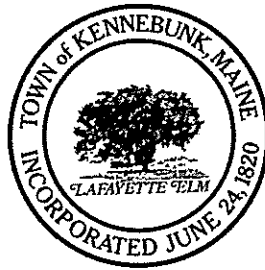


Town of Kennebunk, Maine



Site Plan Review Board

MEETING MINUTES

January 20, 2022

Zoom Teleconferencing Meeting

Present: Gary Dugas [Chair], Jeanne Dunn [Vice Chair], Brenda Robinson [Secretary], Christopher Carroll [Member], Albert Kolff [arrived late], and Keith Hafer [Alternate],

Absent: None

Also Attending: Brittany Howard [Town Planner], and Craig Burgess [Sebago Technics]

1. Call to Order: Chair and presiding officer G. Dugas called the meeting to order at 7:01pm on January 20, 2022. Officers introduced themselves. As A. Kolff arrived late, G. Dugas elevated alternate member K. Hafer to voting status for the purpose of this meeting. The number of voting members, therefore, was initially five: Dugas, Dunn, Carroll, Robinson and Hafer.

2. Approval of Prior Minutes: G. Dugas led the Board in a page-by-page review of the minutes of July 29, 2021 and September 22, 2021. Members identified several errors, and the minutes were duly corrected.

Motion: To accept the Minutes of July 29, 2021 as corrected.

Moved: J. Dunn

Second: C. Carroll

Vote: Roll call vote. 5 votes [Dugas, Dunn, Robinson, Carroll, Hafer] in favor, none opposed; the motion carried. It was then discussed that Hafer couldn't vote on these minutes as he was not a member of the Board at the time, 4 votes in favor [Dugas, Dunn, Robinson, Carroll], none opposed; the motion carried.

Motion: To accept the Minutes of September 22, 2021 as submitted.

Moved: B. Robinson

Second: J. Dunn

Vote: Roll call vote. 3 votes in favor [Dugas, Robinson, Dunn], none opposed, 1 absent [Carroll had not attended the September 29, 2021 meeting]; the motion carried. A. Kolff arrived after this vote.

3. Agenda Items

Kennebunk High School Field Project – 89 Fletcher Street – Map 59 Lot 24

C. Carroll disclosed that he had been an employee of CHA Architects, a company working with Sebago Technics on this project, but professed having no conflict of interest. The Board's other members concurred.

B. Howard offered a brief overview. Kennebunk High School, she said, sought authorization to (1) remove and replace its running track and athletic field, and (2) enlarge its sports practice field.

The School, Howard stated, is located in the Village Residential ["VR"] zone and the land in question is already being used for School athletics. "This," Howard confirmed, "is a replacement project."

The Town's Fire Chief, Howard further noted, had provided written comments about the project, calling for a designated or "labeled" ambulance parking area so the Fire Department has reserved space when serving at sports events. The Chief also noted that the grandstand must conform with NFPA 101 (2018), Chapter 12.

B. Howard additionally noted that applicant seeks three waivers: (1) waiver of the buffer required by Article 11, Section 8.2.; (2) waiver of the high intensity soil map otherwise required by Article 11, Section 6.B.3; and (3) waiver of the landscaping plan required by Article 11, Section 6.B.7.

Howard then observed that applicant also needed to make several modifications to its plan:

- Inclusion of the owner's [RSU 21] name on the plan and current address;
- Add source and review north arrow;
- Add a signature block;
- Submit second page of the survey showing the entire site; and,
- The parking area near the concession stand should be delineated and the gravel area paved.

B. Howard next introduced Craig Burgess, a representative of Sebago Technics. Burgess offered a brief history of the sports field and illustrated the proposed field changes with a series of diagrams and aerial photos. The School's practice field, grandstands, and bleacher system will be replaced. Artificial turf and a new lighting system would also to be installed.

C. Burgess noted that one area of the new field will cut into the buffer zone in one location. A. Kolff asked if the proposed tree clearing as well as the "spill over" of the field into the buffer zone had been discussed with the administrators of the abutting

nursing home. Burgess responded in the negative, but said he was willing to meet with that facility's management for such discussion.

B. Robinson asked who in the School Department had helped develop this plan, and C. Burgess responded that the Athletic Department, a School task force, as well as a consultant retained by the School had all been involved.

Board members then posed questions about parking, lighting, the proposed sound system, and provisions for handicapped visitors. C. Burgess affirmed that Sebago Technics will be making some lighting modifications in response to recommendations made by the Town Engineer. Burgess also affirmed that the new sound system will use one speaker to "more narrowly" direct sound to the field area as opposed to the four speakers currently in use. "It will be an improvement," Burgess said.

In response to other Board questions, C. Burgess stated that the proposed grandstand and bleachers will seat 1,358 people as opposed to the current seating of 2,175. The School, he also explained, wants some portable seating so it can be used in different locations for cost effectiveness.

A discussion about the buffer encroachment and the requested waivers ensued.

Waiver #1: Buffer requirement [Article 11, Section 8.2].

C. Burgess asked for Board guidance as regards the "pinch point" where the proposed practice field would extend near to the property line in one location. Would the Board authorize this, he asked.

G. Dugas responded that the Town's Zoning Ordinance mandates a buffer in all instances and it can only exceptionally be reduced to 10 feet. C. Carroll commented that the proposed removal of trees as well as the encroachment into the buffer were sure to elicit a reaction from neighbors who are likely to be concerned about the sight and sound impact.

B. Howard affirmed that the minimum possible buffer would be ten feet, and that would require a fence. This plan, Howard observed, would have a 7 foot buffer and no fence. Howard questioned whether a high hedge might qualify as an alternative to fencing, but the Board did not comment.

After discussion about the buffer issue, C. Burgess agreed to take up the matter with his principals to see if the field in question could be moved back several feet. Burgess will revert to B. Howard and the Board with feedback about that possibility. The Board then took up the two other requested waivers.

Waiver #2: High-intensity soil map [Article 11, Section 6.B.3].

G. Dugas and B. Robinson posed questions about the watershed in the area and the likely impact of the project on drainage. In response, C. Burgess explained how runoff would be reduced by a variety of different project features. Burgess justified the request for a waiver of the soil map. "S.W. Cole already did a geotechnical report

which is more relevant,” Burgess stated. He also reminded the Board that this is a “replacement project” which should not materially change watershed or drainage.

Prior to a motion and vote on the matter, the presiding officer cancelled the voting privilege of alternate K. Hafer since full member A. Kolff was now in attendance. There were, consequently, five voting members in all: Dugas, Dunn, Carroll, Robinson, and Kolff.

Motion: Move that the Board authorize a waiver of the high-intensity soil map required by Article 11, Section 6.B.3.

Moved: A. Kolff

Second: J. Dunn

Vote: Roll-call vote; 5 votes in favor [Dunn, Robinson, Carroll, Kolff, Dugas], none opposed; the motion carried.

Waiver #3: Landscaping Plan [Article 11, Section 6.B.7]

B. Howard noted that, “Although the landscaping requirement for a sports track would normally be limited”, this plan may require some manner of landscaping because of the intrusion into the buffer zone.

Motion: Move that the Board grant a temporarily waiver of the landscaping plan otherwise required Article 11, Section 6.B.7 until such plan is determined to be needed and submitted.

Moved: B. Robinson

Second: J. Dunn

Vote: Roll-call vote; 5 votes in favor [Dunn, Robinson, Carroll, Kolff, Dugas], none opposed; the motion carried.

G. Dugas then recommended that the Board conduct a site walk and Board members and C. Burgess agreed to hold one on Monday, January 24th at 3:30pm. Members will meet at the concession stand. The public was invited to attend as well.

After consultation with other members, G. Dugas stated, for the record, that the Board deemed this application to be complete. (No formal vote was taken.) The Board and C. Burgess then discussed possible dates for a public hearing and agreed to hold one on Thursday, February 17th at 7:00pm.

4. Other Business

B. Howard informed the Board that Tim Sommers, a new alternate member, would be joining the Board at its next meeting. This will give the Board five full members and two alternates.

5. Adjournment: There being no further business, the presiding officer adjourned the meeting at 8:44 pm.

Motion: Moved to adjourn.

Moved: B. Robinson

Second: J. Dunn

Vote: Roll-call vote; 5 votes in favor [Dunn, Robinson, Carroll, Kolff, Dugas], none opposed; the motion carried.

Respectfully submitted by,
J. Schlagheck

Adopted by the Site Plan Review Board at its meeting
of February 17, 2022.

Signed by



Site Plan Review Board

