

**APPENDIX A**  
**MEETING MINUTES**

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes – April 24, 2019**

**Attendees:** Laurie Smith, Town Manager and Werner Gilliam, Town Planner

**Steering:** Allen Daggett, Chair, John Harcourt, Jamie Houtz, Tim  
**Committee:** Patterson, Michael Weston, Rebecca Young, Russ Grady  
(via Skype)

**Absent:** Connie Dystra, Sheila Matthews-Bull

**Consultants:** Bob Metcalf, Mitchell & Associates, Dan Bacon, Gorrill Palmer,  
Chris DiMatteo, Gorrill Palmer, Tom Dwortsy, Camoin Associates,  
Kara Wilbur, Principle

Introduction to Steering Committee Members, Town Staff and Consultant Team.

Bob Metcalf and Consulting Team: provided overview of process for developing Master Plan. Data collection, interviews, public process, preliminary Master Plan, public information and comment opportunities, final documentation for Master Plan.

Bob Metcalf: provided the committee with an overview of the property, discussed wetland conditions, including vernal pools, wetland impact and permitting; current limits of clearing.

Discussion – goals and objectives and questions.

Jamie Houtz: Character of the parcel “Island in the Stream” - how will this site complement the town village, not located in existing village but close.

Mike Weston: The plan needs to compliment town (village).

Russ Grady: Property located in Village Residential and Free Enterprise, emphasized being good stewards of the land as important. Can lots be sold for uses like elderly affordable housing? Property/plan needs to be part of town village – connectivity and a discussion regarding the expectation of having development recoup a portion of the town’s purchase of the property. Another member emphasized the same point about private development offsetting the tax burden.

Tim Patterson: Public and benefit, how to underwrite cost of public uses, pedestrian connectivity bicycle transportation are important.

John Harcourt: Need to encourage uses; develop affordable housing; create interactivity community spaces.

Mike Weston: Identify opportunities for recovery of tax dollars from development.

Allen Daggett: Agree on identifying opportunity for return on town investment dollars.

Laurie Smith: responded to the tax payer burden by stating that the first priority is to limit any additional costs to the 10 million spent, and the second priority would be to reduce the bond through potentially refinancing it either through a reduced amount or identifying public uses on the property which would be tax exempt.

Rebecca Young: She abuts the property; enjoys the wildlife; concern with long term impact to wildlife; suggested that students become involved in this Master Plan process; protection of wildlife habitat is important.

Werner Gilliam: Werner highlighted interests from his perspective; how will it be zoned?, what are the mechanics to that zoning (contract zoning?) Are there partnerships that need to be in place to develop the property, new zoning (or contract) will identify uses and how development can occur and look; public private partnership will be important; identify uses and project investors. Dan followed up with a response with regard to the 'implementation plan' component of the project.

### General Comments

1. Mention communication with the community and how the town's newsletter can be utilized, which had a deadline this past Friday.
2. Question with regard to if there was a wildlife assessment done. Bob answered yes since the property's past development scheme was subject to a SLDA permit with MDEP.
3. Can the wildlife report be made available? Yes, (Bob) but might want to consider how much of the past development scheme should be part of the public discussion if the intent is to have a fresh look at the property. Mention of land being conveyed to land trust as part of the report's recommendations (?)
4. The term "character" was brought up by the committee as related to the town's comprehensive plan efforts and that the proposed master plan needs to consistent with the character of the town. At the same time the notion of the property being an "island" on to itself was raised and discussed as being an issue as well as possibly an asset (Kara or Dan?) depending on the interconnections to the rest of the community. Some committee members emphasized the need for the property to be "connected".

5. Committee member thought the road between North and School Streets is a positive attribute in itself.
6. Comment with regard to how can the community be encourage to use the property in their “everyday lives”
7. Discussion on schedule. Done with the visioning by end of May; Mid-September for the full master plan; and October for the complete document after Selectmen review.
8. Public outreach discussion. Committee felt evenings and weekends needed with emphasis on a variety of opportunities for input. Examples were given regarding the paper mailing vs. survey monkey, more input received with the former.
9. Following Dan and Kara’s description of the public outreach Town Manager expressed the lack of staff/time to monitor a Facebook page.



## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes – May 9, 2019**

Attendees: Laurie Smith, Town Manager and Werner Gilliam, Town Planner

Steering:  
Committee: Allen Daggett, Chair, John Harcourt, Jamie Houtz, Tim Pattison, Michael Weston, Rebecca Young, Russ Grady (via Skype) Connie Dystra, Sheila Matthews-Bull

Consultants: Bob Metcalf, Mitchell & Associates, Chris DiMatteo, Gorrell Palmer,

Acceptance of Minutes  
Accepted; unanimously

#### Intro by Bob Metcalf

Looking at the stake holder groups and decided target an evening with a steering committee rather than individual interviews.  
Reviewed draft project schedule.  
Look to combine common interest among groups together, look to Werner and Laurie for more info

#### Property Overview (5:10pm)

Reviewed the aerial plan that depicts the parcel in the context of neighboring parcels and the school and village. Should add zoning information and utility information.  
Water and sewer stub.

#### Discussion

Steering Committee scheduled meetings; held at 4pm? and on Thursdays? Yes?  
Member questions: is there a template to organize the empirical data from public input.  
(Bob- yes, we can prepare something)

Werner interested in discussing the individual meeting dates on the proposed schedule.  
2<sup>nd</sup> dot in May is the 5/23 needs to change.  
This meeting should be about bring stakeholders to the table.

#### **Growth Planning Committee meets on 5/21 at 7:00 PM.**

(should make sure on including a small contingency of the committees and not the whole group)

Laurie: are there specific questions that the steering committee have for the stakeholder groups?

Bob: will try to formulate and send it out Monday am to the Committee via email for review rather than waiting for the next meeting.

Member: Have nothing that says what is possible on the property? How do we vet good ideas, that may not be possible? Is there a fact sheet/cheat sheet? Baseline information?

Bob: based on the existing information plan provides some of this already, due to the road way and wetlands. We'll add bubbles to those potential development areas.

Member: what will the filtering process look like?

Is there enough time? Lot to do by November.

Bob: The public process with the visioning session along with the public input during steering committee meetings will provide opportunity to collect information, ideas and comments on master plan concepts.

Member: At some point we need to set some parameters...

Russ: the parcel zoning should help provide some framework.

Member: not my vision to develop all 87 acres.

Chair: we all agreed last time that is not the case.

Public Survey results? Yes coming soon to the Selectman (5/23?)

Member: Online surveys? Maybe google forum might be used to get input from the various stake holder groups. It organizes it for you.

Laurie: Tax bill goes out in July that can be used to help with public input (need to know mid June)

What is allowed in the zones? This can help...but this can also be its own zone.

Comp plan update starting in September

**Next meetings:**

**June 11, Tuesday at 4 pm.**

June 25, Tuesday at 4 pm

July 12<sup>th</sup> Friday at 4:00-6:00 Public Sitewalk

July 13<sup>th</sup> Public Visioning session (8:30 open start at 9am.)

July 14<sup>th</sup> and 15<sup>th</sup> Consultant team design process open to public

July 23, Tuesday at 4pm

August 6, Tuesday at 4pm

August 20, Tuesday at 4pm

September 17 Tuesday at 6:30pm final presentation to the Committee.

October 10, 17 and 24 possible dates for presentation to the Selectmen.(6pm)

Is this room good for Public Kick off? Library? School?  
School for the Visioning Session.  
May 30. 6 to 8pm Public Kick-Off Meeting.

Presenting an overview of the property, precedents, circulation, images of these things to help the visioning session. Laurie: need to have an outlet?  
Stakeholder Groups

**Laurie** discussed the draft list of stakeholders, wasn't meant to be the be all end all list. Reviewed the thoughts behind including the different groups. People should not feel if they are not on the list that they will have no opportunity for input.

There will be many other opportunities for public input during the public process. Difference between a stakeholder group (they have specific interests) vs. some other smaller/informal groups that may have general considerations and not issues that may drive the direction of the master plan.  
Oral vs written interviews.

Chair question?  
Bob discussed visioning process and logistics.

Public Site walks prior to kick off or visioning?  
Necessary or just an overview?  
Nobody is precluded from walking on the site.  
Werner: Documents are available on the website want to be clear about site walks, they should know they are on their own...to be clear.  
Advertise the site walk 4-6 pm?

Its important not to do the site walk without seeing the baseline info.  
Not sure if it makes sense to do it right before the kick-off meeting.

Site walks on Friday July 12<sup>th</sup> for guided walks.

Committee has a website.  
Need to hunt for it...looking to make it more accessible.  
Documents are accessible from the website.  
Have a link to the online information in an email to announce the site walk on 7/12. 4 -6 pm

Boards and committee to the village parcel master plan committee to get to the page.

Frink property  
CDMK property are other names.

What do we want to call it?  
Figuratively 'crosswalks' is an interesting name.

Kara is working with Lisa on the website.  
Technical questions...maybe consultants Laurie and Werner conference call to get those answers.

Public Comments: (5:20pm)

Abutter.

Dr. Nicolas Philips

Wallace Woods 3 years ago.

have vested interest as part of the new neighborhood.

Was not aware of a road being able to built right behind our homes and should be moved.

The road is too close and needs to be moved.

No noise and traffic.

Was not aware it was approved for 86 units.

CMP line is the zone boundary.

Village zone: primary residential

Free enterprise zone: mixed use zone.

If we have this road as a through road will create cut

Harrison Small.

How wide was the roadway width when first planned?

20 feet with a sidewalk.

Thought the width was not adequate.

Cul-de-sacs are hard to plow...

Need to be thought of now.

Bob: the difference between row and travel way widths.

At the end all roads will need to meet town standards

adjourned 5:32pm

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes – May 21, 2019**

**Attendees:** Laurie Smith, Town Manager and Werner Gilliam,  
Director of Planning and Development

**Steering  
Committee:** Sheila Mathews-Bull (Selectmen), Mike Weston,  
Connie Dykstra, Tim Pattison, John Harcourt, Jamie  
Houtz, Russ Grady

**Absent:** Allen Daggett (Chair), Rebecca Young

**Consultants:** Bob Metcalf, Mitchell & Associates, Chris DiMatteo,  
Gorrill Palmer,

Meeting opened 5:05 pm by Sheila Matthews-Bull (Selectman)

Previous Meeting Minutes

Review at the next meeting

#### Stake Holder Discussion

##### 1) Introductions (attendees)

Bob Metcalf, Mitchell & Associates (Lead Consultant) Chris DiMatteo, Gorrill Palmer  
Nina Pearlmutter and Larry Simmons, Planning Board  
Dan Sanders and Barbara Barwise, Growth Planning Committee  
Tom Bradbury, Kennebunkport Conservation Trust  
David Kling, and Patrick Briggs, Kennebunkport Heritage Housing Trust

##### 2) Existing Conditions Overview

Bob Metcalf provides a brief presentation that includes: the master planning process for the project; format of the meeting and the existing conditions and neighboring context of the site.

- Format of the meeting will be obtaining feedback on the needs of the community from a subset of the stakeholders that are associated with land use issues through a series of questions.
- Existing conditions and neighboring context of the site

- An 86-acre site, extending over a mile in length between School Street and North Street.
- Upland areas 52 acres
- 135-foot wide CMP easement bisects the site
- 3 significant vernal pools have been identified
- 2 streams that originate from wetland on the site that merge and outlet to the Kennebunk River in the vicinity of Bass Cove. Streams are subject to shoreland regulatory setbacks
- Wetlands on site total approximately 16 acres that are subject to DEP and Corp of Engineers' Review.
- Abutting properties include: Cape Arundel Golf course; Weintraub property; Bishop Woods; Daggett property; Foxberry Woods; Shawmut Woods; McCabe property; and Wallace Woods
- North Street access to the parcel is approximately a 1/4 mile to Dock Square,
- Approximately 6,100 linear feet of roughed-in roadway
- - public sewer and water utilities stubbed out at north street frontage.

Begin stakeholder meeting:

-Bob explains the process

**Question 1) What does your committee generally know about the Village parcel?**

**Planning Board**

(Nina Pearlmutter):

Planning Board only has jurisdiction when there is a specific application before it and don't typically speak to design and needs outside of the land use ordinance framework. Though familiar with parcel when CDMK went through subdivision review before the Board, last time being for extending deadlines. The Board feels they don't have any jurisdiction at this point in time.

Generally speaking, as a planning board member, certain restrictions she would recommend placing on the parcel; 1) for housing closer to the School Street side, because as a planning board member traffic is understood to be an issue with new developments. North street traffic backs up in the summer past Locke Street where School Street does not have the same level of traffic. Keeping traffic flowing in town can be helped by limiting residential development to the School Street side of the parcel; 2) The many wetlands on the site need to be considered, as it relates to forested scenery and nature that can provide an opportunity to integrate people with scenic areas, trees and nature. On the planning board proposed development's effect on the scenic qualities and wildlife is considered and such effects should be considered on this parcel.

(Larry Simmons, Planning Board):

Added that there are no planning board members currently on the board that were on the board when CDMK received their approvals and as such have no preconceived ideas except for conserving the qualities inherent in the Kennebunkport region.

### **Growth Planning Committee**

(Dan Sanders):

- Needs to be consistent with the comp plan
- Committee is initiating work on updating the comp plan and as such there are opportunities for the Town to have this parcel considered with those updates.
- The parcel is in the Growth area of the Town which is appropriate since the Committee strives to direct new development to these growth areas; areas that already have sewer and water.
- No vision per se for the different growth areas but there is a growth cap in these areas, which are 1000 feet from public sewer and water.
- many open permits in the growth areas while permits are pulled for the rural areas.
- (Werner Gilliam) In the comp plan there is a vision for various areas and vision for the Village area should apply to this parcel
- Is the Growth Committee looking into any changes to the Enterprise Zone, which a large portion of the parcel lies? (Jamie Houtz) No changes are planned by the Committee.

### **Conservation Trust**

(Tom Bradbury):

From the Trust's point of view would like to look at this property in context of the whole town and the needs of the whole town. The primary purpose of the Trust is to maintain and preserve the essential beauty and character of the community, which includes:

- Preserving areas for wildlife habitat, public recreation/open space, scenic beauty ... but should also be balanced with other needs of the town.... affordable housing and municipal buildings, etc
- The plan should look to see what is already exists in the whole town, what is preserved in the town and what isn't, where are things located and try to determine what the Town might need 50 or 100 years in the future – think big.
- What are these needs and can this property fulfill them, visually and connectively, fitting in with the general look and feel of the community.
- Examples of looking far in the future might mean dealing with a loss of development in Dock Square due to climate change and considering replacing that development further inland on this property or municipal needs such as a paid Fire Department and a need for a more central station, projecting out, where fulfilling a need for the community's elderly to be able to stay in town...

## **Housing Heritage Trust**

(Patrick Briggs):

From the Housing Trust standpoint never had this parcel was not part of the scope when the Trust was established to conserve the nature and culture of the town, but when the town moved forward with purchasing the land, thought this can be a great opportunity for town to help with the many needs of the Town. The Trust has many ideas and options though want to wait and first see what the Town wants to do with the property, need to know what the Town's needs are first.

Do we need to relocate a new town center 50 to 100 years in the future? That might meet the needs of the year-round population. Want to be mindful of this as the Trust determines ideas and options for the Town to consider for this parcel. Need to look down the road.

**Question 2) What are the important issues that should be considered? Specifically, land use needs, and other important objectives that should be considered in developing the master plan?**

(Bob Metcalf):

Introduces the question-think outside the box...what might fit on the site. The master plan is a projection – 10, 15, 50-year timeframe, at a 10,000-foot level, what do you want to see on the parcel? This wish list will be further refined during the (planning) process to help determine what options are feasible and worth being pursued.

From the perspective of sitting on the planning board what type of development is needed in Town?

And from the perspective of zoning, don't let that be a restriction, the zoning can change for this parcel in order to achieve what the Town ultimately wants to see here. And this is the first opportunity for input, there will be many other opportunities throughout the process.

## **Planning Board**

(Nina Pearlmutter):

Discusses the board's typical review and what the Board typically sees for projects before the Board:

- Many projects include enlargements of residences and construction of docks
- Issues around dealing with ideas brought to town from other states that are different from the community's.
- 12 forested parcels in the town. Perhaps we need to conserve more land and not encourage growth



- Discussed the differences between the type of development and the need for land use restrictions to maintain town character.
- Seeing people buy houses for short term rental opportunities is an issue.
- conservation is a priority.

(Larry Simmons, Planning Board):

Reiterate that planning board interprets and applies the land use ordinance  
-should try to develop a baseline as a reference point for water quality air /solid waste/economics so you can measure development in the future.

### **Growth Planning Committee**

(Dan Sanders):

There are visions in the comp plan that could be considered at this time, are they still accurate? They have changed.

- more homes becoming seasonal than year-round.
- these changes give rise to changes in the ordinances, such as providing more opportunities for the elderly to stay in their homes, perhaps having a place in town where elderly residents can move to smaller homes and stay in the community is a good opportunity for the property
- affordable/workforce housing has been discussed in the past to try to bring in young families to town, offset losing children in the school systems, this also effects public services such as the Fire Department...
- The parcel provides a whiteboard opportunity with regard to the zoning; this can be changed in order to facilitate land use changes that would allow the best suited development for the parcel.
- Agrees with the big picture approach, what does the town need first and then determine if we need to change the zoning. Need to get feedback from the public. Does this parcel become a new center?

(Barbara Barwise, Growth Planning) connections make this a great opportunity. Many years ago before CDMK this parcel was considered for a school, though a school is no longer needed, would like to see a municipal building left on the table and considered since the community has out grown its municipal building.

### **Conservation Trust**

(Tom Bradbury):

From the Trust's point of view we would like to see this property be part of a trail network, that would lead out of Dock Square. This parcel would lend itself nicely to be connected to the towns 20 miles of existing trails connecting Dock Square with the majority of the trails located in the central corridor helping to connect all the neighborhoods in the Town via a trail network, a goal of the Trust.

- Open space planned for the parcel should have trail connections in mind to help facilitate this.

- Also, if housing and perhaps a community center is located here it would be important to have a passive way to connect to the other parts of the town by alternative modes of transportation, walking and cycling.
- This would not only help with relieving congestion on the streets but an opportunity to provide for scenic ways to get around town.

### **Housing Heritage Trust**

(David Kling):

- The Housing Committee is charged to increase the supply of affordable housing primarily aimed at younger families but also to hold the line of existing residents;
- By 2025 25 homes to be constructed, to begin in the next year or so.
- It is the aim for the new housing to fit in the character of the town, as we know it now or as it is defined looking forward, which includes locating it throughout town so as to not have any large concentrations of it.
- This parcel's consideration as an opportunity for affordable housing is still to be determined and in the interim the Committee will continue to look for parcels to help with the town's housing needs.

(Patrick Briggs, Housing Heritage Trust):

- Having a parcel that has access to public water and sewer is a great opportunity, and what is needed to provide for a first-class project.
- The property limits is somewhat jagged in shape; perhaps the donation of additional land abutting the parcel can be considered which would really provide an opportunity to create grand area in town.
- A new village common was mentioned, with small shops, the housing trust as the ability to realize such an effort by providing apartments above stores, creating a place where existing residents in Town have an alternative to Dock Square, and not overrun by many people.
- The Housing Trust offers housing in a variety of configurations, apartments, duplex or triplex options. And it can look like what ever people wanted it to look like, a real opportunity to create a village-west, that would be beneficial to year-round residents, not having to deal with the congestion of the village.

**Question 3) What concerns does your committee have regarding growing demands and needs for the town. i.e. public services, housing needs, commercial use, open space, etc. How should the property be used.**

Skipped

**Question 4) What design characteristics should we consider in our implementation strategy?**

## **Housing Heritage Trust**

(David Kling):

- Fundamental principle is to fit in the current character of the town. This would help preserve the town's character from a visual and a living standpoint.

From a perspective of density, what do you see the character of this parcel being?

(Bob Metcalf)

(Patrick Briggs, Housing Heritage Trust)

- would hope that 50 to 100 years they say what was done on this parcel was a really good idea
- we can combine many different elements; the Shade Tree committee may recommend the parcel include an arboretum, creating an enhanced visual.

(David Kling, Housing Heritage Committee):

- Density is not going to be addressed by Housing committee but for the broader scope by Growth Planning and the Steering committee. The Housing Committee would fit into helping to create housing at a density that is determined to makes sense for the different parts of town.

## **Conservation Trust**

(Tom Bradbury):

- The look and feel and character of the community.
- Would not have any objection to the type of density that is in the same context that exists in that part of town; a 'New England village'.

## **Growth Planning Committee**

(Dan Sanders):

- The interconnectivity that the parcel can provide is key when considering Fire Department response, from Village Station to the other side during the summer is very difficult, and the street connection with the development of the parcel would help this.
- The parcel would provide an opportunity for additional density. Might want to look for density on the north side rather than a school street side to be more in character.
- Mixed use is important as well, gives the feel of the village.

## **Planning Board**

(Larry Simmons):

- With regard to 'design characteristics' should have a statement of objectives defining the categories and summarizing what has been heard here today.

