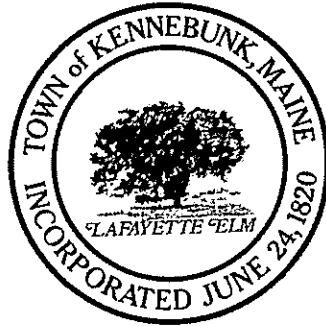


Town of Kennebunk, Maine



Planning Board

MEETING MINUTES

September 11, 2023

In Person Meeting, Town Hall, Room 301, 3rd Floor, 1 Summer Street, Kennebunk

This meeting was held in person and televised on Cable TV Channel 5.
It is available for public viewing at any time at TownHallStreams.com.

Present: Chris MacClinchy [Chair], Richard Smith [Vice Chair]; Janice Vance [Secretary], Robert Metcalf [Member], Edward Trainer [Member]; and Daniel Kiley [Alternate];

Absent: None;

Also Attending: Brittany Howard [Town Planner], Robert A. McSorley [Sebago Technics], and William Ward, Jr. [Select Board Liaison].

1. **Call to Order:** Chair and presiding officer C. MacClinchy called the meeting to order at 7:00pm on September 11, 2023. The meeting was held in person at Town Hall. There were five [5] voting members in attendance: MacClinchy, Smith, Metcalf, Vance, and Trainer.

2. Agenda Items

a. Updated Sketch Plan --- Subdivision --- 6 Oliver Lane --- Map 38 Lot 35

B. Howard re-introduced this application and offered a brief history of the property. The Planning Board, she said, had first heard a request in 2017 to create 2 Oliver Lane [Map 38 Lot 33]. The location then came before the Board in 2018 when a land transfer was sought to enlarge 2 Oliver Lane to create access for the backland that became 6 Oliver Lane.

Howard remarked that the Board had reviewed a previous sketch plan for this particular application [6 Oliver Lane] on May 22, 2023. It conducted a site walk of the property on June 3, 2023. Since then, the applicant had obtained feedback from the Fire Chief and Conservation Commission.

R. McSorley, representing the applicants, affirmed that a specialist had conducted a “wetland review” as the Board had suggested. He also affirmed that the property was not close enough to a sewer main to have public sewer service.

D. Kiley posed questions about the topography between Lot A and Lot B. R. McSorley responded that the land in question would have the same elevation without any sloping. Kiley also posed questions about the proximity of the leach field relative to the proposed driveway of Lot B. R. McSorley explained that there would be satisfactory distance.

J. Vance posed questions about the expected grading to take place and its likely impact on wetlands. R. McSorley said that grading would be planned in detail at full submission for the Boards review. He noted, however, that stabilization features would be installed.

R. Metcalf inquired about the specific stabilization systems being considered, and R. McSorley briefly named several different ones. “Whatever the Fire Chief wants,” McSorley concluded, “we will comply with.”

R. Metcalf then noted that the septic location of Lot A crossed into a wetland setback. R. McSorley responded that a sewer [septic] system would be installed without intruding on the setback. The plan, McSorley said, would be modified to show this.

R. Smith opined that an engineer needed to confirm that the gravel base put down for the driveway would support the weight of fire trucks which might come onto the property. R. McSorley agreed. In response to R. Smith’s other questions about potential run-off, McSorley affirmed that “there should be no direct run-off onto other lots.”

E. Trainer inquired about the location of landfill, and R. McSorley pointed out the locations on an aerial diagram.

C. MacClinchy voiced concerns about the turnaround and about keeping the grass area clear in the wintertime. R. McSorley explained the parking being proposed and ventured that “straight pavers”, “open blocks” and “re-seeding” were options. C. MacClinchy also inquired about the septic system and grading plan. That detail, R. McSorley responded, would be provided later.

R. Metcalf opined that grading near the driveway on the westerly side would also encroach on the setback. The applicants, Metcalf said, might request a waiver.

C. MacClinchy concluded that another site walk would not be necessary. The applicants, he said, could simply submit revised documentation with the changes or modifications that had been discussed. The Board took no other action.

b. Contract Zone Supplemental Submittal — Wedding Cake House — 104 Summer Street — Map 81 Lot 16

B. Howard reported that this applicant had requested a continuance as his attorney could not be present for health reasons. Board members agreed to continue the hearing until September 25, 2023. At today’s hearing, however, members noted several shortcomings in the revised Contract Zone language that had been submitted. The revision did not, in their views: (1) confirm that *future* as well as present owners of the

property would be obligated to maintain its "historic integrity"; (2) contain sufficient detail or justification for the parking being proposed; (3) address noise concerns; or (4) address the other comments and concerns voiced by abutters and the public at large at the Public Hearing.

Members called on B. Howard to share these views with the applicant. However, they deemed it appropriate to refrain from further discussion about the proposal until the applicant and his legal representative were present.

3. Prior Meeting Minutes

C. MacClinchy next led the Board in a review of the minutes of its meeting of August 28, 2023. Several errors and omissions were identified.

Motion: **Move to accept the minutes of August 28, 2023 as corrected.**
Moved: J. Vance
Second: R. Smith
Vote: **Show of hands vote, 4 in favor [MacClinchy, Smith, Trainer, Vance], none opposed, 1 abstention [Metcalf had not attended the 8/28/2023 meeting]; the motion carried.**

4. Other Business

B. Howard reminded members that a legal workshop being organized by Jensen Baird would take place on Thursday, September 14, 2023. Several Planning Board members said they would attend. Howard also asked for Board signatures on past Findings of Fact.

5. Adjournment:


There being no further business, the Chair adjourned the meeting at 7:33pm.

Motion: **Move to adjourn.**
Moved: J. Vance
Second: R. Smith
Vote: **Show-of-hands vote, 5 votes in favor, none opposed; the motion carried.**

Respectfully submitted by
J. Schlagheck, Clerk

Adopted by the Planning Board in its Meeting of September 25, 2023

Signed by:

 9/25/23

PLANNING BOARD

