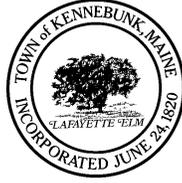


Town of Kennebunk, Maine



Kennebunk Planning Board Agenda Zoom Meeting, 7:00 p.m. Monday, June 22, 2020

***** Please Note NO NEW BUSINESS AFTER 10:00 PM *****

- I. Open Meeting**
- II. Old Business**
 - A. Shoreland Application – 2 Barnard Lane submitted by Friends of Hope Cemetery and Woods
- III. New Business**
 - A. Shoreland Application – Jeffreys Way submitted by Shawn Woods: Map 24, Lot 9
- IV. Workshop**
 - A. Presentation of proposal for zoning amendments within the Village Residential (VR) Zoning District. – Emily Ingwersen Robert Ingwersen
- V. Approval of Meeting Minutes**
 - A. June 8, 2020
- VI. Adjournment**



John Stoll
Town Planner

Town of Kennebunk Community Development Department

Planning Board

June 22, 2020

Project Summary –Wetlands/Shoreland Application
Findings of Fact, Conditions of Approval, Conclusions of Law

Project: Hope Cemetery Universally Accessible Trail
Project # #12-20
Property Owners: Hope Cemetery Corporation
Address: 2 Barnard Lane
Map/Block/Lot: Map 46, Lot 11

Determination of Completeness:

Application Complete

Project Description:

The applicant is requesting permission to construct a recreational trail within the required setback of a wetland.

Project Details:

Zoning: Village Residential (VR) Shoreland Overlay
Existing Use: Cemetery

1. General Comments

- 1.1 The following comments pertain to Shoreland application submitted by Hope Cemetery Corporation.
- 1.2 The Board held a site walk on June 13, 2020

2. Article 10. A. Section 3.C. Filling, Grading, Lagooning, Dredging

- 2.1 Bare Ground Exposed Shortest Time Feasible Met ___; Not Met ___; Not Applicable ___

Fact(s)

- Any exposed soils will be covered if unworked for 14 days.

Conclusion: Based upon these facts and those in the record the Planning Board finds that the smallest amount of bare ground will be exposed for the shortest time feasible.

2.2 Temporary ground cover Met ___; Not Met ___; Not Applicable ___

Fact(s)

- Reference 2.1

Conclusion: Based upon this fact and those in the record the Planning Board finds that temporary ground cover, such as mulch, will be used and, as soon as possible, permanent cover, such as sod, will be planted.

2.3 Diversions, silting basins, terraces, etc. used Met ___; Not Met ___; Not Applicable ___

Fact(s)

- Reference 2.1

Conclusion: Based upon these facts and those in the record the Planning Board finds that diversions, silting basins, terraces, and other methods to trap sedimentation will be used.

2.4 Lagooning Met ___; Not Met ___; Not Applicable X

Fact(s)

- Applicants have not proposed any lagooning

Conclusion: Based upon this fact and those in the record the Planning Board finds that this standard is not applicable.

2.5 Fill stabilized Met ___; Not Met ___; Not Applicable ___

Fact(s)

- This application does not propose to fill any wetland.

Conclusion: Based upon this fact and those in the record the Planning Board finds that fill will be stabilized according to accepted engineering standards.

2.6 Fill will not restrict flow of natural drainage way. Met ___; Not Met ___; Not Applicable ___

Fact(s)

- No drainage ways will be impacted by this proposal.

Conclusion: Based upon this fact and those in the record the Planning Board finds that fill will not restrict the flow of a natural drainage way.

2.7 Sides of channel stabilized Met ___; Not Met ___; Not Applicable ___

Fact(s)

- No artificial waterways will be created by this application.

Conclusion: Based upon this fact and those in the record the Planning Board finds that sides of channel or artificial waterway will be stabilized to prevent slumping.

2.8 Sides of channels constructed with slopes 2:1 Met ___; Not Met ___; Not Applicable ___

Fact(s)

- No channels will be created by this proposal.

Conclusion: Based upon this fact and those in the record the Planning Board finds that sides of channels or artificial watercourses will be constructed with slopes of 2 feet horizontal to 1 foot vertical or less steep, unless bulkheads or rip rapping are used

2.9 Slopes greater than 25% Met ___; Not Met ___; Not Applicable ___

Fact(s)

- No grading or filling proposed on slopes greater than 25%

Conclusion: Based upon this fact and those in the record the Planning Board finds that on slopes greater than 25%, there shall be no grading or filling within one hundred (100) feet of the normal high water mark except to protect the shoreline and prevent erosion.

2.10 Filling of Wetlands. Met ___; Not Met ___; Not Applicable ___

Fact(s)

- This application is being reviewed by the Planning Board under the provisions of Sections 3E, 3G, and 3P of the zoning ordinance

Condition of Approval: All applicable state and federal approval shall be submitted prior to the issuance of a building permit.

Conclusion: Based upon this fact and those in the record the Planning Board finds that this application has been reviewed under the provisions of Article 10, Sections 3.E, 3.G, and 3.P (Performance Standards) as applicable, and as approved by the US Army Corps of Engineers and by the Maine Department of Environmental Protection, as applicable.

3. Article 10.A.Section 3.G Roads, Driveways and Parking Areas

3.1 In General Met ___; Not Met ___; Not Applicable ___

Fact(s)

- The applicants appear to have designed the trailway in order to minimize impacts to natural resources and there does not appear to be a more reasonable alternative for the location of the trail.

Conclusion: Based upon these facts and those in the record the Planning Board finds that no reasonable alternative exists and no greater setback from the shoreland/wetland can be created, and appropriate measures have been proposed.

3.2 Existing Public Roads Met ___; Not Met ___; Not Applicable ___

Fact(s)

- This project does not propose any work related to an existing public road.

Conclusion: Based upon this fact and those in the record the Planning Board finds that this standard is not applicable.

3.3 Resource Protection Met ___; Not Met ___; Not Applicable ___

Fact(s)

- This project is not in a resource protection district

Conclusion: Based upon this fact and those in the record the Planning Board finds that this standard is not applicable.

3.4 Driveways at 2:1 slope Met ___; Not Met ___; Not Applicable ___

Fact(s)

- No driveway will be constructed

Conclusion: Based upon this fact and those in the record the Planning Board finds that road and driveway banks will be no steeper than a slope of 2 horizontal to 1 vertical.

3.5 Driveway Grades Met ___; Not Met ___; Not Applicable ___

Fact(s)

- No driveway will be constructed

Conclusion: Based upon this fact and those in the record the Planning Board finds that driveway grades shall be no greater than 10% except for short segments of less than 200 feet.

