

Town of Scarborough

Planning Board

May 18, 2009

AGENDA

1. Call to Order (7:00 P. M.)
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes (April 27, 2009)
5. JCA Holdings requests sketch plan review for 10,000 square foot office/warehouse building at 62 Mussey Road
6. Higgins Beach Market, Philip and Deborah Parker request site plan review for existing market at 82 Spurwink Road*
7. Administrative Amendment Report
8. Town Planner's Report
9. Correspondence
10. Planning Board Comments
11. Adjournment

*Public comment will be allowed on this item.

NO NEW ITEMS SHALL BE TAKEN UP AFTER 10:30 P. M.

Town of Scarborough

Planning Board

May 18, 2009

MINUTES

Members Present

Staff

Ms. Auglis
Mr. Fellows
Ms. Littlefield
Mr. Mazer
Mr. Thomas

Mr. Bacon, Town Planner
Mr. Chace, Assistant Planner
Ms. Logan, Recording Secretary

1. Call to Order

Ms. Littlefield called the meeting to order at 7:00 P. M.

2. Pledge of Allegiance

3. Roll Call

The Recording Secretary called the roll; Messrs. Chamberlain and Paul were absent. Ms. Littlefield authorized Ms. Auglis and Mr. Mazer to vote.

4. Approval of Minutes (April 27, 2009)

Ms. Auglis moved to approve the minutes of April 27, 2009; Mr. Thomas seconded.

Voted 5-0

5. JCA Holdings requests sketch plan review for 10,000 square foot office/warehouse building at 62 Mussey Road

Mr. Bacon noted that this site had benefited from the recent zone changes at Eight Corners. He stated that there were staff comments and noted that the term “office/warehouse” was a misnomer and this should be considered a business service. Mr. Bacon stated that a few curbcuts had been closed and the staff encouraged combining one of the driveways with the abutter’s driveway; he stated that there should be more information to determine the required amount of parking spaces. He stated that there were staff comments about landscaping and design standards.

Mr. Matthew Winch, of Garrison Consulting, stated that their sketch plan showed the generic needs of the building which would be 5,500 to 6,000 square feet of office space with the remainder used for direct mail and print services. He stated that this was a long site located to the rear of the new Wal-Mart and traffic would go counter-clockwise around the building with parking on the side and front; he stated that there would be loading doors in the rear. Mr. Winch stated that the drive-way of the abutter to the east was on their property and they would work to resolve that; he stated that they were exploring a shared curbcut with the abutter to the west at the request of the staff. He stated that they wanted to split the access into two driveways to provide an opportunity for landscaping and to allow the building to be rotated on the site; he stated that the parking was still a work in progress. He stated that they would meet with the Fire Department regarding fire lane width and circulation around the building.

To a question from Ms. Auglis, Mr. Winch replied that the business was a short term storage function where large amounts of printing goods were broken down and distributed to their customers. Mr. Chace stated that the Ordinance defined the described use as a business service. Mr. Winch stated that the front corner of the building would face east and the south and east elevations would be visible from Mussey Road. Ms. Auglis stated that building materials and buffering in the front to screen the parking would be important; she asked whether consideration had been given to moving the building forward and putting parking in the rear. Mr. Winch replied that they had considered that. To a question from Ms. Auglis, Mr. Winch replied that the abutter's driveway was on the applicant's property and they were looking at options with them. Ms. Auglis encouraged a shared access with the future in mind because the abutter's property may become a business. To a question from Ms. Auglis, Mr. Winch replied that the HVAC system on the roof would be hidden by a parapet.

To a question from Mr. Mazer, Mr. Winch replied that they would work on stormwater control when they had more information on the impervious surface. Mr. Thomas confirmed that the dumpster would be toward the rear of the building; he stated that architecture and screening would be important. He stated that he would like to see the building straight on the lot but the landscaping at the front and the placement of parking would be important. To a question from Mr. Fellows, Mr. Winch displayed the turning radius and stated that they explored the hard left but it impacted the abutter's driveway on their lot; he stated that they would try to work with their abutter. Mr. Fellows stated that he would like to see the building closer to the front with more parking in the rear. To a question from Mr. Mazer, Mr. Winch replied that if the abutter would not agree to a shared access, the site would be functional but they would need some waivers in order to visually enhance the site.

