

**FALMOUTH PLANNING BOARD
TUESDAY, JANUARY 5, 2016, 6:30 P.M.
FALMOUTH TOWN HALL, COUNCIL CHAMBERS
MINUTES**

MEMBERS PRESENT: J. Chace-Chair, J. Cole; T. McKeon; C. Hickey; R. Israel

STAFF PRESENT: Ethan Croce, Sr. Planner; Lisa Sangillo, Recording Secretary

Mr. Chace called the meeting to order at 6:31 p.m.

Item 1

Mr. Chace asked the Board if they had any changes to the minutes from the December 1, 2015 Planning Board meeting. Mr. Hickey motioned to approve the minutes with the addition he read into the record. Mr. Israel seconded. Minutes approved 4-0 (Mr. Cole abstained).

ADMINISTRATIVE ACTION ITEMS

Item 2

Shane & Rebecca Reagh – 3 Whitney Farm Way – Request for Private Way Amendment to create one additional house lot. Tax Sheet 380, Map-lot R05-024-B. Zoned F, RCZO.

Ms. La Vopa, Whitney Farm Way resident, asked that this item be removed from administrative action and put on the regular agenda.

Mr. Shawn Frank of Sebago Technics gave a presentation of the Reagh's application. He gave a brief history of the parcel. He also explained to the Board the requirements of the ordinance that the property owners have met. They have conducted test pits and soil tests determining all is acceptable for a lot split.

Mr. Croce gave a zoning ordinance overview for the application as it pertains to this application.

Mr. Frank stated to the Board that this is an existing private way and no improvements or changes will need to be made to that private way other than an additional driveway.

PUBLIC COMMENTS: Ms. Connie La Vopa of Whitney Farm Way objected to this application especially as to where the driveway will be and the drilling of an additional well. The proposed lot, to her, is a non-conforming lot. She is concerned to what is being done to make it a conforming lot. Her biggest concern is for the wetlands and wildlife in the area. She is also concerned about the noise and commotion from a new home being built across the street from her and her husband. She feels restrictions must be written into the approval as to where the driveway can be located, where the house can be built, having the driveway come off Falmouth Road, etc.

PUBLIC COMMENTS CLOSED.

Mr. Chace explained that the Board has to apply the ordinance to the application and review the application on its merits. Mr. Chace asked for clarification on the shape and configuration of the lot as to whether the lot meets the ordinance standards as a legal conforming building lot. Mr. Croce stated it did and, unlike with subdivision lots, there are no standards beyond lot width, street frontage, lot size, and setbacks that relate to the shape of this private way parcel. Mr. Hickey asked Mr. Croce to confirm that this lot is exempt from the Conservation Zoning 4-step design process but that any additional divisions of the lot must follow the 4-step design process. Mr. Croce stated this was correct.

Mr. Israel commented that the ordinance allows up to 9 lots to be served by the private way before any additional improvements must be made to the roadway. He cannot see a reason to object to the additional lot.

Mr. Hickey moved to approve the application. Mr. Israel seconded. Motion passed 4-0 (McKeon abstained).

AGENDA ITEMS:

Item 3

OceanView – 22 Blueberry Lane – Pre-Application Sketch Plan Review for proposed redevelopment of the former Plummer School into 34 units of affordable senior housing. Tax Sheet 310. Map-lot U27-003-G. Zoned ESRD.

Matt Teare and Rick Licht, representing Oceanview, gave an overview of the application through a Powerpoint presentation. They are proposing 34 affordable senior rental units encompassing the existing Plummer School structure and a proposed addition off the back of the building. The Plummer School redevelopment will take advantage of Historic Preservation tax credits. He presented the Master Plan that the Town Council has approved for the property. To take advantage of affordable housing tax credits, Mr. Teare stated that 1/3 of the apartments will need to be made available to households making 120% or less of the area median income. Oceanview is considering going beyond that and possibly keeping 100% of the dwelling units at that income level. To accommodate the proposed building addition, the Town has conceptually agreed to transfer a portion of the Town-owned Village Green parcel to Oceanview in exchange for the Town obtaining some land in front of the Plummer building at the intersection of Middle and Lunt Roads. He pointed out the stormwater pond and stated that they will be granting a public easement to the Town for the path that goes around the pond. He stated they are jointly hiring a traffic engineer with the Town to look at parking issues.

