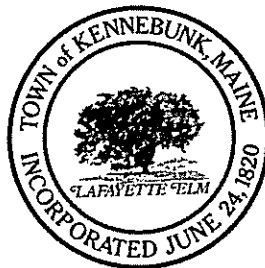


Town of Kennebunk, Maine



Site Plan Review Board

MEETING MINUTES

Thursday, April 6, 2023 Town Hall, Kennebunk, Maine

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.

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

Absent: Cathy Kremer [Alternate];

Also Attending: Brittany Howard [Town Planner], and Henry Hess [Sebago Technics].

1. **Call to Order:** Chair and presiding officer G. Dugas called the meeting to order at 7:02pm on April 6th, 2023 at Town Hall. This was an in-person meeting. There were five voting members present: Dugas, Dunn, Robinson, Kolff, 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 meeting of March 16, 2023. Several errors were identified and corrected.

Motion: Move to approve the Minutes of the Board's meeting of March 16, 2023 as corrected.

Moved: J. Dunn

Second: B. Robinson

Vote: Show-of-hands vote, 5 votes in favor, none opposed; the motion carried.

3. Agenda Items

a. **Public Hearing — 9 Barnard Lane — Inn — Map 43 Lot 65**
Application withdrawn by applicant. Public Hearing cancelled.

b. Additional Preliminary Meeting — 135 Port Road — Restaurant — Map 89 Lot 68

B. Howard reminded the Board that this application had first come before it on December 15, 2022 for feedback regarding off-site parking for a 100-seat restaurant. A preliminary meeting on the application took place on March 16, 2023. Today's hearing was an additional preliminary meeting due to issues with noticing of the March 16th meeting.

Howard then reported that a number of requirements had yet to be met or discussed: (1) building dimensions, front view, and ground floor; (2) notation of the driveways within 200 ft. of the site; (3) depiction and dimensions of proposed signage; (4) indication of lighting locations; (5) a formal waiver request for release from the requirement of a 5-ft. landscaped buffer strip between the parking areas and front of the building; (6) treatment of the existing driveway, which is within 200 ft. of an intersection and which applicants do not propose to move; and (7) applicants' request to be released from the requirement of having at least a 2-ft. planting strip separating the on-site walkway from the parking area.

B. Howard remarked that Article 10 Section 9C.(6)(C)(x) of the Town's Ordinance also requires eating establishments in Kennebunk to have one [1] parking space for every four [4] seats. As this restaurant will have 100 seats, the applicants require 25 parking spaces in total. They propose having eight [8] spaces offsite — i.e. two [2] within the ROW, plus six [6] fully off-site. However, the applicants are still in negotiations with nearby property owners for off-site spaces.

The applicants, B. Howard added, had also made a formal request to utilize the 20% parking reduction [i.e. five (5) spaces] per Article 10 Section 9.C.(7)a.

Howard urged the Board to review the applicants' most recent submissions and discuss whether the application was complete for preliminary review.

Henry Hess, representing the applicants, addressed the Board next and provided additional details. The project, he said, will continue to use existing "overhead" electric power. Hess also repeated the parking being proposed. He added that a new dumpster would be used on the site with 6-ft. screening. He also reiterated that the business was expected to be seasonal with 100-seat capacity in use in the summer and spring, but only 60 seats in use in the winter.

Hess noted that extensive landscaping was also proposed around the dumpster and the rear.

A. Kolff asked about the electricity connection, and Hess repeated that overhead lines would carry it. Kolff asked if an underground connection was required, and B. Howard answered in the negative. "It is required for brand new construction," Howard said.

G. Dugas asked if there were questions from the site walk, but there were none. Hess subsequently asked if there was need for the Board to vote on the completeness of the application. B. Howard offered guidance. The Board proceeded to vote as follows.

Motion: Move to recognize the application complete for preliminary review.

Moved: B. Robinson

Second: J. Dunn

Vote: Show-of-hands vote, 5 votes in favor, none opposed; the motion carried.

After the vote, Board members discussed next meeting dates. H. Hess stated that the applicants might need time to finalize their negotiations for offsite parking. The Board and Mr. Hess consequently agreed to hold a Public Hearing on Thursday, May 4, 2023.

4. Other Business

The Board's April 20, 2023 meeting was cancelled as there were no agenda items for it.

5. Adjournment: There being no further business, the Chair adjourned the meeting at 7:29pm

Motion: Move to adjourn today's meeting.

Moved: A. Kolff

Second: B. Robinson

Vote: Show-of-hands vote, 5 votes in favor, none opposed; the motion carried.

Respectfully submitted by,
J. Schlagheck

Adopted by the Site Plan Review Board at its meeting
of May 4, 2023

Signed by

Site Plan Review Board

