



## MEMO

**TO: Planning Board**  
**FROM: Scott Hastings, Assistant Town Planner**  
**DATE: March 2, 2017**  
**RE: Application Review - Union Bluff**  
**8 and 10 Beach Street**  
**Map & Lot: 0024-0037 and 0024-0035**

### OVERVIEW

The proposed site plan application is for the property at 8 and 10 Beach Street. The property is located in the YBVC. The applicant is proposing to build additions to the existing Union Bluff Hotel. This would include 20 hotel rooms with associated first floor lobby and support space, a parking deck behind the building, and a formal patio. The parking deck would result in the creation of 35 additional spaces for a total of 103 on site. The board reviewed a sketch plan version of this project March 10, 2016.

### JURISDICTION

This is an amendment of an approved Site Plan, so the change must be approved by the Planning Board. The process to handle revisions is contained in Site Plan and Subdivision Regulations §5.6. Scope of matters to be considered by the Board is limited by §5.6.3 to only those matters proposed to be changed.

### RECOMMENDATIONS

1. Application Acceptance. I have reviewed all application materials and believe there is enough information to review the application.
2. Public Hearing. Following the application acceptance vote or lack thereof, conduct the public hearing to identify any issues or concerns relevant to the decision-making process.
3. Substantive Review and Deliberation. I believe the relevant issues for the Planning Board to discuss as part of this application include:

**A. Dimensions**

- a. **Lots** – Current the property in question is two lots. This proposal includes the merger of these lots into one lot.
- b. **Setbacks** – Per §5.2.2 of the zoning ordinance the setbacks for YBVC, with public water and sewer, are: front – 0’, side 5’, and rear 10’. When a property has frontage on multiple streets the Zoning Ordinance allows a property owner to pick what is the front lot line. Based on previous approval Beach Street is the front of the lot. While Beach Street turns it remains the front of the lot for its whole length. §2 defines side lot lines (Lot line, Side) as lot lines that intersect with the front lot line and rear lot lines (Lot Line, Rear) as all lot lines that are not front or rear.
  - Front Setback: The proposal is in conformance with the front setback requirements.
  - Side setback: Portions of the parking structure appear to be within the 5’ side setback along Seabury Ave.
  - Rear Set back: In the corner of the lot formed by Lot 0024-0036 and Freeman St. the parking structure is within 10’ of the rear property line along the boundary with lot 0024-0036.
    - The beginning of the ramp to the parking area is within the rear setback from Freeman Street. If this portion of wall is only serving to hold the earth supporting the ramp and is under 4ft tall it can be considered a retaining wall. Retaining walls that are less than 4 feet tall are exempt from setback requirements per §5.1.5.2 of the zoning ordinance.
- b. **Height** – The height limit for this property, provided the proposed building has a peaked roof, is 40’. Without a peaked roof the height limit is 35’. The application is in compliance with these requirements.

**B. Parking** – §15.1.1.2 of the zoning ordinance includes the following parking requirements:

- 1.25 spaces per hotel room, or 75 spaces for the proposed total of 60 rooms
- 1 space per 3 seats of restaurant space and one space per employee, or 68 spaces for the 205 existing seats and 15 spaces for employees. §15.2.A reduces this by half to a total of 42 spaces.

This results in a total parking requirement of 117 spaces. The proposal shows a total of 103 spaces on site. The Union Bluff owns a 42 space parking lot at 416 Ridge Road. This lot was approved as offsite parking for the Union Bluff in 2007. This brings the total available spaces to 145, in excess of the required number.

**B. Design** – This property is governed by the York Beach Village Center Design Standards. The board should review these standards and be prepared to discuss how the application meets them.

- The applicant has not provided external material information. The elevation drawings appear to depict materials similar to existing on the building

addition and stone or stone-like materials on the parking area. This would meet the requirements of the design standards.

- The massing and design of the building are consistent with the existing building and surroundings. The varied façade and roof elements directly relate to the recommendations of the Design Standards. The parking structure is designed to fit behind the building as much as possible and to work with the slope of the ground.
- C. Lighting** – Little information has been submitted as to the lighting of the parking area. While the narrative does not mention them in its list of exterior lighting the plan appears to depict lights on the posts at the edge of the parking structure. These posts are very close to the adjacent lot lines and may be in violation of §6.1.5 requiring that no strong light extend beyond the lots lines.
- D. Landscaping and Screening** – The landscaping plan shows a think hedge in compliance with §6.1.8.3 along the property lines with Lot 0024-0036. The plan also shows landscaping along the lot lines around the parking area as required by §6.1.8.4. Plantings are provided on the parking deck. The applicability of the requirement to have trees in parking areas is questionable when applied to a parking structure. It is clearly not feasible to plant large trees on a parking deck. If the board feels that this would require a waiver it would be reasonable to grant that waiver.
- E. Traffic** – The applicant has submitted a trip generation report to Public Works.
- F. Stormwater and Erosion** – Drainage and Erosion Control plans have been submitted to the Town Engineer.
- G. Department Review** – The application has been submitted to the Fire, Police, and Public Works Departments and to the Water and Sewer Districts. A response from the Police department has been received with no concerns.
- H. Performance guarantee and Financial Capacity** – The applicant has not provided any information as to a performance guarantee or financial capacity. Both are required for approval. The board can choose to make this conditions of approval
- I. Waivers** – The applicant has requested a waiver to §6.3.32 of the Site subdivision Regulations which require a high intensity soil survey. This is a reasonable request and can be granted by the board.

4. Decision: The board cannot grant approval at this time. The applicant must address the areas where the proposed structure is in non-conformance with the required setbacks.

The following items also still outstanding at the time of this review:

- Review of stormwater plan from town engineer
- Review of trip generation from Public Works

- Response of Water and Sewer Districts and Fire Department
- The submission of performance guarantee and financial capacity information
- Building materials information

If the applicant is able to address the set back issues and no concerns have been raised in the submission of the above items the board can consider approval. It should make sure that it feels the application meets the York Beach Village Design Standards and grant the requested waiver of Site/Sub §6.3.32. At that time the board can grant approval of the application.