discussion of life safety code issues. Mr. Ide clarified that the life safety code applies but is not part of this review.

Public Hearing

Ms. Obery opened the Public Hearing. There were no comments from the Public. Ms. Obery closed the Public Hearing.

Determination of Completeness

Mr. Ide noted that the application includes requests for several waivers of submission requirements; he pointed out that this application does not involve development of roads or installation of utilities, which is what most of the waiver requests deal with.

Mr. Ide listed the items for which waivers have been requested:

- 2-L – Location of areas identified as wildlife habitat – There are none.
 - 2-M – Contour lines – No changes.
 - 2-N – Location of existing and proposed utilities – There will be no change in utilities.
 - 2-P – Indication of the type of sewage disposal to be used – Public Sewer.
 - 2-Q – Indication of the type of water supply to be used – Public Water.
 - 2-R – Location of street, public improvements, etc. – No changes.
 - 2-S – Location of open space to be preserved – There is none.
 - 2-T – Location of parcels of land to be dedicated to public use – There is none.
 - 2-U – Location and method of disposal of construction debris – There will be no construction.
- Mr. Ide noted that the items in Section 3 are required at the Board's discretion:
- 3-A – Hydrologic assessment
 - 3-B – Amount and type of vehicular traffic – No change.
 - 3-C – Stormwater management plan – No change.
 - 3-D – Erosion and sedimentation control plan – There will be no construction.
 - 3-E – Street plan – No change.

Ms. Feinstein observed that since there is no change of use, there are no changes in any of these items. Ms. Rigoulot asked if there was anything in the application that was subject to the Floodplain Ordinance; Mr. Ide

said the Floodplain Ordinance deals with development and this application does not include any new development.

Motion to approve the waivers requested.

Moved: Brown

Seconded: Bostwick

Yea: Bostwick, Brown, Feinstein,
Landry, Obery, Orbeton,
Rigoulot

Nay: None

Motion carries.

Motion to find the application complete.

Moved: Brown

Seconded: Landry

Yea: Bostwick, Brown, Feinstein,
Landry, Obery, Orbeton,
Rigoulot

Nay: None

Motion carries.

Motion to approve the application as presented.

Moved: Brown

Seconded: Landry

Yea: Bostwick, Brown, Feinstein,
Landry, Obery, Orbeton,
Rigoulot

Nay: None

Motion carries.

Mr. Ide told the Board that Mr. Murray will provide copies for the Board members' signatures. Mr. Ide will make arrangements for the Board members to sign them.

8. Other Business

Mr. Bostwick noted that the house at 11 Lincoln Street has replaced the front door trim and asked if that was approved by the Code Enforcement Officer. Mr. Ide and Mr. Seymour both said they had not received an application. There was brief discussion. Mr. Seymour said he will check it out. Ms. Rigoulot observed that the trim went from rotting boards to new boards and that the boiler was replaced.

Mr. Ide informed the Board that the roof of the closed knick-knack shop at 23 Water Street has started to collapse. He has contacted the owner and he has a plan to take care of it. Mr. Ide also informed the Board that he is investigating an apparent junkyard on West Street.

9. Adjournment

Motion to adjourn.

Moved: Bostwick

Seconded: Brown

Yea: Bostwick, Brown, Feinstein,
Landry, Obery, Orbeton,
Rigoulot

Nay: None

Motion carries.