3.6 Road & Driveway Surface Drainage Met ___; Not Met ___; Not Applicable ___

Fact(s)

- Reference 3.5 of this report

Conclusion: Based upon this fact and those in the record the Planning Board finds that roads and driveways shall be designed, constructed, and maintained to empty onto an unscarified buffer strip at least

fifty (50) feet, plus two times the average slope, in width between the outflow point of the ditch or culvert and the normal high water line of a water body.

3.7 Culverts, dips, and turnouts Met ___; Not Met ___; Not Applicable ___

Fact(s)

- Reference 3.5

Conclusion: Based upon these fact and those in the record the Planning Board finds that culverts, drainage dips, and water turnouts shall be installed in a manner effective in directing drainage onto unscarified buffer strips before the flow gains sufficient column or heat to erode the driveway.

3.8 Ditches, culverts, bridges, dips, turnouts runoff control Met ___; Not Met ___; Not Applicable _

Fact(s)

- All storm water runoff control will be maintained by the applicant

Conclusion: Based upon this fact and those in the record the Planning Board finds that Ditches, culverts, bridges, dips, water turnouts and other storm water runoff control installations associated with roads and driveways will be maintained on a regular basis

4. **Article 10. A. Section 3P. Shoreland Mitigation Plan** Met ___; Not Met ___; Not Applicable _

4.1 Projects that fill less than an acre of Wetland

Fact(s)

- There will be 0 impact to wetlands as a result of this project proposal

Conclusion: Based upon this fact and those in the record the Planning Board finds that no reasonable alternative exists and no greater setback from the shoreland/wetland can be achieved and that the project meets all applicable Federal and State permit requirements.

5. Decisions

5.1 The Kennebunk Planning Board could **grant** approval to the request by Hope Woods to construct a recreational trail within the required 25' setback of a wetland (project # 12-20)

5.2 The Kennebunk Planning Board could **approve** the Findings of Fact, Conditions of Approval, and Conclusions of Law for project #12-20.



John Stoll
Town Planner

Town of Kennebunk

Community Development Department

Planning Board

June 22, 2020

Project Summary –Wetlands/Shoreland Application

Project: Woods Shoreland Application
Project # #16-20
Property Owners: Shawn Woods
Address: 136 Western Avenue
Map/Block/Lot: 24-09

Determination of Completeness:

Please advise the applicant of any additional requests at this time

Project Description:

The applicant is requesting permission to impact approximately 942 sf of priority 3 wetlands in order to construct a driveway that would serve a single family residence

Project Details:

Zoning: Rural Residential (RR)
Existing Use: Vacant

1. General Comments

- 1.1 The following comments pertain to shoreland application submitted by Shawn Woods
- 1.2 The Board could schedule a site walk
- 1.3 The Board could choose to schedule a public hearing, but a public hearing is not required.

PROPOSED AMENDMENTS TO KENNEBUNK ZONING ORDINANCE

RE: AFFORDABLE HOUSING PROVISIONS [Alternative A]

1. In Article 8, Section 7.E, add the following category under ‘Minimum net lot area per dwelling unit’:

Affordable Housing Sewer: 1,000 sq. ft. No Sewer: Not permitted

2. In Article 10, Section 12 (“Affordable Housing”), rename Subsection C as “Density Bonus; Height Requirement.”
3. Add the following Subsection 3 to Subsection C:

3. Density and Height Limits in the Village Residential District. Notwithstanding the requirements set forth above, the following density and height limits apply to Affordable Housing in the Village Residential District:

- a. The minimum net lot area per dwelling unit shall be 1,000 square feet in the Village Residential District if a majority of the units in the development are earmarked for affordable housing, as defined in this Ordinance, and it is a multi-family development.
- b. Notwithstanding district regulations to the contrary, the maximum height of an affordable housing multi-family building in the Village Residential District shall be 40 feet, and no such development shall exceed three stories

Town of Kennebunk
Planning Board
Meeting Minutes
Monday, June 8th, 2020

Present: Chris MacClinchy—Chair; Richard B. Smith—Vice Chair; Janice Vance; Robert Metcalf; Edward Trainer—Alt.; Stephanie Seiders—Alt.; David Smith—Secretary

Also Attending: John Stoll—Town Planner

1. Open Meeting

C. MacClinchy opened the meeting at approximately 7:00 PM. Today is Monday, June 8th, 2020. He notes that this meeting is being held via Zoom, which is allowable under the Governor’s executive order and it is livestreamed on the Town website.

2. Agenda Items

I. Shoreland Application: 136 Western Avenue

C. MacClinchy notes that the first item is a shoreland application for 136 Western Avenue by Jason Gilpatrick.

J. Stoll states that this is a wetland shoreland application, project 3-20, map 72, lot 189, [where the] applicant is requesting permission to impact priority 3 wetland in order to construct a driveway that would serve a utility building. He notes that the application previously appeared before the Board in the summer of 2019. He notes that this should be treated as a new application due to the time that has since elapsed. He notes that the Board did previously hold a site walk at this location, and because this is just a wetlands application, a public hearing would not be required.

Dana Libby [introduces himself as a representative of the application]. He notes that “Jason and Heidi” are proposing a steel barn for personal use and for access to that they are going to utilize an existing woods road to access the proposed barn. He notes that they are proposing the barn at “this location” [on the plan, where] the green fill area is upland. He notes that based on the time between the two applications, they had Frick [Associates] “go out” to the wetlands and map [the area]. He notes that [the wetlands] are survey located. He states that as part of the last application, [the applicants] were approved for a wetland crossing with a stone driveway. He notes that if “you look at your packet” there is a picture showing what “they have done.” He states that there is an existing woods road. He notes that there [will be] no excavation [but they will] just add crushed stone to make a travel-way to get to the barn and the parking area. He notes that het proposal [is because] the barn encroaches into the priority 3 wetland buffer. He notes that there are no wetland

impacts and the parking is allowed within 25-feet of the underlying zone. He notes that [they have the application] for the barn because it encroaches into the setback.

J. Vance wonders if electricity is proposed and how it will get [to the proposed structure].

Jason Gilpatrick [introduces himself as the applicant]. He notes that they are not proposing to run any electricity to the building at all. J. Vance wonders about lighting or plumbing. J. Gilpatrick states, “no.” J. Vance wonders about heat. J. Gilpatrick states, “no.” J. Vance notes that this will be “dead storage.” J. Gilpatrick states, “correct.” He notes that, “if anything,” in time a solar panel [may be installed] with lighting and garage doors, with batteries charged by solar.

