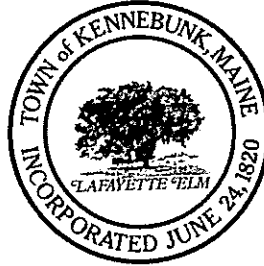


# Town of Kennebunk, Maine



## Site Plan Review Board

MEETING MINUTES  
Wednesday, February 15, 2023

This meeting was held in person in Room 301, Town Hall, 1 Summer Street, Kennebunk. A recording of the meeting is available on the Town's website and the hearing can be viewed at any time at [www.TownHallStreams.com](http://www.TownHallStreams.com)

**Present:** Gary Dugas [Chair], Jeanne Dunn [Vice Chair], Brenda Robinson [Secretary], and Keith Hafer [Member];

**Absent:** Albert Kolff [Member], and Cathy Kremer [Alternate];

**Also Attending:** Christopher Osterrieder [Town Engineer and Director, Community Development], Brittany Howard [Town Planner], Leslie Trentalange [Select Board Liaison]; and Merton Brown [Town Clerk].

- 1. Call to Order:** Chair and presiding officer G. Dugas called the meeting to order at 7:00pm on February 15, 2023 at Town Hall. This was an in-person meeting and there were four voting members present: Dugas, Dunn, Robinson, and Hafer.
- 2. Approval of Prior Minutes:** G. Dugas then led the Board in a page-by-page review of the Minutes of the Board's meetings of January 19, 2023. Several errors were identified and corrected.

**Motion:** Move to approve the Minutes of the Board's meeting of January 19, 2023 as amended.

**Moved:** J. Dunn

**Second:** B. Robinson

**Vote:** Show-of-hands vote, 4 votes in favor [Dugas, Dunn, Robinson, Hafer], none opposed, 1 absent [Kolff]; the motion carried.

### 3. Agenda Items

#### a. Public Hearing — Pilot House — 2 & 4 Harbor Lane — Map 88 Lots 11 & 12

B. Howard reminded the Board that this project had last come before the Board for preliminary/completeness review on January 19, 2023. A site walk had been conducted thereafter. At the January 19<sup>th</sup> meeting, the SPRB asked for the inclusion of a number of items in and with the plan, to include, among others, renderings of the building from the side, renderings of the boat cradle and dumpster surround, confirmation that the mast lights on the ship would not be used, added width between parking spaces 2 and 62, and updated letters from the Town's water and sewer authorities. The applicants, Howard said, had complied with all of these requests.

Howard nevertheless noted that the project still had a number of items that needed to be addressed:

- (1) The need for a waiver of the green perimeter strips otherwise required by Article 11 Section 8.(1)&(2). This waiver, Howard said, had been granted by the Board in other instances.
- (2) Reconciliation of Plan Note 7 and the narrative submitted which cite the length of the connection between the walkway and the ship as four (4) feet in one instance and six (6) feet in another. A rendering of the second floor depicting the connection was also needed.
- (3) The Board's review and approval of the pedestrian crosswalk to the site.
- (4) Review and approval by a Licensed Professional Engineer of the foundation on which the ship is to be cradled to ensure that the bulkhead area and foundation have the capability of supporting the weight of the ship when dry-docked. This, Howard said, might be a condition of approval.
- (5) Merger of the two lots as a contract zone amendment — again, a possible condition of approval.
- (6) Citation of all approved waivers on the site plan; and,
- (7) Approval of the proposed use by the Fire Marshall's Office.

B. Howard remarked that she had provided the Board with copies of the review findings of the Fire, Police, and Public Services Departments. They had no objection to the project and no additional conditions of approval to propose or recommend.

Kylie Raymond, one of the owners of The Pilot House, addressed the Board next, and handed out a rendering of the second floor. She stated that all updates had been met and itemized each one. A ramp was added for access to the ship as had two ADA bathrooms with exterior access for public use.

B. Robinson observed that storage containers continued to be depicted in the plan. K. Raymond responded that the applicants had agreed to paint the storage container. B. Robinson then asked for photos of the lighting fixtures to be used.

K. Hafer opined that the rear of the building would not have much “curb appeal” and B. Robinson concurred. They asked if signage or some decorative mural could be placed or painted there. Kylie Raymond said a sign would be installed.

