

City of Hallowell
Planning Board Meeting
Remote Meeting via ZOOM
June 17, 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, Melvin Morrison (1st alt.), Lisa Rigoulot, Matthew Rolnick (2nd alt.)

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

Excused: Andrew Landry, Jane Orbeton

Mr. Morrison and Mr. Rolnick will both be voting.

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

Robert McIntire represented Row House in providing an update on the Historic Building survey. He described the progress that has been made. The next step is to do a site survey of each building and provide information about its form and structure. Volunteers are needed to complete the process, and he asked the Board to assist in finding volunteers.

Ms. Obery noted that there is a late application from Melinda Jennings and asked the Board members if they wished to add the application to the agenda. The Board agreed to add Ms. Jennings' application as Item 4a.

4. Approval of Minutes of the May 20, 2020 Planning Board Meeting

Mr. Bostwick pointed out that in the first partial paragraph on page 6 the term "lock-on" should be "LaWCON (Land and Water Conservation Fund)." Ms. Feinstein pointed out that under Other Business "back Robert Dale's buildings" should read "back of Robert Dale's buildings."

Motion to approve the minutes of the May 20, 2020 meeting as corrected.

Moved: Bostwick

Seconded: Feinstein

Yea: Bostwick, Brown, Feinstein,
Morrison, Obery, Rigoulot, Rolnick

Nay: None

Motion carried.

4a. Certificate of Appropriateness for New Construction in the Historic District for Melinda Jennings, 117 Second Street, Map 9 Lot 57

Douglas and Melinda Jennings, 117 Second Street, presented an application for repairing a porch, removing the knee-wall, repairing the barn, and replacing the barn door with a larger door. Ms. Jennings described the present conditions. The Jennings want to remove the knee wall from their porch and fix the columns supporting the roof of the porch. The porch is not original to the house. The columns would be either repaired or replaced, as needed, and the pediment, which is currently essentially square, will be redone so that it matches the capital. There was no clear image of the proposed pediment or capital presented. They also want to repair the barn floor and roof, and enlarge the big sliding door. Since no final design for the door was submitted, the Board removed the repairs to the barn from the application. Ms. Rigoulot stressed that the columns of the porch are historic features and must be preserved; Ms. Jennings said they would be duplicated. There will be no railing and the code does not require one.

Motion to find the application complete to find the application complete for the porch reconstruction only with the verbal description that the columns will duplicate the existing columns.

Moved: Bostwick Seconded: Brown

Discussion about details of the changes to the columns revealed some confusion on the part of the Board about what was being proposed. Mr. Brown withdrew his second. There was no second.

Motion failed.

The Board directed Mr. Ide to have the Historic District Consultant work with the applicants and have them come back in July with a more detailed proposal.

5. Public Hearing and Site Plan Review Application for SC-One, LLC, Stevens Commons, Cleveland Building, Map 6 Lot 27

Ms. Obery invited Matt Morrill to summarize the application.

Mr. Morrill explained that this is the last existing building to be renovated. The intent is to renovate it into eight market-rate one- and two-bedroom apartments. It will not be specifically senior or affordable housing. Most of the exterior will not change except for upgrades to the windows. Interior systems will be upgraded and changes will be made to the interior layout. Utilities will be upgraded. The building will remain as part of SC-One's remainder property, though that may be changed at a later date. Mr. Ide pointed out that the parking area will not be changed. He also explained that the Master Plan requires all projects to receive Minor Site Plan Review.

Ms. Obery opened the Public Hearing.

Rosemary Presnar, 14 Mayflower Road, said she was in favor of the intended use. She asked what would happen to the parking area if Coos Lane were to be extended at a later date to support continued development. Mr. Morrill said that they would provide a small parking area for trail users and would increase the parking around the Cleveland Building. Mike Sabatini, engineer, said there was plenty of space to the east of the building to add parking spaces to meet the required parking standards.

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

Ms. Feinstein observed that it seemed that the only issue before the Board was the change of use. Mr. Ide clarified that anything within the Site Review standards can be considered, but it is essentially just a change of use. Ms. Feinstein asked if all units have individual entrances except for 103 and 104 and 107 and 108, which have shared entrances; Mr. Morrill said that was so. Ms. Feinstein observed that one unit has only one window and asked if that satisfied egress requirements. Mr. Ide explained that since the building will be sprinkled a single egress is sufficient. Mr. Morrill showed that the unit Ms. Feinstein mentioned has a second window in the bedroom.

