

# **BOOTHBAY HARBOR PLANNING BOARD**

## MINUTES OF PUBLIC MEETING

**August 11, 2021**

### **MEMBERS PRESENT:**

William Hamblen  
Margaret Perritt (via Zoom)  
Tom Churchill - Chair  
Jon Dunsford, First Alternate  
Lee Corbin, Second Alternate  
CEO - Geoff Smith  
Town Manager - Julia Latter

In addition to these typed minutes, an audio recording is available to be listened to at the Boothbay Harbor Town Office. This meeting was a hybrid format with people present in the Town Hall and also via ZOOM.

Meeting was called to order by Chair Tom Churchill at 7:01 p.m.

Chair Tom Churchill was recording secretary for this meeting. He elevated First Alternate Jon Dunsford to full voting status and Second Alternate Lee Corbin to voting status. Chair Churchill reviewed the meeting format for the evening. He then noted that at the June 2021 meeting the Board did not vote on a person to serve as Vice Chair for the coming year. Lee Corbin nominated Chris Swanson, seconded by Bill Hamblen. The vote in favor was unanimous. He then highlighted a new state requirement that each member of the Planning Board must, prior to a published/scheduled meeting notify the Chair if they will not be attending the meeting.

The minutes of the July 10, 2021 Planning Board meeting were approved as submitted.

### New Business

#### **1. Mark Osborn – 24 Greenleaf Lane**

Mr. Osborn was seeking a permit to demolish an existing 12' x 20' garage and replace it with a new garage at essentially the same location. The proposed new garage will be 24'x24'. The existing garage is on or very close to the property line. At a previous meeting Mr. Osborn was granted permission to expand the garage from 8' x 20' to 12' x 24'. The new garage now proposed will have one corner at the same location as the existing building but the new structure will be rotated away from the property line. He explained that due to ledge and steep slopes on the property, no alternate location is available. Bill Hamblen asked if this could be considered a modification to a previously approved application. Geoff Smith clarified that the previous approval was specific as to the size and location of the building. Since both of those are proposed to be changed, a new application and approval are required. Tom Churchill said it would be better if the new building was built 1' to 2' from the property line to avoid a future

problem if the property line turns out to be in a different location resulting in the building being partially on the abutter's property. Mr. Osborn said he was willing to take that risk.

**VOTES.** Bill Hamblen motioned and Jon Dunsford seconded that the proposed application met the required Right, Title and Interest. The vote was unanimously approved. Jon Dunsford motioned and Bill Hamblen seconded that the application met the criteria set forth in Chapter 170-61 without conditions. The motion was unanimously approved. Jon Dunsford motioned and Lee Corbin seconded that the application be approved without conditions. The application was unanimously approved.

## **-2- Boothbay Harbor YMCA**

This application came before the Planning Board on April 14, 2021. At that meeting the Planning Board expressed several concerns about the proposed plans. Brent James from Knickerbocker Group started an overview of plans for the expansion/renovations proposed for the YMCA complex on Townsend Ave. (Route 27). Tom Churchill suggested that Mr. James focus his comments on how the previous concerns expressed by the Planning Board were addressed through changes to the plans.

Mr. James then presented a graphic showing 3 alternative designs for the parking lot in the vicinity of the main buildings primary entrance. They were identified as A, B, and C. The A design was the one shown on the site plans submitted for the meeting. After some discussion with the Planning Board members, there was consensus that alternate design C was preferred. Andy Hamblett from the YMCA stated that design C was also preferred by the YMCA. There next follow a discussion about the requirement in section 170-50-C of the Ordinance which requires parking lots of 40 spaces or more be divided by vegetative buffers within the parking lot. Bill Hamblen suggested that this requirement was satisfied "to the extent possible". Geoff Smith cautioned that this might not meet the letter of the ordinance and that he would not want to see a precedence set for future applications. The consensus of the Board was that since the parking lot was existing and essentially unchanged except for the handicapped spaces at the far northern end, the parking lot was exempt from the requirements of Sec 170-50-C.

Mr. James then went on to address the parking lot being set back from Route 27 as far as possible and that the sidewalk along Route 27 would be constructed during the first phase of work. He noted that trees were proposed along Route 27. Tom Churchill also referred to section 170-50-C which requires shrubs and trees to be planted along the edge of parking lots. Since no shrubs were proposed he expressed hope that the YMCA would reconsider this. Mr. James went on to state that the overhead wires feeding portions of the YMCA complex would be moved underground during the first phase of construction. Town manager Julia Latter asked about coordinating crosswalk locations with MDOT. He noted that the existing crosswalks would remain in the same locations but may be angled differently in conjunction with MDOT. Mr. James noted that the southern entrance to the YMCA property was slightly realigned to match the entrance to the school complex across the tree making a better intersection. Lee Corbin asked if the additional impervious area from pavement and building construction would increase storm water flow to the adjacent wetland. Doug Reynolds from Gorrill - Palmer (via Zoom) explained how new underdrain piping will catch and direct storm water to a new detention area which will provide treatment prior to release to the wetland area.

Mr. Churchill reviewed the list of Planning Board comments from the April 14, 2021 meeting with the YMCA and noted that each of the items had been addressed. Chair Churchill clarified that this application was not deemed complete at the previous meeting since the required DEP and other agency permits had not been issued. According to Geoff Smith all of the other agency permits were now in hand.

**VOTES.** Bill Hamblen made a motion that the application be deemed complete, seconded by Jon Dunsford, vote was approved unanimously. Next, Lee Corbin motioned that the applicant had provide evidence of Right Title and Interest in the property. Seconded by Tom Churchill, vote was unanimously approved. Chair Churchill motioned that the applicant demonstrated compliance with the criteria in Chapter 170-61, seconded by Lee Corbin, vote was unanimously approved. Jon Dunsford motioned that the application be approved, seconded by Lee Corbin. Chair Churchill motioned that a condition be added requiring the applicant resubmit drawings showing Alternate C of the parking lot design options. Seconded by Hamblen, amendment approved unanimously. Vote to approve the application with the condition was unanimously approved.

There being no further business the meeting was adjourned at 8: 14p.m.

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Tom Churchill – Recording Secretary