J. Vance wonders if there is a way to scale back the building in the buffer zone so it fits. J. Gilpatrick states [this is not possible to keep the building] the same size. He notes that because of the setback they did the best they could to minimize as much as possible.

J. Vance wonders how much construction equipment [will be used] when building [the structure].

J. Gilpatrick notes that [the construction equipment will be] not considerable. He states that the concrete will [be pumped to the location and the] truck will be parked in the driveway, where “they would” run a hose. He notes that the building has handlers that carry it and can bring it out piece-by-piece.

D. Smith states that [D. Libby] indicated that this doesn’t sound like there was a foundation but J. Gilpatrick indicates [that there is a foundation]. He notes that the second page [of the plan] indicates a 4-foot excavation and disturbance to put in ready-mixed poured footing. D. Libby states that this will be on a slab.

D. Smith notes that if anything changes with the electricity [related to the building], he thinks it would be good to come back to the Planning Board to indicate any changes that the applicant wants to make in terms of [electricity]. He notes that solar isn’t objectionable, but that it is important [the Board] understands the use if it will be modified in any way.

J. Gilpatrick notes that it is dead storage at this point in time for the storage of boats and equipment. He notes that there isn’t a need for anything much more than to operate the garage doors. He notes that if they do [add electrical] they will address it at that time, but he doesn’t see that as the case.

D. Smith wonders about fire suppression [especially regarding the] fueled vehicles “in there.” J. Gilpatrick states that there would be fire extinguishers in multiple locations.

D. Smith states that as long as there is some passive fire suppression, he wouldn’t want to see the whole structure be in jeopardy. He notes that on the site walk, they were figuring out where Fire Rescue may access the structure and [the applicant] did say a point of access could be through the [property of the] neighbor to the north.

J. Gilpatrick states that this is possibly the easiest way, [but he notes that] they will have access and will be accessible in the winter [as it will] be plowed, [so it] shouldn’t be an issue.

D. Smith suggests talking with [the Town Fire Chief] and explain what the plan would be if necessary to address that as a problem in terms of access. He notes that he doesn't know if [the applicant] would need permission from the neighbor to use "that property." He notes that it would be good to have acquiesce. He notes that [the Fire Chief] should be consulted of what the road would be like and address any problems [and see if it would be] suitable [for emergency personnel].

D. Libby states that they will "reach out" to [the Fire Chief] and get his feedback.

D. Smith asks that [the Fire Chief's feedback] be supplied to J. Stoll. He notes that [the Board] wants to be sure that they can protect that dwelling [especially because] it is in a wooded area and could potentially [spread a fire] to other structures.

R. Metcalf states that [regarding] the waiver for the parking area, this is the first time he has heard that [disturbance could be allowed in the buffer area] without Planning Board approval. He notes that [this type of permission should] require a waiver for the Planning Board [to review and approve]. He notes that his biggest concern is the 6-foot grade change from the Northeast and the Southeast corner. He wonders what [the land] disturbance [will be beyond this area]. He wonders if this building will be embedded in the earth. He notes that the grading associated with the limit of the edge of the parking to the wetland, "you can't tell" if that "5.3" is the distance between the parking and the wetland. He notes that he is concerned about the grading on the site.

D. Libby notes that J. Gilpatrick can talk to the construction [company]. He states that there was not intent to do any extraction [with the parking lot]. He notes that [they are only putting] crushed stone on top of dirt.

R. Metcalf states that it is really the construction of the building that will be the biggest grade change. He notes that [this is] a significant grade change, 6-feet across the building perimeter. He notes that "you go from 22 to 28" in the Southeast corner. He notes that this is a significant cut in how that relates to the abutting property.

D. Libby states that his guess is the [concrete wall and the] grades around the wall would stay the same. He notes that the building would be "24" at the back and would have an 8-[foot frost wall].

R. Metcalf states that this wasn't clear. He notes that if they have "24" in the Southeast and "22" on the other side, they will have an elevated section. He notes that they have grading on all corners. He states that if they have "22" in the Southeast corner, they have grading that will occur in the buffer. He wonders how that will be accommodated.

D. Libby states that the plan with J. Gilpatrick was using crushed stone as part of the hill so it won't increase the sediment.

R. Metcalf states that he understands the circulation area. He wonders how the finished grade is being accommodated in the corner. He notes that it is 2-feet "below." He wonders what the finished floor of the garage [will be]. D. Libby states, "we don't know." R. Metcalf states that they

need to know what that will be. He states [that they can give this information to J. Stoll regarding] the setback [with the] disturbance.

R. Metcalf wonders if the abutter is “fully aware” of what is being proposed. He wonders if [the applicant] has met with them.

J. Gilpatrick states that he has spoken with the neighbors and have addressed it.

R. Metcalf wonders about [the abutters that own the property the building will be abutting]. J. Gilpatrick states, “no,” they are trying to be friendly but the woman who lives there is in her late 80s or early 90s. He notes that they aren’t interfering with her backyard. He notes that he is sure she isn’t “jumping for joy.”

R. Metcalf states that when they go to do the excavation work, they “obviously” will disturb the vegetation within the 20-foot setback. J. Gilpatrick states that it has already been cleared. He notes that he was the one who did it, [and there] is a significant buffer of foliage.

R. Metcalf notes that the grading issue and the setback are his biggest concerns.

R. Smith states that he had the same questions as D. Smith and R. Metcalf. He notes that [the Board] needs a letter [from the Fire Chief] as to his comments [regarding] fire suppression of the building. He notes that [the Board] needs a letter from [the Fire Chief] for the file. He wonders if [the applicant] has talked to the Conservation Commission about what they are going to do with the wetland “out there.”

J. Gilpatrick states, “yes,” that they submitted a request to them and [the Conservation Commission] replied that it has no historical value.

R. Smith asks for a copy [of this reply]. J. Gilpatrick states that it should have been sent.

R. Smith wonders how close [this building will be] to the two homes R. Metcalf referred to. He wonders [how close the building is to the abutter’s] lot lines. D. Libby states, 20-feet, that’s the building setback. R. Smith states, “so you are right on the setback line.” D. Libby states, “yes.”

R. Smith states that [the applicant] can’t put any buffering in from the back of the building to the lot line, [as they have the] 20-foot [setback]. He wonders if there will be buffering in the 20-foot [setback]. J. Gilpatrick notes that they have cleared to the lot line. R. Smith confirms that there is no buffering on [J. Gilpatrick’s] property in the buffer zone. J. Gilpatrick states that there is heavy growth if “you stand” where the barn would be, [and it is] “fairly difficult” to see the neighbors. R. Smith wonders what [the neighbors will see]. J. Gilpatrick states [that the neighbors will see] leaves and vines and bushes.