- Objectives for municipal needs; for the commercial aspects; residential and environmental, etc.. and use this as a frame work to capture what design characteristics should be applied.

(Nina Pearlmutter, Planning Board):

- Missing a whole segment of population; more and more people are staying single longer.
- Free enterprise zone can support young single people that don't need large lots to maintain.
- Small single houses or condos that are maintained by an association you can help people appreciate the surrounding landscape in Kennebunkport. Should attract some of these types of people to town.

(David Kling, Housing Heritage Trust):

The committee hasn't focused on this segment of the population and is important for the long-term needs of the town.

(Nina Pearlmutter, Planning Board):

- Many are coming from urban environments and integrating them to **Forest pods(?)** let them live in an arboretum setting.

(Patrick Briggs, Housing Heritage Trust):

- Keep in mind the seniors have expressed that they don't want to leave the community, perhaps the cluster development would be an opportunity to meet their objective.
- bring 5g in to the mix, so you have the ability to do all the things that are being talked about.

### **Question 5 and 6 Combined**

**How would your committee define the existing village area of Kennebunkport? Does the parcel location provide an opportunity for connectivity to the Village area and to Cape Porpoise? If so, what should those connections include?**

### **Planning Board**

(Nina Pearlmutter):

- In an effort to help connect different parts of the town with each other, connections should include bicycle and walking paths from the village through this parcel to cape porpoise to help connect them. In the winter, the connection can be a cross-country ski trail.

(Patrick Briggs, Housing Heritage Trust):

-Is there an opportunity to include the Trolley to get people to the town without parking, so people don't have to drive into Dock Square. Would allow this parcel to be connected to the town but not in the way since it does not require all the support structure needed by the village.

(Larry Simmons, Planning Board):

With regard to defining the characteristics of the village and from the perspective of the Planning Board, is what is described in the ordinance and comprehensive plan for the Village.

(Bob Metcalf):

What is it about the housing stock and the way the streets and the neighborhoods are laid out in the village area, Dock Square and the area surrounding the parcel, are key elements that need to be considered when looking at development opportunities on the parcel?

(Larry Simmons, Planning Board):

- Don't have a thorough fare, winding path versus a grid is one characteristic
- Size of the lots, larger enough that can provide a buffer between neighbors

### **Growth Planning Committee**

(Dan Sanders):

Would look to the descriptions drafted from the 2001 visioning sessions for the comprehensive plan (reads the Village vision from comp plan)

*The Maine Street/Village Residential area will remain the center for municipal services in town – with the Town Hall, fire station, and library. Improved sidewalks and bike paths will make it easier to get around. The tree canopy overhead will be encouraged and maintained. Historic homes and structures will be preserved and maintained. Traffic will flow smoothly and all-day parking restricted. Bed and breakfast establishments will be encouraged in historic buildings.*

This seems to be a good description and goal which could be accomplished through this parcel

(Patrick Briggs, Housing Heritage Trust):

Need to remember that this option of the parcel was not available for consideration when that description was written, perhaps it would be different. Using the Trolley to get to the library is an easy thing to do, or walk if you prefer.

(Barbara Barwise):

With no historic district in the Town of Kennebunkport the village is 'blind luck'.

### **Conservation Trust**

(Tom Bradbury):

-There is nothing to say that you can't have multiple apartments that they couldn't be constructed in a home that looked like a sea Captain's, where the flavor of downtown is reflected in this new parcel as well. Same can be said for shops too. New construction does not have to be a box it can look like what we have in our square. Having this type of development on the parcel can make it easier for residents to get to services that are in the square now.

-Central connectivity through the use of trails is a good idea, getting people from one point to another in Town without the use of their car.

### **Question 7) What expectations does the committee have for the village parcel?**

(Bob Metcalf) this has been more or less been answered with the conversation so far.

### **Question 8) Should the Town identify a portion of the site to be retained for future yet to be determined needs of the Town?**

(Patrick Briggs-Housing): keep in mind sometimes when something is saved for later use the sentiment might be not to use it when the time comes.

(Russ Grady): When will the department heads meet and discuss what frustrates the town today, thinking that this is a common theme in today's conversation.

(Laurie Smith): June 12<sup>th</sup> but will not before the Committee, but the information from the meeting will be available.

### **Steering Committee comments:**

(Mike Weston):

The discussion is almost identical to the discussions the Steering committee has had and is good to see that the committee seems to be working in the same direction, and is anxious to hear from the public as well.

(Larry Simmons, Planning Board):

With regard to a portion of the site to be retained, the expectation is likely that the development will be phased and not be constructed all at once. With that there will be time for changes.

(Bob Metcalf):

A master plan becomes a guide for the town. The end product will have the vision of the property, suggestions for types of development that satisfy the needs, and what will it likely cost, to the community and the public/private partnership, where there is a guide for how to go about an affordable housing effort. And just like the process for the comprehensive plan for the town, the master plan for this parcel similar in nature where it provides the foundation and framework for changes to happen over time.

(Patrick Briggs-Housing):

Heritage housing vs affordable or workforce housing may be a more accurate description, where “affordable” or “workforce” have different connotations. “Heritage Housing” is for people that are looking for year-round housing.

(Werner Gilliam):

Hears often that the Town is interested in attracting a younger demographic, and it's important to understand what that demographic is interested in. The idea of being able to *Live work and play* in the same location is sought by the younger demographic where this parcel may be able to provide a good opportunity. Seeking to attract millennials is important for the town as a whole but is likely also important for this parcel as well.

**Some specifics include:**

- There are many nearby open spaces need to be considered when looking at this parcel, where there might be opportunities to make larger blocks of open space.

- Connectivity and future ROWs should be considered and located carefully where they make sense and not arbitrary or not feasible.

- Pedestrian infrastructure should be considered with connections in mind, fox berry woods has some good sidewalks and it includes a sewer easement that might be a good opportunity for such connections, that also includes connecting to land trust property.

- Often see on plans buffers to wetlands. In addition to considering these as structural, they should also be looked at as an opportunity to educate the public by bringing people closer to the wetlands. Perhaps the trails can do this, tote roads to the vernal pools is an example, but it should be done in a manner that does not compromise the protected habitat.

Sheila Mathews-Bull (Selectmen):

Thanks everyone for their participation expressing that the more input and support from the committees, the easier it will be to complete this large endeavor.

Opens meeting to public comment, 6:20 pm

**Speaker 1 (Name?)**

Thank you for speaking into the microphone.

Much of what I heard is what I like to see happen.

Other things that would like to see:

- Parking spot for people who are frequenting the town but walk down town.

No room for a fire house event

- Along with a walking trail a bike trail with small wooden bridges to connect to eastern trail.

- installation of a zip line.

- affordable housing, likes the tiny houses...5 feet x 36 feet; a small house for 80-90k

- two story apartments (townhouse) but built for the right price (rental 1000-1200/month)

- federal subsidies with mother-in-law type setup

- Help to address high school student loans.

- Young people are needed and can help with jobs like the fire department.

**Speaker 2 (Dr. Nicholas Phillips):**

- Lives in Wallace Woods, abutting subdivision, did not know about the road going in.

- North street is very busy, getting a lot of traffic from the parking lot there when it empties out.

- Speeding traffic, and the parcel road is only 30 feet from our road

- Feels strongly about preserving what makes Kennebunkport special, its natural beauty.

- Don't want to see another dock square in this area.

- Affordable housing, or low-income housing, is a disservice to the elderly people who grew up in and supported this town to not have a place to down-size to. don't understand it.

- Don't understand the interest in attracting young families, the millennials, who will attract venues like McDonalds and will not be eating at restaurants like the White Barn.

- Do understand providing for a place to live for those who grew up in the town in a nice natural setting.

- Appreciate the people that are here and their time and trouble and encouraged that there will be opportunities for throwing these ideas out.

**Speaker 3 (Nina Pearlmutter, Resident):**

Concerns with three issues:

- 1) abutters should be stakeholders, a lot of traffic, tourist getting onto private property

- 2) The town doesn't seem to respect all of the residents by not allowing enough time for people to weigh in. There is a perception among people feeling left out and don't want



to be part of a group any longer. There seems to be concerns for the seasonal residents here, which don't have a big stake in the town. But if people feel they are not being listened to they may just go elsewhere.

3) Kennebunkport Conservation Trust, have done good things for the Town but sometimes have done things that the residents have had to fight. While there are many current and former members of the Trust here tonight but for stakeholders, the Shade tree committee is not involved, and should be. They are a part of the Town – a town committee.

(Laurie Smith):

The Shade Tree Committee are scheduled at another meeting.

(Nina Pearlmutter, Resident):

The Shade Tree Committee should be utilized more and be better represented at meetings such as these. They can help educate the public...lot more than simply constructing trails, need to understand the value of the Maine woods. Continued to discuss the role of the Shade tree committee.

(Laurie Smith):

The Shade Tree Committee is scheduled at another meeting. We couldn't logistically have all the committees at one meeting.

(Sheila Mathews-Bull, Steering Committee):

Nina believes that the Shade Tree Committee should have been represented on the Steering Committee, and we did the best we could in getting a broad representation. It's not too late if you want to send a representative to all of the committee meetings. The Steering Committee seems to have similar goals in that it is important to maintain much of the green areas.

(Russ Grady, Steering Committee):

Is part of the Conservation Trust and also serves on the Fire Department, and is only here as a resident that applied to volunteer on the Steering Committee because it's a very special and important opportunity for the Town.

(Nina Pearlmutter):

Understands by it is not the perception of a lot of people.

(Sheila Mathews-Bull):

A case of 'you can't please all of the people all of the time'. Finds that many more people are happy with how things are progressing, however, you will always have some doubters.

(Laurie Smith):

How the public can participate:

May 30<sup>th</sup> is a public kick-off meeting here at this building. Will be a general overview of the effort and will also provide an opportunity for input.

July 13<sup>th</sup> is the visioning workshop at Consolidated School at 9am to noon.

If people can't make that time the consultants will be available at this room on the July 14 for questions and to see the visioning plan in progress.

June 11 at the Police Department since it is election day.

June 25 back here.

More interviews scheduled and the Selectmen meetings always have time at the end for public input, so there are more opportunities to provide input and we hope people find the time to attend or some way to connect.

Can use the town website to subscribe to news and e-alerts to various committees including this one.

(Sheila Mathews-Bull):

Moved to adjourn at 6:48pm

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes – June 11, 2019**

**Attendees:** Laurie Smith, Town Manager and Werner Gilliam,  
Director of Planning and Development

**Steering  
Committee:** Allen Daggett (Chair), Sheila Mathews-Bull  
(Selectmen), Rebecca Young, Mike Weston, Connie  
Dykstra, John Harcourt, Jamie Houtz, Russ Grady

**Absent:** Tim Pattison

**Consultants:** Bob Metcalf, Mitchell & Associates, Chris DiMatteo,  
Gorrill Palmer

Meeting opened 4:02 pm

#### Previous Meeting Minutes

Approved May 9 and May 21 minutes

#### Group Interview of Stakeholders

##### 1) Introductions (attendees)

###### Parcel Master Plan Committee:

Allen Daggett (Chair), Rebecca Young, Jamie Houtz, Russ Grady, Sheila Mathews-Bull  
(Selectmen), John Harcourt, Mike Weston, Connie Dykstra.

Laurie Smith, Town Manager; Werner Gilliam. Director of Planning and Code  
Bob Metcalf, Mitchell Associates (Lead Consultant) Chris DiMatteo, Gorrill Palmer

###### Committee Representatives:

Beverley Soule (Ad Hoc Senior Advisory Committee); Jim Stockman (Lighting  
Committee); Stedman Seavey (Budget Board); Ruth Fernandez (Cemetery  
Committee); Carol Laboissonniere (Conservation Commission); Steve Powel and  
Jonathan Ripton Shade Tree Committee)

## 2) Site Existing conditions overview:

Bob Metcalf provides a brief presentation that includes: the existing conditions and neighboring context of the site, the master planning process for the project; and format of the meeting.

- Existing conditions and neighboring context of the site
  - Parcel has frontage on North Street and School Street
  - An 86-acre site that has gone through permitting for a residential subdivision a number of years ago.
  - Two streams that originate from wetland on the site that merge and outlet to the Kennebunk River in the vicinity of Bass Cove.
  - Roughed in road extends over a mile in length between School Street and North Street.
  - Stream 75-foot regulatory setbacks
  - Wetlands on the site total 16 acres and subject to shoreland regulatory setbacks
  - 3 significant vernal pools have been identified (100-foot setbacks), two located southwest of the CMP line, the other is located northeast corner of the parcel.
  - 135-foot wide CMP easement bisects the site, land use zoning on the westerly side is the Village residential zone , and to the easterly side is the Free Enterprise Zone
  - Upland areas 52+/- acres
  - Wetlands on site total approximately 16 acres that are subject to shoreland and MDEP regulatory setbacks
  - Abutting properties include: Cape Arundel Golf course; Weintraub property; Bishop Woods; Daggett properties; Foxberry Woods; Shawmut Woods; McCabe property; and Wallace Woods
  - North Street access to the parcel is approximately a 1/2 mile to Dock Square,
  - School Street access to consolidate school is approximately a 1/2 mile and a mile to square in Cape Porpoise.
  - Discusses the alignment of the roughed in road
  - There have been cleared areas (for building windows) as part of the original development, the remaining area is wooded.
  - Approximately 6,100 linear feet of roughed-in roadway, the shoreland zoning and Maine DEP permitting process essentially dictated where the road was laid out during the subdivision process.
  - public sewer and water utilities stubbed out at north street frontage, along with future power to extend from this direction

Question: Is there any stormwater management for the roadway? **BM** Site was designed with stormwater management features approved as part of the previous development review; these may need to change depending on the development that is realized on the site.

Question: Areas that were cleared are they now just opened or stumped? **BM** Yes, the areas were stumped and grassed over and now there is successional vegetative growth in these areas.

Begin stakeholder meeting :

- Format of this meeting will be obtaining feedback on the needs of the community from a subset of the stakeholders that are associated with land use issues through a series of questions. Discussion of the master plan process, emphasizing that it is not the actual design of the property but is a guide for future development.

**Question 1) What are the important issues that should be considered? Specifically, land use needs, and other important objectives that should be considered in the development of a master plan.?**

Beverley Soule (Ad Hoc Senior Advisory Committee): Would like to see mixed generational housing be considered, a combination of seniors that would like to downsize to affordable housing with young families that would like to settle in Kennebunkport. Consider the New England model of big house, little house, back house, barn. Many of these types of architectural designs are presented in a book by Thomas Hubka. Thought this would be a great way to create a more New England scene with opportunities for seniors and young families.

Jim Stockman (Street lighting Committee): The Committee recognizes the current ordinance needs to be updated to meet today's technology. Very familiar with the Village parcel and the challenge is to retain the character and atmosphere of Kennebunkport and not allow this area to be the brightest thing in town.

Stedman Seavey (Budget Board): Has not taken a formal position on it but sees a lot of potential and feels perhaps we should not rush into anything and "sit on it" for a while, five, ten fifteen years. It's a great piece of land and happy to have a large parcel with good access. Personally, speaking public facilities and recreation facilities come to mind with regard future uses, but should wait to see what develops over time before doing anything with it. (Note: Budget Board did not meet to discuss)

Ruth Fernandez (Cemetery Committee): There is a cemetery across the street with no new burials. The Arundel Cemetery does have new plots available, though not sure how many are available for the future. Maybe something to consider

Laurie Smith: Has the Cemetery Committee considered the needs for a new/active cemetery (in addition to the Arundel Cemetery) in the future?

Ruth Fernandez: Depends on the Arundel Cemetery's capacity. How many plots have been created and what is the future capacity? Selectman/Recreation Committee in the past purchased many years ago a park (now Beechwood) and it evolved. There was the forethought to purchase the land.

Carol Laboissonniere (Conservation Commission): The committee did discuss the questions and does recognize the functionality of the parcel and the Town's functional needs which may include housing, ore public uses. And also taking in the consideration the preservation of the natural characteristics of the site. The considerable number of wetlands and vernal pools on the site could be an educational resource. The central location works well for such a use.

Feels that the educational use should not play a secondary roll to the Town's functional uses and the Committee is not interested in private development on the Parcel, due to potential disturbance of the existing wetlands. The site is currently surrounded by development and there is already potential issues with stormwater from these developments affecting the site's natural resources.

Question: what was the original development plan include for housing and where was it to be located?

Bob Metcalf: Discussed the original development plan and where located on the site, what type of residential units were proposed in the past.

Carol Laboissonniere: The Committee had a concern with the original development with regard to the amount of stormwater run-off and impervious area.

Bob Metcalf: The original site design used Low Impact Design (LID) stormwater features. Look to maintain and expand such stormwater features for future development.

John Tipton (Shade Tree Committee): We agree with what Conservation Committee has conveyed. With the degree of wetlands and vernal pools on the site it is a great opportunity for us to look at having an educational wooded walkway.

The ecological and geological importance of the natural features of the site and sees this can be an important part of the current idea of the Town as an arboretum.

One of the great attractions to the Town from the Committee's perspective are the woodlands here. There is an extensive tree cover in the Town. This town is a town of trees as much as it is a town of seas.

The following are important features we see part of the parcel:

- 1) The walkway. We would love to oversee the implementation of an educational walk/path through this parcel.
- 2) Would like to propose trees along the street be a diverse population not only to enhance the ecology but the resistance of pests and threats the arboreal environment here.
- 3) A small educational center might be considered for small school children and general public to introduce them to the objectives of the Shade Tree Committee that have been highlighted here, things that are a benefit to the town and can highlight the town's history, its legacy as well as its ecology.

**Question 2) What concerns does your group have regarding growing demands and needs for the town. i.e. public services, housing needs, commercial use, open space etc. How should the property be used?**

Beverley Soule (Ad Hoc Senior Advisory Committee): Saw this similar to the first question. Town seniors should be involved when and if senior housing is considered and that it is also a Pet friendly environment.

Jim Stockman (Street lighting Committee): Lighting effects everyone especially at night. We ask to be involved throughout the process to ensure the dark sky is protected and conforms to the ordinance. And to change the ordinance to reflect better ways to address these issues. We are working on amending the ordinance to reduce impacts. We have had one of the earliest ordinances (top three in the US) that deals with dark skies. Started in 1978.

Carol Laboissonniere (Conservation Commission): Conservation Comm does not support commercial development on the site. The Town's functional uses or housing and open space, but not commercial use.

The landscape of the site and the natural character of the site should be incorporated in the landscape design. Native rather than a forced landscape representative of a commercial development. Commercial use means to the committee uses such as a coffee shop but not an assisted living facility.

John Tipton (Shade Tree Committee): Consider town facilities that are planned with the natural landscape as a priority, but want to emphasize the environment. Using the property in an educational manner would go a long way in engaging the town and should keep it open to the public and make it meaningfully engaging by preserving the natural qualities of the place, those are the elements that would allow to meaningfully engage with the public.

**Question 3) What design characteristics should we consider in our implementation strategy?**

Beverley Soule (Ad Hoc Senior Advisory Committee): The same items previously stated along with energy efficiency is important to consider. Question: Do you want to see Assisted Living happen?

Allen Daggett: Yes, maybe in the future, many people want to stay here but can't afford to stay in the home they are in, but don't want to leave.

Beverley Soule: Not sure if the town is large enough to support assisted living.

Jim Stockman (Street lighting Committee): General comment on Assisted living has a variety of connotations that are different. Be careful using certain words because images that pop in the people's minds may not be what you intended to convey.

There is a wide variety in building sizes associated with 'assisted living'.

Beverley Soule: Is Assisted Living something appropriate for the Senior committee to look into?

Laurie Smith: Part of the consultant's role is to look into the economic aspect of the master plan and the down-sizing is the theme we have been hearing and will be considered along with other types of housing as we move through the master planning process, and might possibly need its own plan.

Stedman Seavey (Budget Board): The characteristics of the parcel itself are essentially the design characteristics that should be considered; a large parcel centrally located but only partially developed, with portions of it that are not very developable. And also, we should be deliberate in placing structures, thinking only public structures, like a new town hall building. Be deliberate in the process with a lot of thought. Don't want to rush the process, we know we have needs for housing, but might have a need for public park or building, but it not clear if one outweighs the other, may be five years you might know.

Carol Laboissonniere (Conservation Commission): The way the parcel is shaped and organized by its natural features could be a way to use the parcel; segments can be used for different purposes. The use of natural amenities in this way would help create an integrated feel of the parcel. The Committee is not against the use of the parcel for community needs such as housing, need to be practical but the town also needs to take the time to understand what is the best use for the future. With the integrating the landscape in the design can really be quite nice.



John Tipton (Shade Tree Committee): Agree with what was said by Conservation Committee and Mr. Stedman, that it should evolve over 5-10 years. Whatever roadway is constructed it should make sure all runoff is mitigated. The natural beauty of the place allows for a very fine development to be. The priority should be preserving the natural characteristics of the site.

***Question 4) Does the parcel location provide an opportunity for connectivity to the Village area and to Cape Porpoise? If so, what should those connections include?***

Beverley Soule (Ad Hoc Senior Advisory Committee): Don't want to see the roadway become a short cut between North Street and School Street. Recommend extending sidewalks all the way to Cape Porpoise like what was done on North Street.

