

**City of Hallowell
Planning Board Meeting
Remote Meeting via ZOOM
August 19, 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
Doug Ide, Code Enforcement Officer

Excused: Lisa Rigoulot, Matthew Rolnick (2nd alt.)

Mr. Morrison will 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 July 15, 2020 Planning Board Meeting

Motion to approve the minutes of the July 15, 2020 meeting as presented.

Moved: Feinstein

Seconded: Landry

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

Nay: None

Motion carried.

5. Certificate of Appropriateness for New Construction in the Historic District for Theodore Stevens and Elizabeth Stone, 118 Second Street Unit 4, Map 9 Lot 164-B1

Theodore Stevens presented an application to add a portico over the entrance to their condominium. He pointed out that he is also representing Michele Walsh who owns the neighboring condominium. He explained that the porticos would prevent the dangerous build-up of ice and snow on the stoops. Construction will be compatible with the neighborhood.

Ms. Orbeton asked if the Board could consider both applications together. Mr. Stevens noted that the portico for Ms. Walsh's unit will slightly larger because of the larger door. The Board discussed the issues and decided to discuss the applications together and consider approval separately. Mr. Bostwick noted that the supports for the portico on Unit 3 will be attached to the molding whereas the supports on Unit 4 will not be attached to the molding. Mr. Landry asked for confirmation that the portico for Unit 3 will not cover the windows above and beside the door. Mr. Brown suggested requiring the supports be constructed outside of the trim. Mr. Stevens said he didn't think that would be a problem.

Mr. Bostwick asked if the lights would stay where they are or be installed under the porticos. Mr. Stevens explained that the light on Unit 4 would be moved from the side of the door to over the door. The light for Unit 3 is already over the door.

Motion to find both applications complete with the additional information provided at the meeting regarding the frame of the portico being outside the molding on each of the doors.

Moved: Brown

Seconded: Orbeton

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

Nay: None

Motion carried.

Motion to find the application for Theodore Stevens and Elizabeth Stone in harmony with Historic District standards and approve the application as presented.

Moved: Landry

Seconded: Brown

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

Nay: None

Motion carried.

6. Certificate of Appropriateness for New Construction in the Historic District for Michele Walsh, 118 Second Street Unit 5, Map 9 Lot 164-B2

See Item 5 for discussion and determination of completeness.

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

Moved: Feinstein

Seconded: Brown

There was a brief discussion about the requirements specified by the Board; Mr. Ide assured the Board they would be part of the approval.

Vote:

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

Nay: None

Motion carried.

7. Certificate of Appropriateness for New Construction in the Historic District for Susan Benner Shepherd, Agent for Fred and Eleanor Benner, 20 Academy Street, Map 9 Lot 79

Susan and Eric Shepherd acted as agents for Fred and Eleanor Benner in presenting an application for removal of a detached garage. Mr. Shepherd explained that they want to remove the garage and create a gravel parking area. The garage was originally farther back on the property and was moved. There is not enough room to park in front of the garage and he is concerned that the structure is unsound. Removal would improve snow removal and increase the parking space.

Ms. Obery noted a letter from Scott Hanson regarding the application. Ms. Orbeton asked if they had made any changes to the plan as a result of Mr. Hanson's suggestions. Mr. Shepherd said they do not plan on installing any retaining walls because the fill is only a couple of feet deep at most. Ms. Feinstein noted that Mr. Hanson does not consider the garage a contributing structure. There was discussion of the current use and condition of the garage. Ms. Feinstein asked about the dumpster; Mr. Shepherd told the Board that the neighbor has requested a fence around the dumpster so that is why it is on the plan.

Motion to find the application complete as discussed at the meeting.