R. Smith states that he wants to make sure that [the Board] protects the viewscape [of the neighbors] whether they are in their 80s or not, [as] they deserve to have a buffering between what [the applicant] is putting “there” and “their viewscape.”

E. Trainer states that he wants to share the view of those who spoke before him. He notes that as he read this and the earlier application, it is an application with the wetland impacts but the

supporting materials is only the construction of the building. He wonders about the road work and what the wetland mitigation is. He notes that there is no documentation [regarding this]. He states that the “point raised earlier” he would “adhere to.” He states that he is a “little unhappy” when [J. Gilpatrick said] that someone is older and so they don’t need to talk to them. He notes that this is a “tough answer,” [and] he is sure [J. Gilpatrick] didn’t mean “that that way.” He notes that if [the applicant] is clearing this land, it seems talking to [the abutter] regardless of age is the proper thing to do. He notes that [regarding the] road in, it is very hard because the only documentation is the map at the scene. He notes that [the applicant has said] that there aren’t any wetlands [and that the proposed structure borders the wetland], and the only impact is the corner of the building. He notes that R. Metcalf raised the issue with height differences [and there is] no documentation of how to deal “with it,” except that “you can’t” because the building design “is the building design.” He presumes that [the applicant has made the best effort to protect the land].

D. Libby states that there is no wetland impact proposed on this project, [he notes that they impact in the upland and some impact in the] 25-foot buffer.

E. Trainer states that the application and the documentation “talks about that,” but this isn’t a wetland impact application.

D. Libby states that they are not proposing any wetland. He states that there is a shoreland zone to allow the building the 25-foot [buffer area] and the parking area.

E. Trainer states that there are a lot of questions in the parking and the part [of the structure] that is in the wetland zone. He notes that he may have missed the site walk so he has to take his comments with great caution.

S. Seiders asks for clarification, that the building is in the setback but is not impacting the wetland.

D. Libby states, “yes, correct.”

C. MacClinchy states that for his own comments he would “echo” those mentioned previously [regarding] getting the Fire Department to “look at it,” and the questions R. Metcalf raised about the waivers. He notes that when [this applicant came before the Board previously] to get the wetland impact, they assured it was just to harvest the wood, and now it is increased the use to access. He notes that it is just hard to know how further this will be used, [if approved]. He notes that [the applicant] will have to “come back” and answer those questions about the building construction and the filling and cutting necessary and the site work needed to construct the building. [He asks J. Stoll about a site walk].

J. Stoll states that [the Board] could do a site walk, [and] determine if they want to hold a public hearing. He notes that it isn’t required, [but if they did the Town would] notify the abutters.

D. Smith wonders [if the Board] needs to waive the wetland setback in terms of where the road is going to go. He understands that there is not a proposed wetland impact, but his question is whether they have to waive or consider waiving [the setback]. C. MacClinchy notes that this is why “they are here.” D. Libby states that they met with [the Town Code Enforcement Officer] about the parking area. He notes that the buffer is allowed if it is in an underlying zone. He states that

there is notation in the plan with the article and section that allows the parking area to “be there,” but the building is a “different story.” C. MacClinchy states, “that is why they are here,” to get a waiver for the building corner.

D. Smith wonders if [there is the] apron in front of the road structure. D. Libby states, “yes.”

C. MacClinchy wonders if Board members want to do the site walk again. He notes that E. Trainer is sure he was there [the first time the site was walked]. He notes that S. Seiders is new.

R. Metcalf states that he was not at the site walk when “we did the crossing.” He notes that the “other part” of D. Libby’s comment about the [what the Town Code Enforcement Officer has said regarding] parking being allowed in the buffer, R. Metcalf notes that he wants clarification from J. Stoll [about this] not requiring a waiver. He notes that he challenges “that” and asks for clarification. J. Stoll states that he will have Code Enforcement provide a formal interpretation of this.

J. Stoll states that they haven’t had comment from the Conservation Commission. He notes that they have not reviewed [this application]. He notes that they will be able to comment prior to the next appearance.

C. MacClinchy notes that [perhaps J. Gilpartick had previously referred to the review by the] Historic Commission. J. Gilpatrick states, “that is correct.”

E. Trainers states that [the Board] hasn’t yet heard from the Conservation Commission and some abutters, [which would] lend us to have a public hearing. He notes that as to the need for another site walk, he will defer to his colleagues since there were three [Board members that were not on the original site walk]. He asks that the extra documentation be provided [in reference to the parking area] and that they have a public hearing.

J. Vance states that she would be in favor of the public hearing because of the “neighbor issue.” She notes that she is concerned about the building encroaching on the setback and she wants to know about replanting. She notes that [the applicant] said there are a lot of “invasives” and she wants to see how the site has “transpired” since the last site walk and if they could remove the “invasives.”

J. Gilpatrick states that they have removed the majority “of them” and that is why they cleared them, [as they could not survey the land because the foliage was so] “bad.” He states that, as far as the abutter, “don’t they receive notice that this is being proposed.”

J. Stoll states that they are not noticed, [but only are] during the public hearing.

R. Smith believes that [the Board] should have a public hearing for the neighbors.

D. Smith “concur” with this. He notes that it is important that [the Board] take “one more look at this,” with questions [related to Code Enforcement] and the access with the parking and “that sort of thing.” He notes that if [the Board] looks at this site again, it will be helpful to re-visit this. He

notes that he would like to see the extent of J. Gilpatrick's clearing and removing of "invasives." He notes he is in favor of a public hearing.

C. MacClinchy notes that [the Board] will do a site walk again, [as] there were several members that "missed it" and still [are] concerns about how it "fits together." He notes that [the Board] will need the building corners marked out. D. Libby states that they will make sure they are staked. C. MacClinchy notes that the edge of the wetlands [need to be] flagged.

D. Smith wonders if J. Stoll has the wetland definition that J. Gilpatrick alluded to. [J. Stoll confirms that he does]. D. Smith states that usually there is a report that is put together [regarding wetland mapping]. D. Libby notes that "Chris Copey" mapped these originally, [but because] some of the flags had come down [and that] "Chris" location was with GPS and was not accurate, "Chris" re-mapped and survey-located the flags, [so there is an] accurate delineation line of the upland. He notes that ["Chris"] didn't generate a written report. D. Smith wonders if he physically went out and redefined the boundary. D. Libby states, "correct." D. Smith wonders if "that is what you are working with." D. Libby states, "correct."