Ruth Fernandez (Cemetery Committee): Stream that goes through the property and under North Street and next to the cemetery, is there issues with erosion with tides and storms?

Bob Metcalf: Explains stormwater post and pre level requirements. It is not allowed to increase the amount of stormwater runoff off a site more than what is currently exists today.

Carol Laboissonniere (Conservation Commission): A comment regarding the sidewalks. There is a trend for grass strips rather than catch basins; a more natural way to deal with stormwater.

John Tipton (Shade Tree Committee): There is a way to connect this parcel to Cape Porpoise and the Village. With a great deal of effort there is a connection all the way to Paddy's Creek from this Parcel, public access through a pathway that leads down to Wildes District Road, and incorporate historic elements (cultural history) of the village and Cape Porpoise

***Question 5) What expectations does the group have for the village parcel?***

Beverley Soule (Ad Hoc Senior Advisory Committee): Hopefully it will provide for housing the town doesn't have and in an attractive manner

Stedman Seavey (Budget Board): Would hope there is strong and broad support, citizenry on the whole weighs in on the outcome and what is finally decided.

Ruth Fernandez (Cemetery Committee): This has nothing to do with cemeteries.

Carol Laboissonniere (Conservation Commission): Official position of the Conservation Commission would be to preserve the open space, however, do realize it may need to be modified to accommodate public usage needs.

John Tipton (Shade Tree Committee): “Ditto”.

**Question 6) Should the Town identify a portion of the site to be retained for future yet to be determined needs of the Town?**

Beverley Soule (Ad Hoc Senior Advisory Committee): We anticipate that it will be developed in stages over time to accommodate future needs.

Bob Metcalf: Thanks everyone for the very valuable information provided and gives an overview of the visioning session and the final document. Emphasizes the product is a roadmap and not a definitive action on what is going to happen. Will be gathering more information from the community at large and provide a summary of that at the Visioning workshop and then break out into groups and do planning exercises with plans and markers. The Master Plan document will include all the data we have been collecting, marketing assessment on if particular uses are economically viable, potential zoning amendments that may need to be considered make the program work, and identifying public/private investments, i.e. affordable housing along with plans and maps.

#### **4) Next steps**

Laurie Smith: want to encourage everyone to come out on Saturday July 13 and let other people know about the public visioning session, being held at the Consolidated School at 9:00 am to Noon.

Reviewing the Town's website: Here on the front page Navigate to the ‘Village Tomorrow’ tab. Click on that and navigate to the Village Parcel page that has the calendar and documents with regard to where we are in the process.

Also, at the bottom of the front town's website page there is an opportunity to sign up for ‘e-Alerts’ where you can sign up for agendas and other information such as news on the front page. Good way to stay in touch.

Allen Daggett: Thanks everyone for coming and participating.

## **5) Review of input from the Kick off Meeting**

The Visual Preference Survey has been tabulated but haven't broken out yet. Two questions were asked for the attendees to answer at the Kick-Off Meeting:

### **Question 1: What kind of user would you like to see?**

Some highlights were:

- Affordable and workforce housing ranked as important
- Along with nature trails...
- Gathering spaces and wellness for the community,
- Starter homes, playground...
- Keep the spirit...

### **Question 2: What would make this project successful?**

- Green spaces everyone can enjoy
- Recoup the investment
- Not being over taxed
- Multifunctional
- No additional traffic
- And not be seen from my house
- Balance of uses...

Laurie Smith: Interested in hearing from the Committee members who attended.

Mike Weston: Thought it was well done and got good input. And the current input today is very consistent to what's been heard to date, which is encouraging. And want to make sure everyone gets heard at the Visioning Session.

Bob Metcalf: There should be an opportunity for that with folks breaking out into groups.

Mike: Hopes citizens realize this is an unusual process for most projects to acquire information and go so well; not adversarial and getting people to speak their mind.

Allen Daggett: Agrees and feels the process as gone great, good opportunity for everyone to speak their mind.

Rebecca Young: Really loved the setup with the visuals and worked effectively with the seeing something quickly and concrete to vote on....it would be nice to have something for the younger attendees, at the July meeting.

**Question:**

Will there be feedback on the visuals that had the red and green stickers from the Kick-Off Meeting, specially to identify those that were clearly overwhelming in one direction.

Bob Metcalf: Yes, in the process of doing so.

Laurie Smith: York County Star was there and made a story on the event.  
Spoke to Parks and Rec maybe having daycare, good idea? (yes)

Sheila Mathews-Bull: We inevitably have people ask why they haven't heard about this...Getting info on social media should be something we should do to alert folks on the meeting date and the process?

**6) Next Dates:**

June 25, Another Stakeholder Interview meeting (Fire Station)

July 15 Monday night 6:00 pm provide a presentation of the findings from the Visioning Session,

Allen Daggett: Opens up public comment.

**Public Comments:**

- Concerts with no amplification....
- Get rid of two fire stations...bad idea

Sandwich boards is low tech and an effective way to advertise

Missed the public meeting, unequivocally no retail? Doesn't make sense, why?

Bradbury's...don't really need it on the parcel.

Tumbleweed tiny homes...should be considered (passed out pictures)

Moved to adjourn 5:29pm

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes – June 25, 2019**

Attendees: Werner Gilliam, Town Planner

Steering: Allen Daggett, Chair, John Harcourt, Jamie Houtz,  
Tim Committee: Patterson, Michael Weston,  
Rebecca Young, Russ Grady, Connie Dykstra

Consultants: Bob Metcalf, Mitchell & Associates, Chris DiMatteo,  
Gorrill Palmer,

Meeting opened 4:02 pm

Acceptance of the previous meeting minutes

Moved and seconded, unanimous

#### Group Interview of Stakeholders

Allen Daggett: describes the purpose of the meeting and introduces Bob Metcalf who presents existing conditions overview:

- Parcel size is 86.5 acres, fronting on North Street and School street
- Previous development was approved a number of years ago, the existing clearing and roughed-in roadway is from this previous approved site design
- Two stream segments on site associated with on-site wetlands that merge and connect into the Kennebunk River.
- Two significant vernal pools with 100-foot no disturb setback
- Central Maine Power has a 150-wide utility easement on site, 1300 feet from North Street
- Parcel is zoned Village Residential from North Street to the CMP easement and Free Enterprise out towards School Street.
- Sixteen (16) ac of freshwater wooded wetlands on site, 1-1/4 acres filled as part of the roadway permitting associated with culvert crossings.

- Required 75-foot setback from the stream determined the road location near the vicinity of North Street. Along the School Street side to minimize wetland impacts alignment remained along previous road clearing within the pan-handle area of the site.
- There is approximately 52 acres of developable land within the parcel.
- Utilities, sewer water stubbed at north street, power overhead and then underground, and from the School street side water and power is available.
- Distances to the fire station in downtown from the North Street side is approx. a 1/4 mile and 1/2 mile to dock square. 3/4 mile from the School Street side to consolidated school and 7/10 mile to Cape Porpoise.
- Abutter identification, starting along School Street with the McCabe property (moving counter clock-wise) Shawmut Woods, Bailey Court, Foxberry Woods, Daggett property, Bishop Woods, Weintraub property, and the Cape Arundel Golf Course.

Bob Metcalf: continued with an overview of the project and public process. The goal of the process is to create a roadmap as to what should be done with the property, addressing what the interests are of the community at large as identified by an assessment from the stakeholders.

The Consultants: are gathering information that includes initial public insight from a Public Kick-Off meeting, working with the steering committee and stakeholder input from questionnaire and committee meetings, all leading up to the next public event, a visioning session, the weekend of July 13<sup>th</sup> at Consolidated School, Saturday morning from 8 to noon and the consultants will use the rest of the Saturday and all day Sunday and Monday to pull together a draft master plan. Public is welcomed during this time to drop in a ask questions and see progress of the concepts being developed.

For this evening we will be getting input from the Library, Historical Society, Rotary, KRA, and PTA. Afterwards abutters have been invited to attend and give their feedback.

#### Session with the committees.

Question #1: *What are the important issues that should be considered? Specifically, land use needs, and other important objectives that should be considered in the development of a master plan. Stakeholder questions response.*

#### Portside Rotary

Cornelia Stockman: Resident for 30 years. No one idea from the Rotary since we haven't discussed it as a group, but in my opinion as a former real estate agent familiar with the site, the land should be valued for the whole town in order to use it in the best way that would benefit the most people....would personally like to see space on the

property for solar power generation making this piece independent in its energy needs, as well as for the need in town for affordable housing, especially for the workers in town that want to live her but can't due to the high price of land.

Harvey Flashman: No public statement as a club, but whatever the town decides to do the club will enthusiastically work on the implementation of the plan as we do with many other projects in town.

#### Consolidated PTA

Elaine Mitchell: Our major concern is to entice young families to come to town to help with the declining enrollment issue at Consolidated School. Affordable housing would help with getting younger families in town to help fill the school.

#### Cape Porpoise Library

Mary Giknis: There is an older retired population that uses the library so from that perspective people are interested in knowing how will the development be paid for? The population is on a fixed income and if taxes go up they would have to leave. Understand about bringing in young people but don't want to give the old people the boot. So the finances are a big concern from the perspective of the people of the Cape Porpoise Library. And most people here, not big on change, would like to stay just the way it is.

Pat Georges: Agrees with Mary's comment and is concerned with how things will be paid for. Understand about the interest in attracting young people but if the taxes go up it may defeat the purpose of what is looking to be done, making it less attractive to young families.

Bob Metcalf: Responds to the question on the financial aspect in that there is a financial group as part of the consulting team that will be looking at this and vetting ideas which is a component of the overall plan, giving the town some guidance on how the property can be developed with private/public partnerships in mind or out-sales to developers. Such scenarios are some ideas that will be explored during the process.

Pat Georges: Asks if the master plan be on the ballot. Allen Daggett states that anything that has to do with money would need to be voted on at a Town meeting.

Bob Metcalf: States the master plan is more about guidelines than anything formal that needs adoption. This is a long-term process and the master plan is more about giving the town a guide to envision what can happen on the parcel. Not a quick turn-around as to development being constructed.

Question #2: *What concerns does your group have regarding growing demands and needs for the town. I.e. public services, housing needs, commercial use, open space etc. How should the property be used?*

Cape Porpoise Library

Mary Giknis: With the new development will the fire department and EMS be able to support the new families. Perhaps if the new people are year-round, they might volunteer, if the development is for seasonal residents it may be tax on those departments.

Consolidated PTA

Elaine Mitchell: Can we accommodate parking if the development is commercial? Personally, don't think commercial is needed.

Henderson Small: Discusses the public's resistance to considering commercial use on the property, even something like a small coffee shop, perhaps with Dock Square, thinks there is enough commercial already. The biggest think is to get low income housing, small houses or apartments for low and middle-income people. Need to help for lower income and younger families as well as mix in opportunities for retirement of residents that want to downsize.

Allen Daggett: Asked Elaine Mitchell a question regarding commercial use and if she sees an assisted living facility as commercial. Elaine Mitchell responded that she sees commercial as stores and assisted living as housing.

Portside Rotary:

Cornelia Stockman: Sees no need for more commercial but to focus on public services, and determine if such departments have what they need to grow and survive with the low population town has.

Affluent homes are at risk with the dwindling services.

Bob Metcalf: Asked if having a centralized fire station or town hall on the site what she meant with regard to focusing on public services and she agreed.

Question #3: *What design characteristics should we consider in our implementation strategy?*

Portside Rotary

Cornelia Stockman: Colonial and ranch style would be appropriate, don't want to see attached condos like Foxberry woods. Want to see single family homes, like a neighborhood.



### Cape Porpoise Library

Mary Giknis: Would like to see the character of a small the New England town maintained. Don't want to look like Arizona or Southern California, we are not them. Would not want to see any municipal uses, just residential.

Bob Metcalf: Asked what is her perception of the Village character.

Mary Giknis: Responds that the small ranch and the small cape cod, jesting that ideally the whole parcel be broken up into five lots and five houses and let all the animals play, but that's not going to happen, so it needs to be developed for younger families in mind.

Allen Daggett: Asked about open space and she is all for open space, and would prefer the entire parcel remained as such.

Mary Giknis: Responds to Bob Metcalf's question on village character as wanting to see smaller homes in large lots.

### Consolidated PTA

Elaine Mitchell: Agrees that homes should be on lots larger than 10,000 square feet, at least an acre, otherwise would look too congested.

Henderson Small: Would like to see small homes, enough big homes in town, which are not going to attract low income people, who can't afford the taxes or to heat it. Agree lot size should be large enough to plant a vegetable garden.

### Portside Rotary

Cornelia Stockman: Would like to see affordable housing, with open space and a public use on the parcel. Would like to see an acre with regard to the lot size.

Question #4: *Does the parcel location provide an opportunity for connectivity to the Village area and to Cape Porpoise? If so, what should those connections include?*

### Portside Rotary

Cornelia Stockman: Don't see how this parcel can connect the two portions of towns. But it is important for these portions of town to maintain their own character. Sidewalks and walking paths would be ok.

Harvey Flashman: In favor of walking paths and sidewalks and thinks it is very important and thinks the Rotary would support it. Along with these connections have as much open space as possible and let people enjoy the area, not for just people leaving there but for other people since it is right in the center of town. The location is ideal, right between Dock Square and Cape Porpoise. If it is to be developed it should be developed so people can enjoy it, safely.

Harrison Small: mentions the land trust would like to see trail connections as part of the parcel plans. A bike path connecting to Arundel would be good, to allow kids riding dirt bikes off road, maybe with loops and banks.

#### Consolidated PTA

Elaine Mitchell: In favor of pedestrian and bicycle connections, especially sidewalks being so close to the village.

#### Cape Porpoise Library

Mary Giknis: Yes to bike trails and walking paths, but please add a public bathroom, especially at Cape Porpoise.

Question #5: *What expectations does the group have for the village parcel?*  
People had nothing to add

Question #6: Should the Town identify a portion of the site to be retained for future yet to be determined needs of the Town?

#### Portside Rotary

Cornelia Stockman: thinks it's a possibility

Harvey Flashman: agrees, and thinks it's an important when considering a full 86 acres and nobody knows what might happen, if there is a need and there is not a lot of areas available, so some land should be put aside for the future.

#### Consolidated PTA

Elaine Mitchell: agrees with that and thinks if housing is to be developed perhaps start at North Street end and then move towards the other end gradually with small neighborhoods, rather than just developing the whole thing at once.

## Cape Porpoise Library

Mary Giknis: would like to see some saved for the future and thinks it would be cautious.

Pat Georges, agrees with Mary's comment and thinks it's the prudent thing to do.

Allen Daggett: thought it was a productive meeting and there were good questions and they'll work to get them answered.

Close the first session (4:42pm)

## Session with the Abutters

Louise Hays with Judy Moody from Home Owners Association of **Foxberry Woods:** Received a sewer easement from the previous owner. Interested in an option to connect to sewer, is this possible? Foxberry Woods would like to connect if sewer is extended from North Street.

Bob Metcalf: identified the location of the easement on the site and stated the master plan will take this into consideration.

Louise Hays: continued with other concerns residents have:

1) Will the road be a thoroughfare or just a community road, will it be a shortcut?

Bob Metcalf: responded that the original alignment was designed to help discourage speed, but will by its location be a shorter way to get around town which can serve both residents, visitors and public safety responders alike.

2) Are you trying to determine now how to sell off land to private developers?

Bob Metcalf: responded no that would be at the end. The master plan at its completion will have recommendations that will address this and guide the town as what opportunities there are on how to develop the property; whether it be through an out-sale or public/private partnership.

With residents at Foxberry Woods being so close, we would be concerned if portions of the property behind our neighborhood were sold and developed without consideration and other locations of that could be developed on property.

Bob Metcalf responded no, that would not happen before the plan is completed which will identify places on the property that can be developed. A 25-foot wide dedicated sewer easement is identified on the plan for reference.

3) Consideration of any recreation? Such as a pool/hot tub?

Bob Metcalf: responded that at this point in time there is no plans to do anything, the concept is to obtain suggestions on what the community thinks should happen to this property and then vet them, no preconceived ideas.

4) Will commercial development be a possibility? Commercial development is a concern for the Foxberry Woods residents.

Norma Lamb and Christos Cotsakos with the **Wallace Woods** Association:

Norma Lamb: Issues that should be considered:

1) Preservation of the natural character, we like the arboretum concept with recreational opportunities throughout, trails and natural green spaces. Would like to preserve as much green space to protect the native habitat and limit residential development and see how it goes. Not in favor of a 'build it and they will come' approach. If there is residential development considered it should be done in stages.

Consideration should be made for the tax payers, so not to make it worse for current residents. The policy and goals made as part of the plan should be reviewed periodically. That's it for question one.

2) Maintain the open green space concept. Would like to site any development away from the North Street and School Street entrances. And no commercial development on the parcel.

Christos Cotsakos: two questions; one is what is the time process you're looking at from the when the town approves the purchase of the parcel and a decision of what type of land use will be allowed; and speculation on that?

Bob Metcalf: responded that the expectation is to have the plan completed by the end of October. This is a road map for development options not a specific plan. It will identify the uses and types of development which can be determined by this entire process. This includes data collection, stakeholder meetings, and the upcoming visioning session. This session will be on Saturday 7/13 held at consolidated school from 8 to noon and consultants will continue at the Fire Barn though Monday where that evening a summary of the progress will be presented.

The information gathered as to uses and types of development will be assessed by another consultant who is looking at the market assessment and vetting the ideas that came forward and the feasibility for the town to proceed any one or all of the ideas and interests.

Christos Cotsakos: another hypothetical, when you are reviewing the financials the debt service has gone up dramatically with the purchase of the 86-acre parcel, what is the thought process when considering the debt service and tax payer's assessment as you look at the financial piece?

Bob Metcalf: responded that can't answer that since the team's financial consultant will be part of that process, they recently completed a housing study for the town. This financial assessment will be available to the public as the process moves along, prior to the completion of the plan. The public can track info on the website, and the ongoing planning process.

Christos Cotsakos: shared a concern on the road location with the backyards of the abutters, as being too close the existing homes.

Bob Metcalf responded that the roadway really can't be moved due to regulatory setbacks, but buffering are options.

Christos Cotsakos: maintaining open space green concept is very important from a conservation, clean air and beatification stand point. For recreational opportunities but not interested in commercial development, and I hope that message resonates loudly that most residents don't want that.

Norma Lamb:

3) For design characteristics...

It is difficult to make a left turn out of Reid Street, when the proposed development operational a signal may be needed. Also, low noise, low speed needs to be considered and consistent with the town's character.

Christos Cotsakos: and also the bike paths and sidewalks are important, to be a family friendly town.

Norma Lamb:

4) natural barriers to provide visual and acoustical buffers, no significant structures at North Street end due to its proximity to Reid Street.

(5:00 pm additional residents came into the meeting)

Bob provided another existing conditions review and a summary of the planning process.

Norma Lamb: continued where she left off.

4) Expectations...expect safe entry and exit from Reid road, natural barriers, and no significant structures at North Street. The town should, as much as possible, identify land for future use. No commercial.

Bob Metcalf: need to move through the questions faster than we anticipated.

George Aker (Charlotte Woods): Concerned the type of construction, no commercial-residential, would like to see green space. Concerned about a trucking shortcut, any possibility of slowing that down, speed bumps, etc...

Denise Dushane (Charlotte Woods): No commercial or municipal even institutional, such as assisted living, think there is enough of these facilities nearby. Important for it to maintain a natural look as much as possible, cluster developing or whatever would allow for smaller lots to have more moderate pricing for homes, and more open space for the community. The place should be for fulltime residents and for those want to move here but don't have the ability...young families, people who want to work in town such as teachers, etc....and who don't have many options in housing stock.

Low lighting is important since the road is so close to abutters. With regard to connectivity such as bridle path or natural trails are important, and retaining portions of the property for the future is important, and used for recreation in the meantime.

Our group would rather have the parcel go back to nature, understanding that is not likely to happen, that the new housing and residents should be adding to the tax base and the schools will benefit as well. Thank you for the opportunity for the input.

Carl Maybee (Abutter between the Weintraub property and the parcel): In the village zone the original plan had a condos from the old plan, has this changed? Are single family residences an option? Would like to see single family homes.

Harrison Small: Suggests weight limits on the through heavy truck traffic might help issues around cut-through.

Dinora Ellis: when was the property bought and the reason, and did we vote on it?

Werner Gilliam: replied at the end of last summer.

Allen Daggett: yes, we voted on it and the intention was that the town did not have such a property this close to the village and didn't want to see it developed with no control over how it was to be developed and giving the town an opportunity to weigh in. Didn't want to miss an opportunity like was missed in the past when the Town could have purchased a marina can't afford to do that now. Don't know what we want to do with this property but are trying to find out through this process. And this is one of the best things we have ever done in the town of Kennebunkport.

George Aker (Charlotte Woods): Plan for the road width? Reply, 22 feet right now but that is open to be determined.

Andrea Maybee: Hoping this time around, multiplex units were moved to back of my house, when considering the plan it should reflect Kennebunkport all the way around not just from North Street. It should fit our character.