Mr. Brown asked if this building had any historic value; Mr. Morrill said it did not.

Motion to find the application complete.

Moved: Brown Seconded: Rolnick Yea: Bostwick, Brown, Feinstein,
Morrison, Obery, Rigoulot, Rolnick
Nay: None
Motion carried.

Mr. Bostwick noted that the traffic generated by the Cleveland Building will not cause a further review.

Ms. Rigoulot asked if the front and back doors are existing. Mr. Morrill explained that the doors for 107 and 108 are existing; the door to 101 is existing; the doors to 103 and 104 are existing; and the door to 106 is existing; they will be cutting in two new doors for 102 and 105 where there are existing windows. Ms.

Rigoulot asked if there would be any change in the run-off; Mr. Morrill said there will be no change to the roofline and run-off will not change.

Motion to approve the minor site plan review.

Moved: Brown

Seconded: Morrison

Yea: Bostwick, Brown, Feinstein,
Morrison, Obery, Rigoulot, Rolnick

Nay: None

Motion carried.

6. Subdivision Amendment Application for SC-One, LLC, Stevens Commons, Map 6 Lots 27 and 27-3

Michael Sabatini presented an application for an amendment to the subdivision. He explained that the amendment is to transfer land from SC-One LLC to Central Housing Commons Partners (CHOM). He explained that originally some required parking for CHOM was going to be provided by SC-One LLC on a long-term lease arrangement. It has become apparent that it is better to simply transfer approximately 6,000 sq. ft. of land.

An additional element of the easement is a small sewer easement on the SC-Erskine lot (Lot 6).

Mr. Bostwick sought clarification that the number of lots would not change; Mr. Sabatini confirmed this. Ms. Feinstein asked if the easement was strictly for a sewer; Mr. Sabatini said it was. Mr. Sabatini noted that the land transfer would be from SC-One LLC's remaining land to Lot 3.

Ms. Rigoulot asked if that changes the impervious area. Mr. Sabatini said the change is in ownership, not paved area.

Motion to find the application complete.

Moved: Bostwick

Seconded: Brown

Yea: Bostwick, Brown, Feinstein,
Morrison, Obery, Rigoulot, Rolnick

Nay: None

Motion carried.

Motion to approve the amendment to the Stevens Commons Subdivision Plan.

Moved: Bostwick

Seconded: Feinstein

Yea: Bostwick, Brown, Feinstein,
Morrison, Obery, Rigoulot, Rolnick

Nay: None

Motion carried.

7. Approval of Findings of Fact

Ms. Feinstein noted that there are no questions about any of the Findings of Fact and no details have been changed since the last meeting. Mr. Bostwick observed that there are no Findings of Fact for the Liberal Cup's application; Mr. Ide explained that there are still some applications from past meetings for which he has not yet finished Findings of Fact.

A. Certificate of Appropriateness for Murray Property Management, 128 Water Street, Map 5 Lot 177

B. Certificate of Appropriateness for Deb and Greg Fahy, 56 Middle Street, Map 9 Lot 89

C. Certificate of Appropriateness for Clint and Pam Delashaw, 175 Second Street, Map 10 Lot 4

D. Certificate of Appropriateness for Michelle Dix, 6 Grove Street, Map 11 Lot 11

E. Certificate of Appropriateness for James Rossides, 119 Second Street, Map 9 Lot 56

F. Certificate of Appropriateness for Lisa Rigoulot and Kate Dufour, 13 Lincoln Street, Map 5 Lot 88

Motion to approve all of the Findings of Fact as presented.

Moved: Bostwick

Seconded: Brown

Yea: Bostwick, Brown, Feinstein, Morrison, Obery, Rolnick

Nay: None

Ms. Rigoulot abstained because one of the Findings of Fact was for her project.

Motion carried.

8. Other Business

Mr. Ide provided an update on Mr. Dale’s properties.

Mr. Ide mentioned that the Historic District Consultant is contracted for a limited amount of time, and some of that time is being used for the Historic District Survey. There was general discussion of the use of the consultant.

Mr. Ide said he would reach out to the Conservation Commission to clarify which “open spaces” the Commission wishes to be notified about if development is proposed which might impact these areas. There was discussion of developing some sort of checklist or procedural standard.

9. Adjournment

Motion to adjourn.

Moved: Brown

Seconded: Rigoulot

Approved by consensus

