

**York Planning Board**  
**Thursday, June 22, 2017, 7:00 P.M.**  
**York Public Library**

**Call to Order, Determination of Quorum; Appointment of Alternates**

Chairperson Amy Phalon called the meeting to order at 7:00. A quorum was determined with five people voting, Chairperson Amy Phalon, Vice Chair Pete Smith, Board Secretary Gordon Eldridge, Al Cotton, and alternate Wayne Boardman who was asked to serve as voting member in place of Lew Stowe, who arrived at 7:20 and did not vote. Alternate Kathleen Kluger was absent. Patience Horton took minutes. Town Planning Director Dylan Smith represented staff. This short, busy meeting lasted an hour-and-a-half.

**Public Forum**

No one came forward to speak.

**Field Changes**

There were no field changes.

**Public Hearings—Proposed Ordinance Amendments**

**Ordinance Amendment 1 - Definition of Driveway**

Dylan Smith: A driveway is a route that accesses a lot or a parking area. It is not an access-way around a building, a vehicular drive-thru, or a parking area.

Amy Phalon opened and closed the public hearing. No one came forward to speak.

In discussion, Wayne Boardman: This change tightens the regulations to omit a loophole regarding wetlands that can be filled. Amy Phalon: Currently there is more leeway for filling a wetland for the purpose of the driveway than there is for the building parking area itself.

**Ordinance Amendment 2 - Rte. 1 Commercial Building Roof Design Standards**

Dylan Smith: This amends 6.3.13.5, roof designs for new commercial buildings on Route 1 to clarify that all new construction must have pitched roofs. Long continuous roofs that are uniform in height shall not be permitted unless architectural elements are added to create visual interest.

Amy Phalon opened and closed the public hearing. No one came forward to speak.

In discussion, Al Cotton: The purpose is for appearance, not for any functional purpose. As long as this is what you see from Route 1, it works. Dylan Smith: This recommended, non-residential roof design addresses how a building looks from the public right-of-way. Applicants can ask for waivers. This wording details the direction we want applicants to strive for.

### **Ordinance Amendment 3 - Short Term Residential Rental, STRR**

Dylan Smith: This amendment changes the definition of Hotel/Motel to include Short Term Residential Rentals. It requires either two-1.25 (2.5) parking spaces for each Hotel/Motel retail unit accommodation, or one-1.25 parking space for each bedroom within a STRR.

Amy Phalon opened and closed the Public hearing. No one came forward to speak.

There was no substantive discussion.

### **Ordinance Amendment 4 - Non-conforming Structural Expansions in Shoreland Zones (Clarification)**

Dylan Smith: This amendment joins subsection 8.3.11.4.c-1 with 8.3.11.4 in Article 8, Shoreland Overlay District. The purpose is to clarify expansion criteria relative to non-conforming structures in shoreland zones.

Amy Phalon opened and closed the public hearing. No one came forward to speak.

There was no substantive discussion.

Motion: Al Cotton moved to send the four ordinance amendments [driveways, roof standards, STRR parking, and the shoreland clarification] to the Select Board for public hearing for inclusion on the November 2017 general referendum. Pete Smith seconded. The motion passed 5-0.

## **Public Hearings—Comprehensive Plan Amendments**

### **Comp Plan Public Hearing--Energy Chapter**

Dylan Smith: The energy chapter was developed to go into both Volume 1, §1.4 of the Comp Plan and the Comp Plan Inventory and Analysis section. A tremendous, excellent job has been done by the subcommittee headed by Chairperson Rozanna Patane, Dylan said.

Amy Phalon opened and closed the public hearing. No one came forward to speak.

In discussion, Pete Smith: The biggest change in the chapter was taking the 51 actions and goals and, not eliminating any, consolidating them to make the chapter come out with a fewer number of actions and goals. Wayne Boardman: There have been so many changes, almost the whole chapter would have been italicized. Al Cotton: Simplifying the chapter was what the Select Board wanted most. The subcommittee took a complicated document and turned it into a simple document.

Motion: Al Cotton moved to forward the Energy Chapter to the Select Board for placement on the November 2017 ballot, as presented. Pete Smith seconded. The motion passed 5-0.

## **Comp Plan Public Hearing—Incorporation of the Bicycle/Pedestrian Master Plan**

Dylan Smith: The Bike/Ped subcommittee did a great job bringing this forward. They did a lot of work getting public outreach with the survey. The master plan is user friendly.

Chairperson Amy Phalon opened the public hearing. Dave McCarthy and Leah Brennan were present representing the Bike/Ped Subcommittee.

Subcommittee Chairman Dave McCarthy of Cape Neddick spoke highly of Scott Hastings, the former Assistant Planner, who helped with writing, formatting, and coordinating with DPW, the police, and other important parties. It was a successful example of town staff making sure everybody was on the same page, said Dave McCarthy. The plan has gotten support from the community, especially the Rotary, which is putting bike racks at Harbor Beach. The Bike/Ped project has gotten help from the York Land Trust, as well.

Amy Phalon closed the public hearing.

In discussion, board members discussed the importance of Dylan Smith's having another assistant. There is too much work for Dylan to do alone. This case will be plead at the upcoming joint meeting with the Select Board.

Motion: Al Cotton moved to forward the Bicycle Pedestrian Master Plan to the Select Board for inclusion on the November 2017 ballot. Wayne Boardman seconded. The motion passed 5-0.

## **Discussion of BoS Joint Meeting**

Amy Phalon: At the upcoming June 26, 2017 joint meeting with the Select Board, Planning Board members will review all eight of the proposed ordinance and Comp Plan amendments and take questions. Al Cotton: We should take about six or seven minutes for each item.

Amy Phalon: We will also talk to the Select Board about the re-write of the Comp Plan. The good news is that we are going to get some money in our budget to rewrite the Comp Plan bit by bit. Lew Stowe: Working on rewriting the Comp Plan in past years took about seven people about three years to finish. And then the project was shot quickly down by three people. We are not making changes here, but we are limiting what is done. Dylan Smith: There is so much information in Volume 1 to work with. It's what everybody reads, because it tell us what to do. There are some Inventory and Analysis sections that are around 40 years old.

Amy Phalon: I think we should start with some project planning so that the board can come up with the sections of the plan that need most urgent changing. At that point we can figure out what type of assistance we need. The question is, if it takes three years or more, how do we break it down and work on it piece by piece?

## **Minutes**

Motion: Gordon Eldridge moved to approve the minutes of June 8, 2017 as written. Pete Smith seconded. The motion passed 5-0.

## **Other Business**

Motion: Pete Smith moved to authorize Chairperson Amy Phalon to sign the Findings of Fact for the **York River Landing site plan amendment, Map/Lot: 0073-0014-A & 0073- 0014**, as amended in Section d., Paragraph 2. Al Cotton seconded. The motion passed 5-0.

Board members signed the plans for **Maine Coast Company, Map/Lot 0053-0023**.

## **Adjourn**

Amy Phalon adjourned the meeting at 8:35 p.m.