Nancy Green (Bishop Woods): Affordable housing, smaller parcels and smaller units. Also the demographic is older good possibility for downsizing and not have to leave the community...hope there can be some senior housing. No commercial use, but yes for recreation, trails and conservation.

Chris Perry: Town needs to consider its own needs are and a municipal building, which has been talked about for a number of years. The current facility is small and needs attention and there is not much you can do with it at the current location. One thought is to have a new town hall on this property. Though some may consider this as a commercial use it should be considered in addition to the needs of the abutters' and interests of the future residents of the property. Is this a possibility? Or the consolidation of fire houses?

Allen Daggett: responded stating this has been discussed during this process and nothing has been determined, and will not be until the public process is completed.

Chris Perry: road structure should be considered to makes sense with regard to connectivity but not to be a thoroughfare while still ensuring appropriate public safety access. Also, public sewer service needs are important to be considered as to help with failing septic systems in the future. Need to determine total capacity of the sewer system considering gravity, etc...

George Aker (Charlotte Woods): Large developments can be designed with pressurized sewer lines with pump and reservoir in the house. From the standpoint of this parcel you may be able to use it instead of expensive pumping stations.

Bob, Metcalf: original design was mostly on gravity/public sewer with some private pump stations, with an easement granted to Foxberry Woods to tie into the sewer when it was extended.

Sarah Dodd (Bishops Woods): Concerns with traffic impacts on North Street and surrounding streets, as we all know with experiencing backs up during the summer months. In addition to traffic just on this parcel the entire area needs to be considered with regard to the increase of traffic overall. Need to keep the whole picture in mind, we can't change the roads, we just add volume that as a real impact on the quality of life.

Support recreation and conservation and doing as much as we can do is preferable, but would like to think outside of the box, i.e. walking path or a bike path, though that is fantastic, s but should also consider ideas such as pickle ball courts where there are many people in the area that would benefit.

This is an aging community could benefit from ideas like this.

Delora Ellsi (School Street): Community gardens, CSS might be a good idea.

Harrison Small: suggested the use of forced main sewer and grinder as option of new development.

Andrea Maybee: is there a date for when the first project will start...a time line?

Bob Metcalf, the only time line is to complete the master plan at the end of October. The master plan is only a guideline not a specific plan.

By the end of October categories such a recreation, municipal buildings...

Bob Metcalf: before then since part of the process is provide cost estimates which we will prepare for the final plan in October. The plan will be used by the town staff, planning board, and selectmen to determine how to implement parts of the plan as it relates to putting a schedule together.

Norma Lamb: will there be a public vote on the master plan

Allen Daggett, no vote per se but a final presentation to the Selectmen. This is a work in progress, just a road map. This may be a 30-year plan, and some land may be put aside.

Bob, Metcalf: the master plan is what is considered is the interest of the community to happen and the next step is how you going to implement it and then placing priorities of what gets done first. The infrastructure is likely to go in first and those costs will be part of the plan for consideration.

Werner Gilliam, things that needs vote include budgetary items, land conveyances, zoning adjustments and code amendments.

How does increase in property taxes get done?

Overall evaluation of the town coupled with the town budget are the two mechanism  
The tax rate is based on the overall budget in the end. The Board of Select and Budget Board review the increase.

Judy Philipps: With regard to permitted use a public property is hunting permitted?  
Saw hunters and wanted to know.

Allen Daggett: yes but there is a certain distance required.

Werner Gilliam: public land is typically permitted, with state regulations governing setbacks.



### Inland fisheries and Wildlife

Werner Gilliam: gets the website up and shows the negotiating the Village Parcel Website. Saturday 14 is the Visioning Session to noon

- Brief description of the property
- Visual preference exercises to gauge what people want to see on the property
- And then breaking out in tables facilitate by consultants and Committee members
- Sunday 8-8 and Monday 8-6

Werner Gilliam: walks everyone through how to get information from the website on the planning effort.

Allen Daggett: motion to adjourn, seconded

Close (5:58pm)

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Notes – July 15, 2019**

**Officials:** Laurie Smith, Town Manager  
Werner Gilliam, Director of Planning & Code

**Parcel Master  
Committee Members:** Allen Daggett, Chair; Rebecca Young; Jamie  
Houtz; Russ Grady; Sheila Mathews-bull,  
selectwoman; John Hardcourt; Mike Weston;  
Connie Dykstra; Tim Pattison

**Consultants:** Bob Metcalf, Mitchell Associates (lead  
consultant), Russ Preston, Principle Group,  
Kara Wilbur, Principle Group, Chris DiMatteo,  
Gorrill Palmer

Public viewed visual displays laid out around the room prior to the start of meeting and were discussing / chatting amongst themselves.

#### **Laurie Smith:** Welcome & Introduction

**Bob Metcalf:** Provided brief over-view of previously held Visioning Sessions w/ aide of Power Point Presentation. Sessions were well attended w/ 70+ at Saturday's event. 50+ at Kick Off meeting on May 30<sup>th</sup>. Stated they had reviewed public meetings, questionnaires, surveys, public comment & input and were utilizing all information to guide the Town through the vision process, which is a long range plan 20, 30, 40 years into the future, based on demand / need. Plan will allow flexibility to change as needed. Review existing development of parcel relative to open spaces, town property, conservation trust property, commercial, residential, etc. Determine zoning for the parcel. Input collected from public via questionnaires, surveys, public meetings, discussions, likes, dislikes, etc. will be used to create plan. Interest expressed in interaction between old & young. Stated Gorrill Palmer is part of their consulting team and their focus is currently on infrastructure costs associated w/ roadway improvements, trails, parks, etc.

Russ Preston: Stated creating a visionary plan was a complex process. Tabulations have been reviewed, revealing patterns & trends developing / emerging. Process will be completed via co-design w/ public participation. What are we getting right / What needs improvement? Parcel to be used to further local community use. Touched on issues currently facing Kennebunkport, such as affordable housing. Explanation of Principles Used: Prioritize small town character, ecology of site, framework, walkable neighborhood, preservation of natural legacy. If downtown was to burn flat, would current zoning allow to re-build as stands today? Presented slides showing there were areas that were far from pristine and in need of improvements. Spoke of the creek which runs thru parcel and desire to engage the water feature. Expressed need for area to be easy 10-minute walk, center of town / Dock Square. Water/Wetlands will be a challenge, but goal is to make this the forefront, not background, utilize the river, creek and ocean and develop walking, biking and nature habitats around these features. Russ continued: Vision is for small town character to stay in place. Currently 3 newly drafted Plans in the works, for meeting sake, labeled as Left Plan / Middle Plan / Right Plan as titles had not yet been assigned. Development will need to begin in North Street area due to civil engineering purposes. They cannot begin in South Street area as certain items need to be addressed prior to being able to implement improvements in South Street area. Considerations are: Preserving natural areas, light development, powerline corridor, wetlands, neighborhoods, family-oriented design, country style roads w/ permeable surface, may not be paved, maintain suburban character, hidden local road networks, non-tourist areas, geared towards residents.

Possible boardwalk / hybrid trails. Connectivity to water via trails / sidewalks / country-style roads.

Review of current architecture = Typical Coastal Maine. Wish to retain this feel.

Missing Middle Housing: Scale between single family housing and mid-rise buildings. Town Center / Hall / Civic Bldg w/ senior housing, cottage courts, smaller homes. No track development / mono-culture bldgs. Engage community / interaction w/ neighbors.

Maintain historic character in new development.

Additional Concerns expressed:

Aging in Place / Incorporating Solar Panels in Design

Target Demographics:

Families / Seniors / Couples

Factors to be considered:

Standards / Regulations

Speed Limits / Traffic Calming:

Bike Lanes / Street Parking / Reduce Speed to 20MPH

Propose to expand town center out  $\frac{1}{4}$  to  $\frac{1}{2}$  mile by restriping, narrowing travel lanes, incorporating street parking to slow traffic. North Street to be gateway for primary flow into downtown w/ network of smaller roads for local traffic.

Plan will take decades to accomplish – long-term plan.

Possibly repurpose former boat-building barn into a town center / civic bldg. w/ neighboring park.

Building for play – important to sprinkle throughout parcel varying areas for play.

Connecting water to town / community

Summer crowds / tourists vs Winter (year-round) residents

Review Public Process thus far:

May 30 – Kick Off Mtg

5 Community Mtgs

Stakeholders Interviews

3-Day Visioning Event

July 23 Steering Committee Mtg

Oct 24 Public Mtg

PUBLIC COMMENT:

1. Snow Removal?
2. North Street – Concern about routing majority of incoming traffic onto this one road. Feels this is unfair to abutters of North Street. Safety concerns. Impact concerns. Feels burden should be shared w/ alternate routes.
3. Concerns w/ speed / traffic. People traveling 45 mph currently – unsafe. Believe roadside parking will add to problem, not solve problem.
4. Does not believe North Street is wide enough to handle street parking as proposed. Plan is to narrow travel lanes to create space for street parking, which will in-turn slow traffic.

5. Concerned w/ response that solution to everything is “Town Management will handle take care of it”. Not reality. Reiterated affordable housing issue. New residents vs Old residents who grew up in town. Has anyone visited the alley ways / back areas? Don’t cater to minority interests i.e.: pickle ball courts, etc.
6. Concerned that plans depict image of “Somerville”. Too touristy. Catering to tourists and not residents. Response: Losing sight of the fact that what is presented is only IDEAS at this stage. Retain open mind / Open Discussions. Early planning stages – Nothing is finalized.
7. New Resident – 3 yrs. Feels Kennebunkport needs to act NOW; not later. Need to retain their young people.
8. Question about how 10 million was financed to purchase this parcel by the town and how is it to be paid back? RESPONSE: Town authorized Bond / 20-year payback. General Fund Budget is primarily funded via property taxes.
9. Pro affordable housing as this brings in additional tax dollars. Would like to see affordable housing maximized; less land used as common space, parks, trails, etc.
10. Tom Macone’s project – Did Town disapprove of plan? Is this why Town purchased parcel? Discussion of Land Use Codes and what didn’t residents like about proposed development?

RESPONSE: Town didn’t stymie Macone’s project; more so saw opportunity for Town, approached discussion w/ land owner and purchased. Affordable Housing / Increased Year Round Residents / Children – All 3 are related.

Need is NOW; Not later. Ability to build affordable housing to bring in families w/ children to increase enrollment in school w/ only 129 students. Municipal employees unable to afford to live in town; majority live outside of Kennebunkport. Chief of Police lives in Sanford.

11. Land Use Ordinance Discussion. Needs changing to accomplish vision. Wondering how many affordable housing lots / units does Town hope to build? RESPONSE: No set # yet decided. Cost of parcel vs. Sale price of homes will be a deciding factor in how many homes can / will be built. Calculations are still in the works. Stated how years ago, it was common place for Towns to buy up large parcel of lands to develop into housing in order to increase their tax base revenue.
12. Steering Committee will continue to update public meeting by meeting; what has been accomplished, what remains to be done.

**CLOSING – Thanked all for attending and for input.**

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes - July 23, 2019**

Attendees: Laurie Smith, Town Manager;  
Werner Gilliam. Director of Planning and Code

Parcel Master Plan  
Committee:  
Houtz Allen Daggett (Chair) Rebecca Young Jamie  
Russ Grady, Sheila Mathews-Bull (Selectmen)  
John Hardcourt, Mike Weston, Connie Dykstra  
Tim Pattison

Consultants:  
Consultant) Bob Metcalf, Mitchell Associates (Lead  
Chris DiMatteo, Gorrill Palmer

Open meeting at 4:00 PM  
Call to order 4pm

#### Review minutes of previous meetings:

Accept the minutes for May 30, motion made and seconded, unanimous  
Accept the minutes for June 11; motion made and seconded, unanimous  
Accept the minutes for June 25; motion made and seconded, unanimous

#### Review of Kennebunkport Village Tomorrow Vision Session and design studio outcome:

Bob Metcalf: presented a summary on the long weekend planning effort and the initial outcomes, with Saturday's session being very well attended and the other two days providing opportunities for the public to come and go and offer comments and see the progress being made, with the Monday night evening presentation and meeting being also very well attended.

#### Goes though the three versions of the plans prepared:

- First concept is a first rendition of a plan trying to incorporate some feedback heard earlier at in the day, creating interconnected streets in a manner to slow down traffic,

while providing space for the different uses, styles of housing and places to conserve open space.

- Second plan is more refined, finetuning and smoothing out some of the roadway networks, focusing on a village neighborhood.
- The third plan shows how the development may be phased. Showing how areas can be saved for the future as open space and later be utilized as development if the need arises.
- The Master Plan is essentially looking at the opportunities for the Town in the future, to have a guide to use as opportunities arise.
- As it was stated at the meeting Monday night...wouldn't see anything really happen on the property for a minimum of 5 years. The master planning is the beginning and is no way what is actually going to be built. Perhaps ten years from now that a need arises the Town needs to address, the master plan may be able to guide the implementation of that future need.
- The town has a unique opportunity like this where the town has a parcel such as this and they have an opportunity to decide how best to use it in the future. Close to the downtown and utilities and services, an ideal location.
- The process to date has been full of information and data proving good feedback for the Committee and the Town to use through this planning effort.

#### Questionnaire:

For more details see:

<https://www.kennebunkportme.gov/sites/kennebunkportme/files/uploads/villageparcelquestionnaire0.pdf>

Reviewed the results of the questionnaire and summarized the highlights:

With regard to biggest issues facing the town; Affordability and Affordable housing was at the top followed by few year-round residents, lack of young families and school children, aging in place and an aging population and investor owned or short-term rentals

It was close between those ok with neighborhood-scale business versus no commercial at all, though a majority clearly wants to see a range of housing options and trails. Many want to see cultural gathering spaces and indoor and outdoor recreational



opportunities. A majority want to see traditional New England style buildings that are higher in density and are more like a village neighborhood than suburban in character.

The next part of the agenda is to get the committee members' take on the process so far.

Committee members take away, likes, dislikes and suggested modifications:

Interested in knowing what committee members have been seeing or hearing during this process.

Allen Daggett: had spoken to someone that believes we want to put section 8 housing vs workforce/affordable housing. Explained that is not the intent and informed them of what was happening with the master plan. Worried that there are people in town that think this is what is going to happen. This is something like a 40-50-year project, and its long term and it's not going to be built up right away.

Bob Metcalf : that is an issue when putting something down on paper and trying to convey it's a master plan. Try to equate it to the comprehensive plan, helps the town grow by identifying what the needs are, it's a guide not a plan that dictates you are going to do 'X' and then you are going to do 'Y'. The master plan is a tool, like the comprehensive plan is, to help understand what the potential is, and then how to go about implementing.

Its clear residents want affordable housing to help attract young families and also opportunities for seniors to downsize and continue to stay in Town. Spoke to someone on Saturday who is born and raised in this town but can't afford to by the property to build a smaller home to downsize and remain in town. This may be an opportunity for the town to provide the ability to have smaller lots that will be more affordable to the people who need them.

Mike Weston: spent time reviewing the information, and call it mixed housing rather than affordable, was #1 thing. #2 was town hall and community space, seems some type of municipal presence, not sure what the form is. And third thing is the trails and open space that we know everyone wants.

Interesting to see how similar thoughts mostly are of people.

With regard to on-street parking and senior housing, don't agree and don't see that happening in Maine in the winter time. Think to look at that.

Many people were interested in a town hall on the site or other town related uses or facilities. Posed the question to the Town Manager when we started the process, considering we spent 10 million dollars in the parcel are we supposed to recoup that, and the answer was we don't want to spend any more than what we invested if possible.

Well if we do a townhall or something similar tax payers money will have to be used. Need to give a lot of thought as to the impact on the tax payer.

It was also interesting to note that there was no interest in commercial. Who's going to pay for utilities, is it the develop or the town? We need to think about this.

Tim Pattison: take away: 1) enhancing the community, open space and walking trails, education resource and 2) was affordable housing or workforce housing. Housing for employees or young families is an important need. Think that these two objectives can coexist?

Russ Preston: stated if you designed the housing, clustered, you can protect more of the environment. Connectivity to this parcel to Town and land trust properties should be explored further.

Much of the public don't know about the trails that are available and are as important asset as the access to the water.

Also, heard for the need for a town hall, not convinced, need a cost benefit analysis to better understand.

Connie Dykstra: There are common themes, there is a lot of agreement, such as housing and open space. By and large most people see this as an exciting opportunity.

Still lot of questions, planning process takes a while, which narrows down the wants to the needs.

Don't understand what the costs may. The parcel doesn't look like a park yet, what will the cost just to change topography let alone build things, to get to where the pictures suggest, a bucolic picturesque place, with people walking among wooded trails, big full trees, etc.. All of this is great, however still have a lot of questions, how do you get to the next step where the town understands how this is all paid for. This is a challenge.

Similar to the situation with the Town Hall, don't see the data that informs the needs and the logistics of building a new one.

Also, don't understand the phasing, this needs to be articulated, this message has not gotten out to the public and people are already concerned with too many cars and parking issues from the whole parcel being built out and making immediate impacts on the town. But how would the phasing work? Would park land be taken away to build more houses in the future? What does it actually mean to phase the property, how do you convey this to the public? Maybe maps that show what it might look like at five, ten-year increments. What's that time line and the budget?

Bob Metcalf: The initial start of the phasing we know would need to start at North Street due to the existing utilities.

Russ Grady: It is important to clearly define the phasing with the next steps. A municipal needs assessment. As more people live in town what does that mean to our municipal resources and how do you address that. This is important for the Town Hall to the Fire Station discussion. We need to have fact and figures along with projection of the population growth that we need to be at, that may tell more clearly when and where a new town hall would be built.

Impressed by the inclusion of the consultant team and having an open process where there are many opportunities for people to voice their opinions.

If we do create a community that is dense, more housing lots and population, and knowing there are a lot of community centers around, the town just built a parks and rec building, but wouldn't say that eliminates the need of additional recreational resources that are critical elements for bringing new families in and helping older folks stay in town.

Allen Daggett: we've come a long way in a short period of time, and there is so many things we need to take in consideration, which we are doing in a methodical way, and it's not going to happen overnight. Really happy with outcome so far.

Jamie Houtz: Enjoyed the process, it's an experiment, but don't enjoy not have an idea on what the result of this experiment will be. A big challenge for any community, which is a good one. The collaboration so far has been a good one, but needs to go further with regard to identifying partners to help with more revenue. An issue with the pictures is that it looks like it's all done, and that's not the case, should show it in a time lapse in a progression of what things could evolve, including how it could evolve in coordination with other people and organizations. Are there organizations that can be a care taker, managing the property until the time comes the Town would like to develop it. Maybe the town shouldn't manage the interim and should be subbed out.

Thrilled that it is looking like something that the comprehensive plan may have intended.

We are the community, and is this an example, a model that the town would like to see in other places in town? Don't know, but that might be part of the experiment.

Laurie Smith: With regard to community needs that has been mentioned concerning the town hall and fire station and it is something that the Town is currently working on concurrently in terms of a facilities needs assessment. It is included in this year's budget, and the Town has hired a consultant to work on addressing the programing space needs at town hall as well as the fire station.

Out of looking into how to expand into the old fire barns, one of the things we learned is that we ran out of vault space and fire safety with regard to the documents and archive is an issue. Still have very old records dating back to the beginning so we have a lot more them.

No real meeting spaces. Staff and files are packed right on top of one another. No space for visitors waiting in line, and the flow does not work with those offices. Looked to expanding into the old fire vault area, but still don't have parking. So even if you build a two-story building in the same location to increase space, you still don't have parking. People's access during the summer time is not good.

So, the question has been should be continue to spend more money at the current town hall site when maybe it's not good for our future. And right now, we are thinking about what we really need for space and what that potentially might cost.

With regard to fire stations, there are four stations in town. The Town owns the Village Fire Station and Wildewood and leases the stations at Goose Rocks and Cape Porpoise (shares with Kennebunkport Emergency Medical Services).

The on-call fire department needs to go through a modernization when considering the different lives from the 1970's and 50's. We see the average age of the fire fighter increasing, with the median age being 55, with the most active members of the force over 70.

The majority of the calls are alarms, such as carbon monoxide detectors or fire alarms systems go off. These types of calls need to be answered just as much as calls associated with structure fires. Answering these calls is a challenge. The town has been able to go very long without a paid fire fighter which is likely due to the four fire station locations and the commitment of the community, but will eventually need to change over to full time. Once you do the on-call hours will likely drop in number.

The objective right now is to prolong the current system in a safe and responsible manner but plan for the future. In the future regardless of fulltime or peridium shifts the change will require a different kind of space for the fire fighters. The four-station system does not work with a peridium firefighter system

Over the past year the Fire Chief and Town Manager have been using GIS mapping analysis and current call volume, and considering the location of those calls within the last 10 years and response times, the analysis shows the village station and the Goose Rocks station can provide the same response as using all four stations. With this in mind thought has been given to determining what changes need to be in place to consider consolidation.

One scenario in consolidating is to add a bay on the North Street station along with living quarters for paid fire fighters to sleep and eat. If the Cape Porpoise station is vacated what happens to KEMS. The architect is currently looking at this along with the space logistics for trucks and equipment.

