

1 **York Planning Board**  
2 **Thursday, June 22, 2017, 7:00 P.M.**  
3 **York Public Library**  
4

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

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

12  
13 **Public Forum**

14 No one came forward to speak.  
15

16 **Field Changes**

17 There were no field changes.  
18

19 **Public Hearings—Proposed Ordinance Amendments**  
20

21 **Ordinance Amendment 1 - Definition of Driveway**

22 Dylan Smith: A driveway is a route that accesses a lot or a parking area. It is not an  
23 access-way around a building, a vehicular drive-thru, or a parking area.  
24

25 Amy Phalon opened and closed the public hearing. No one came forward to speak.  
26

27 In discussion, Wayne Boardman: This change tightens the regulations to omit a loophole  
28 regarding wetlands that can be filled. Amy Phalon: Currently there is more leeway for filling  
29 a wetland for the purpose of the driveway than there is for the building parking area itself.  
30

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

32 Dylan Smith: This amends 6.3.13.5, roof designs for new commercial buildings on  
33 Route 1 to clarify that all new construction must have pitched roofs. Long continuous  
34 roofs that are uniform in height shall not be permitted unless architectural elements are  
35 added to create visual interest.  
36

37 Amy Phalon opened and closed the public hearing. No one came forward to speak.  
38

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

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

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

49  
50 Amy Phalon opened and closed the Public hearing. No one came forward to speak.

51  
52 There was no substantive discussion.

53  
54 **Ordinance Amendment 4 - Non-conforming Structural Expansions in Shoreland  
55 Zones (Clarification)**

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

59  
60 Amy Phalon opened and closed the public hearing. No one came forward to speak.

61  
62 There was no substantive discussion.

63  
64 Motion: Al Cotton moved to send the four ordinance amendments [driveways, roof  
65 standards, STRR parking, and the shoreland clarification] to the Select Board for public  
66 hearing for inclusion on the November 2017 general referendum. Pete Smith seconded.  
67 The motion passed 5-0.

68  
69 **Public Hearings—Comprehensive Plan Amendments**

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

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

76  
77 Amy Phalon opened and closed the public hearing. No one came forward to speak.

78  
79 In discussion, Pete Smith: The biggest change in the chapter was taking the 51 actions and  
80 goals and, not eliminating any, consolidating them to make the chapter come out with a  
81 fewer number of actions and goals. Wayne Boardman: There have been so many changes,  
82 almost the whole chapter would have been italicized. Al Cotton: Simplifying the chapter  
83 was what the Select Board wanted most. The subcommittee took a complicated document  
84 and turned it into a simple document.

85  
86 Motion: Al Cotton moved to forward the Energy Chapter to the Select Board for placement  
87 on the November 2017 ballot, as presented. Pete Smith seconded. The motion passed 5-0.

88  
89

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

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

93

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

96

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

103

104 Amy Phalon closed the public hearing.

105

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

109

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

113

114 **Discussion of BoS Joint Meeting**

115

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

120

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

129

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

134

135 **Minutes**

136

137 Motion: Gordon Eldridge moved to approve the minutes of June 8, 2017 as written.

138 Pete Smith seconded. The motion passed 5-0.

139

140 **Other Business**

141

142 Motion: Pete Smith moved to authorize Chairperson Amy Phalon to sign the Findings of

143 Fact for the **York River Landing site plan amendment, Map/Lot: 0073-0014-A &**

144 **0073- 0014**, as amended in Section d., Paragraph 2. Al Cotton seconded. The motion

145 passed 5-0.

146

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

148

149 **Adjourn**

150

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