

PLANNING BOARD MINUTES

May 14<sup>th</sup>, 2018

CASCO COMMUNITY CENTER

7:00 P.M.

**MEMBERS PRESENT:** Ted Beckner, Edward Phipps & Lynne Potter

**MEMBERS ABSENT:** Stan Buchanan, Ray Grant & Jim Macklin

**STAFF PRESENT:** Alex Sirois, CEO; Tom DuBois, Peer Review Expert & Sandy Fredricks, Planning Assistant

**PUBLIC PRESENT:** Craig Burgess, Paul Wainman, Kevin Hancock & Mark Kingston

Lynne calls the meeting to order at 7:05 p.m.

Lynne states the first item on the Agenda is approval of the March 12, 2018 Minutes.

Edward moves to approve the March 12, 2018 Minutes as submitted.

Ted seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward & Lynne) – 0 no – 0 abstain

Lynne states we also have approval of the April 9, 2018 Minutes before us.

Edward moves to approve the April 9, 2018 Minutes as written.

Ted seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward & Lynne) – 0 no – 0 abstain

Lynne states the next item on the Agenda is an application filed by Sebago Technics, Inc. for Site Plan Review on behalf of Hancock Lumber for a new corporate office building on property known as Map 8, Lot 17-2 located on Poland Spring Road. The property is located in the Commercial, Stream Protection, Wetland Protection and Aquifer Protection Zones. This matter is a continuation from the April 9, 2018 meeting.

The Board acknowledges Tom DuBois of Main-Land Development who has prepared the Peer Review of this application on behalf of the Town of Casco.

Paul Wainman of Hancock Lumber speaks first this evening. He states that they are seeking approval for new Corporate Offices to be located next to their retail store. He continues that the two sites consist of 7.5 acres and they will have 20 employees working out of the Corporate Office with many of them out of the office regularly.

Paul goes on to state that Hancock has hired Sebago Technics and Craig Burgess to represent their interests in this Site Plan Application. Additionally, he states the building design will be in keeping with the design of the neighborhood as well as the mill and retail store. He further states they will preserve as much green space as possible as they are trying to create a "campus facility" and is being designed to take into consideration the Stream Protection, Wetland Protection and Aquifer Protection Zones. Paul states that they have received their Army Corp of Engineer approval for the minor wetland impact as well as the DOT permit for the entrance from Route 11.

Paul further states that they have undergone many Peer Reviews in this matter along with meetings with Alex and Sandy to get input on the general design and they are hoping to get approval tonight as site work has to get started.

Lynne refers the matter to Tom for his comments. Tom states that he has been working back and forth with Hancock Lumber and Sebago Technics as late as this morning (5/14/18). Craig has revised the phosphorous calculations and he (Tom) feels it is now acceptable from a technical standpoint.

Lynne asks Alex what the maximum height for a building is in Town; she believes it to be 35'. Alex confirms that the maximum building height is 35'. Lynne states she is concerned as these plans show a height of 41'. Alex explains that our Ordinance allows for such things a cupolas, steeples or other such structures that have no floor space to be over the 35' height as without floor space it does not fall into the square footage calculations. Additionally, he states that the entire second floor is under the 35' height maximum.

Lynne asks Alex if he has anything to add to this; he does not.

Lynne states in looking at the May 10<sup>th</sup>, 2018 Memo from Sebago Technics, Page 2, Boundaries – Tom states that has been taken care of and is acceptable.

Lynne asks if the Board wants to go through the Memo item by item or address comments as you may have them. She continues that it appears most of the issues brought up have been remedied or additional information has been received. Tom states that is true.

Lynne asks if we have come to any agreement about traffic flow between the retail space and the office. Tom states his recollection is that the connector discussed was for walking between the retail store and office, not for vehicular traffic.

The discussion turns to the parking spaces and the requested waivers for same. Tom states that the applicant has shown 23 paved parking spaces and 12 additional grass spaces to meet the 35 spaces required and based on discussions and descriptions provided by Paul, it does not appear there will be a problem.