A lot of factors to consider. Can potentially keep the North Street station or its been suggested to build a new on the parcel and would it have better access to Cape Porpoise and Wildewood.

GIS mapping exercise has shown that the one area in town that was serviced easier from Wildewood is the far end of ocean avenue. If we move the station a little closer would this be better, especially in the summer time not having to deal with Dock Square, are you closer to Cape Porpoise, these are questions we are beginning to analyze. If the North Street fire station moves, can town hall be at this site?

If this station remains where would town hall go, should it be in a campus situation, perhaps with Parks and Recreation? Or someplace else? Don't know the answer yet but are looking into the space requirements now to help use answer those questions.

One other concern in a new town hall design is safety when considering interaction with people with guns that want to do harm at public facilities. When designing public buildings today a

Lock-down situation is considered while under the current circumstances it is very difficult to incorporate. As we move forward this is something to consider for town hall and for all our public buildings.

#### Next Steps:

Bob Metcalf: Camoine Associates who will be doing the marketing assessment, will be looking into costs and cost benefits, how we can achieve an affordable range of home pricing. Along with this is understanding infrastructure costs which is relevant to the phasing questions. There has been some initial inquiry at this point looking at costs associated with the original development and anticipating site construction costs the different proposed development scenarios might incur. This effort will try to incorporate the numbers Laurie is getting from the space assessment study as well.

At the same time, we will be consolidating and making sense of all the information we have been receiving to date, and begin to determine what the demand is for the many interests and suggestions and vet the different scenarios and assess the different implications. This would also include looking at zoning and other factors we have identified. We would then package this information up for the committee to review sometime in September to help provide guidance to the overall master plan.

We'll plan to update the committee at the next meeting on August 6<sup>th</sup> but it will take a number of weeks, to undertake this next step.

Laurie Smith: Is there any other information from the committee they would want to share, they have been doing a lot of listening up to now, and at this point we are moving from the gathering data, digesting that, and moving towards a plan. So, curious if there is information the committee doesn't have, anything else we should be working on.

Mike Weston: The financial assessment is a good next step, without it we sort of are moving in the dark right now, but all of that will be clear prior to making any decisions.

Connie Dykstra: It is evident there is a need for affordable housing, especially for young families. I haven't heard from young families as a stakeholder? Or the why behind why they can't live here, are there factors other than cost that need to be considered? More information might be needed to get the right balance in the final plan. Is it just affordability that is keeping them away or is it that all the jobs are in Portland? Questions like this to understand what else might be factored in determining the plan.

Bob Metcalf: A couple of young families were at the Saturday session, so we received some information but not a great amount. There were some participants at the session that expressed that their kids can never come back to town. Using information from the previous Camoine study we should be able to get some of the information you are asking about.

Allen Daggett: think it's more about affordability than jobs. From what I have heard in the past that most want to live where they have grown up and don't mind traveling for work.

Connie Dykstra: certainly there are currently people who do work here but can't afford to live here is an important factor too, and that they may want to live here but can't afford it.

Jamie Houtz: Would like to see a plan as to where you would start, we have a picture as to how it looks when it's done, but if you determine where the first shovel is going it might help figure out costs and how those costs may be recouped. Where the infrastructure starts and stops, can you stop it.

Bob Metcalf: As said construction is likely to start at north street since the existing utilities are located here. As we determine the infrastructure costs are we can begin to determine appropriate starting and ending points for a phased development.

Jamie Houtz: What do the first 20 homes look like? What are their sizes? Who are they affordable for? Who owns it? The Town? Is it commercially viable for a developer?

Bob Metcalf: biggest issues for developing most properties is the zoning requirements such as the lot size, and infrastructure costs.

Jamie Houtz: The town needs to consider more creative zoning, perhaps contract zoning might help for this area. Current zoning has an extensive list of permitted uses, but is that sufficient for what we are interested for the parcel.

Bob Metcalf: Part of the planning process is to recommend zoning provisions, whether it is a contract zone or not. And yes, the free enterprise zone is very extensive with what uses are allowed, including a gas station.

Laurie Smith: one thing that I heard a lot about was traffic and safety. About the development but also with regard to North Street and the neighborhoods that connect to North Street. The on-street parking idea from the consultants got a lot of reaction, but what they were trying to address was the notion of slowing traffic down and creating a closer sense of neighborhood.

What was interesting during the Monday night presentation was the slide that Preston had to describe and suggest *when do we think the village starts?* and *when do think is should start?*, where he suggested the Village should start is would include all the neighborhoods that I hear about with regard to speeding.

The police are here a lot and until we change the way it looks and feels I don't think that the speeding will stop.

Bob Metcalf: Another thing to keep in mind with regard to traffic and looking at a plan that includes 220 housing units, it's not going to happen quickly, likely not in my lifetime. But 220 homes equate to many vehicles, and many trips, but that's not going to happen right away and you will have an opportunity to implement some of the ideas Laurie was talking about. When streets neck down and the driver is unsure they have enough space the first reaction is they slow down. A street in Cape Elizabeth where the state removed a number of adjacent trees because of safety concerns and the speed of the traffic went up by 10 mph. Having a confined travel way is conducive to traffic calming and slower speeds, works much like in the Village where you have narrow streets with parking on both sides.

#### Public Comments:

Dave James: what I heard so far makes a lot of sense, however, from the perspective of 37 years as a project engineer, I tend to approach projects differently than what has been going on here. Everyone agrees there is a need for some affordable housing and a need to address attracting young families to town and providing opportunities for people who work here or want to age in place to afford to live in town, but I need to remind you that the town already approved the Heritage Housing to build 25 houses of

affordable housing, more conservative approach than looking at 200 housing units out at the village parcel. That disturbed a lot of people when the maximum build out plan was presented, and think we should consider more what the Heritage Housing is doing, 25 units over 5 years, that makes sense and should let that play out.

North street traffic has been for a long time, even before it was widened, I happen to live at 17 North Street and the traffic doesn't not slow down, they go 35-40 mph past my driveway that is 200 feet down from here near the intersection of Dock Square. The one thing that does work is when the speed measuring device is out, then they slow down. We should have one of these with a camera set up and Beachwood Avenue, and like the turnpike snap a picture of the license plate when you are going too fast, and that will be a threat that will slow people down.

Third comment is on the town hall and fire stations. Kennebunkport has four fire stations with a population of 3500 people in 18 square miles why do we need that many stations? Arundel has a single station with more people in a larger area; Kennebunk has three times as many people in 44 square miles, twice the size has only three stations.

As an engineer I would to shut down the stations at Wildewood and Cape Porpoise and keep Goose Rocks and create a new central fire station on this property, move town hall to the North Street fire barn, and sell off the town owned properties. Current Town Hall doesn't have adequate space and parking. We already hold all of our meetings here at the fire barn anyway, we should renovate this facility as the new town hall.

Laurie Smith: We are currently looking into these ideas with addressing the programing space needs at town hall as well as the fire station with a consultant.

Harrison Small: One question regarding town hall, is it possible to break up Code Enforcement office in and the Town Hall, leaving Code in town and move others over in a new town hall on the parcel.

Laurie Smith: All of us at town hall wear multiple hats, since we are a small community, and help out other departments, that wouldn't happen if we separated them along with likely to have duplication in spaces such as the vault.

Harrison Small: not sure if anyone has looked at a new town hall on the parcel, on one of the plans noticed there was something to the left coming in off North Street. This area in to the street could be a larger parking lot which can be used for RV parking, at least in the summertime and more remote /overflow parking with walking connections to the parking here at the fire barn.

Disagree with the amount of money being considered for low income housing, \$250,000 is way too high. Should be more like \$150, 000. Provide a price range for a developer to construct the homes at.



Sheila Mathews-Bull: The cost is too low, even with the land, to build a home. I don't believe as a Town we are looking for low income but we are looking for affordable housing which is a whole different category.

Harrison Small: You won't attract young people coming out of college, likely go somewhere else.

Member of the public #1: Not to continue on his note, but the town purchased the land for 10 million dollars, mostly swamp, and how much are we willing to pay to attract babies to our neighborhood. Trying to fill a elementary school with babies and have already spent 10 million that doesn't include infrastructure, with all the ledge it will be really expensive to develop the property.

The other thing is trying to put emergency vehicles, EMS/Fire, in the new parcel at the same time trying to develop a neighborhood with vehicles that slow down for kids there's going to be a conflict.

Member of the public #2: Would like you to take this with a sense of urgency, I'm part of the baby boomer population, and we need the senior housing in the next five years. Maybe you can do a study to find out if seniors need housing and when do they need it. Also, if you can get the seniors in town to sell their homes and its opened up for families, that would provide more kids at consolidated school.

On the plan there seems to be acreage outside of the 87-acre parcel, does the plan close off development to these areas or are there stubs available so developers can go into other areas?

Bob Metcalf: [identifies on the map the wetlands and other restrictions with regard to building envelopes] There is 52 out of the 87 acres that are developable. With regard to adjacent land that is not part of this project there are many opportunities for connectivity for any future housing needs.

Member of the public #2/Laurie Smith: How have we planned for connectivity to other sites?

Bob Metcalf: [identifies three areas on the map; to the south adjacent to the McCabe property, northwest to the Weintraub property and east to the Daggett property, perhaps connecting to Old cape Road]

Member of the public #2: Saw many beautiful pictures of bucolic fields and play areas and walking trails, you really can't go out and walk anymore in Maine with the tick situation. You put your life in danger when you do. Consolidated School has to spray every year. The trails are not as wonderful as it may appear.

Dr. Philips: Have been to many of these meetings, have moved three years ago, living in Wallace Woods, making us abutters to the parcel. We were given stakeholder status because we live right next to the property. Would like to try to convey that I don't want to see more buildings right outback from our back yards, and would like to see more green and open space. Want to see the green open space flow through the area and not have homes close enough to our homes where they see me sitting in my backyard staring at them. Understand what the town want from the parcel, young families and affordable housing, however, they will want the same things that drew us here, the space, the green, the trees. Would like the open space weaved through and keep everyone separated.

Would also like to see that the new townspeople that come here are qualified for this great deal and that they are year-round residents, not seasonal. We want them to be part of the community. Having a bunch of tiny houses like they have along Route 1 is not going to help this Town.

Member of the public #3: Clarification that each home built has ten cars?

Bob Metcalf: No, it's not ten cars but 10 vehicle trip per house.

Member of the public #3: Traffic flow was never discussed. What does the flow look like for the short term and long-term plan?

How are you looking at the flow and what are you looking at?

Bob Metcalf: We have some base line information from the previous development design that we can use to help.

Member of the public #3: That would be great. And for the committee, need to keep in mind that what we do today may have unintended consequences. Need to make sure you have a good balance between what the community needs, its character, its wonderful way of living that people have here, and ensure you protect the environment and ecosystem that makes Kennebunkport so wonderful. Hope that you do even more due diligence and not just accept what people say but trust verify over and over again especially concerning fiscal responsibility tax increases and health, safety and security on the other side.

Member of the public #4: It is very commendable for this process to provide an opportunity to have your voice heard.

Allison Daniels: first time here, was unable to attend the visioning session. Is there some proposed plan to help control traffic as people leave this deployment and come into Kennebunkport? That involves parking along North Street?

Laurie Smith: The consultants explored an idea based on the notion not to have a large surface parking lot for proposed civic/public oriented buildings and instead have on-street parking along North Street that would also have a traffic calming effect to slow traffic. This was something that was proposed that night but is not part of a final design. It helped get a reaction and discuss the issues around traffic.

Allison Daniels: glad that it did get a reaction because I don't think it's the best way to deal with traffic.

Ed Frances: live on Touchstone Drive and I have a comment on the plan that is up on the wall. We went to the Saturday session, and I wouldn't have predicted this from what I saw at our table and other tables and people reporting back, where there seemed to be a desire to maximize the open space and be an extension of the village but not a standalone new village. From what I heard from the presentation today and what is on the plan seems to support a standalone village, where the parcel is completely built out with the exception of wetlands.

This plan should be used as one aspect of the costing exercise, but perhaps the committee should vote on this to see if this is the only alternative they want to see. There should be a plan that shows a minimal buildout and more extensive preservation of open space. Right now it seems we are on a path to maximum buildout.

Laurie Smith: Next meeting is 8/6 and then 8/20 and 9/17.  
10/10 or 10/24 will likely be a presentation to the Selectman.

Member of the public #5: [requests to see the concept plans again]

Bob Metcalf: [describes the intent of concept plan]

This was our first attempt, it will be refined, but the goal is to provide a plan that will guide the Town on what they can do with the parcel, and with a very long projection.

Member of the public #5: I'm Annette Bowler, it seems to me that if you want positive public input you show the less development scheme first. And that this type of design would be the beginning of a long-term project.

Bob Metcalf: [expounds on the differences between approved design and the master plan concept]. Need to understand that what is shown on the master plan is not set in stone, it is only a guide for the Town. If it is determined that the housing needs or styles changed 30 years from now then the master plan changes, in the same way a comprehensive plan changes over the years to be consistent with the vision of the Town. The Village Master Plan is not what will happen but what may happen.

Adjourn 6:00 PM:

Meeting adjourns at 5:55pm

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Meetings – August 8, 2019**

Attendees: Laurie Smith, Town Manager; Werner Gilliam.  
Director of Planning and Code

Parcel Master  
Plan Committee: Sheila Mathews-Bull (Chair), Rebecca Young, Jamie  
Houtz, Mike Weston, Connie Dykstra, John  
Hardcourt Absent: Allen Daggett (Chair), Russ Grady

Consultants: Bob Metcalf, Mitchell Associates (Lead Consultant)  
Chris DiMatteo, Gorrill Palmer

#### Meeting opened 4:02 pm

Sheila Mathews-Bull call the meeting to order

#### Review minutes of previous meetings

Approved July 23 minutes; one amendment; strike Mike Weston being present. `

#### Review of Kennebunkport Village Tomorrow Vision Session Concept Plan

- a. Review of neighborhood pattern and density
- b. Review of Infrastructure Network
- c. Discussion on Density

Bob Metcalf: Introduced himself and gave a brief overview of where the project was and what the next steps will be. He presented the hand drafted Option 1 generated during the visioning session and indicated they were transferring into a CAD format to determine and fine tune road alignment and some of the lot configurations. Bob indicated he would like the committee's feedback in terms of what their thoughts about the overall master plan idea. He stated that they spent some time looking at what the minimum lot size would be considering the village context but was interested in more input on what the committee may understand the minimum lot size might be. In terms of the village context but also in terms of affordable. Bob indicated that that the overall design would need to include a variety of lots sizes to support the affordable housing interest and a mixed neighborhood. He reviewed the various densities and associated lot sizes. Four dwelling units per acre is approximately 10,000 sf lots, an if 25% of the lot area is for a dwelling, there would likely be a 2,700 sf building footprint, six dwelling units per acre would likely mean 7,200 sf with 1,800 sf building footprint, eight dwelling units per acre would result in 5,400 sf lots and 1,350 sf building foot print, and so on.

They are looking at somewhere around 10,000 square foot lots and getting down to 3,000 to 5,000 square foot lots which means you can have a mix of housing types and sizes of houses which you find in the village area. Asks the committee feedback from in terms of what their perceptions of lots size.

Mike Weston: Lived in Metro Detroit Michigan for almost six years on the outskirts and the lots were 60 by 80 feet in size, 4,800 square feet in lot area, with a two-story home that was around 2,700 2,800 square feet. This was among different sized lots. Thinks a home around 900 sf might be too small. Thinks this is what we should be looking for, right on a mix of lots size that would provide a mixture of people and different ages though it may require zoning changes.

Bob Metcalf: Pointed out on the plan where the different sized lots were. Also indicated where on the property were constraints as to where to plan for lots and how the vernal pool and wetland areas are integrated into open space for the various neighborhoods, suggesting there is the surrounding open space connected to the smaller neighborhood scaled open space. Parking could be accommodated in the back with alley way access.

Jamie Houtz: The theory would be that the houses built would have different values, a small community that would be diverse in income maybe.

Bob Metcalf: Yes, diverse in income, diverse in age, diverse in that there would be young families starting out that may not have kids, basically as a starter home or maybe have their first child. With regard to configurations and the housing stock, architecture and character that ultimately become part of the zoning in terms of making architectural design recommendations. The number of lots we are looking at here is just under two hundred with this configuration as it looks at right. Approximately just under 40 acres of the 54 buildable acres is shown in the current concept as developed.

Connie Dykstra: Understanding is that this exercise shows how many houses we can have fully built out if we wanted to do this instead of the other ideas that have been suggested. If the town decided, we needed all this land primarily for houses this is sense of how many could fit and what the lots could look like.

Bob Metcalf: Described and identified various setbacks on the parcel. Along the back area is approximately 15 feet between the property line and back of the lots. Discussed that a walking trail would need to be accommodated in this area. Also identified areas where housing types would vary, such as cottages and other small-scaled housing opportunities. Discussed how the circulation may be designed not being a thruway and provide a framework for clusters of development. Also identified the existing open spaces adjacent to the parcel, existing sewer easement and other opportunities for connectivity. Identified the total length of the roadway for the presented configuration as being 500 feet shorter than what the existing cut road is today, and an additional 7,800 feet for all of the secondary, alley type roadways. Currently refining these numbers so to calculate estimates on potential infrastructure costs. The ultimate ownership of the roadway will be up to the town and is part of the master plan

discussion. Looking at 22-foot wide roads currently. A smaller network of roadway is the objective for the currently concepts, though they may entail more effort in snow removal they provide for less total impervious area, less impact on the environment. Zoning recommendations will be part of the master plan, pros and cons between contract zone and creating a special zone for the parcel.

There are approximately 220 units represented in the current layout with around forty plus acres. Need to keep in mind the process, where we start and identifying ideas, getting them out on the table, then make your way through the comments and finally resulting in your final product is what becomes part of your master plan itself. Need to think outside the box and try to figure what can happen on the parcel and then work your way into what is a sound reasonable plan with the time to utilize in the future.

Jamie Houtz: There are two hundred and some odd units on this illustration where does this density or population match in town? Does it look like Foxberry or similar to Bishop Woods in its configuration?

Bob Metcalf: Probably a Bishops Woods and Foxberry put together you know in terms of this look at that type of density itself because Foxberry put together in terms of density but not in character so much.

Jamie Houtz: Feels it would be helpful to visualize what the character that is being proposed by identifying other places in town that may be somewhat similar and we're not far from the character in other places.

The committee looks at various locations in town using the on-line town GIS website and discuss the variety of lot sizes and density.

Bob Metcalf: Other ways at looking at some of the other ways of increased density factors in terms of multifamily housing, which was supported in the visual preference images exercise is to have a New England style looking home but design it to have four apartments. This may be an option to get the density in a way that large home on a large lot.

Is assisted living an option that the committee is interested in? Depending on public-private partnership options as to whether or not it's a feasible option.

Laurie Smith: Heard both from the Housing Trust as well through this process and people, concerns about several things: 1) the ability to downsize, like to stay in Kennebunkport would, like something smaller maybe more of a neighborhood feel; 2) people want multi-generational neighborhoods, a neighborhood where families starting and the older generation can live together, may be different size lots and different size houses; 3) people who are seniors who maybe need something more affordable, not just downsizing in size but a little concerned about affordability; and 4) seniors who maybe want more of a connection with their own living space. Maybe that is the captain home that may have four units perhaps with a communal lobby; a place to hang out and talk to

people/neighbors but then go back to their own space and it would be separate. We would likely need to do a market analysis with regard to an assisted living facility and determine where along the spectrum people are thinking of when they refer to assisted living

Committee discusses options on the different options through public-private opportunities for senior and assisted living housing, Avesta and rehabilitating existing buildings. Need to look at surrounding towns and neighborhoods that currently have these services and determine if there is still a need.

Rebecca Young: Interested in knowing what data is being used to inform the current concepts in terms of the number of housing units proposed, and the housing types proposed, single family vs multi-family.

Bob Metcalf: Camoine Associates has prepared a housing study in 2018 for the town and they are currently working on a market demand/economic analysis on some of these plans with data from other towns that they've worked on in southern Maine.

## **1. Next steps Update**

Bob Metcalf: Will plan to refine the concept a little bit further looking at the road networking and infrastructure. Camoine Associates will be working on the marketing aspect needing about four weeks. Suggest changing the date for the next meeting to September 17<sup>th</sup>, with final master plan presentation sliding further slightly. Need a larger block of time to make more progress on the plan. Will have cost projections on potential utilities and infrastructure phasing.

*Committee discusses phasing and the aspects of access, North Street vs, School Street or both. Also, the logistics of open space and trails prior to building housing. Need to get the trails in early and should follow the natural terrain. This should be the first thing that gets done on the property. Eco-educational opportunities are present on site.*

Will plan to prepare an overlay of the trail network for the site with the existing clearing locations as part of next steps, so to get an understanding of what areas need to be restored as part of the open space plan.

## **2. Public Comments** (opened at 5:08 pm)

Paul Hogan (Goose Rocks): Does not consider the plan presented to be representative of what the public had indicated after the weekend visioning session. Feels 200 plus units being discussed is too dense, especially considering that all he voted for was open space and trails.