Mr. Licht went over the building and site design for the Board. He went over the grade changes between the building addition and the Village Green lot. He stated there were some challenging grading issues with this project. Parking and access is one of the key issues, as well as pedestrian circulation. He stated that there would be a lighted pathway across the Village Green to allow parking and pedestrian access between the Village Green parking area and Mason-Motz. They will be looking at the parking needs for the entire campus. As part of their existing approval, Oceanview is required to close off the east entrance of the Village Green parking lot and connect the parking lot with the Plummer access driveway. Bill Bray, Traffic Engineer from Traffic Solutions, will be working with the Town and Ocean View on the parking study.

Mr. Licht explained that the lighting details around the Plummer building will need to be finalized. They will be replacing two very old shoebox lights in the parking lot with lights more compatible with others in the area. They will install a pedestrian pathway and walkway along Middle Road, although this is not part of this particular application. The Village Green design is still purely a concept at this time.

Mr. Licht stated they have a stormwater master plan for the entire campus that anticipated the expansion of Plummer and Mason-Motz. They believe that they do not need to conduct another stormwater analysis as it was accounted for in the stormwater master plan for the campus. Mr. Licht also mentioned that Oceanview is required to formally stripe 23 on street parking spaces along Lunt Road as part of their original approval for the campus.

Mr. Israel asked if this project included landscaping along Lunt Road. Mr. Licht stated it would. Mr. Teare stated it was important to the Town Council to get the landscaping done on the Village Green so as to not lag far behind the Plummer School landscaping. Mr. Israel asked how the historical commission impacts what they are doing. Mr. Teare stated they guide the architect on what they can and cannot do, i.e. the former connector between the two schools had to be removed and subsequently was, and the Commission made sure that they are bringing back the historic elements of the Plummer building.

Mr. Chace asked Mr. Croce about density determination and if there was any type of calculation in this zone. Mr. Croce stated that the Master Plan contemplated a certain number of dwelling units permitted on the overall campus but the ESRD does not have specific standards.

PUBLIC COMMENTS: No public comments.

Mr. McKeon's principal concern is the increasing use of Mason-Motz and making sure that parking remains sufficient for Mason-Motz. He stated if the project is relying on parking on Lunt Road, they need to make sure those spaces are installed. Mr. Hickey asked if the Board had the authority to ask for their own traffic/parking peer review in spite of the fact that the Town administration is partnering with the applicant on the parking study? It was confirmed that the Planning Board is an independent entity that can still require its own peer review if warranted.

Mr. Teare believes that the critical area of parking need is for Mason-Motz. Mr. Hickey inquired about the nature of anticipated uses of Village Green parcel and wanted those uses to be taken into account in the parking study.

Mr. Cole asked if the applicant considered adding on-street parking on Middle Road as well. Mr. Licht stated that the grade change on Middle Road is challenging.

Item 4

Falmouth Memorial Library Assn – 5 Lunt Road – Pre-Application Sketch Plan Review for a library expansion. Tax Sheet 320, Map-lot U24-020 & U24-021. Zoned VCC.

Mr. Croce provided the Board with a zoning context overview. Mr. Will Haskell, Gorrill Palmer, gave an overview of the expansion project and its conformance with certain ordinance design requirements. There is a maximum setback of between 0' and 20' which they have to meet on both Lunt Road and Depot Road. They found it challenging to meet the setback on Depot Road without removing mature trees along Depot Road. There is a 5' differential in grade from the existing building to Depot Road. They are working with a landscape architect to meet the streetscape requirements in the VCC district using mature trees, adding a courtyard area on Lunt Road with the courtyard and main entrance coming from the parking area and installing ADA ramps.

Scott Simons, design architect on the project, went over the design of the building and presented a floor plan and building elevations. Mr. Simons explained that they are extending the walkways/sidewalks to encourage people to walk to the Library, and are adding a bike rack, as required, to encourage bicycling as well. They have organized the building in such a way that there is minimal need for additional staff. They are also trying to keep the operating costs the same by encapsulating the original building with well insulated additions.