G. Dugas then opened a public hearing and welcomed public comments and questions. Steve Lindsey from Keene, NH, identified himself as a frequent visitor to Maine. He called on the Board to ensure that the Pilot House had an attractive exterior so it, too, could become a “building icon” in Kennebunk and to repurpose the existing building.

There being no other public comments, G. Dugas closed the public hearing, and Board members proceeded to consider the waivers sought.

#### **Waiver of the Green Perimeter Strips**

A brief discussion of the requirement for green perimeter strips ensued. K. Raymond noted that the area was and will be entirely paved and, therefore, 100% impervious. She explained that applicants would instead install planters and hanging flower pots.

**Motion:** Move to waive the green perimeter strips otherwise required by Article 11 Section 8.(1)&(2) because the lot is totally impervious.

Moved: J. Dunn

Second: B. Robinson

**Vote:** Show-of-hands vote, 4 votes in favor [Robinson, Dugas, Dunn, Hafer], none opposed, 1 absent [Kolff]; the motion carried.

#### **Foundation Study by Licensed Professional Engineer**

C. Osterrieder then noted another requirement — namely, the need to have a licensed professional engineer ensure that the bulkhead area and foundation can support the steel ship-cradle and dry-docked ship. Dwight Raymond affirmed that such a study would be conducted. The Board proceeded to the Findings of Fact.

### **Town of Kennebunk Site Plan Review Board**

#### **FINDINGS OF FACT**

1. Project Name: The Pilot House – 2-4 Harbor Lane Contract Zone
2. Date of Action Taken: February 15, 2023
3. Site Location: 2 & 4 Harbor Lane
4. Zoning District: 2-4 Harbor Lane Contract Zone
5. Lot Size: 1.08 acres (lot 11: 0.22 acres & Lot 12: 0.86 acres)

6. Assessor's Map 88 Lots 11 & 12
7. Property Owner: Kyick Holdings, LLC
8. Applicant: Kylie and Nicholas Raymond
9. Representative: Kylie Raymond
10. The applicant has shown legal interest in the property by deed.
11. The Kennebunk Site Plan Review Board has reviewed the above noted proposal utilizing the set of approval criteria in Article 11, Section 8 of the Kennebunk Zoning Ordinance as summarized below and determined:

**Approval Criterion # 1**

The plan preserves the natural landscape insofar as practical and adequately uses the natural features of the site and/or new landscaping to define, soften, and screen the impacts of development.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 2**

For a nonresidential project, effective buffers are maintained or created between it and adjoining residential properties and residential zoning districts.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 3**

Filling, excavation and earth moving activity is carried out in a way that keeps erosion and sedimentation to a minimum.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 4**

Adequate provision has been made for surface drainage, so that removal of storm waters will not have an unreasonably adverse effect on neighboring properties, downstream water quality, soil erosion, or the public storm drainage system.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 5**

Adequate provision has been made for water supply and sewage disposal.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 6**

The site plan provides for safe access to and egress from public and private streets, with adequate parking and internal circulation.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 7**

Vehicular access to the site will be on roads which have adequate capacity to accommodate any additional traffic generated by the development.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments**

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**Approval Criterion # 8**

The site plan provides for safe pedestrian circulation, both on-site and off-site.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 9**

Exterior lighting does not adversely affect neighboring properties or streets.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments:**

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**Approval Criterion # 10**

Electrical and telephone utility lines and components serving the site will be placed in a manner that is not hazardous or unsightly.

**Criterion is: met X, not met \_\_\_\_, or not applicable \_\_\_\_ with the following conditions, waivers, and/or comments**

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12. In their review, the Board finds that the criteria of Article 11, Section 8 of the Zoning Ordinance:

- Have been met or are not applicable
- Have been met with the conditions and/or waivers noted below or are not applicable
- Have been met with the conditions and/or waivers noted above
- Have not been met (list criteria not met) or are not applicable

Based upon the information above, the Board therefore:

approves the Site Plan.