Sheila Mathews-Bull Explains nothing is written in stone. Suggests the plan needs to be more general and show where on the 87 acres will be the best place for a town office, housing, the turn-off on North Street, etc....

Paul Hogan (Goose Rocks) Concerned the master plan will be adopted with what is shown and would not be changed

Laurie Smith: Have been involved with a number of master plans over her career, some master plans are shelved, and others are implemented. Never seen a master plan implemented to 100%. Market demands and life change, we can only see as far as we can see sitting here today. With regard to density, need to better understand the potential impacts and need to get a look and feel of it. In terms of the plan, it can be phased where blocks don't get filled out with houses but could be combined and kept green or could hold for the community in the future. An important aspect the committee will need to address is infrastructure costs. And if community expects to get any of the 10 million dollars back you are then you're looking at a lot more private development and partnerships to get some of that money back. Need to be very careful and methodical about future partners but will need some density in order to pay for infrastructure cost and to not burden future generations with the maintenance of these costs. Need to proceed in a methodical way so opportunities and resources are not wasted in the future and that's hard to see 30, 40 or 50 years into the future. The Trail system may be a good use of the property but what kind of cost and maintenance does it incur.

John Hardcourt: Feels really not seeing a master plan. Areas on the plan are not clearly designating areas for the future, i.e. what area may serve as housing or may serve as recreation space, etc. instead there are a bunch of little boxes that look like houses. Don't want to be driven toward something that has all these little boxes. Don't understand why the plan doesn't show an area of the property that lends itself to X purely recreation, municipal uses or housing.

Connie Dykstra: Agrees. Feels the plan is mostly about how many houses could potentially be on this property and what can be done with the property that is left over, i.e. walking trails.

Laurie Smith: The Committee needs to speak up and say this stuff because we don't want to end up to the end of this process and have people said well that's not what they wanted. This is the time to say that. Heard through the visioning process and through the public sessions people said no commercial but kept saying yes to residential, village and nature trails and I think that's why we ended up here. We can go over this in more detail or we can do whatever the Committee needs, get more information you might need but I don't want you to feel like we're headed in the wrong direction.



Mike Weston: Looking for a concept with no houses, as with what Connie has said, the areas are already defined, but they don't have to be house lots. Some of them may be but some may be open green space. Need to develop something that mitigates the number of houses that are going to be built, never signed on to 225 houses. Thinks the little boxes should come off.

Sheila Mathews-Bull: Should be a rendition of areas that might be used for more than one thing, i.e. the swimming pool shown doesn't have to be a swimming pool, it could be where a butterfly garden is, etc. The plan should show utilizing as much of the space as possible and not being in a position later to realizing later that a building location was better suited somewhere else.

John Hardcourt: Commenting on Laura's point, this is the master plan that ends up getting approved would never come to light and those little houses.

Mike Weston: Feels this is not a master plan it is a concept and it's up to the Committee to come up a master plan.

Bob Metcalf: The objective of the RFP was to look at how this property could be developed to look at the needs for housing that's affordable for the future needs for the town, but also this was going to be a 50-year plan in order to give an idea of what could be done on the Parcel and what density is necessary to support the schools. The twenty-five homes the Housing Trust is looking at developing are not going to solve the issue with the school population. Didn't want to just show housing bubbles without first being able to quantify the economic and infrastructure aspects. Would be remiss if there was not something concrete to base number of units on and what the cost of the lots might be is going.

John Hardcourt: Disagrees. Thinks you could take a bubble plan and do an economic study for X number of houses with this size, the economic impact would be this or this, but it doesn't have to be laid out like the current plan. Thinks everyone is sort of all saying the same thing we're all on the same page.

Connie Dykstra: It's more about messaging. Need to be clearer on the plan that the areas shown as housing are potential areas for housing. The area for the road is where the wetlands are not. When the plan is this specific it may be challenging. The messaging for the ultimate master plan needs to be changed.

Bob Metcalf: Look to get a bubble diagram prepared that will also have the information that is needed, not necessarily the way that it is typically done. Feel the information that has been generated to date with the concepts will be able to get the committee to the next steps. Appreciates all the comments.

Speaker (#1) from the public: Feels the majority of the people want open space and do not want this density and developing all these houses for the school is not what the community wants.

Speaker (#2) from the public: Question on the permitting process. Does the permitting process have to begin over for location of the road?

Bob Metcalf: Yes, it's a different configuration; however, because of the restrictions for the setbacks from the streams the first section coming in from North Street up till the power line is pretty much fixed, as well as is the section coming in off a School Street due to the wetlands.

Speaker (#2) from the public: Recalls issues for the roadway along the North Street side that had to do with waivers, from the Army Corps and a seasonal stream.

Bob Metcalf: A 75-foot stream setback for the state shoreland zoning but the town has the ability to reduce it down to 50 feet, which it was; not sure of the exact number but couldn't meet the 75 feet. For just a short section. The actual width of the roadway was allowed not to be a full-blown 24 foot wide travel way with a sidewalk to minimize the impact on the site. But we have to go through that again basically since it is a whole new design.

Speaker (#2) from the public: The fire department ended up having to give approval on the width of the road because it was narrower than the usual roads.

Bob Metcalf: The Planning Board took the recommendations from Public Works and from the fire department.

Speaker (#1) from the public: Feels the plan is trying to solve all the problems of the community in one small parcel. Need to decide what you want this to be it, can't be something that's going to help everyone or benefit everyone it's too small an area. First consider what the majority of residents want it to be which they expressed at that first meeting.

Speaker (#3) from the public: Urge the Committee to walk the land if you're making recommendations on what it should be. There are no trails it's torn down trees and dirt. Has there been a determination as to how many affordable units are needed and are, we working in conjunction with the Heritage Housing Commission? Are all of the 200 houses proposed to be affordable? If so, are these deeded income-restricted? Income qualifications? And if the house were to be sold the person to buy it must also meet those qualifications? Not becoming vacation real-estate is a real concern.

Sheila Mathews-Bull: The housing committee has looked into this and there are rules and regulations.

Speaker (#3) from the public: Do we know how many units are really needed? Don't buy into the 'if you build it they will come'. Think you should build to what's needed and accommodate those needs.

Speaker (#4) from the public: Is there coordination between what the Heritage Housing Trust is doing and what's happening here?

Heritage Housing Trust Committee Member: We planned the Heritage Housing Trust for over the last two years this was never on the horizon and feel the town is going to decide what they want to do with this parcel and the Trust will react and support whatever the town wants to do so we don't have a need for X in this plan.

Laurie Smith: The Housing Trust could be a partner, up to the Town whether to invite the Housing Trust to be a partner.

Speaker (#5) from the public: Question for Werner on the square footage required in the village zone right now to create a lot.

Werner Gilliam: The front portion of the Parcel in front of the CMP easement is in Village Residential and on the other side of the CMP easement is the Free Enterprise Zone which has a forty thousand minimum lot size requirement or density for single-family homes. Densities change for a duplex or for a multiplex. The density goes from forty thousand to twenty thousand per unit whenever you want to develop a duplex and then (not entirely sure) the multiplex has a minimum of sixty thousand square foot lot size, for four units.

Speaker (#5) from the public: It will be a tremendous change in the square footage for a lot, six thousand eight thousand or three thousand square feet for a lot

Werner Gilliam: Zoning was created in town in the early 70s, important to know what you had here historically before zoning was enacted compared to development after zoning was enacted. It's important to see what the historic build out of the town has been and how that's evolved. 20,000 square feet, is about a half-acre. 40,000 square feet is what people typically call a Builders acre. An actual acre is 43 560 in terms of square footage. Wallace woods have lots that are at the 20,000 square foot size and that's offset in open space so the density of Wallace Woods is an example the density.

Heritage Trust Member: Want to follow up as to why the Trust now versus waiting for this to come to be, never knew that this was a possibility and it still isn't a possibility because it is only an idea it is not an actual plan. The Trust is addressing the need for now.

Speaker (#6) from the public: Need to remember this is a ten-million-dollar purchase and if we don't get our money back this is going stop us from doing other things in the town and we may need that money. Not hearing how we are going to get our money back. Feels a hundred million dollars in property values is lost. Hope people consider that that we just can't spend ten million dollars and put walking trails. The town is loaded with trails, people don't use them. Like to see us get our money out of this and not have a ten-million-dollar bond.

Speaker (#7) from the public: Support what Jamie said about planning the trails and the recreational facilities and things as a first step before you start laying out property lots. If you don't, good chance that it will never get done or what does get done is a compromised. Suggest looking at the property surrounding this particular property because that's the neighborhood that you're building, not the downtown Dock Square area. It would be good to have more kids in Consolidated School but this is part of regional school unit it's not only the town school. What happens in the future depends on what's going on in the total region not just what is happening in downtown.

Beverly Seoul (Speaker #8): Concerned local people who feel that going to Kennebunk for services is not the same as being in Kennebunkport and isn't sure that Huntington common or Atria is even affordable for some people in this town. No discussion about it but there may be a possibility of creating a non-profit for that kind of care for senior housing and assisted living. It would take a lot of fundraising, however, there is a model in Portland 75 State Street which has been there over 100 years that is a nonprofit that does both. Various levels and various sizes of apartments as well as assisted living. Would be a big endeavor and it would take some time to do and some real dedication. We are a town that can do substantial fundraising when it wants to. If we wanted to fundraise for something to really serve our local seniors we could do it.

Rebecca Young: Joined the committee because property borders the Parcel. As an environmentalist and a property owner first impression were to keep this as natural as possible. Has had to modify personal perspective and desires for this property based on what has been heard and more importantly based on what we perceive the needs of the community to be. It is concerning that what has been presented to the community is largely driven by anecdotal commentary at our different meetings. Appreciates the structure around that process and enjoyed how feedback is collected and how it's being used, a fabulous job. However, we really need to see what the data says we need now and into the future in order to present this to the community in a way that will allow seeing beyond what our own wishes for the property may be. Would like to see this be something that is really for the future which is why data really key to making a plan that the community can accept and understand and why we're moving forward with it.

Laurie Smith: We are going to meet again on September 17<sup>th</sup> at four o'clock here. Thank you everyone for coming.

Adjourned at 5:48 pm.

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes - September 17, 2019**

Attendees: Laurie Smith, Town Manager; Werner Gilliam,  
Director of Planning and Code

Parcel Master Plan  
Steering Committee: Allen Daggett (Chair, Tim Pattison, Jamie  
Houtz, Mike Weston, Connie Dykstra, John  
Hardcourt, Russ Grady

Consultants: Bob Metcalf, Mitchell Associates (Lead  
Consultant); Tom Dworetzky, Camoin  
Associates; Chris DiMatteo, Gorrill Palmer

Open Meeting at 4:05 pm  
Allen Daggett called the meeting to order.

Review minutes of previous meetings  
July 15 and August 8 minutes approved.

#### **1. Review Kennebunkport Village Tomorrow Concept Master Plan Diagram**

Bob Metcalf: provided an overview of the concept master plan diagram depicting potential development and open space areas on the site. He followed with a review of the context map identifying open space and trails in the locale of the Village Parcel, providing insight on connection opportunities to land trust properties and natural resource areas. Details include: approximately 43 developable acres and 37 acres of open space, and riparian habitat that extends through the site north to south.

Summary of potential uses for the parcel were discussed: They include: mixed residential (year-round residences); municipal uses (town hall, etc...); small neighborhood services (coffee shop, daycare, shared office space, etc...); and open space (conservation of significant and sensitive habitats, passive recreation as in pedestrian and bicycle trails and community gardens, and public gathering areas). The need to identify areas suitable to preserve for future opportunities was also discussed. In addition, using the parcel to make connections between North and School streets with sidewalks, bicycle lanes, emergency services accessibility, as well as connecting to conservation trust trails and adjacent open space.

Assumptions as this point for a potential new town hall complex, is a 2 to 2-1/2-acre area in close proximity to the North Street end of the parcel, with another possible location just to the other side of the CMP easement. Town staff are working with a consultant on a needs assessment for new facility.

#### Preliminary Cost Estimate

Looked primarily at the main road at this point between North Street and School Street. For a completed street with all utilities and final pavement is approximately 5.4 million dollars. Utilities would include extending sewer, water and underground power/communication lines. This cost would also include, final pavement, curb and stormwater infrastructure. Street trees and other landscape/buffer plantings would be an additional 200,000 – 250,000 dollars. These budget costs are for the entire length of roadway. It is likely that these costs would be broken out over the course of phases that will be over a number of years.

First phase, as it is currently envisioned, would likely be approximately slightly more than one sixth of the total budget cost, this would likely have to include a sewer pump station that would be utilized by the entire site dependent on the total amount of development and density realized, where a second pump station might be required.

## 2. Review Density

Currently the property is zoned Village Residential (VR) from the CMP easement to North Street and from the CMP line to School Street is the Free Enterprise (FE) zone. The difference in density between the two zones was discussed. Where both VR and FE allows for single family development at 40k S.F. per dwelling unit and multi-family at 20k safe, Multi-plex (three or more units) are only allowed in the VR zone, at 20k safe per dwelling unit as well.

The Concept Plan envisions 134 to 180 potential dwelling units with 5 acres allotted to municipal needs and 3 acres for mixed-use parcels, while affording approximately 37 acres of open space. As a comparison the former Old Port Village project approved for the property could have provided on a net 53 acres of developable land 115 mixed multi-family and multi-plex dwelling units with the current zoning. This project ultimately was approved for a total of 80 units.

## 3. Market Assessment Update

Tom Dworetzky with Camoin Associates 310 discussed the purpose of the market analysis and Camoin's role in making sure the Plan works with the market and it's financially feasible. Before the question and answer portion of the presentation Tom spoke about:

- 1) economic and demographic trends and how that relates to the housing market trends in the region and in Kennebunkport;
- 2) the potential is for residential development from a market perspective; and
- 3) retail potential for the property

A market analysis is to inform the community about the type and amount of development that can be supported in the market ensures that the master plan is in line with what is financially feasible it does not recommend what should be done only what can be done it also does not consider a current zoning or any development restrictions. It is completely based on market demand only.

Highlights of the analysis include:

- The economy is still projected to grow, although at a slower rate, providing steady demand for housing at the right price points.
- The housing market area (HMA) contains about 11 towns and cities that include Old Orchard Beach down to wells and then inland to Sanford, Alfred, Lyman, and Dayton.
- About half of year-round residents that have moved to Kennebunkport within the last year have come from York County with 40 percent from another state.
- HMA has added about 13,000 residents since 2010, with Kennebunkport contributing 254
- Kennebunkport has the highest median age in the HMA, at 55 years old.
- 42% of the households are seniors (65+) (32% US Avg)
- 14% of the households are family-age (25-44) (27% US Avg)
- The highest median income in the HMA at \$91,800 (\$60,725 HMA Avg)
- Kennebunkport is 3.5% of the total HMA population with 11.5% of the HMA having incomes over \$200,000.
- Year-round rental housing stock is limited with 40% of all housing being occupied seasonally (17% HMA Avg).
- Kennebunkport added new 118 residential units (5% of the HMA total) between 2014 and 2018.
- Great majority of the new units are single family.
- Housing trends include falling inventory, tightening supply amid growing demand.
- Very high housing prices in Kennebunkport point to strong local demand, and extremely low availability of homes at modest price points.
- Median home price in Kennebunkport in 2018 was \$675,000 compared to \$275,000 in York County.
- Almost 50% of all homes are valued at more than \$500,000, with 90% valued at more than the HMA median price of \$247,000.
- School District RSU 21 is the top school district in the HMA, making Kennebunkport very attractive to young families.
- Kennebunkport has the lowest tax rate in the HMA, competitive even on high-value homes.
- 1,750 new year-round households are forecasted in the HMA over the next five years
- Population growth expected to continue to slow slightly across the board.
- The projected strong housing demand (based on historic trends) is driven mostly by seniors (65+)
- Highly desirable community creates high demand which results in high home prices.

- Market-rate housing generally is priced over \$400K and is accessible to households earning over \$100K while affordable/workforce housing that is generally in the \$175K to \$360K range is accessible for households earning \$50K to \$100K.
- Kennebunkport can (doesn't have to) capture demand for about 200-400 year-round (new household) units over the next five years. 55% from market-rate and 45% from affordable (between \$200K and \$400K). Two thirds of the demand will come from age groups 55 and over.
- Some opportunity for small neighborhood retail, likely a food oriented neighborhood restaurant, coffee shop or a food market. Likely need to be located along North Street for visibility.
- Retail visitor oriented shops not likely to be successful due to being too far from Dock Square.

4. What does this mean for the Village Parcel?

- There is enough residential demand to build up to 400 residential units in Kennebunkport over the next five years;
- The town may choose to build some, all or none of these units on the village parcel; and
- Retail uses on the village parcel might be challenging to support but there is some opportunity for small-scale food-oriented retail close to North Street.

This is what could be supported by the market it's not necessarily what is being recommended.

**Questions and Answers (public)**

**Question:** What are the impacts of Airbnb's?

*Short-term rentals/Airbnb type rentals have a large impact on the housing market converting year-round, especially on a rental market, units to seasonal units. Someone that owns an Airbnb unit for example can make a lot more in a shorter period of time renting it seasonally than they can renting to a year-round person so that takes a lot of year-round units out of the housing stock and it drives up prices for renters and in general.*

**Question:** What is the current supply of affordable housing in the HMA?

*When we when we say affordable we're talking here specifically about affordable to people in the 50,000 to \$100,000 category. Outside of Kennebunkport the median home in the HMA is about 270,000 which is right in that range so when you're looking at the region as a whole there is a fair amount of affordable housing, not a ton of rental options specifically, but more or less in line with what people can.*



**Question:** Did not hear a lot about parking that was discussed in the past along North Street.

*This was part of the earlier visioning effort and it was mostly in part to address comments of fast moving traffic along North Street. Making lanes narrower to allow for on-street parking has shown to slow traffic down. However, this is not part of the plan it was only brought up for discussion purposes.*

**Question:** Is there a traffic flow analysis?

*No, there is not traffic study as part of the master plan project. We may be able to use the previous Old Port Village project's traffic assessment and apply it to some of what is being proposed as part of the master plan. We plan to address in a general manner traffic generated but a full traffic study is not being performed as part of the master planning effort.*

**Question:** Are there examples of having a mix of high income and affordable housing in the same area?

*Not at the price points that we have discussed. Don't see an issue with people mixed together that have incomes between \$50K to \$150K.*

**Question:** Have you experienced any discord between the groups?

*Have not experienced that and those sorts of mixed income developments are becoming more and more common as people are becoming more interested in the type of social fabric that evolves when you have more of a mix of different people living together.*

**Question:** Have you been in discussions with builders/developers as to how this will be constructed?

*No. There has been no decision by the Committee or the Town with regard to if anything will be built.*

**Question:** Of the 400 units that was stated there was demand for, is that for year-round demand?

*Yes, correct, if the housing could be provided at the price-points discussed, there would be demand for that many units of year-round housing. And that was for the whole community not just Village Parcel.*

**Question:** How do you keep the new housing from being seasonal? How could you guarantee that the housing is actually for year-round people and not for seasonal units?

*Some communities have put into place restrictions around short-term rentals and Airbnb that would limit the ability to use it as an Airbnb. For using it just strictly by the owner themselves as a seasonal home there isn't a lot that can be done. What can be done for affordable units is placing income restricted covenants on the property so if you have to make a maximum in this case a hundred thousand a year to be in in the home that could you know limit it to some extent. But there is nothing that will provide a 100% guaranty that it won't be used by other than year-round people.*

**Question:** Can you restrict it to owner occupied only?

*Yes. It would have to be a town-wide effort.*

**Question:** What are the costs associated to building the housing that has been discussed and the implications on the costs to the Town? Will the Town get any return from the parcel?

*That's the next phase of what we will be looking into, the financial feasibility to make sure that the plan that is devised could actually work from a financing perspective. It depends on what the objective is as to what the Town gets back either from annual fiscal revenues or land proceeds, etc. This will be coming.*

**Question:** To what degree have you had reached to the real estate industry involved?

*Not yet. Not sure what the plan is for engagement at that point but the point well taken.*

**Question:** What is the tax toll on the affordable housing? And would the tax bill cover the additional kids in the school system from the families moving into town? Taxes will be going up?

*Generally, this isn't a surprise to anyone that kids in the schools cost money and it's usually the biggest part of any town's budget but you also have to weigh that against the fact that your community is aging rapidly and you almost don't have an elementary school left because of the shrinking enrollment. It's a decision the community will have to make, to understand that yes the fiscal impact of a family occupied home isn't always positive but the other benefits that that can be generated for the vibrancy of the community and for the future may also be important to weigh.*

**Laurie Smith:** In our case our RSU 21 school formula is built on valuation (not on a 50/50 mix of population and evaluation) and so whether we have one student or hundred students it doesn't impact our tax bill since it is very valuation focused. Which is a challenge in that we aren't necessarily saving money, we have about 16% of the student population but we pay about 42% of the bill among three towns. And we don't have the votes to change the formula that has to be negotiated among the three towns, the votes being weighted by population.

## 5. What is purpose of the Village Parcel Master Plan?

Bob Metcalf walks through the steps of a master planning effort and how, based on the RFP, and has unfolded with the village master plan process.