C. MacClinchy states that the first option [for a site walk would be] "this Saturday" at 8AM. J. Gilpatrick states that this would be "fine."

C. MacClinchy schedules a site walk for this Saturday, June 13th [2020] at 8 AM.

D. Smith wonders if [the Board members] can park in "your driveway." J. Gilpatrick states that [the Board members] can "line up on the grass."

C. MacClinchy states that they will schedule a public hearing [depending on when the applicant] gets the "answers back to us" [and based on] the results of the site walk. He notes that based on the notice requirements, they would need to [schedule a public hearing] "no sooner" than the first meeting in July.

C. MacClinchy states that they will look at having a public hearing on July 13th, as long as they get the materials submitted and a notice [that can be posted].

II. Sketch Plan: 24-26 Water Street

C. MacClinchy notes that the next item is a sketch plan application for 24-26 Water Street, submitted by TGOCS LLC.

J. Stoll states that this is a sketch plan application for a subdivision proposal, project 11-20, the project this been titled, "Water Street residential development," the property owners are TGOTS LLC, the address is 24 - 26 Water Street, map 51, lots 185-188. He notes that they have a complete sketch plan application and the applicant is submitting a sketch plan that proposes to construct 2 three-story apartment buildings containing 12-units each, for a total of 24 units. He notes that the applicant also is proposing a 3,166-square foot wetlands impact. He notes that he did discuss [this] with the Code Enforcement Office today and he believes this is a non-jurisdictional wetland, so that may not come into play. He notes that the only comment he had was that article 10, section 10 of the zoning ordinance allows the Board to reduce the required 50-foot landscape buffer between multi-family and abutting residential properties to 20-feet. He notes that he applicant has proposed a request in this reduction. He notes that [the applicant] provided it

around most of the site but “you’ll notice” between the 4 single-family residential properties, the buffer doesn’t seem to be maintained at 20-feet. He notes that he discussed this with the Code Office as well and he felt this could be addressed in two possible ways: the applicant could eliminate the lot lines and put all the single-family structures on this lot, thus eliminating the need for the full 20-foot buffer; or [the Code Enforcement Officer said] it could still meet the intent of the ordinance by providing 10-feet on either side, and providing an easement that the landscaping will always be maintained in that area for a buffer.

Ted Scontras [introduces himself]. He notes that with him is William, his business partner, and Jason Haskell from DMROMA. He states that he has been in the area for a “number of years.” He notes that he was in real estate out of college and went into banking and was banking for 30-years. He notes that he retired from TD as an Executive Vice President and received the opportunity [to make] the Bank of Maine and the plan was to sell to Camden, at which time he totally retired from banking. He notes he was consulted and brokered the project which became Narragansett by the Sea. He notes that the “plan at hand” came about [when] “David and I” looked at the property on Water Street and saw something there. He notes “you may recall how rough it was.” He notes that they bought it and made the decision to “attack” the exteriors except for number 20, because they weren’t sure they would keep that. He notes that they put on new roofs, new siding, doors, windows, and “attacked” the interiors. He states “frankly” they are quite cute properties, [and that] some go back into the 1800s. He notes that at one time they were on Summer Street [but were] moved [so that] they could put the mansions [on Summer Street]. He notes that they have “sat” with both [the Town Code Enforcement Officer, the Town Manager, and the Town Planner]. He states that what Kennebunk would like is downtown housing. He notes that they are “doing it” [and that] it would help revitalize the downtown, if they could bring families and population. He notes that the project gained momentum when he “huddled” with Billy Risberra, [who was with] the Risberra brothers who got press for Scarborough Downs re-building. He notes that [Billy Risberra] built 700-units of housing of this exact same [style], they are very attractive buildings [that] attract single-individuals, newlyweds, and seniors. He notes that “if you have a family,” there isn’t enough bedrooms. He states that at the planning level, they were encouraged to pursue this. He notes that they discussed with the Risberra brothers and elected to use DMROMA, and they brought together a team of Jim Logan and David Williams.

David Williams [introduces himself]. He notes that he lives in Cumberland and grew up here “my whole life,” and met T. Scontras through his father-in-law. He notes that he left briefly and spent time in the military and “got out” in 2010. He notes that he moved back to his hometown and started building and developing real estate. He notes that he has been building construction or real estate for the last 10-years.

T. Scontras adds that D. Williams was nominated to the US Naval Academy and served as a Navy Seal in Iraq and Afghanistan.

Jason Haskell introduces himself with DMROMA Consulting Engineers. He notes that “you are looking” at lots 185-188. He states that as T. Scontras said, there are four existing structures “out there” that are proposed to remain. He notes that the two [new and proposed] buildings are three-stories, containing 12-units each, with 24-units [total]. He states that the paved driveway will “come up” between 24 and 26 Water Street. He notes that there is a 24-foot driveway with 45 parking spaces with a sidewalk. He states that the existing four houses will remain and the size is 1.1 acres. He notes that they are proposed to be served with public water, public sewer, and underground electric. He notes that they have been in contact with the KKW [Kennebunk, Kennebunkport, and Wells] Water district and the Kennebunk Sewer District. He notes that there are wetlands delineated on the southern portion of the property. He notes that they tried to minimize that [impact], but based on the scale of the property, it was hard to maintain the buffer. He notes that “one item” is the 20-foot buffer that they are proposing some evergreen shrubs for solid screening. He

notes that [these are] not quite flowering trees, but make it look like a good buffer along the property line. He notes that they would like to discuss that [with the Board] to see what they would like that to look like.

C. MacClinchy states that his first question is about the buffer. He wonders what their thoughts are about [the lots] and creating an easement.

T. Scontras notes that one of the advantages of the compact site is that “you can” intensely landscape. He notes that the 4-houses will remain [and will be] rentals and the plan was for “David” and himself to hold these are rental properties for 5-years and convert to condos, [to] house-aminiums. He notes that the part [regarding the 20-foot buffer] they can address any way [the Board prefers]. He notes this is a non-issue for him. He notes that [they] went “around” the shed, which doesn’t have much value. He notes that they can take that out of there which would give the whole 20-feet “where it jogs in there.”

C. MacClinchy notes that if they can show 20-feet, then that becomes a non-issue. T. Scontras states, “consider it done.”

J. Vance states that the plan they got via email, she couldn’t scroll “all the way” to see it. She wonders if the number of parking spaces fits the regulations for this number of units.

