

**Minutes**  
**Bar Harbor Planning Board**  
**Wednesday, October 3, 2018**  
**Council Chambers- Municipal Building**  
**93 Cottage Street**  
**4:00 P.M.**

**I. CALL TO ORDER**

*The meeting was called to order at 4:00 PM. Members present: Tom St. Germain, Chair; Basil Eleftheriou, Jr, Secretary; Alf Anderson, Member; and Joseph Cough, Vice Chair.*

*Also present: Janna Richards, Planning Director and Angela Chamberlain, Code Enforcement Officer.*

**II. ADOPTION OF THE AGENDA**

*Mr. Cough moved to approve the agenda as submitted. Mr. Eleftheriou, Jr. seconded the motion and the Board voted 4-0 to approve the motion.*

**III. EXCUSED ABSENCES**

*Mr. John Fitzpatrick was an excused absence.*

**IV. PUBLIC COMMENT PERIOD**

*There was none.*

**V. APPROVAL OF MINUTES**

**a. September 19, 2018**

*Mr. Cough moved to approve the minutes as submitted. Mr. Anderson seconded the motion and the Board voted 4-0 to approve the motion.*

**VI. REGULAR BUSINESS**

**a. Sketch Plan Review: SD-2018-04 – Major Subdivision**

**Project Location:** 194 Main Street, Bar Harbor Tax Map 104, Lot 389

**Applicant:** HP&J Holdings LLC

**Application:** The applicant is proposing to construct six new dwelling units on a portion of a 0.54-acre (approximately 23,522 square feet) lot in the Downtown Village I district.

*Mr. Peter Hastings represented the applicant. Ms. Elizabeth Bunker, general manager of the Ivy Manor Inn, located on the subject lot, was also present. Mr. Hastings provided a brief overview of the proposed project. Mr. Cough inquired as to the size of the proposed units and Mr. Hastings stated that they are proposed to be 20 feet by 16 feet (320 square feet) in size. Mr. Hastings also noted that the applicant intends on applying for weekly rental permits for the units if they are granted planning board approval. Ms. Richards stated that the proposed number of dwelling units*

*meets the minimum area per family requirement for the Downtown Village I district. It was noted that while parking is not required, the applicant is proposing to provide parking.*

*The Board, the applicant, and staff discussed the applicant's waiver requests. Mr. Hastings presented and explained the sketch plan to the Board. It was noted that State Fire Marshal approval was not required for the proposed project. It was also stated by the applicant that they development would not be visible from a public way.*

*There was no public comment.*

*Mr. Eleftheriou, Jr. moved to accept the applicant's waiver requests as submitted. Mr. Anderson seconded the motion and the Board voted 4-0 to approve the motion.*

*The Chair asked staff to schedule a site visit.*

**b. Completeness Review: SP-2018-06 – Major Site Plan**

**Project Location:** 15 Everard Court, Bar Harbor Tax Map 104, Lot 389

**Applicant:** LARK Studio

**Application:** The applicant is proposing to change the use of a 0.10-acre (approximately 4,356 square feet) property located in the Downtown Village I district to a parking lot.

*Ms. Charlotte Evanofski of LARK Studio represented the applicant. Ms. Evanofski provided the Board with updated materials based on the Staff Report that was issued prior to the meeting. The materials included an update to the applicant's waiver requests and an updated site plan.*

*Ms. Evanofski provided a brief description of the proposed project. She indicated that the applicant is proposing to install conduit for utilities should a building be constructed on the site in the future. The applicant is also proposing to install stormwater infrastructure as part of this application.*

*Ms. Richards explained that the subject lot is surrounded on the north and the east by a private right-of-way and that these provide access to the site. She indicated that the applicant was utilizing one of the right-of-ways to meet a parking standard requirement related to aisle width for a parking area, as found in the land use ordinance, and that the applicant would need to demonstrate that they have right, title, or interest in that property to be able to utilize it to meet an ordinance standard. Ms. Richards also noted that the applicant would need to request a modification for standards for the aisle width. There was more discussion regarding the right-of-ways.*