Mr. Hickey asked for confirmation of the 70% increase in space. The current space is approximately 10,000 s.f. and the new design is approximately 17,000 s.f. He confirmed that the original building would be removed and the 1994 addition would remain. Mr. Simons confirmed and pointed out the basement which will have an option to be finished in the future for possible expansion potential.

Mr. Haskell stated that they would be pushing the sidewalk out to Lunt Road to allow for the wing to be positioned at the setback. Crosswalks were mentioned, and Mr. Haskell explained that to install crosswalks mid-block they would be required to install rapid flashing beacons which would increase the cost. Mr. Haskell explained to Mr. McKeon why they needed to add the beacons stating they were common in any mid-block crossing. Mr. McKeon was curious where the requirement comes from.

Mr. Haskell then went over parking citing a mistake on the plan. There were only 71 spaces shown on the plan but there are 72 parking spaces required according to their analysis. In response to a staff comment, he stated that they will be shifting the Depot Road driveway slightly to better line up with the American Legion driveway across the street. They are looking at using existing utility services versus adding a new connection from Depot Road. Mr. Haskell went over stormwater runoff which currently collects in existing basins on the site and the increase of impervious surface from .9 acres to 1.3 acres.

PUBLIC COMMENTS: No public comments.

Mr. Israel asked about the 20' maximum setback on Depot Road and if they were meeting that with the bump-out they are building. Mr. Haskell stated that was correct.

Mr. Israel asked about the increase in size to the Russell Room. Mr. Simons stated they added some space which will be used for storage and other space will be a presentation area. They are not trying to increase seating capacity.

Mr. McKeon asked about the current parking and whether or not it is currently adequate. He then asked Mr. Croce what the lighting requirements were for this zone. Mr. Croce explained what the Town requires such as height limits, photometric requirements, etc. He stated he expected the applicant to come back with those details when they apply for site plan approval. Mr. McKeon asked where the sidewalk ends on Lunt Road and Depot Road. Mr. Haskell stated it currently ends at the driveway on Lunt Road and the Depot Road sidewalk is proposed to terminate at the driveway as well.

Mr. Cole stated that there is a pedestrian path connecting Lunt Road to the ice arenas and that that would be a good pedestrian connection to make. He asked if there was any provision for a bus stop as there is an existing bus line here. There was a brief discussion on the possibility of a bus drop off area. Mr. Simons stated that perhaps the proposed on-street short-term parking area could double as a stop and that they have provided a drop-off/pick up area in the parking lot at the entrance.

Mr. Hickey asked about bike racks, which Mr. Haskell pointed out to him. Mr. Hickey then asked about DEP and what type of application they would need. Mr. Haskell stated they would most likely need a full stormwater permit.

Mr. Hickey discussed parking and how he felt the proposed parking might be inadequate especially if they expand to the basement. He would like to see data as to why the 74 spaces are adequate and would like more information about how a potential basement expansion might affect parking. Marcia Clark, President of the Library Board of Trustees, stated that they currently can use the American Legion Hall parking lot as overflow parking. Mr. Hickey stated that use of the American Legion parking across the street further supports staff's suggestion for a crosswalk at this location.

Mr. Chace stated he was attempting to understand the current parking needs and was appreciative of being reminded of the overflow parking. He stated he was interested in the loading space/ramp area and that more detail needs to be provided to understand exactly what that area will look like. He inquired as to whether the proposed entrance at this location was going to be a public entrance at all times or just a service entrance. Mr. Haskell stated it was not a public entrance and they will be focusing on buffering that area.

Mr. Chace also asked they pay close attention to landscaping/screening with neighbors. Mr. Hickey asked why they couldn't do a better job bringing the building to the Depot Road build-to line. Ms. Clarke motioned it was a cost issue. Mr. Simonds stated it is all in the design and the meeting of the old building and the new wing. He also stated there are trees along Depot Road they didn't want to have to remove as they are aesthetically beautiful trees.

Item 5

Election of Planning Board Vice Chairman

Mr. Chace asked Mr. Croce what the procedure was for electing a Vice-Chair. Mr. Croce explained the process. Mr. Hickey motioned to nominate Mr. McKeon interim vice chair until March 2016 when regular elections of officers occurs. Mr. Israel seconded. Motioned passed 4-0. (Mr. McKeon abstained)

Meeting adjourned at 8:35 pm.

Recording secretary,

Lisa Sangillo