J. Haskell notes that they are showing 45-parking [spaces] which is 1.9 per dwelling, which is 2 ¼ spaces per unit. He notes that what they do have is documentation from the builder who has built several hundred [of these structures] and they have back-up data that explains that this amount of parking is more than what they typically build, mostly because there are several one-bedroom units which makes it difficult to judge how many parking spaces “you need.” He notes that they will present [these] calculations.

J. Vance states that the wetland is non-jurisdictional. She wonders if the soil-type involved there would support the [weight of] the building. J. Haskell states that this is something that will be looked at. He notes that the foundation design he doesn’t see why it couldn’t, but it would be something they would look at as they got closer to the final construction phase.

J. Vance wonders if the Fire Chief has reviewed this. J. Haskell states, “not to my knowledge.”

J. Vance states that the site walk will be helpful. She notes that the ground slopes steeply from the property. She notes that “something” will be impacted, [specifically perhaps] their ability to achieve parking spaces that are flat.

D. Smith wonders about the configuration of building A and B. He wonders if they have occupancy with all three-floors of each building. [The applicants reply,] “correct.”

D. Smith wonders if there are going to be any affordable units. T. Scontras states that they had looked at the issue and they did some quick calculations. He notes that the answer is “possibly.” He states that it looked like they could be “under” the threshold, so some could be considered affordable, but he would have to “dig more deeply.” He notes that right now, [the builder] is renting these for \$1,595.00 for one bedroom and \$1,695.00 for two-bedrooms and that includes a lot. He states that he would have to do the calculations.

D. Smith notes that they speak of condo-izing in 5-years. He wonders if they are in control of all four of the units, 24-28. T. Scontras states, “we are.” D. Smith wonders if they are going to be falling “under the same.” T. Scontras states, “they will have to.”

D. Smith wonders if [these various units] “won’t be” private residence, [and if] at this point they will be rental units. T. Scontras states, “correct.” He notes that they would be rented by now but they really got

caught up in the issue of getting contractors or subcontractor. He notes that when they “finally got one,” COVID [19] hit and now they can get “all they want.” He notes that these will be rented in July, except [unit] 24, which they gutted it down to the exterior walls.

D. Smith wonders if they will rent [at the same price for these units]. T. Scontras states, “in that vicinity.” He notes that they are listed at UNE for medical students so it is “on their list,” but [unit] 24 will be “more money” because it will be a brand new 2-3 bedroom home.

D. Smith wonders if they are planning to have condos at some point. T. Scontras states that he doesn’t know how to answer that. He notes that he doesn’t know at “this point.” He states that the plan was in 5-years to make the conversion. He notes that it may be at that point that they keep “it” as rentals. He notes that what “you normally do” is have all the documentation ready on “day 1,” [and if] “you decide” to do the conversion, it is ready to go. He notes that he knows the “white building across the street,” the builder said the one thing he regretted was selling the building.

D. Smith wonders if they have HOAs together. T. Scontras states, “correct.”

D. Smith wonders if they are planning on sprinkling “these.” T. Scontras states that the plan is to sprinkle them.

D. Smith wonders in terms of the footprint, this is a private road. T. Scontras states, “correct.” D. Smith wonders if [the road will be] built to Town standards. T. Scontras notes [it will be built] in Town requirements.

D. Smith wonders if they have given thought to where they could provide trash and recycling. J. Haskell notes that they have a fenced-in dumpster placed on a concrete pad at the end of the drive-aisle coming in. He notes that this is where trash and recycling would be left.

D. Smith states that he is concerned about the wetland in allowing that to be filled to build a structure. He notes that he doesn’t know if DMROMA can look at taking “any of this” to be able to move building B out of the wetland. He notes that he realizes it is non-jurisdictional. He states that historically this Board has never allowed people to build a structure [by] filing a wetland. He notes that this would be his concern, [as well as] the access to get to the structure. He notes that he doesn’t know how they will be [able to] “re-think” where building B could go. He notes that if they are on the property line, they have the topo lines and steep slopes behind the boundary. He notes that he thought they could go “further to the north” [but that he didn’t see the property line]. J. Haskell states that they could take a “look at that.”

R. Metcalf states that they are correct [that the Board] has never provided a wetland fill for the development of a structure, but if [the Code Enforcement Officer] has determined [the wetland] as non-jurisdictional, it is nothing [the Board] has the jurisdiction of in terms of if it gets filled. He wonders how much of the land is within the 25-foot side-buffer area. He notes that it looks like some buffering is in the wetland area, so they will have to disturb that as well. He notes that they will have wetland soil conditions they have to pay attention to buffering “on that side.” He notes his other concern is draining towards the wetland [and the management] of storm water and how that impacts the wetland area. He comments on the grade change. He notes that if “you go” on the northeasterly corner, they have a 17-foot grade change. He notes that they have a significant challenge [with a] 4-foot grade change, which is workable, but will be a “big issue” with how this site relates. He notes that he couldn’t tell in terms of what the other buildings are. He notes that [the Board] wants to see on the property where the buildings are, just so they have an understanding of where the abutting property is.

J. Haskell [shares his screen with images from Google Earth]. He notes that “this” is where the driveway is coming in, [and that] there will be one building “here” and one building “Here.” He notes that they will present an aerial [map].

R. Metcalf states that they will do the site walk and “get a visual,” but it is helpful to have it on the plan. He notes that the buffer issue is what they were talking about earlier about the building behind, lot 185, [and] getting rid of the shed. He notes that this was his concern [and how] the property is handled as far as landscaping. He notes that this is a conceptual rendering and they will need to show a substantial plan with the buffering of where “it needs to be” enhanced with the buffering of the easterly side with the plant materials. He notes that J. Vance pointed out about the soils. He notes that once they do a footing there shouldn’t be an issue to build “on that.” He notes that with the wetland he wants to know the total wetland distance. He notes that the Conservation Commission will have concerns with this as well, [in] fully understanding the downstream impacts.

R. Smith notes that he had the same concerns with the steep slopes behind the building. He notes that obviously the wetlands [are an issue and whether the Board] has jurisdiction or not, the drainage and trying to build in a wetland will be “tricky.” He wonders about the two properties that border the roadway in, he thinks [units] 24 and 26. He wonders how they will access those two properties from the new road [or if they will be accessed separately].

T. Scontras states that on [unit] 26 there is an existing driveway [with a] curb cut that is already in. He notes that [on unit] 24, there is a turn-around.