X   approves the Site Plan with conditions **which are to be completed & evidence filed in the Planning Office no later than sixty (60) days after plan approval; and prior to permit.**

- Note 7 on the plan states the walkway will be six feet and the narrative states 4 feet, this should be consistent and updated on plan and narrative
- Given the proximity of the Sprit to the edge of the bulkhead, the foundation system shall be reviewed and design by a Licensed Professional Engineer to ensure that land and foundation system has the capacity to support the boat in that location. This should be submitted with the building permit application.
- As part of the contract zone agreement the lots are to be merged prior to applying for a building permit.
- The following waivers shall be added to the plan:
  - Article 11 Section 6.B.(3) – High Intensity Soil Survey
  - Article 11 Section 6.B.(7) – Landscaping Plan (see minutes – planters and hanging plants are required)
  - Article 11 Section 8.(1) & (2) Green Perimeter Strips
- Fire Marshalls approval shall be obtained prior to applying for a building permit and submitted with the building permit application.

\_\_\_\_\_ denies the Site Plan.

13. PLEASE NOTE THAT THE FOLLOWING APPLY:

  X   AFTER SITE PLAN APPROVAL AND PRIOR TO OCCUPANCY, THE APPLICANT MUST RECEIVE A BUILDING AND OCCUPANCY PERMIT FROM THE CEO.

  X   A BUILDING PERMIT SHALL NOT BE ISSUED BY THE CODE ENFORCEMENT OFFICER UNTIL THE APPLICANT FILES A PERFORMANCE GUARANTEE IN CONFORMANCE WITH ARTICLE 11. SECTION 10. (ZONING). **THIS GUARANTEE SHALL BE REVIEWED PRIOR TO ISSUANCE AND THE AMOUNT SHALL BE AGREEABLE WITH TOWN.**

14. This approval is dependent upon, and limited to, the proposals and plans contained in this application and supporting documents submitted and affirmed by the applicant, as well as any oral representations made to the Board during the final review of the project. Any variation from the plans, proposals and supporting documents is subject to review and approval by the Site Plan Review Board, except for de minimus changes, which the Town Planner may approve.

APPROVED BY:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

**Motion: Move to accept the Findings of Fact.**

Moved: B. Robinson

Second: K. Hafer

**Vote: Show-of-hands vote, 4 votes in favor [Robinson, Dugas, Dunn, Hafer], none opposed, 1 absent [Kolff]; the motion carried.**

G. Dugas and B. Howard then re-iterated the sundry conditions of approval for this project. They included: (1) reconciliation of Plan Note 7 and the narrative for a uniform, accurate citation of the length of the connection between the walkway and ship; (2) confirmation by a licensed professional engineer that the bulkhead and foundation can support the ship-cradle and ship; (3) formal merger of the two lots; (4) the citation of all waivers in the final plan; and (5) the Fire Marshall's approval prior to seeking building permits.

**Motion: Move to approve the site plan with the above conditions.**

Moved: J. Dunn

Second: K. Hafer

**Vote: Show-of-hands vote, 4 votes in favor [Robinson, Dugas, Dunn, Hafer], none opposed, 1 absent [Kolff]; the motion carried.**

After the vote, B. Howard reminded the applicants that they will need to provide a performance guarantee and have a "pre-construction meeting" with Town Hall officials before any building work is initiated.

#### **b. Preliminary Hearing — 9 Barnard Lane — Map 43 Lot 65**

B. Howard then introduced the application of Randy and Kari Gates for authorization to construct or replicate a historic main house and barn at 9 Barnard Lane for use as an inn having five (5) lodging rooms.

The applicants, Howard reported, had:

- Obtained approvals from the Historic Preservation Commission [HPC] in 2022 to demolish the main house and, via a later hearing, to relocate the barn to 56 Heath Road; and,
- Obtained approvals from the Planning Board, Select Board, and Town voters on or before June, 2022 to change the zoning of the property to "Portland Road Mixed Use" [PRMU]. This means that the terms of Article 10 Section 233 Design Review Standards apply. However, Howard said, the HPC had taken the historic nature of the project into account and had reviewed and approved the latest renderings.