- Understanding existing site conditions and adjacencies
- Identify exiting natural resources and regulatory requirements
- Identify suitable areas, developable land and opportunities for development options.
- Obtain broad range of public (residents) input, stake-holder groups, municipal service departments, municipal government authority.
- Review of current zoning
- Develop a concept development plan that provides potential development opportunities within the identified developed land.
- Prepare a marketing assessment to determine feasibility to develop property, identify constraints that may exist based on concept plan.
- Prepare recommendations for potential zoning amendments, contract zoning option or new zoning regulations.
- Identify potential partners for public-private partnership and private development partners.

The master planning effort is to provide a guide to show the potential, not a detailed site plan for the town to execute for development. The Master Plan is a guide and concept that meets the town objectives that will guide it to the next steps. Need to determine what plausible first before determining costs is.

An example of a next step that the Master Plan may recommend but is worked on afterwards is identifying a first phase of development, where the Town will work towards determining how to proceed with that. The recommendations are only guidelines and not saying you have to go ahead and do X, Y, and Z.

Question: Many of us are 65 and plus range in years and I haven't heard on what kind of town will we want to leave for our children and grandchildren...a place affordable for teachers and others...

*I think that's part of what our charge is, to figure out how to be able to create that market, not the upper end of what Tom was talking about, but be able to find a way that the Town can create an atmosphere that you can actually create that market range you are talking about and that's part of the challenge.*

Question (Jamie Houtz): the 50 some acres that the master plan identifies right now, it encompasses a hundred percent of the overall ability to build out on the 85 acres, correct?

*Yes, correct.*

It appears the Master Plan seems to say is to make use of all the developable land and not to leave anything for the next generation or the second connect third generation. (Jamie Houtz)

*No, the intent was to figure out what you could build first. The plan identifies pockets that allows the Town to determine specific areas to be saved for future development or determine how to move forward and develop them.*

Laurie Smith: This is a good place to pause. Interested in getting feedback from the Committee on what you want the plan to say. The Committee has looked at market analysis, costs in terms of roadway and utilities, also a macro look at conservation as well as the best pieces for development and how you can break that up. We have seen that the denser your development the easier it is to pay for.

Looking back and revisiting the purpose of this effort and understanding the Steering Committee's job, to represent the public and the public's vision. During the beginning of this process there was a lot of feedback on what this parcel should be. And the feedback was broad. There were some concepts that came out the process, regardless of the location being the Village Parcel or not, that include gathering places, places to connect, where these places feel they are for the residents versus the tourists.

The village concept that could be very dense and that could pay for itself but it doesn't mean that we have to create a plan that shows all this dense residential development. We recognize the importance of year-round and affordable housing for the workforce and year-round community members and our aging population.

These are all facts swirling about us but at the end of the day, I mean the master plan should be a statement from the community just like the comprehensive plan about what we see the vision is and I think it's important to just take a pause and rather get taken down the road by everything that we've heard today and understand where you guys see where we are in this process or if there's other factual information that we could bring you.

There are number of topics that the committee members have brought with regard to future needs and issues, town hall, fire station, coastal resiliency, etc. Does the committee see needs that are coming in the next five years or do you see that a lot of this is far away and so our plan should be more about how do we make sure, when that happens that the people that will make those decisions at that time are best prepared to do it in a strategic manner so we don't waste land and waste money in that process. I just wanted to take a pause and see where the committee is at this point.

John Hardcourt: The 400 units over the next five years that was discussed don't necessary have to be located on this parcel, and the public might get confused over this point.

Mike Weston: Like to see mixed economic type houses, some affordable housing along with high-end housing that can make a sort of neighborhood. In order to do that we need to plan it out, obviously the affordable houses probably would have smaller lots. Need to determine what fits within the code of the the current land use ordinances, come up with an early plan because it's likely will require code changes and so forth and those are going to probably take a year. We've always said all along that we don't expect everything to happen now, it may be 25 or 30 years out, it could be that long before we decide that there's a demand for the things that people need. There's probably a demand now but we don't know exactly what that is. We have to plan it out and that is where looking at the land use ordinance and so forth takes place. Also need to look at the economics, it's not clear how the infrastructure can be paid for by new tax revenue from the housing alone.

Allen Daggett: What this master plans done has given us a road map for what we can and cannot do with this property. I don't see that we're going to do anything tomorrow or the next day or next year, it is just the beginning and we have a long way to go before we can make any type of decisions at all. Thanks Bob and his crew for having done a wonderful job putting something together so we can see what we can do. And just because you're saying that you could build 150 or 170 units on this property doesn't mean it'll ever happen.

Russ Grady: Agreed. Addressing future needs is important and as a committee we need to work through the options and understand what our most pressing needs are and if this parcel is appropriate to address them. It may include a new town hall/fire barn if that's a true need. This afternoon heard there's probably a more pressing need for senior housing at the moment then there might be for workforce housing, don't know for sure but we'll continue to get more information in. And to your point this effort could live on for quite some time so as a committee we should come up with recommendations for a community pulse check. There is inevitably going to be a need to revisit decisions/recommendations that were made as part of this effort and it should be clear how future Selectman and Town staff can check-in to question assumptions and reevaluate needs, and bring it back to the townspeople to get another pulse check.

Connie Dykstra: Liked hearing all the data, including the market analysis. This is the first time we had an opportunity to hear answers to questions such as what the median house cost is and what it is in other places. We should continue to gather more data and proceed slowly to add to this first step in taking advantage of having this opportunity we have with this land, being the last buildable area of this size in town. Good effort by the consultant to help figure out what's what, but there's more to do and it's a kind of take it year by year and see what the immediate needs are and go from there.

Tim Pattison: First started thinking about the site from the point of view of cost, highest and best use of the property, which from a marketplace is higher-end housing. Through this effort we could influence the scale and location on the property, phasing, RFP, etc...and enabling developers to build trails/community facility on the parcel. This has evolved to considering workforce housing or senior housing, which deviates from the market rate, along with municipal needs, all of which do not contribute much to the infrastructure costs and recovering any of the town's investment. So as we look at this we need to balance the amount of affordable/workforce/senior housing and how much trail work is done with how much this is going to cost the Town. At some point the Town will need to issue an RFP to a developer of higher-end housing with some specific requirement in it as to not leave it entirely to the marketplace, but we still have a lot of work to do.

Jamie Houtz: Want to add that with regard to infrastructure, water is pretty good but sewer has limitations. Understanding that the town's system may have some more capacity but it is not unlimited. Where do we spend that capacity? Is there a specific part of Town? The other thing is that tax payers want to know what the return on the investment is. This is a question that needs to be addressed in a deliberate way. Nothing is going to happen unless there is additional investment which can be looked at as protecting the initial investment. These are all important questions. Need to look at the options, what are the short-term goals, may be able to leave the road as it is for a while or stub it out further into the property.

Allen Daggett: The town bought the land and now we're in control of its destiny, the public is in control of this specific piece of property which means a lot to the community. We had very little property before this particular piece of property. We had some good holdings but they're all scattered here and there and small. We're fortunate to be able to have this.

John Hardcourt: When discussing the different types of housing, affordable, workforce and senior, we should take care not equate them as the same, they are very different. Affordable housing is defined, while housing for people 65 and older, who may want to down size is not defined, and may or may not be the same type of housing.

Allen Daggett: Would like to see a mix of higher-end housing with workforce and senior housing.  
Jamie.

Jamie Houtz: Don't necessarily see people tearing up their families to come live in this community just because you are offering an incredible deal. Regardless of the price point they are already established somewhere else.

Allen Daggett: People come to me and say 'you know I'd like to stay in Kennebunkport but I can't afford it I can't afford to buy the house, I can't afford to spend five hundred thousand dollars, I can't pay for it' even though they have a great job, but they just don't have quite enough and they end up moving a couple towns over. Would like to see some type of housing in the community, it doesn't have to be in the village parcel it could be anywhere. There is the housing trust now that's working on some affordable housing, but it is in a smaller way. We're moving in the right direction. What about the future of our kids? We'd like to see them stay if they wanted to.

Bob Metcalf: Would like to have everyone from the steering committee take the plan and put their notes on as to what they see based on all the work we've done to this point. What has everybody heard from the community as to where and what you see on that plan. What do you see the future use being? Where the housing might go, where community gardens may go.

Laurie Smith: What is the market for village type housing we looked at during the visioning process for senior housing?

Tom Dworetsky: Those types of communities are growing in popularity. There isn't a lot like that in the region so it would offer something different and would likely do well in the market. Seniors are mostly looking for one level type housing that could take all kinds of different forms. The ability to have a community nearby, walkability that appeals to seniors. So, the designs that Principle had shown early on would certainly be viable from a market perspective. Designs often have alleys so that you still have a traditional front that feels more like a neighborhood community space and the walkability, but there is service in the rear with easy parking and garages. This is important, especially with seniors limiting the need to walk in the colder and wintery conditions.

Laurie Smith: Next meeting date Tuesday October 8<sup>th</sup>.

Allen Daggett opens up the Public Comments portion of the meeting.

## 6. Public Comments

Charlie Sullivan: I would like to first comment on that the committee's done a very nice job, public comment anybody can see, meetings and so forth and two presentations tonight we're very good. Question to the the town manager or the Board of Selectmen, what has the committee been charged with and when are they or when do you anticipate a final report to the Board of Selectmen?

Laurie Smith: Their charge is to help develop the master plan and to engage the public in that process which is what they've been working on. Originally, when we began, we set a date of October 24<sup>th</sup> to do a presentation to the Board of Selectmen. So we'll see where they sit on Tuesday October 8<sup>th</sup> and see if they feel like they're getting close enough to do that or that it might prolong into November.

Charlie Sullivan: Well from my own standpoint tonight I think we're a long way from a final presentation to the Board or to the Town. Bob I noted that they were going to be some zoning changes anticipated?

Bob Metcalf: Basically what will come out of this thing (process) is we'll be looking at making some suggestions in terms of potential zoning changes and options of how to be able to develop the property. It could be modifying the current zoning for the site, it could be a contract zone option, or it could be actually creating a zone unto itself. Basically the framework for the zoning is what would be developed, then for the town to go ahead and actually develop the actual zoning standards for that zone.

Charlie Sullivan: Allen please correct me if I'm wrong here, but zoning changes to the town ordinance have to go before an annual town meeting, correct? (Allen Daggett) Yes, that is correct (Allen Daggett) Okay, the infrastructure increase of 5.4 million on the initial package and I know it came up very briefly what was the impact going to be on the current treatment plant was that anticipated in the 5.4 million?

Bob Metcalf: No, that was only the infrastructure costs and for installing the utilities and the road. (Initial Phase)

Charlie Sullivan: So that would come into play when the final presentation

Bob Metcalf: No, we would not be looking at what the impact is on the sewer treatment at all. The costs are only for the main roadway between North Street and School Street.

Unidentified speaker: Somebody made a comment the town manager stated that the town is a public entity and everything is done in the open, has to be done in the open. Well, myself and many people in this room don't feel that's happened because we can't understand how this purchase could be made without notifying the 2,788 voting residents by mail with, and no I realize this cost a couple hundred dollars to send these out, but if they were, if the people had been notified by mail, this would have never happened. There is a special Town Meeting that had a hundred and seventy-two people in attendance and I've been told that about sixty percent of them voted to buy this land so out of 2,788 residents only about a hundred people voted this in which is about three and a half or four percent of the registered voters voted to spend fourteen million dollars. Not ten it's going be fourteen with the interest. So we forget about the ten. But I just can't understand it. You know if the people had been notified this wouldn't happen. Now if this was a pristine piece of land maybe, but ten million is way too much, half of the land is wetland it's not usable.



Chuck Guszoles ?? (from Goose Rocks Road): I have exactly the same sentiments as this gentleman I couldn't believe that the town could go out there with this small group of citizens and could spend this amount of money. The impacts, especially the senior community. Now we're the baby boomer generation, we have 20 years to go, some of us may be working now part-time jobs but we are very quickly moving into a fixed income situation and you're asking us to put up 14 million. Now the impact of this is that next time the current town comes back and asks for money for something we may have to just say no. Now what I'd like you to do is go out and do a survey, you need to talk to the seniors and find out how many people want to downsize and want to downsize here and that would give you the data you need so to know if there should be some kind of development in the short-term. But, to sit back and have to spend 14 million dollars and have nothing happening to this property, and I agree with this gentleman, I've walked that property many times. They went in there and they logged it they pull the stumps there's a huge hill in there I think of stumps and loam. There is acres of land where the loam has been stripped nothing is going to grow on there you have a 60 or 80 foot Road going in there, a double sized Road that's been put in and it is a construction zone and it's going stay like that for the next 20 years. Nothing is going to grow there. One other comment is, people talk about having affordable housing and worker housing, if I have to pay fourteen million for that land I want that land to go to my kids meaning, the children of these seniors here, kids who have graduated from Kennebunk High School, our kids cannot afford to live in Kennebunkport. Now if you really want to save something, have something for the future, have land that these kids can buy and have for families.

Paul Hogan: Laurie, could we send to your email address or somebody's email address comments on the plan like you've invited from the committee?  
Who would we send it to?

Laurie: Sure you can send it to me at my email you can find on the town website (Laurie Smith) on the sewer, well it may not be in Bob's purview, it wasn't in the RFP, it would seem to me that you would want to know, it would be foolish to adopt a master plan and then surprise us with, oh it's 3.5 million dollars to upgrade the sewer plant. I know it's not in the master plan, so how that would impact the committee I don't know but certainly that information should be available to the committee and to the public.

Laurie Smith: We've had some recent engineering analysis done on their facility so I agree that that's valuable information we should have as well.

Paul Hogan: And certainly before rushing to judgment the other information from Camoin is really essential. So you would know what could be possibly before you adopt a master plan. And then you find out it was just not, and it was just impossible, wasn't practical for dollars and cents reasons. And the committee should know what the subsidy per lot per home is \$100,000 or \$400,000. I don't know what it is.

Susan Polk: I live at 26 Fox Run in Kennebunkport and am this year's chairman of the senior Advisory Committee. We did do a survey and we asked very simple questions and 90% of the people who are living here, seniors 65 and older want to remain in their homes as long as they possibly can. The same 90% want to drive as long as they can and that's how they're going to get around. This may or may not be practical because we really don't have any control over health issues that might come on later on. In terms of housing. So I like appreciate so much the architecture that we currently have in this area of Maine. The interconnected farmhouse, some people call it a big house/little house. I was born in (similar home) I could just see something like that, where the big house, not really that big and the barn may be a English barn, 20 by 30 feet, which is quite beautiful in proportion and the interconnections that could be a family senior. The seniors that I've talked to much prefer a mixed age development as opposed to being segregated off in a group of cottages. I mean you can sell those to people coming in from out of state, but that those are my comments, thank you.

Unidentified speaker (2): I have one comment here, it's a question because this caught many of us unaware, did every single Selectman, and I was told by one Selectmen it was on advisory of the town manager, vote to have a special town meeting on this? Was that unanimous? (Allen Daggett) Yes, believe it was unanimous. And I was told by one of them that was on the recommendation of the town manager is that true?

Laurie Smith: So the town manager doesn't recommend town meetings, town manager tells the selectmen if they want to have a town meeting to address an issue, that an opportunity exists or not or as directed by the selectmen to arrange for a town meeting.

Unidentified speaker (2): Okay so I guess that was a little misleading on his part then.

Allen Daggett: Town meetings are a great way of getting informed, you can ask the question right there and then. And there I mean we passed a ...

Unidentified speaker (2): I'm asking did you all vote to let 100 people put us in 40 million dollars in debt...

Allen Daggett: we figured at the time that there was almost two-thirds of the majority voting for this, not 60%

Unidentified speaker (2): well 172 people even...

Allen Daggett: Well, I'm just explaining to you, you asked me the question, I answered your question that all five Selectman did vote to have a special meeting. They thought it was very important to do it, we did it. And if I had a chance I would do it again. Because this particular piece of property is an once-in-a-lifetime for this community it's so important.

Unidentified speaker (3): Two questions. First one is an easy one. You mentioned something about a contract zone, how can this exist? Wouldn't the Town have to have a quid pro quo with the developer?

Bob Metcalf: The town could do it as a contract zone and define what it is they want to do and set the parameters that if a developer comes in and buys a portion, if that were the case, then they know exactly what their constraints are, but that's a little more complicated versus just doing a zone change.

Unidentified speaker (3): Second comment is about what was articulated on the notification for that special meeting. You can afford to send out a piece of literature to get us involved in the visioning, but you couldn't get it out to it to all the townspeople like you should have. As I said, posting it on a couple on boards, I don't even know if it was in the newspaper, maybe you did, but I didn't see it. I certainly would have come if I knew about it. So in the future if you're going to have a special Town Meeting get out by mail to the people as opposed to putting a couple of notices around town.

And again, we get hit with some high taxes. Locals who have homestead exemptions paid 7.8% increase this year. Non-residents probably payed close to 9.2%, and then we get stuck with no recycling and no plan. So people that want to recycle are going to have to pay five hundred to two hundred and fifty dollars a year but what you should have done there...

And I'm sorry I shouldn't be saying this this but I'll direct to at the chairman of the board. Why didn't you negotiate a contract with the Kennebunk transfer station and allow Kennebunkport residents to put their recycling in there for nothing? Because now we're getting whacked with 500 more, and 250 or more if you have a small bucket.

Allen Daggett: I think even Kennebunk charges its own residents for their recycling.

Unidentified speaker (3): What you did is hit the locals with another tax and you already went up 7.2 for the people that have homestead exemption and then you went up nine point something. And 14 million dollars we're paying when you could have probably paid five million when that... didn't you have a vote for five million dollars a year and a half ago to buy this piece and then what you could have done is, I guess the guy came up and they didn't foreclose on it. Now what makes you think if you let this go and didn't do the ten million that nobody was going... the bank wasn't owed ten million bucks the bank probably was owed five or six if that they would have bought it and then they would have sold it for about what they paid for It, but we got hooked for fourteen million as opposed to probably five or six. Thank you.

Allen Daggett: So, we have to end the meeting because there's another meeting right behind us there any more questions from Steering Committee.

Unidentified speaker: I've got one more question. Why didn't they buy it when they could have for two and a half million I never heard anybody say why they passed on that.

Allen Daggett: Nobody wanted it at the time. Nobody wanted it at that particular time. There were some people who wanted it but it was never brought forward to the voters at all whatsoever the selectmen at the time, from what I understand probably was not interested in it but that was well over ten years ago.

Adjourn 6pm

Motion to adjourn, unanimous.

Adjourned at 6:08 pm

## **VILLAGE PARCEL MASTER PLAN**

### **Meeting Minutes - December 17, 2019**

Attendees: Laurie Smith, Town Manager; Werner Gilliam,  
Director of Planning and Code

Parcel Master Plan  
Steering Committee: Allen Daggett (Chair); Sheila Mathews-Bull,  
Rebecca Young; Jamie Houtz; Connie Dykstra;  
John Harcourt; Mike Weston; Tim Pattison.

Consultants: Bob Metcalf, Mitchell Associates (Lead  
Consultant); Chris DiMatteo, Gorrill Palmer

1. Open meeting at 4:00 PM  
Allen Daggett called the meeting to order.
2. Review minutes of previous meetings  
Meeting minutes for October 30, 2019 approved.
3. Review draft of Kennebunkport Village Tomorrow Master Plan Document.

Bob Metcalf: reviewed with the Committee the draft report and began with how the executive summary was organized; make-up and charge of the steering committee; site analysis of the Parcel; stakeholder input; public visioning process; municipal needs assessment; market analysis; and land use opportunities and recommendations. Bob invited the committee members to provide written comments on the draft to Laurie or Werner for consideration and incorporation of the final draft.

Committee interested in discussing prior to providing written comments. Discussion included:

Mike Weston:

- Don't want to spend more than the 10 or 14 million that the Town spent on the land, though need to decide whether there is a return on the money spent from housing or not.
- Concern reading the market analysis portion of the draft report and the identification of a 542-unit market over the next five years and the implication that the Town is looking to fill that demand. Emphasis for affordable housing should be for people who are working in Kennebunkport and want to live here, not Portland or Boston or wherever the 542-unit market is based on.

- When considering that many of the today's population that are 65 and over will have another 15 to 20 years there will be seven or eight hundred homes available on the market or changing hands, and what does that mean for the 540 units.
- The Heritage Trust is a good opportunity to see how affordable housing goes in Town since they are planning on building at least 6 out of the 25 affordable units targeted for the next five years. Perhaps with the eventual 25 units, the Town can get an idea of the market as well as the types of covenants applied and how they are maintained.
- Shouldn't rush to develop anything on the Parcel. Should see what comes of the Heritage Trust's efforts and concurrently, perhaps, talk to a developer to determine site costs and housing costs, so as not to spend more tax-payers' money on infrastructure and determine, if required, what zoning changes will be needed to develop the site.
- While we wait on actually constructing anything on the Parcel, perhaps looking at the input received on parks and open space, with the use of grant money, provide for trails and trees based on the locations discussed for likely housing areas on site.
- Think that this is not a master plan but a record of what we have done and the input received on both sides of the issues.