R. Smith wonders if “that is the only one” that will come off the roadway. T. Scontras states, “correct.”

R. Smith states that this is 25-units on the roadway, which is upper limits with only one access. He notes that as long as they don’t put 26 [units] that should be okay. He notes that he has the same concerns as everyone else does. He notes that it looks like a small parcel for the size of buildings and the parking lot that they are “putting in there.” He notes that maybe they can “get to look” at the property and that will change [this opinion of his], but that it looks “tight.”

J. Haskell notes that [based on] the residential density and the deductions, the area actually allows for 29-units.

E. Trainer shares the concerns related to the wetlands and the slopes and a couple of “other things.” He notes that regarding the buffer issue, some creative ideas have “come forth.” He notes that having a single plot seems to make sense. He notes that he does share J. Vance’s concern about the parking. He notes that he lives in a place in Town where there are single-people living in condos and many have two-cars for various reasons. He notes that if they are looking at parking—and that includes snow removal—there is a “bit of a crunch in there.” He notes that he is sure they will figure out how to “do that.” He hopes that they will consider the affordable units because they are very-much needed in the Town of Kennebunk.

S. Seiders notes no questions as they have all been answered.

J. Vance wonders about snow storage. J. Haskell notes that snow storage would be “over in this area” of the property. He notes that it will be something they look into a “little more.” He notes that they may need snow removal from the property if it gets to a certain point, but they will look into that for the next submission.

J. Vance wonders about the “little driveway” that goes into the existing house. She wonders if people that use that are expected to “back-out” to exit. J. Haskell states, “yes,” they would be backing-out into the driveway. [J. Vance notes that she would want to avoid that from a safety standpoint].

C. MacClinchy notes that his comments mostly have been addressed. He notes that this is an ambitious project, but is something that he looks forward to seeing if they can make it happen because [the Town] needs more rental housing in Town and it seems to be in a good location. He notes that if the site “can fit it,” then he thinks it would be great. He notes that it is a good project and he looks forward to seeing how it all “comes together.”

D. Smith notes that J. Vance is “right” because not only is it backing into the street, but it is backing into the sidewalk that goes out to Water Street. He notes that the other point that he thinks they could take a look at [is the] wetland as a whole. He notes that he is not trying to make this a wetland-scientist type work, [but that] even if [the wetland] is indeterminate, [he wonders if] it is perched [or] if there is an outlet or someplace that terminates off-site. He notes that if this is functioning in the same manner in terms of absorbing in hydric soil, the moisture that is coming down “form further up” on the topo [from Grove Street]. He notes that the water is going to “want to go someplace” and if that they displace it by having a fill for building B, he notes that they should understand how that will work. He notes that the Board needs to know that.

R. Metcalf states that the comment about the parking off the one front lot, he notes that this is not a road, this is a parking lot to serve the units. He notes that they are backing out on the same travel way, as if they are the parking spaces. He notes that they are not looking “at this” [as a] Town road. He notes that the issue [the Board members] got into with back into a roadway is totally different [than with other previous applications].

C. MacClinchy notes that there is still the point of crossing the sidewalk but “your point is correct.” He notes that they could schedule a site walk if the applicant is ready. He notes that they need to see the centerline of the driveway, the corners of the buildings flagged, [and the edge of the wetland] marked—which would be helpful to see [even if the wetland issue is not within the Planning Boards’] jurisdiction.

J. Haskell wonders how far up the center of the driveway [should be marked]. C. MacClinchy asks that [they] pin all the corners of the parking. He notes that they need a sense of the extent of the impacts so they can follow the centerline of the driveway. He notes that [they need] some visuals to see the impacts that they can have.

T. Scontras wonders if it would be possible to have the surveyors point it out, rather than pin it. He notes that this could change given the comments.

C. MacClinchy notes, “it is up to you.” He states that if they think they are ready for [the Board] to come out and take a look at the site, or [if the applicant would rather] rework it “a little” and have [the Board] look at the revised plan. He notes that if they make a lot of changes then [the Board] may want to go back out and see. He wonders if [the applicant] wants to schedule this now or hold off. T. Scontras states that they better talk to Jim Logan and the surveyors.

D. Smith states that [regarding] the parking, it is not equal. He notes that they have 19-inches in the first block that is for building A, and over 22[-inches] that are supposed to be on both sides of the parking lot that is behind building B. He doesn’t know if they can move any parking around to give a chance for them to [move] building B. J. Haskell states, “yes,” they are moving the buildings and the parking will be back.

He notes that [they will generate] an updated plan. D. Smith states that [if the] parking can move around, then they will have “wobble room.”

III. Hope Cemetery Accessible Trail

C. MacClinchy states that the next item is the Hope Cemetery universal accessible trail.

J. Stoll states that this is project 12-20, 2 Barred Lane, map 46, lot 11, [where the] applicant is requesting permission for a recreational trail within the setback of a wetland. He notes that it seems straight forward.

George Harrington introduces himself as the President of the Friends of Hope Cemetery and Woods [organization]. He notes that “also joining me is” Betsy Stevens, who is the President of Hope Cemetery Corporation and Sarah Stanley, who is the Director [of the Kennebunk Land Trust. He notes that the [Kennebunk Land Trust] is the “holder” of the easement on the property. He states that also addressing questions is Mike Cooper, [who is] a consultant and the designer of the trail system. He notes that the trail is on “this map” [and is] 0.9 miles long and has a cross-over half-way through if someone doesn’t want to do the whole trail. He notes that as part of the trailhead, they will have ADA compliant parking. He notes that Friends of Hope Cemetery and Hope Cemetery Corporation are excited to provide this type of a trail for the mobility impaired. He notes that [the trail system] is well laid-out, and goes through a [large portion of] the woods. He states that it is “quite beautiful.” He notes that from their campaign, this was an integral part of saving the woods, [in that they would] provide an accessible trail. He states that they have raised the money and have grants and are ready to “go forward” to have this trail for the mobility impaired.

Mike Cooper [introduces himself as the designer of the trail system]. He notes that he is “here” to answer questions. He notes that the idea is that they will use the head of an existing trail system and create half the trail to make “this look.” He notes that the reason they are moving off the existing trail [is that] several pitches are too steep for wheelchairs or just “Code” with the steepness of the hill. He notes that they are also trying to avoid more areas that could be impacted. He notes that there is a lot of detail. He states that one trail goes through the field [and is originally] right on the edge. He notes that wildlife prefers the edge, so they moved the trail to the middle [of the field], [as it is] a biologically more active area [on the edge of the field for] wildlife. He notes that in the process they are looking at honoring the conservation easement and creating a system that would benefit the property and the community.