Lynne asks Paul if they anticipate that there will be an issue with the office lot being filled and need to utilize the retail lot. Paul states they may have need for overflow parking at retail store maybe four times a year, however, with the parking being utilized

only by employees, we can arrange parking to use the 23 paved spaces and 12 grass spaces to accommodate the situation.

Lynne states she believes both waiver request have to do with the parking. Tom states that is correct; they have requested two waivers:

1. For reduction in the size of the parking spaces from 200 s.f. per space (10'x20') to 180 s.f. per space (9'x20').
2. For allowance of 12 grass parking spaces that are not easily accessed.

Tom states this size proposed of 180 s.f is certainly within industry standards. Tom further states that Paul has provided information setting forth how they will utilize these spaces and regulate the parking in those spaces.

Lynne asks if there is any discussion regarding the parking spaces. Ted asks if there was any consideration of utilizing the retail lot. He is informed there was at a previous meeting.

Paul explains that there will be a gate between the retail store and the office that people can walk through if they are in the store lot.

Lynne states that if, from an engineering standpoint, the parking is acceptable – Tom interrupts and states that he wants to be careful on this; the Board has to decide if operationally it is at issue and not set a precedence.

Edward wants to know how many are grass spaces. He is informed that 12 of the spaces are grass. He continues by inquiring if there is a way to word it to have it utilized only at specific times.

Tom states that in the April 23<sup>rd</sup> 2018 submission, the Board received a letter from Paul stating how those spaces will be utilized. (See attached copy)

Lynne asks what everyone thinks about the parking waivers. Ted states he thinks it's good not to have it all paved so we don't have to give up some of the buffer to get the additional permanent parking spaces. Tom explains that the applicant has to come in with a plan that meets the requirements of the Ordinance. Lynne asks the Board if we should agree to the waiver on the number of parking spots.

Lynne moves to grant the waiver request on the size of the parking spaces.

Edward seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward & Lynne) – 0 no – 0 abstain

Lynne asks Alex if he sees any issues with this coming up in the future. Alex states no, but you never know. You need to make clear your reasons if you do grant the waiver.

Lynne asks if there are any reasons why they can't deny the waiver and direct additional parking be in the retail store. Tom states he is not sure the Planning Board

has the authority to tell them to utilize adjacent property. He continues that the 12 spaces will only be utilized 3-4 times a year and if you take the environmental consideration into the equation and the impact being lesser than pavement you have good reasons.

Lynne states they now have parking across the road for the vehicles that always parked on this site; she continues they are crossing the road daily now. Tom states the Board has to be careful encumbering either the retail store or sawmill for practical reasons. He further states be mindful that the reduction of the number of parking spaces can only be granted by the Zoning Board of Appeals; this Board cannot do it.

Lynne explains to Ted why they have the aerial map to show where the employee parking that has been on the Site Plan lot will move to.

Ted states he would rather see the 12 grass spaces than eliminate spaces.

Craig inquires if there is a problem with them being grass and goes on to state they have done this in many other projects and they work well. He further states they realize that it is wet in the spring and Hancock Lumber will be responsible to maintain it.

Ted suggests perhaps some language in the future for shuttling across the street.

Tom states Craig brings up a good point that they are responsible for repairing and maintaining the grass and lot. This is their corporate headquarters; their flagship so to speak.

Lynne states she is leaning toward the idea of accepting the grass spaces as it is more environmentally friendly than pavement and is an exception to the rule.

Alex states he believes the Board has covered things and he doesn't see them selling one of these lots any time soon; not that we can predict the future.

Edward states his biggest problem seems to be setting precedence.

Lynne moves to grant the Waiver to allow 12 additional parking spaces to be grass spaces.

Ted seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward & Lynne) – 0 no – 0 abstain

Ted moves to find the application complete.

Edward seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward, Lynne) – 0 no – 0 abstain

Lynne moves to approve the application of Hancock Lumber with the two Waivers granted for reasons discussed. (See attached letter from Paul Wainman regarding regulation of grass parking).

Ted seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward & Lynne) – 0 no – 0 abstain

Lynne moves to adjourn.

Edward seconds.

Any discussion? None.

All in favor? 3 yes (Ted, Edward & Lynne) – 0 no – 0 abstain