

**Minutes**  
**Bar Harbor Planning Board**  
**Wednesday, February 20, 2019**  
**Council Chambers- Municipal Building**  
**93 Cottage Street**  
**4:00 P.M.**

**I. CALL TO ORDER**

*The Chair called the meeting to order at 4:00 PM. Members present: Tom St. Germain, Chair; Basil Eleftheriou, Jr., Secretary; and John Fitzpatrick, Member.*

*Also present: Angela Chamberlain, Code Enforcement Officer and Interim Planning Director; and Tammy DesJardin, Administrative Assistant.*

**II. ADOPTION OF THE AGENDA**

*Mr. Fitzpatrick moved to adopt the agenda as prepared. Mr. Eleftheriou, Jr. seconded the motion and the Board voted 3-0 to approve the motion.*

**III. EXCUSED ABSENCES**

*Mr. Eleftheriou, Jr. moved to excuse Mr. Cough. Mr. Fitzpatrick seconded the motion and the Board voted 3-0 to approve the motion.*

**IV. PUBLIC COMMENT PERIOD**

*There was none.*

**V. APPROVAL OF MINUTES**

**a. February 6, 2019**

*Mr. Eleftheriou, Jr. moved to approve the minutes of the February 6, 2019 regular meeting as prepared. Mr. St. Germain seconded the motion and the Board voted 2-0-1 to approve the motion with Mr. Fitzpatrick abstaining.*

**VI. REGULAR BUSINESS**

**a. Completeness Review : SP-2018-09 – Kampgrounds of America**

**Project Location:** 1451 and 1453 State Highway 102, Bar Harbor Tax Map 219, Lots 038-000 and 043-000.

**Applicant:** Kampgrounds of America, Inc.

**Application:** The applicant is proposing to replace the RV, tent and cabin sites with 64 erected canvas tents on wood platforms, relocate a pavilion and bathhouse, renovate the pool area and relocate employee RV pads, construct a new clubhouse, remove interior roads and driveways, and relocate the existing entrance to the site.

*Mr. Coplon of Coplon Associates presented for display two landscape maps to explain the layout of the KOA project. He explained the new design of 63 platform tents replacing 128 current RV and tent sites, the completion of a clubhouse, plans to turn a current office into a cabana for the pool area and relocating four RV sites for staff use. The major change of adding a new entrance way from Rt. 102, which will lead to a parking lot for entrance to the new sites. The old entrance will remain but will be used as a stop for the Island Explorer buses and to reach the KOA managers residence.*

*Mr. Coplon explained that the campground will remain closed for the upcoming season of 2019 to start the project and re-open in 2020 when the project would be complete.*

*Mr. Fitzpatrick inquired about the storage of hazardous chemicals such as oil, gas and pool chemicals. Mr. Eric Kelch of KOA campgrounds responded and stated if hazardous chemicals it would be in small quantities and would fall under the correct procedures issued by the DEP. Mr. Kelch also informed the board that all landscape services and such would be subcontracted so very little equipment and hazardous materials would be on site. Mr. Fitzpatrick also inquired about the location of the new sign, Mr. Coplon said it has not been permitted yet but showed the board on the map where it would be located and that they would be turning in an application to the Design Review Board for permitting.*

*The Board discussed the waiver requests.*

*Mr. Eleftheriou, Jr. moved to accept the waivers as requested except items; 5A. Army Corps of Engineers; 5B. Maine DEP; 14B. Pictorials of the site; 15A. HHE-200 Forms; 9S. Stone walls, Graveyards, and Fences; and 19. Solid and Hazardous Waste. Mr. Fitzpatrick seconded the motion and the Board voted 3-0 to approve the motion.*

*Mr. Fitzpatrick moved to find the application incomplete but to schedule it for a public hearing on March 20, 2019 pending receipt of the following items before noon on March 4, 2019: 2A. Administrative fee; 2B. Evidence of Ordinance & Regulation Compliance; 5A. Army Corps of Engineers permit application; 5B. Maine DEP permit application; 5C. Other Permits (Specifically the Appeals Board decision and a permit application for DOT) 6A. Police Capacity Statement; 6B. Public Works Capacity Statement, 7H. Stormwater Disposal System details; 9M. Items within 200 of the subject property (driveways adjacent to the site should be shown); 9Q. Sign Location shown on the plan; 9T. Significant Wildlife habitat or Spawning Grounds Locations (Updated letter from I.F. & W. addressing their recommendations); 9CC. Fire/Emergency Equipment Site Access; 9GG. Solid, Industrial, Chemical, Explosive or Hazardous Waste Locations (Details about waste that may be housed in the maintenance building); 9II. Parking Locations with Dimensions, Angles, radii (A total square footage of all parking spaces to ensure compliance with 125-69 C.(2)); 9JJ. Soil Test Pit Locations (Shown on the plan); 11E. Vegetation Clearing Limits (specifically in the sensitive areas on the site); 18A. Fire Department Capacity Statement; 20B. Elevations (showing dimensions from mean original grade); and 21B. Cut Sheets on lighting. Mr. Eleftheriou, Jr. seconded the motion and the Board voted 3-0 to approve the motion.*

## **VII. OTHER BUSINESS**

### **a. Pending Applications**

#### **i. Jones Marsh PUD-O**

*Staff noted that a meeting with the applicant was scheduled with the Planning Department the week of the 25<sup>th</sup> and it was anticipated that an application would be submitted shortly thereafter.*

#### **ii. Hamilton Hill Subdivision**

*Staff noted that an application for completeness had been received and would be on the March 6, 2019 agenda.*

#### **iii. White Spruce Road Subdivision**

*There was nothing new to report on this application.*

## **VIII. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA**

*There were none.*

**IX. ADJOURNMENT**

*Mr. Fitzpatrick moved to adjourn at 5:50 PM. Mr. Eleftheriou, Jr. seconded the motion and the Board voted 3-0 to approve the motion.*

**Signed as approved:**

  
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Basil Eleftheriou Jr., Secretary  
Planning Board, Town of Bar Harbor

2.27.19  
Date