*Mr. Eleftheriou, Jr. moved to accept the applicant's waiver requests as revised with the additional revision to change item 25a to 25c and to remove item 3c as there is pending documentation to resolve the right-of-way issue. Mr. Anderson seconded the motion and the Board voted 4-0 to approve the motion.*

*Mr. Eleftheriou, Jr. moved to find the application complete pending legal documentation resolving the right-of-ways and to schedule a public hearing for November 7<sup>th</sup> or the first available date for a public hearing. Mr. Cough seconded the motion and the Board voted 4-0 to approve the motion.*

**c. Completeness Review: SP-2018-05 – Major Site Plan**

**Project Location:** 8 Newport Drive, Bar Harbor Tax Map 104, Lot 523

**Applicant:** LARK Studio

**Application:** The applicant is proposing to construct a new building with a footprint of approximately 2,600 square feet, and to renovate the pool/pool deck, hardscaping/landscaping, and pedestrian walkways on an approximately 8-acre property in the Shoreland General Development I district.

*Mr. Mike Rogers of LARK Studios represented the applicant. He distributed additional materials to the Board in response to the Staff Report issued prior to the meeting. The materials included a letter requesting a special meeting for the public hearing for this application, a revised waiver list, and an updated site plan. Mr. Rogers provided a description of the proposed project. He also provided an explanation for requesting a special meeting for the public hearing.*

*Mr. Cough asked for clarification on the how the demand on water supply and wastewater discharge would not be affected by this project.*

*Mr. Eleftheriou, Jr. moved to accept the applicant's waiver requests as revised and submitted. Mr. Anderson seconded the motion and the Board voted 4-0 to approve the motion.*

*The Board discussed the applicant's request to hold a special meeting for the public hearing. It was determined that the agenda for that meeting could include a public hearing for application SP-2018-05 and SP-2018-06.*

*Mr. Cough moved to hold a special meeting on October 24, 2018 at 4:00pm in the Council Chambers at Town Hall. Mr. Eleftheriou, Jr. seconded the motion and the Board voted 4-0 to approve the motion.*

*Mr. Eleftheriou, Jr. moved to find application SP-2018-05 complete pending approval by the State Department of Health and Human Services Public Pool and Spa Registration and by the State Fire Marshal by the time of filing a final building permit application. Mr. Cough seconded the motion. Ms. Richards asked two questions of the applicant, one in regard to the fire access location and one in regard to parking. Ms. Richards requested that the applicant provide a table on the plan and a narrative in the application submittal that helps demonstrate the changes to parking and that the applicant meets the parking requirement. There was discussion between the Board and the applicant to explain and clarify the changes to the parking being proposed. With no further discussion, the Board voted 4-0 to approve the motion.*

## **VII. OTHER BUSINESS**

### **a. Pending Applications**

- i. Jones Marsh PUD-O
- ii. Hamilton Hill Subdivision
- iii. Acadia Apartments
- iv. Silent Stream Subdivision
- v. White Spruce Subdivision

*Ms. Richards indicated that there were no updates on the Jones Marsh PUD-O or the Hamilton Hill subdivision. She noted that the department was expecting an application submittal for the Acadia Apartments Completeness Review in the near future and that site walks had been scheduled*

for Silent Stream and White Spruce subdivisions. Ms. Richards also provided the Board with potential dates and times to schedule a site walk for the subdivision/major site plan that was discussed as agenda item 6a.

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

Mr. Cough asked that the applicant for application SP-2018-05 provide a breakdown of lot coverage by project phase and by project area for the Board's review.

### IX. ADJOURNMENT

Mr. Eleftheriou, Jr. moved to adjourn at 04:55pm. Mr. Anderson seconded the motion, and the board voted 4-0 to approve the motion.

### X. WORKSHOP – Proposed amendments to the LUO to create group accommodation uses (dormitories and rooming house)

Ms. Richards apologized for not having additional materials for the workshop. She noted that she would put together an editable document for the Board that would help define "group accommodations" or some other similar category that the proposed dormitory and rooming house uses could fall under. The Board and staff discussed other topics that were introduced at the Council meeting held the night before, including changes to the enforcement section of the land use ordinance as well as the citizen initiative that would be coming before the Board for recommendation in the near future.

Signed as approved:

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

11.02.18  
 Date