Moved: Orbeton

Seconded: Feinstein

Mr. Bostwick asked if this was the correct application form for demolition; Mr. Ide said that since this requires a Historic District Certificate of Appropriateness he is using one application for both purposes. Mr. Bostwick noted that the Board is not approving drives or fences. Mr. Ide pointed out that fences are not structures under the ordinance; in addition the ordinance requires dumpsters to be screened. He suggested that the Board could request Mr. Shepherd to return for approval of a fence. There was brief discussion and the consensus of the Board was that there was no need to request Mr. Shepherd to come back for approval of the fence.

Vote:

Yea: Bostwick, Brown, Feinstein,
Landry, Morrison, Obery, Orbeton
Nay: None
Motion carried.

Motion to find that the demolition of the garage as proposed is in harmony with Historic District standards and approve the application as presented.

Moved: Landry Seconded: Brown

Mr. Bostwick asked if the Board needed to state criteria for approving the demolition; Mr. Ide said he will include Mr. Hanson’s comments in the Findings of Fact and he felt that would be sufficient.

Vote:

Yea: Bostwick, Brown, Feinstein,
Landry, Morrison, Obery, Orbeton
Nay: None
Motion carried.

8. Minor Subdivision Amendment for SC-One LLC, Map 6 Lot 27 (Stevens Commons)

Michael Sabatini represented SC-One LLC in presenting an application for a subdivision amendment. He explained that this amendment creates two lots coming out of the remainder land. Lot 9 is for the Cleveland Building and Lot 8 is between the parking lot for the Erskine Building, the parking lot for the Stevens Building, and the end of Coos Lane. Lot 8 does not have a current use, but the expectation is that it will be a commercial use. Bot lots have existing water, sewer, and gas. Both lots are served by existing roads and driveways. He explained that for financing reasons the bank wants the Cleveland Building on its own lot.

Mr. Ide asked if the reason for not including the parking lot for the Cleveland Building as part of Lot 9 was to retain access for the City; Mr. Sabatini said it was.

Ms. Feinstein observed that Lot 8 is just under a half acre. Ms. Orbeton and Ms. Feinstein expressed their approval of the way the development has progressed. Ms. Feinstein inquired about the portion of Lot 5 labeled “Proposed Parcel to be added to Lot 8.” Mr. Sabatini explained that this was is on the plan to facilitate its transfer to Lot 8 should it be needed for development of Lot 8 in the future.

Mr. Ide asked if there would be any provisions regarding the parking area in the deed for Lot 9. Mr. Sabatini said there would not be. He pointed out the Note on Lot 5 regarding access easements over traveled ways. He added that if the City access way were to be transferred, they would provide parking on Lot 9, which was created to provide enough room for parking with that possibility in mind.

Motion to find the application complete.

Moved: Bostwick Seconded: Brown Yea: Bostwick, Brown, Feinstein,
Landry, Morrison, Obery, Orbeton
Nay: None
Motion carried.

Motion to approve the amendment to the subdivision plan creating Lots 8 and 9.

Moved: Bostwick Seconded: Brown Yea: Bostwick, Brown, Feinstein,
Landry, Morrison, Obery, Orbeton
Nay: None
Motion carried.

9. Approval of Findings of Fact: Historic District Certificate of Appropriateness for Melinda and Doug Jennings, 117 Second Street, Map 9 Lot 57

Motion to approve the Findings of Fact as presented.

Moved: Feinstein

Seconded: Brown

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

Nay: None

Abstaining:
Bostwick

Motion carried.

10. Other Business

Mr. Ide provided an update on Mr. Dale’s properties. The rear decks have been removed. He has scheduled a meeting with Mr. Dale to lay out the work remaining.

Ms. Orbeton said she has fielded several inquiries about a condominium development beside Hallowell Seafood. Mr. Ide explained that the project was posted as a marketing tool to gauge interest; the parties are aware that any development would require Historic District approval and Conditional Use approval. There was general discussion.

11. Adjournment

Motion to adjourn.

Moved: Brown

Seconded: Bostwick

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

Nay: None

Motion carried.

