



Town of Hampden

Planning Board

Wednesday February 8, 2017, 7:00 pm

Municipal Building Council Chambers

## Minutes

In Attendance:

Planning Board

Eugene Weldon, Chair  
Kelley Wiltbank  
Michael Avery  
Peter Weatherbee

Staff & Others

Karen Cullen, AICP, Town Planner

Jim Kiser, for Coral Reef Realty Trust  
Toni Philbrick (Keeping Room)  
Brad Rand (Subway)  
Tom Dorrity

Chairman Weldon called the meeting to order at 7:00 pm.

1. Administrative
  - a. Minutes of December 14, 2016 meeting: Motion by Member Weatherbee to approve as submitted; second by Member Wiltbank, carried 4/0/0.
  - b. Minutes of January 11, 2017 meeting: Motion by Member Weatherbee to approve as submitted; second by Member Wiltbank, carried 4/0/0.
2. Old Business: none.
3. a. Public Hearing: Site plan review application for Coral Reef Realty Trust for a 2800 square foot addition to the Hannibal Hamlin Place shopping center on Main Road North.

Chairman Weldon read the hearing notice into the record and confirmed with Planner Cullen that the proper notice for the hearing had been given. He then opened the public hearing at 7:01 pm.

Jim Kiser presented the application for the owner, Coral Reef Realty Trust. The following is a summary of his presentation:

- The proposal is to build a 2,800 square foot addition to the building on the site formerly occupied by a dilapidated house which was torn down shortly after Coral Reef purchased the property. The site is south of the current shopping center.
- There will be two parking areas, one in front of the new addition with five spaces (one ADA) and the other in back of the addition, with 21 spaces. The latter is accessible from the back of the site, around the buildings.
- MDOT has said the direct access in front of the building where the bank and insurance agency is needs to be closed off.

- The proposal (revisions shown tonight) includes a five foot wide sidewalk with six inch curbs on both sides, as an extension of the existing sidewalk from the south. The existing parking spaces in front of the bank/insurance building will remain.
- Traffic through this area and the new parking lot in front of the addition will be one way from north to south (exiting from the new curb cut).
- There will be 21 to 22 feet between the parking spaces (designed at 90 degree) and the sidewalk.
- If they use angled parking, the existing parking would be reduced from 5 to 4 spaces (in front of the bank/insurance building).
- The new addition will have access into the building from both the front and the rear; it could be built to accommodate either one or two tenants.
- At present, there are no tenants for the space.

Chairman Weldon asked if anyone else wished to speak on the application. Toni Philbrick, owner of the Keeping Room (adjacent to the proposed addition, in the bank/insurance building) spoke:

- She believes angled parking would be safer and better in front of the existing building.
- She is happy to see the catch basin will be replaced and will no longer be lower than the pavement (currently it is in a hole).

Board members had questions; points of discussion included:

- The back parking lot is meant to be for employees of all of the tenants, leaving the more obvious spaces in front of the buildings for patrons.
- There is no connection (driveway) from the back parking lot to the new exit around the south side of the building.
- A new catch basin will be installed to catch the runoff.
- The Zoning Ordinance requires a 24 foot wide aisle for 90 degree parking; this area has less than that. However, it was noted that 24 feet is a normal requirement where there is two way traffic, in this case where there is one row of parking and one way traffic, 21 or 22 feet may be sufficient.
- The one-way traffic pattern will be noted through signage and markings on the pavement.

There being no other speakers on the application, Chairman Weldon closed the hearing at 7:20 pm.

Town Planner Cullen reviewed her report on the application. She noted that in the draft Board Order, she could not come up with appropriate language for Finding #4. With the modification to the plan for the parking and one-way traffic in that area, she has drafted the following for that finding: "The proposed project provides for safe on-site circulation for vehicles and pedestrians, given that the sidewalk on Main Road North is being

extended northerly past the existing building and access to the parking spaces in front of that building and the new addition will be one-way.” The Board noted that made sense.

Discussion on several points ensued:

- Stormwater runoff from the new parking lot in the rear will sheet flow off the site to a wet area on the abutting property. There is no agreement with the property owner for this, however the area is already too wet for development.
- There is runoff flowing from the same abutting property to this site; it will be picked up by a catch basin and will enter the drainage system in Main Road North.
- There is about a ten foot area with a row of trees between the property to the south and this site.
- The abutting property owner, who had been given notice of the hearing, has not contacted the Town to provide any comments.
- Angled parking would lessen the potential for people to exit the wrong direction, or to hit the sidewalk as they backed out of parking spaces in front of the existing building.
- Construction of the building may start in the spring or may be delayed until there is a tenant for the space.
- Construction of the new parking lot to the rear may be done this spring/summer.
- Question whether MDOT would approve the change to angled parking; Mr. Kiser said yes, they’ve been working together to resolve the problem.
- Since the site work is under the threshold for stormwater permitting, there is no requirement for pre- and post analysis.
- Lighting on the site will be limited to porch type lights installed in the ceiling of the doorways; will be downcast.

**Motion** by Member Weatherbee that the application for Coral Reef Realty Trust meets the standards under §4.1 of the Zoning Ordinance, Site Plan Review, and to approve the application and Planning Board Order as amended, including the findings which are detailed in the Order, subject to the following condition:

1. That a plan showing angled parking in front of the existing building with one-way traffic and extension of the sidewalk on Main Road North as presented tonight, be submitted to Town staff for their review and approval.

The motion was seconded by Member Wiltbank; passed by unanimous roll call vote (4/0/0).

- b. Report from the Ordinance Committee on the proposed amendment to the Zoning Ordinance regarding the use of a residence for business purposes: OC Chairman Mike Avery gave a brief report; the committee met twice on these amendments and have agreed on the language as presented. [Note, Planner Cullen handed out the final version of the amendments which will go to public hearing March 8<sup>th</sup> at the Planning Board meeting.]

4. Town Planner's Report: Two more proposed zoning amendments have been referred from Town Council after the Planning & Development Committee referred them to Council. One is on accessory apartments and the other is to provide flexibility to the design standards for parking, bufferyards, and signage. Discussion on the 45 day deadline given in Section 1.5.2.1 of the ordinance; it is not sufficient time for review and hearing by the Planning Board.

Motion by Member Wiltbank to refer these two proposed zoning ordinance amendments – accessory apartments and flexibility in design standards – to the Ordinance Committee for review; seconded by Member Avery; motion carried 4/0/0.

Motion by Member Avery to instruct the Ordinance Committee to look into changing the 45 day deadline in section 1.5.2.1; seconded by Member Weatherbee; motion carried 4/0/0.

Planner Cullen said she will send out an email to find a date for the next OC meeting. She also noted the Board is invited to attend the meeting of the P&D Committee next week, at which our consultant on the market study will be here to give a presentation.

Planner Cullen also introduced Tom Dorrity, who is expected to be appointed as an alternate member of the Planning Board by the Town Council at their meeting on February 21.

5. Planning Board Comments: Discussion regarding the two Planning Board committees. Decision to add this to the agenda for the March meeting.

The meeting was adjourned at 8:03 pm by motion of Member Weatherbee with second by Member Wiltbank; motion carried 4/0/0.

*Respectfully submitted by Karen Cullen, Town Planner*

Materials reviewed or handed out at the meeting:

- Application, Report from Planner Cullen, and draft Planning Board Order, Coral Reef Realty Trust site plan for addition at Hannibal Hamlin Place
- Memo from Planner Cullen regarding proposed zoning amendments for accessory apartments and flexibility in the design standards