C. MacClinchy wonders if they are here to get permission for a wetland setback.

M. Cooper notes that he is surprised “at that reading.” He states that there is a point from many years ago toward the top of the property on the map. He states that it is in blue [on the map] and in that area there is a wetland zone. He notes that what they are looking at doing is using the existing trails. He notes that they have one trail “to the right, a black trail,” [represented on the map with a dashed line]. He notes that they can’t use that trail because it crosses a property line. He notes that they are trying to “bridge it” in the “this area” to elevate the road so that animals can cross it and the water can flow underneath as needed. He notes that there is no water flow “there,” [as] the site is on a ridge. He states that it is not designated as a wetland area, [as they are] “trying to stay out of there.” He notes that it is questionable if it is a wetland because dirt was dug out of that hill. He notes that they aren’t planning on using part of one of those [trails], and they are trying to miss the low area just “to the right of the pond.” He notes that they are trying to avoid that as well.

J. Vance wonders about the 55-foot boardwalk. She notes that this is the first time [she] has actually looked at anything with a permanent boardwalk. She wonders how that is constructed and how it is permanently kept from sinking in or [prevented from being] subject to frost heaves.

M. Cooper notes that a trail boardwalk is a basic structure. He notes that it is not going to be a foundation to it or piers or be elevated very high. He notes that typically a boardwalk [that is seen] on these trails [are sitting very close to the ground]. He notes that it doesn't matter if they heave a little in the winter as they settle back in; he notes that heaving is 2-3 inches. He states that with handicap accessibility, that stabilizes very quickly. He notes that in Laudholm Farms in Wells they are using mud silt instead of Sauter tubes or precast concrete. He notes that the plan is to use mud silt.

J. Vance wonders if they have to be replaced occasionally because they will rot. She wonders what kind of wood is used.

M. Cooper states that it is pressure-treated, 6-inches by 6-inches in mud silt, that runs 5-feet wide with a 4-[foot] by 6-8-[foot] section, then 2x6s are screened on top of that. He notes that the ground contact is 25-years. He notes that they could use non-pressure treated which would [last] 7-10 years.

D. Smith states that he is glad to this project proposed and he is really glad for the community and the very beneficial nature [the trail has], in terms of the number of uses in the users that can use it. He notes that with multiple points of access he is really glad for what this provides for people who live close to town. He notes that it is safe and accessible [and is good because] they are offering a multi-use. He notes that the "one thing" he has noticed with social distancing [with COVID19], is the case of being startled [by runners coming up behind someone walking on a trail]. He asks if there is any consideration that has been given or will be given with a 5-foot pathway. He wonders about setting some expectations about trail use or "something of that nature."

G. Harrington states that they are in the process of protocols including use of the trails. He notes that his is something that is on their minds already and they are discussing it.

D. Smith notes that the trail marking is colorized and [is] excellent to "show you" [where your location is in the trail system]. He notes that he has never seen a better marking system.

R. Metcalf states, "this is great." He wonders if all [the Board is deciding on] is the setback issue from the wetland area. J. Stoll states, "that is right."

R. Metcalf states that he sees that they are revegetating the existing trail that is being vacated and he doesn't see any real issue [regarding] the trail with the wetland that will have any major impact that will be amiss to have any approval. He wonders if this is still connecting to Storer Street. G. Harrington states, "yes," the entrance and exits through the woods have not changed. R. Metcalf states that [this is a] great asset.

R. Smith states that his only question was what [the Board] was reviewing [but] R. Metcalf already elicited that answer. He notes that this is an excellent asset to the Town.

E. Trainer states that he likes to walk "back there" and the conservation-trust areas. He notes that he sees this trail as an improvement project. He notes that putting [in the] boardwalk is a protection of the wetlands there. He notes that he sees this as a trail improvement project within the conservation-trust area, so he has no issues at all.

S. Seiders states that she was excited to read about this and look at the plans and see the trail improvement, and also just increasing the access to the area. She notes that the signage was "top notch." She notes no concerns.

C. MacClinchy wonders if the [Kennebunk Land] Trust will maintain the trails or if Hope Woods will maintain the trails.

G. Harrington states that the Friends of Hope Cemetery and Woods [will be] maintaining the trails under an agreement with Hope Cemetery and under the [advisement] of the [Kennebunk Land Trust]. He notes that they have a committee that is responsible for the trails and the signage. He notes that [this committee] is exceptional.

C. MacClinchy states that the next step is to schedule a site walk, with the area of the wetland. He asks that [the applicant have the area] demarcated.

M. Cooper wonders if [the Board would like] a flag line of the center line of the trail through the whole system. C. MacClinchy states that because [the Board's] review, they can just take the existing trail toward the impact site and can view that area. He wonders about availability, [he proposes] Saturday morning at 9AM.

M. Cooper states, "I can do that."

C. MacClinchy wonders where is the easiest place [to meet]. M. Cooper states that it is a longer walk from the Hope Woods spot. He notes that they could come from the Wood Haven [area] which would be shorter, but [the Board members] would have to park on the side of the road. He notes that he would choose to go from the Hope Cemetery side.

C. MacClinchy asks [for objections to this]. He notes that R. Smith may not be able to join as it may be a "bit much for him." R. Smith states, "you are right."

Betsy Stevens [introduces herself as the President of the Hope Woods Corporation]. She notes that this "borrow=pit" that has a wet area is almost "bone dry." She notes that it is not a wetland that is characterized by cattails or wetland plants, but it is muddy and do need to create the trail. She notes that in representing the Friends of Hope Cemetery and the Board, their Board is "totally" behind the project and [she is happy to see] the enthusiasm from the Planning Board.

C. MacClinchy schedules the site walk for this Saturday, [June 13th, 2020], at 9AM. He notes that they will meet at the Hope Woods parking lot.

3. Approval of Minutes of Previous Meeting

C. MacClinchy begins to review the meeting minutes from the previous meeting, Monday, May 18th, 2020.

R. Metcalf moves to approve the Planning Board meeting minutes as corrected.

D. Smith seconds the motion.

All in favor, none opposed.

The motion passes 5/0.

4. Other Business

S. Seiders notes that she looks forward to the site walks.

J. Stoll notes he does not have [anything else for the Board's review] at this time.

C. MacClinchy wonders if [J. Stoll] is back in the Town hall. J. Stoll states that he is as of today.

R. Metcalf notes that J. Stoll and himself were discussing that the Governor's allowance for Zoom meetings expires on Thursday.

5. Adjourn

D. Smith moves to adjourn.

J. Vance seconds the motion.

All in favor, none opposed. The meeting ends at 9:22 PM.

Respectfully submitted by Megan M. Hall.

Signature Page:

Signature Date: