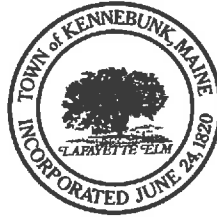


# Town of Kennebunk, Maine



## KENNEBUNK SITE PLAN REVIEW BOARD Thursday March 21, 2019 MINUTES

**MEMBERS PRESENT:** Gary *Dugas*, Chair; Jeanne *Dunn*; Matt *Fagginger-Auer*; Brenda *Robinson*; and Paul *Jackson*

**FROM THE TOWN:** John *Stoll*, Town Planner

**ALSO PRESENT:** Stephen *Tarte*, Director of Engineering, Maine Turnpike Authority  
Dale *Mitchell*, P.E., HNTB Corp.  
Phil *Kendall*, P.E., HNTB Corp.

### 1. Open Meeting

The Chair opened the meeting at 7:00 p.m.  
The Board members introduced themselves.

### 2. Approval of Minutes of Previous Meeting

#### A. Meeting minutes of January 17, 2019.

Referring to each page, Chairman *Dugas* asked the Board to consider the minutes of January 17, 2019.

Board Member *Robinson* requested that her list of punctuation corrections for page 2 and 3 of the January 17, 2019 minutes, (which does not change any content) be accepted as one amendment submittal rather than reviewing each item separately.

Chairman *Dugas* agreed.

Board Member *Robinson* submitted the following corrections:

- Page 2, various punctuation corrections; and
- Page 3, various punctuation corrections

There being no additional amendments or corrections to the minutes of January 17, 2019, Chairman *Dugas* asked for a motion.

A motion was made to accept the minutes of January 17, 2019, as amended.

**MOVED:** *Robinson*  
**SECONDED:** *Dunn*  
**DISCUSSION:** None  
**MODS:** As noted  
**VOTE:** 5 in favor, 0 opposed; the motion carried.

Chairman *Dugas* proceeded to the next agenda item.

### 3. New Business

A. Major Site Plan application of the Maine Turnpike Authority, parking additions and related site improvements.

Town Planner *Stoll* summarized the Project Description as detailed in his Staff Review Memo of March 21, 2019, for Project # 07-19.

Stephen *Tarte*, Maine Turnpike Authority, introduced himself, Dale *Mitchell*, and Phil *Kendall*, of HNTB Corp., and presented opening statements regarding the need for the site improvements.

Phil *Kendall* introduced himself and distributed copies of:

- A Permanent Waiver Request for Article 11, Section 6.B (9) Lighting Plan; and
- A Permanent Waiver Request for Article 11, Section 6.B (7) Landscape Plan.

He began a summary of the Site Plan Application for the Kennebunk Service Plazas parking expansions at Exit 25. His presentation contained the following information and highlights:

- Existing site description and usage;
- Tractor trailer and passenger vehicle parking capacity and circulation improvements;
- Pedestrian safety;
- Storm water drainage improvements;
- Traffic volume increases from 2013 to 2018;
- Passenger vehicle parking capacity will increase from 239 to 309 on the southbound side and from 304 to 394 on the northbound side;
- Tractor trailer parking capacity will increase from 37 to 74 on the southbound side and from 35 to 71 on the northbound side;
- Project design is 60% complete;
- Regulatory agency permit acquisition is in progress;
- Site plan drawing overview;
- In addition to the increased parking, the following improvements were identified;
  - A positive physical barrier separating the tractor trailer and passenger vehicle parking areas;
  - Relocation of onramps and acceleration/deceleration lanes;
  - A right turn lane on the southbound exit ramp;
- A preliminary design report was submitted in December, 2018; and
- Construction will take place over two seasons; northbound plaza will be first, followed by the southbound plaza.

Concluding his presentation, *Kendall* opened the topic for questions.

Board Member **Dunn** expressed concern regarding the sight distance at the northbound merge lane during the winter months when snow is piled up at the merge.

**Kendall** replied that the problem will be considered.

Board Member **Fagginger-Auer** asked the following questions:

- Was future expansion a consideration when the service plaza was originally built?
- What is the shelf life of the current expansion?
- Is there room for another expansion when the current expansion reaches the end of its useful life?

**Kendall** provided the following responses:

- The current version was built in 2005;
- The current version replaced a service plaza that was built in the mid 1980's; and
- The planned expansion is expected to last 20 to 30 years.

Board Member **Fagginger-Auer** asked how land would be acquired when another expansion is needed.

**Kendall** replied that the next service plaza version has already been conceptualized and any future expansion would likely require "Right of Way" acquisition.

Board Member **Fagginger-Auer** asked for details of the current construction activity in the southern area of the southbound service plaza.

**Kendall** replied that the activity consisted of 30 year old fuel storage tank replacements and fuel dispenser island elevation increases of 1.5 feet to improve storm water drainage.

Board Member **Fagginger-Auer** asked that copies of the site plan drawings (11 x 17) be provided to the Board prior to the site walk.

**Kendall** agreed.

Board Member **Robinson** asked that the two areas of crossing traffic behind the northbound service plaza be reviewed.

**Kendall** replied that one of the intersections is being eliminated and the other is being regulated with traffic control stop signs.

Board Member **Robinson** asked if the plaza service buildings have enough capacity to accommodate additional travelers.

**Tarte** replied that the building capacity is adequate to handle the truck and passenger vehicle load from additional parking because the increase in truck drivers is already there and passenger vehicle travelers tend to be of a high turnover nature; additionally, passenger vehicle travelers are seasonal and cyclic in nature. The only physical space constraints that exist inside the building are for employee turnover.

Board Member **Robinson** asked if the dog walk and picnic areas will remain.

**Kendall** replied that both will be relocated.

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Board Member **Fagginger-Auer** asked how the truck drivers will be able to walk around the barrier and access the service building.

**Kendall** replied that access from the truck parking area to the service building will be provided by a painted walkway.

Board Member **Robinson** asked if the handicapped area will change.

**Kendall** replied in the negative, adding that the present handicapped areas will be maintained with improved signage visibility.

Chairman **Dugas** asked how much wet land would be filled.

A discussion developed regarding wetland area impact both temporary and permanent.

Town Planner **Stoll** noted that if permanent wetland impact is required, the Town Engineer will need to be consulted regarding the scope of the impact.

Board Member **Robinson** asked if the Town Fire Department had been consulted.

**Kendall** replied that both the Town Fire and Police Departments will be consulted as part of the design phase.

Addressing the permanent waiver requests, **Kendall** began a review starting with the waiver for Article 11, Section 6.B (9) Lighting Plan. His comments including the following details:

- The current light poles are 40ft. high and the applicant desires to maintain that height with all of the new poles;
- The current light fixtures have been converted from high sodium to full cutoff LED and all new fixtures will be full cutoff LED; and
- Based on the new IESNA requirement of 0.5 foot-candles for Asphalt Parking areas (Table 17-2), a waiver is requested from the higher minimum foot-candle requirement of the Town's Article 10 Section 6 (A) Table A which specifies the minimum foot-candles requirement is 0.9 and 0.6, respectively for General Parking & Pedestrian areas.

Chairman **Dugas** opened a discussion regarding Board approval prior to design completion.

**Kendall** commented that the applicant welcomed Board input at this time in order to incorporate suggestions into the plan prior to design completion.

Chairman **Dugas** asked for a motion for the requested waivers.

**A motion was made to temporarily waive Article 11, Section 6.B (9) Lighting Plan and Article 11, Section 6.B (7) Landscape Plan based on the comments provided**

**MOVED: Fagginger-Auer**

**SECONDED: Robinson**

**DISCUSSION: None**

**MODS: None**

**VOTE: 5 in favor, 0 opposed; the motion carried.**

Chairman **Dugas** opened a discussion regarding site walk and public hearing scheduling.

Board Member **Robinson** expressed concern about scheduling a site walk without input from the Town Fire Department and Town Engineer.

**Kendall** replied that they will be in contact with the Town departments during the week of March 25 and will have any comments prior to the site walk.

A site walk was proposed for 3:00 P.M, Wednesday, April 10, 2019.

A public hearing was proposed for 7:00 P.M, Thursday, April 18, 2019.

All present agreed.

Chairman Dugas thanked the participants and proceeded to the next agenda item.

#### 4. Adjournment

Chairman **Dugas** asked for a motion to adjourn.

**A motion was made to adjourn the meeting at 8:07 p.m.**

**MOVED: Fagginger-Auer**

**SECONDED: Robinson**

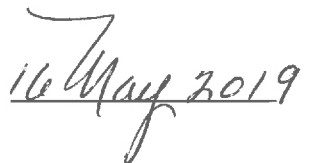
**DISCUSSION: None**

**VOTE: 5 in favor, 0 opposed; the motion carried.**

Signed by:

  
Brenda **Robinson**

Date signed:

  
16 May 2019