Howard then cited a number of submission requirements which still needed to be met. They included: (1) ground floor elevations of the original [or "existing"] buildings and those proposed; (2) plan revisions showing traffic circulation on the property and parking striping (depending on the outcome of a request for a parking waiver); (3) a letter from the Water District confirming that it can support the proposed use; and (4) approval of the proposed use by the Fire Marshall's office. The

above are brief synopses; the full and more detailed list of these submission requirements is set in full in this meeting's Agenda.

Howard next cited the several waivers which the applicants sought. However, they were discussed later in the meeting. Some of these waiver requests, Howard said, needed to be reviewed at a public hearing.

B. Howard likewise confirmed her receipt of communiques from the Town Engineer, Code Officer, and the Police, Fire, and Public Services Departments. They expressed concern the proximity of the proposed parking areas to an adjacent property, ADA parking spaces, the lack of a formal stormwater management plan, overflow parking, the impact of the proposed dumpster location on traffic circulation, and the need for sprinkler and fire alarm systems.

Kari Gates addressed the Board next, describing the applicants' intent to create "The Inn on Barnard". She showed renderings of the proposed buildings and briefly described the evolution of the project.

The front of the building, K. Gates said, will be the south, Route One side. Applicants intend to have the buildings look like the buildings they originally purchased, but a cupola formerly located on the roof of the barn will be moved to the roof of the "connector" joining the main house and barn. The applicants propose to reuse some of the original wood and will have vaulted, open ceilings in the barn so the space could be used for events.

"Our intention is to be as environmentally correct as possible," Ms. Gates said. The HPC, she stated, does not want paving, but rather gravel as was once the norm. The Town requires paving. So applicants propose to use "engineered gravel" rather than asphalt pavement.

K. Gates then explained the west elevation of the buildings, the original entrance to the main house, and the rear elevation with an ADA entrance and ramp. The main building will have an elevator as well, K. Gates said, providing the Fire Marshall agrees.

K. Hafer congratulated the applicants for their work on the project.

K. Gates observed that there were already two curb cuts in place on Route 1 — originally for a circular drive. However, the new entrance will be a one-way-only entry from Route One with a one-way-only exit on Barnard Lane. "There will not be a lot of in-and-out movement onto Route One," K. Gates affirmed. A second curb cut on Route One would be for a gravel drive traversing the property, going from Route One to Barnard Lane. It would be used by service and maintenance vehicles from time and time and otherwise gated.

Discussion ensued about the need for curb cuts on Route One. B. Robinson expressed concern about the heavy traffic on that thoroughfare and suggested that



both entry to and exit from the property should take place via Barnard Lane exclusively. "Even if the law permits a curb cut," Robinson said, "one shouldn't be permitted if it impedes traffic."

C. Osterrieder countered that he had studied the entry and egress proposal at length and that putting more traffic onto Barnard Lane "was not ideal".

B. Robinson called for the second, gated service entryway to be locked to prevent cars from moving in or parking. She urged all parties to "take traffic and safety" into account when deliberating on the merits of this project. "If there is an alternative," B. Robinson said of the second, gated driveway, "it should be considered".

G. Dugas then urged the Board to take up the applicants' several waiver requests, and the Board did so, waiver by waiver.

**1. Waiver of the requirement the location of intersecting roads of driveway within 200 feet of the site be shown on the plan as otherwise required by Article 11 Section 6.A.(m).**

Discussion continued about the driveways. K. Gates ventured that it was not possible to put in driveways and respect the Town's 200-foot separation requirement. The location and configuration of the property did not permit this. A number of neighbors already had driveways in place nearby. One existing curb cut, K. Gates said, was already within 200 feet of Longview Terrace.

G. Dugas called for a revised plan showing the proposed driveways relative to intersections. It should be submitted, he said (and B. Howard concurred) before a public hearing so the merits of the waiver could be discussed at the public hearing. Discussion ensued about the scale of the depictions, and G. Dugas said that the depictions could be rendered on a reduced scale.