Mr. Chace noted that the current separation between the driveways was 60 feet to the east and 25 feet to the west; he stated that the 25 mile per hour speed limit required 90 feet. Mr. Bacon stated that any waivers should be based on traffic safety and efficiency. Mr. Thomas noted that the Fire Department would be critical regarding driveway separation and the applicant should return with different designs. Ms. Littlefield stated that the applicant should show that the criteria for DEP requirements were met. To a question from Ms. Littlefield, Mr. Winch replied that to accommodate the shared driveway to the west they would have to widen the curbcut. Mr. Bacon stated that an access easement could provide the opportunity for redevelopment of a more intense use on the abutting property. To a question from Ms. Littlefield, Mr. Winch replied that there were plantings on the west side of the site and they would provide fencing. Ms. Littlefield asked that the dumpster be screened and the right amount of parking be shown on the plan. Mr. Winch stated that they would follow the design standards.

6. Higgins Beach Market, Philip and Deborah Parker request site plan review for existing market at 82 Spurwink Road*

Mr. Bacon noted that, following the positive opinion from this Board, the Zoning Board approved expansion of the nonconforming market. He stated that the staff comments indicated that there were notes to be added to the plan, which had been done.

Mr. Jim Fisher, of Northeast Civil Solutions, stated that he had added notes to the plan regarding the hours of operation and the two standard notes. He explained that they showed three bollards surrounding the propane tanks to prevent accidents though there would be limited vehicle access to the rear of the building. Mr. Fisher stated that the building was 960 square feet with a canopy; he stated that the market would be open only May through October. He stated that they had placed temporary planters in front of the building for aesthetics and to discourage people from parking in front of the building. He stated that they had an easement on the abutter's land to expand the existing parking and that met the approval of the fire and police departments. Mr. Fisher stated that they had put in nine 10 by 20 foot parking spaces and marked them with curb stops; he stated that, because of the size of the structure, handicap spaces were not

necessary but they had added one. He stated that there were signs on Spurwink Road indicating that there was a 15 minute limit to parking on the shoulder; he stated that the police regularly patrolled Spurwink Road and ticketed cars parked overtime on the shoulders. Mr. Fisher stated that they had protected the utility pole with curb stops.

There was no public comment.

Mr. Mazer stated that he was happy to see the improvements and the parking was much better. Mr. Thomas confirmed that the planters would be moved when the season ended and stated that he was pleased to see how far the site had come. Mr. Fellows agreed.

To a question from Ms. Auglis, Mr. Fisher replied that there was a small area in the rear that would be squared off by digging it out for the dumpster and storage and no blasting would be necessary. He stated that the area would be fenced and he would provide a plan with the updated area for the dumpster. Ms. Auglis stated that that the planters should be placed as close to the canopy as possible so drivers could not sneak in. To a question from Ms. Auglis, Mr. Parker replied that not many people parked on the shoulders and the police did patrol the area. Ms. Auglis and Ms. Littlefield agreed that the applicant did a good job providing what the Board requested.

Mr. Fisher noted that the hours of operation were listed incorrectly in the submittal; he stated that the hours would be from 7:00 A. M. to 7:00 P. M. and to 8:00 P. M. during July and August and that deliveries would not be made earlier than 8:30 A. M. and none on weekends.

Ms. Littlefield moved to approve the plan with the following conditions:

1. Prior to the issuance of a Certificate of Occupancy the applicant shall revise the site plan to include:
 - a. Add the required site plan notes as indicated on staff's comments;
 - b. Add bollards to protect the propane tanks;
 - c. Add a note indicating the hours and months of operation as approved by the Zoning Board;
 - d. Add the new location and screening of the dumpster;
2. An easement allowing the establishment and use of the parking lot shall be secured from the owner of the property identified as Tax Map R94 Parcel 4E.

The revised plan shall be submitted to Planning staff for review and approval. Mr. Mazer seconded.

Voted 5-0

7. Administrative Amendment Report

There was no report.

8. Town Planner's Report

There was no report.

9. Correspondence

There was no correspondence

10. Planning Board Comments

There were no comments.

11. Adjournment

The meeting was adjourned at 8:00 P. M.