Board members subsequently discussed whether a "temporary waiver" on the driveways could be made subject to the applicants' submission of the plan which Dugas had described. The Board ultimately entertained this motion:

**Motion: Move to grant a temporary waiver for the applicants' submission, prior to a public hearing, of a plan showing the proposed driveways relative to intersections even if the latter are depicted on a different, reduced scale.**

Moved: J. Dunn

Second: K. Hafer

**Vote: Show-of-hands vote, 4 votes in favor [Robinson, Dugas, Dunn, Hafer], none opposed, 1 absent [Kolff]; the motion carried.**

**2. Waiver of the soils map otherwise required by Article 11 Section 6.B.(3).**

K. Gates ventured that a soil map or survey was not necessary as the inn would be served by public water and sewer. Board members concurred.

**Motion:** Move that the Site Plan Review Board waive the requirement of Article 11 Section 6.B.(3) for a soil map.

Moved: J. Dunn

Second: K. Hafer

**Vote:** Show-of-hands vote, 3 votes in favor [Dugas, Dunn, Hafer], 1 opposed [Robinson], 1 absent [Kolff]; the motion carried.

Explaining her vote, B. Robinson professed that there would be snow and stormwater drainage on the property, so a soil map, in her view, was needed.

**3. Waiver of the stormwater drainage plan otherwise required by Article 11 Section 6.B.(5).**

K. Gates stated that the applicants would not disturb the site or slope and any construction sediment would be contained. C. Osterrieder countered that water drainage from the parking lot was a matter of concern as well as the management of water possibly ponding along the roads.

G. Dugas asked if C. Osterrieder, the Town Engineer, would agree to waiving this requirement providing the applicants provide such detail at a later date, and Osterrieder concurred.

**Motion:** Move [that the Site Plan Review Board] temporarily suspend Article 11 Section 6.B.(5) for the drainage plan, but the information needs to be provided prior to the public hearing.

Moved: J. Dunn

Second: K. Hafer

**Vote:** Show-of-hands vote, 3 votes in favor [Dugas, Dunn, Hafer], 1 opposed [Robinson], 1 absent [Kolff]; the motion carried.

**4. Waiver of the photometric lighting plan otherwise required by Article 11 Section 6.B.(9).**

K. Gates observed that commercial projects typically use 25-ft. "light towers" and, hence, photometric plans are required. In this case, the applicants propose to use (a) lighting on the barn, (b) landscape lighting, and (c) pathway lights approximately 24 inches off the ground along walkways. The light intensity of the barn lamps, Ms., Gates said, could be adjusted up or down. K. Gates pointed out where lamps would be located using an aerial drawing.

B. Robinson was adamant that lighting plans had been required of all past applicants. There was no good reason to justify such a waiver now, Robinson insisted.

G. Dugas suggested that a temporary waiver could be considered with the requirement that the photometric information be provided at a later date, and K. Gates agreed to supply a photometric plan with her other submissions.

**Motion:** Move to temporarily waive 11 Section 6.B.(9) for the photometric lighting plan so the Board can see the entire package.

Moved: J. Dunn

Second: K. Hafer

**Vote:** Show-of-hands vote, 3 votes in favor [Dugas, Dunn, Hafer], 1 opposed [Robinson], 1 absent [Kolff]; the motion carried.

## 5. Other Waivers

B. Howard then noted that the applicants had several additional waivers, but they required the consideration at the public hearing.

After these discussions, K. Gates offered comments on or posed questions about B. Howard's memo of February 15, 2023 and its itemization of the sundry other requirements to be met for this project.

- **Parking Striping:** K. Gates explained that the applicants planned to use one of two Ecoraster options for the parking area: "Eco-Strips" or "Eco-Blocks". She showed photos of the materials along with illustrations of how they would be used to delineate parking and ADA spaces.
- **Water District Letter:** B. Howard explained that the Town simply required a statement from the Water District that it could accommodate the inn's needs, sprinkler system, and so forth.
- **Fire Marshall Approval:** K. Gates stated that the Fire Marshall's Office had already had a preliminary review of the plan and project.
- **Dumpster Screening:** K. Gates also stated that the actual dumpster to be used will be slightly smaller than that depicted in the plan and would be surrounded by screening. B. Howard asked for a photo or depiction.
- **Dense Planting of Evergreens:** G. Dugas stated that the Board could look at vegetation details later.
- **Fill and Grading:** C. Osterrieder explained that this requirement is stipulated in the Ordinance.
- **Driveways;** K. Gates re-iterated that she is unable to comply with the requirement that the Inn's driveways be at least 200 feet from neighbors' driveways. "That is just not possible," she repeated.
- **Dumpster:** B. Howard explained that the Department of Public Services was concerned that pick-up trucks entering the property to empty the Inn's dumpster might block Barnard Lane, depending on the dumpster's size and kind. K. Gates replied that a side-loader was likely, but the applicants had to "finalize the size of the dumpster" first.
- **Offsite Parking:** K. Gates stated that the applicants have an agreement with the owner of an abutting parking lot grant the Inn parking rights. B. Howard

highlighted the kinds of information to be provided about the number of adjacent spaces, the parking requirements of that adjacent enterprise, its hours of operation, etc. R. Gates said he would obtain "it" [meaning a formal written agreement] from the adjacent-lot owner. Using an aerial diagram, K. Gates pointed out the short walkway that would connect the Inn's on-site parking area to the adjacent, off-site parking spaces.

- **ADA Access:** K. Gates reported that a ramp for ADA access would be installed and the Fire Marshall had approved it. However, a modification of slope might be sufficient. Discussion ensued about the limited space between the west property boundary and Barnard Lane right-of-way and even less space between the barn and the right-of-way. K. Gates ventured that curbing might be the only solution.
- **Outdoor Fireplace:** There would be two outdoor fireplaces, according to Ms. Gates. One, she said, would be a grated gas fire place, not an open, wood-burning fire pit. The gas tank for it would be lodged inside the fireplace, proper, and not visible.
- **Yews:** K. Gates stated that the yews would be planted in a movable planter.
- **Twenty-Foot Radius:** The radius requirement, Ms. Gates said, had already been discussed with the Town Engineer and "should be feasible".
- **Main Building Entrances:** K. Gates affirmed that there would be two entrances. Ms. Gates pointed them out on an aerial diagram, and indicated that the Barnard Lane entrance would be ADA.
- **Service Driveway across the Property:** K. Gates remarked that the service driveway cutting across the entire property would have a gate, but the applicants had not intended to lock it. A stone wall, approximately 36 inches high separating the property from Route One, would have an opening for this driveway.
- **Location of the Inn's Sign:** K. Gates agreed to move the property's sign post and install the sign behind the proposed wall, on the Inn's property, and out of the right-of-way.

As the Board had no further questions, G. Dugas addressed the prospect of a site walk and public hearing. All parties agreed to conduct a site walk on Tuesday, February 21, 2023 at 3:00pm and to revisit this application at a public hearing on March 16, 2023. B. Howard made clear that for the public hearing to take place, all of the information temporarily waived would have to be provided in advance and all of the comments in the memo provided to the Board and applicant would have to be addressed. K. Gates confirmed that she could have all additional materials and revisions back to B. Howard by February 28, 2023 in time for the March public hearing. The Board then entertained a motion on the completeness of this application.

**Motion:** Move to consider this application complete.  
**Moved:** J. Dunn  
**Second:** K. Hafer  
**Vote:** Show-of-hands vote, 3 votes in favor [Dugas, Dunn, Hafer], 1 opposed [Robinson], 1 absent [Kolff]; the motion carried

**4. Other Business**

B. Howard cautioned Board members not to use social media to communicate their views or information about applications past or present.

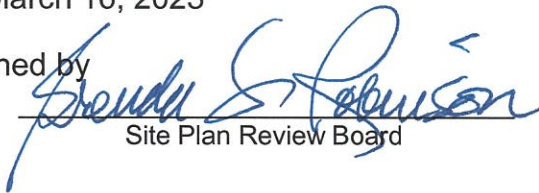
**5. Adjournment:** There being no further business, the Chair adjourned the meeting at 9:41pm.

**Motion:** Move to adjourn today's meeting.  
**Moved:** J. Dunn  
**Second:** B. Robinson  
**Vote:** Show-of-hands vote, 4 votes in favor [Robinson, Dugas, Dunn, Hafer], none opposed, 1 absent [Kolff]; the motion carried.

Respectfully submitted by,  
J. Schlagheck

Adopted by the Site Plan Review Board at its meeting  
of March 16, 2023

Signed by

  
Site Plan Review Board