John Harcourt:

- Relatively soon should get an idea of the demand for the affordable housing with Heritage Trust starting up their application process.

Tim Pattison:

- Should talk to more than one developer and in conjunction with conversations with the Housing Trust and determine if affordable housing for this site makes sense to developers and take the opportunity to collaborate with the Trust.
- Don't think this is a master plan is more of a roadmap. The report seemed to have all the components but somewhat disjointed.

Bob Metcalf: explained that the effort was never intended to be shovel-ready product and it was always planned to be a broad look at what can be accomplished for the Parcel. Talking with developers will be a next step for the Town to help hone in on the economics of future development. Concurred with the suggestion that open space, in lieu of building houses in the short term, can be developed and that trails already exist on site that can be used for this objective.

Laurie Smith: shared with the committee comments received from committee member Russell Grady:

- Commenting on the total demand for new year-round housing stated on page seven of the report that between 330 and 542 units over the next five years can be supported in the Town, Russell stated 'I still have a hard time comprehending this,

the way I interpreted the explanation leaves me feeling this is more what the consultant believes the town could support and less what the market wants' and went on to compare this to Biddeford's real estate numbers between \$300,000 and \$400,000 where they have only sold 49 single family units in the past year.

- Does the Town really want to see the population grow just because the market is there? Is it more about what we want the demographics to look like in the future and how many new housing units we want and how many should be located on the Village Parcel?
- With regards to for whom the housing is for, feels that there is a desire to connect those who work here in town to being able to live here in town, but feels this needs more definition.
- Should understand better the fiscal impact so to make sure it doesn't have a negative impact on the town's finances. Any impacts should be minimized through public-private partnerships where the private partners could pay for infrastructure.
- Discusses whether or not we can provide for a small population of a mix of market and affordable rate housing on the first third of the property.
- Cautions that need to be concerned where the population is growing in the Town and that we don't exceed what we can support like many other towns, such as Falmouth, Cape Elizabeth or Yarmouth, changing the flavor of the community.
- Discussed the need for a balance between conservation/open space and development on the Parcel but does not see this property as conservation only, especially since there is a conservation trust in town that does well in conserving land in town and not at the expense of the taxpayer.
- Would like to see in the plan how and when the community checks in to determine progress and status, refers to these as 'pulse-checks'. These pulse checks need to be defined as to the questions asked and who the responsible party is and often they are performed.
- With regard to return on investment, alternatively to cash return, it can also be looked at from the perspective of what is added to the community. So, a return on investment may be more of a balance and something that the Town values.

Werner Gilliam: explained the current growth cap in the town.

- There is a set number, forty units on an annual basis and is divided among three areas, the growth zone, a transitional zone and the rural zone. Over the past couple of years, the cap numbers haven't been met in the growth and the transitional zones but have always been hit in the rural zone, which has a waiting list for next year. That speaks to some degree about the affordability component in terms of land, that's where we're seeing the demand and that's where folks are looking to build.

Committee members continued with their comments:

Jamie Houtz:

- Should take an opportunity with the Comprehensive Plan committee to review details that have been done here and consider many of the things discussed in preparing the new comprehensive plan.

- There is an investment that needs to be protected, but it's not about affording it, the money has been spent. Paybacks don't have to mean dollars back into the black, but attentive to what causes the red.
- The character and beautiful vistas of the town that people see from their car windows, come at a price, be it property owners deciding not to develop their family's land or had determined to conserve the land through the trust.
- Feels the Parcel is a gem in the rough and that only after many years to come will the true value be apparent. People in town already hike, walk and ski it and hunt and snowmobile it. Perhaps the first thing to do is determine how the property should be organized to accommodate walking and bicycling. The parcel is a good opportunity for connected open space.
- The Parcel is also a good site for a town municipal center if needed. You build it if and when you need it.
- The easiest thing to do here is to do something and the most difficult thing to do with this property is to do nothing. All for doing less and letting somebody in the future figure that out.

Connie Dykstra:

- Finds the discussion reiterates the importance of laying an informative groundwork for what will come later. The report and all the information gathered is critical to this end.
- Not confident that we are ready nor need to show that there are plans to do something by 2021 and it going to look like this. Doing so would bring the risk of moving forward with something that wasn't right for the community.
- Has concerns on how the housing was described, is there a demand for 500 or do we want 500 more and is this new housing or turn-over housing.
- Is there a need for another stakeholder meeting that addresses input from the realtor community, haven't heard a lot from this group?
- What happens today when a young family is interested in living in Town but find they can't afford it? Where do they go? How often does this happen? Are there homes being sold that have children going to be consolidated? This is information that was not in the market study because the data was from a broader area. Was there any data from talking with people who are actually buying or selling homes in Kennebunkport? The price point of the homes we know that have been sold to young families would be very helpful information.
- The effort to date has been an amazing discovery process, though there is still a lot of work left to be done. Like the suggestions to proceed slower for a while and to take an opportunity to learn from what the Heritage Housing Group is doing and how that will inform this effort.

Rebecca Young:

- Agrees with what everyone else has said so far and feels that Kennebunkport is a very special place that makes the Committee's charge challenging in that recommendations have the ability to change the character of the town.



- Feels that the report is very comprehensive and appreciates all the data, however, don't think the committee should be the ones making decisions at this point. Not confident that all demographics have been represented and should consider more active community feedback search before finalizing anything.
- Advocates for some action to beautify the property. Though it's a natural place it looks a bit like an eyesore with the unfinished road and cleared lot areas. It could be developed to be more inviting and a test to see if the community would use it as a place to gather for biking and hiking.

Bob Metcalf: explains that a plan can be prepared to address how trails and open space can be developed on the Parcel and stabilizing specific areas with processed loam on the site making them into meadows/green space rather than disturbed areas.

Laurie Smith: described the impetus for the master plan process undertaken, primarily to provide answers to the many ideas on what to do with the land before and after the Town purchased it.

- In retrospect, a comprehensive planning process, where the discussion is not a specific piece of land but about the broader questions on the culture and community of Kennebunkport, may have been a better process to have. Some of the subjects discussed during this process have broader implications, such as conserving open space, providing for a public gathering place, limiting seasonal housing, too much commercial use, and speeding on streets. These were discussed as part of trying to determine how best to develop the Parcel but the actual comments appear to be more concerned with the town as a whole.
- Agrees with Jamie that this may connect to the comprehensive planning effort the town is currently working on since it has the potential to effect big community goals, trying to maintain a sense of year-round community and ensuring there is a mix of demographics.
- Have gone through a number of master planning processes, and the point where people coalesce around certain goals and objectives didn't seem to arrive during this process. So perhaps the impetus is not there to do anything with the Parcel at this time. The mapping exercise that was done was beneficial in that the Town has an idea where things may go if something is done in the future.

Werner Gilliam: continued with describing the themes of what he has heard from people's comments during the process.

- There seems to be the perception that the Town focuses its time and resources on the tourist industry, commercial activity, summer residents or the beach. With regard to this parcel, however, there has been an interest in knowing what is going to be done here for the residents. Though there is not consensus on what there seems to be consensus on that there should be something for the residents. A theme among the comments has been to make sure there is a place for future populations. Often tell folks that the question of housing in Town is more about development, it's about the question of what you want the future population to be and what it should look like.

- How this connects to the Comprehensive Plan is that it's an opportunity for folks to help flesh-out many of the broader topics that came out of this process. More details and input help with a strategy plan that provides the understanding of what we want to see developed and in the next how-many years. The hope is the Comp Plan process builds consensus and it is clearer down the road when it is time for implementation, i.e. a community gathering space. And this parcel is a part of the Comp Plan process in that residents have an opportunity to weigh in if particular uses or development should go there or not.
- With regard to the timing of the Comp Plan process, there is a dedicated page on the town's website that is accessed by a tab on the main page that is labeled '2030 Comp Plan', that includes the schedule and a great deal of other information on the town's comprehensive planning effort. Residents are encouraged to explore the website and get involved in the process.

Laurie Smith: describes next steps and moving past the gathering data mode to finalizing the report. Reviewed the draft outline for the report and the discussed with the committee.

- Discussed actions that can be done while in the waiting mode, prior to making any decision on developing the Parcel, that the Town can facilitate. These include maintain the land for development, perhaps with grant funding, to provide beautification efforts on the Parcel, and establish trails and open space in areas that are not planned for development.
- Or does the committee feel there is impetus to make some decisions now?

Tim Pattison: described two potential areas that may have the impetus to move forward; a new town hall location; and workforce housing. Both areas seem to be real enough to have received good discussions and will likely need to be decided in the near future as to the Parcel being a good location for them or not. In addition, making an effort sooner than later to establish trails and open space, respecting the areas that have been identified as likely development areas, would give the town residents some sense of ownership

Sheila Matthews-Bull: agreed and added that considering the cost of the Parcel we shouldn't rush into anything at this point. For one, don't want to spend any more money and secondly, the primary reason to purchase the Parcel is for prosperity. Don't want to see the land developed to the point where the Town doesn't have any more land again. Don't see this as an opportunity to create things that can go on the Parcel, but to have the Parcel available for things that come up in the future.

John Harcourt: discussed the need to step back and not necessarily focus on the various specific items we found from the Visioning Session, but, has Werner mentioned earlier, what is it we are doing for our existing and developing population. Not how we are going to bring in 540 new \$500,000 homes.

Werner Gilliam: To be clear, the section in the report that refers to the 540 homes, my initial impression, likely the same reaction as everybody else, was not that it was the market demand. It should be re-worded so it is clearer that this is not the objective. Encouraged the committee to go through the draft and make similar comments where sections need to be re-worked if they are not clear.

Bob Metcalf: was asked about the direction of the streams on the Parcel and provided a description of the streams and wetlands on the site. There have been maps prepared during the process that identify natural resources and will be included in the report.

- Encouraged the committee to provide comments sooner than later to Laurie and she'll get them to him.
- Committee members reviewed the report outline. Bob emphasized the need to include the earlier work that was done during the visioning session regardless if this is something that the Committee is currently not interested in at this point as to the level of density. It helps to show progression and context of the overall process.
- Reviewed the plans and graphics that are intended on being included in the final report. One graphic is the bubble diagram that is a plan of the Parcel that depicts the areas that are potential development sites and areas that are potential conservation areas. Another is a similar plan that highlights the possibilities of an initial phase, North Street Side. This plan identifies potential net residential acreage and possible density of dwellings. A comment from committee member emphasized that any density identified on the maps should be based on the current zoning, unless it is clearly noted otherwise and that it would require a zone change adopted by a town-wide vote.
- Bob, in response to a question regarding how to establish a trail and open space plan on the site, stated that the report will include a plan that includes this based on the current trails, trail locations identified during the visioning session, and the proposed trails from the previous subdivision plan. The current bubble diagram is depicting more open space than what was previously approved in the prior subdivision plan.
- Bob discussed the opportunity in using the stockpiles of loam to process it on site and use to stabilize areas that have been cleared and establish green meadows within some of the disturbed areas on site. Reviewed the open space areas planned to be conserved on the earlier rendered plans. A comment from the committee was to make sure it is clearly stated that these plans were options discussed but are not necessarily being recommended at this point. Bob explained that there will be an appendix section and that it will be clearly labeled. Another comment with regard to ensuring that the vernal pools on site are preserved and not disturbed as potential trails are laid out. In addition, the trails should be designed to be multi-use.
- The need for more graphics in the site constrains/site analysis section was discussed. The other sections were discussed. The title was discussed and perhaps rather than a master plan a feasibility plan or report might be more appropriate.

#### 4. Review Schedule:

Comments were encouraged sooner than later. December 31 was determined to be a goal to get comments in from the committee. Tuesday February 4<sup>th</sup> was discussed as a good date for the next meeting. A revised draft will be made available in advance of the meeting.

#### 5. Public comments:

The meeting is opened up to public comments:

Paul Hogan, Goose Rocks Beach:

- I assume that the public could contribute comments by sending to, Laurie?  
[affirmed by Bob Metcalf]
- Okay my other question is I don't know if I'm the only one in town who have sent comments but I've never ever seen the comments up on the website I'd be interested in what other people think since there's been very limited opportunity for people to speak at the very end of meetings, I've never gotten an answer to any of my questions I've sent a lot of them. I know people say I've been pestering.
- One question, I think was pointed out by Mike tonight on the housing data, I think part of the problem is that the data is as good as it, and I understand the consultants challenge but when you use Portland's income as the income in the area, the metro area and when you use the housing prices in the area and that they've been second home prices for many, many people, Werner knows the new construction in this town, what's the balance between second homes and year-round people. So I think because we did not analyze what the demand is for market rate year-round housing we don't know that, because the prices in town have been based upon people from away buying houses and leaving them empty most of the year.
- I think what I've heard often is there's a lot of community support for building a resilient community and that means houses that aren't empty for 10 months a year or 9 months a year.
- I had asked in one of the emails whether there is a way to ensure that, do we have a legal opinion to say the housing is going in, there's a way to restrict by covenants or whatever to people who would live in those houses versus people from a way. I think where the development happened on this site or another site, if it was year-round housing there would be a lot of support in the town for that. I think there would be far less support, particularly if it's subsidized by the taxpayers, for a lot of housing on that site for people from away. I think I heard people say that tonight and I'm happy that that seemed to reflect that. But I think the data was flawed which led to those high numbers in the demand that scared everybody in the report.

- I think one tie in with the Comprehensive Plan that I read was the overlay zone which is very interesting. It suggested you could have an overlay zone on the adjacent properties and perhaps you'd have a similar village type development there and when I read that it occurred to me we could do that through the comprehensive plan on let's say the properties along school Street or on the other side. They go on big spaces we could do an overlay zone that would incent the owners of those properties to develop them not in three acre zones but in a village type property and it could be done without spending a lot of taxpayer money. I'm talking about the McCabe property which is suggested and the large adjacent areas so you have contiguous kinds. So whether we did it on this site or we did it on the surrounding sites we could perhaps accomplish the same goal by getting a developer interested in affordable housing, because he can on the site. if we stray away from such large properties, you know three acres zoned one acre and a half acre zoned, whatever is right for the village, is a much smaller square footage but the other areas are larger zoning.
- And that's certainly been affordable and I think it's a question for the Comp Plan, the zoning that we've had in town has led to the unaffordability problem in part because, you know three acres cost a lot of money; people can't build on a one-acre lot on Beachwood or someplace. [especially if there's public water and sewer where those communities have a higher density have public water and sewer and Kennebunkport does not recognize that at all in the zoning; Laurie Smith] right yeah I agree.
- On the maps I got very confused between the two that were next to each other, the phase one and the general one. Because you changed all the numbering and lettering system so if you tried to look at one and then look at the other and you went from A's and B's to ones and twos. I just found them very, very confusing. If there was consistency between them I thought that would be helpful. [Bob Metcalf reviewed the plans and it was determined that the maps will be edited to provide consistency between them.]
- My last comment would be... you could just call it a report as opposed to a master plan. Master plan implies a consensus of a particular direction and set of configurations and you know something the community would go towards. What I'm hearing from tonight is we have a report of a bunch of options and maybe you're not making a recommendation, that maybe we go to a developer and talk about developing B next year. So you know it sounds like you're generating a report about all that you found out which was a lot. Thank you.

Allen Lamb:

- I just wanted a clarification, sort of related to what he was raising, but it has to do with the market study that was done. And what heard in that market study and I've heard the words tonight, demand and in need for affordable housing. But what I specifically have heard was while there was a demand there's not a need for affordable housing in this area [many committee members shake their heads in disagreement]. In fact, one of the committee members during that meeting used the word need and he corrected him he says it's not a need he says there's a demand if you go back to the minutes that's what was said. [Which meeting? Allen Daggett] The one where he gave the housing report. And at then I asked the question because of that, I said well how much housing is available is, there

adequate housing? And he says there's more than adequate housing available. It's within the HSA. So if we do something with affordable housing it's not because we need it it's because we want to do it I just wanted to clarify that.

Wayne Burbank, Goose Rocks:

- I really do think, from all of the businesses that I've talked to and we're in a tourist area, where do people live that make minimum wage or lower wage, they've got to go out of the area you know, they go to Sanford, they go to wherever they go, I don't know, but so, my way I thinking we do need affordable housing. So people don't have to travel so far.
- A lot of the people that I've talked to, myself included, thinks that the Town should have bought it when it was two and a half million and I guess you will agree not 10 million and I don't like that I don't like you saying 10 million because it's 14 million with the interest on the bonds.
- So you know if the town needs infrastructure Town Hall, fire station, event building, some sort of a thing like a Waterhouse Center, we don't need, well step back a little bit here. This map here both of the A's are the total of 2.75 acres the two ways together right? [yes, Bob Metcalf] So I know there's a way that you can move wetlands, they've done it, we talked about this before, it might take an act of God but, hey we got time. In Sanford they moved a lot of them with the Turnpike Authority. I can show you two places they've moved considerable wetlands and beaver ponds and all kinds of stuff so I'm wondering about the piece of...the green area between the two A's there. Wouldn't it make more sense if we could take that out and put it somewhere else and have a larger area? [That's the stream corridor that goes in and underneath North Street; it takes it out to the Kennebunk River. Bob Metcalf] Okay so there's no areas that could be mitigated and moved to other areas it would make a larger area. [No. Bob Metcalf]
- How about D and B, B and D? [To create wetland up in that area? Bob Metcalf] I'm just thinking of you know you're saying here B, for instance, is 2.7 acres and D is 2.4 acres. Is there not a way that we can get a larger footprint to...? I mean you're going to have to... you're only going to get what five homes in there those are mixed house and higher-end houses. You're not going to put a higher-end house on a 10,000 square foot lot are you? [Not in that area, we were looking at the smaller lots at five to ten thousand square foot, Bob Metcalf]. I wonder how big a lot you're going to have you're only going to get a few houses in there. [There are sporadic locations of the housing, true. Basically what the committee was looking at is something similar to the density that the land could carry based on the current zoning in terms of numbers, that it would still require a change in zoning only to reduce lot size to be able to achieve that. So it was I think 120 is within that density for the parcel, now under current zoning provisions; Bob Metcalf]
- Is there somebody that's going to talk to developers to see if there's any developers that are interested in any of this, did I hear that tonight? I mean I was told by somebody back when that land, I think it was 2008, was going to go to foreclosure the town authorized 5 million to buy it and there were at least two developers in the area that have developed nice complexes that looked at it then and they wouldn't even be interested at five million to develop it. So I don't know, you know. Hopefully the town can get somebody to be a developer but I don't know, it will be interesting to see.

- One other comment I don't think the land was ever appraised before it was bought was it? [The town talked to several consultants but we didn't get a formal appraisal; Laurie Smith]. I mean I was in real estate for a while and I mean if you're going to buy a house you'll get a home inspection otherwise you're crazy. [We really ought to get past this now we paid ten million dollars for it, I'm sorry yeah right fourteen, whatever you want to say but we need to get past it. It's done. We're trying to solve now the issue with it and we're trying to be very constructive. And I don't know that your comment regarding us being stupid, you just said that, you're stupid to buy the real estate. I did buy it. I pay taxes here as you do and you bought it too; Mike Weston] I didn't know they were going to vote on this thing. I certainly would not have voted on it if I knew. [well okay, all I'm saying is it's done let's proceed and be progressive about, it's done; Mike Weston]

Judy Phillips:

- I have to say I'm really pleased to see that we're not rushing towards things. That it seems like everybody's taking a breather and trying to slow this train down a little bit. One of the things that I think is a great idea if we can put in action, is kind of clean it up a little bit, you know, just move the fertile earth back into some places and plant, even if it's just wild flower seeds, whatever it is.
- And walking trails. My question to that is if you're going to put those sorts of things there, may be put some sort of a general use recreational thing up in that vernal pool area and beyond, aren't we going to need the road to get through there? And was the road going through there something we're trying to off-put to the developers, we're going to take the sections? So I guess my question is would we need to put the roads through to have access to these walking trails and things that the community would now want to use?

Bob Metcalf replied: You could create parking areas on either end so that people can walk in. Or the road could be regraded in such a fashion that it becomes a gravel road and not a through road but just basically gated off so emergency vehicles can get through. They would have gated control but the public would have accessibility on either end and small parking areas. Or you could just walk in dependent on how close you are. Those are possibilities.

David Clark, Wallace Woods:

- I just wanted to thank everyone here for the quality of the debate, it has been good. I think the thoughtfulness that's come out from all the comments and come back has been really useful. I'd endorse what Rebecca said about trying to do something short-term, to make a welcoming area and get rid of the chain and use some of the raw materials. Again, I support what Judy said in terms of this thoughtfulness, you know taking the foot off the gas just a little bit to think through will pay dividends in the future. But thanks for the quality of the discussion.

Harrison Small:

- I have read lately, since the last meeting that back in 2014, the town bought a piece of land, eight acres a little bit more on School Street. The purpose being for a new town hall and affordable housing. Would it be possible to keep on with that idea and put the Town Hall down there on School Street and keep it out of this area here and save that space and parking spaces for low-income housing? And I'm talking maybe the young couple just getting out of college, they got between them maybe two hundred thousand dollars' worth of school debt but they would still like to live here. So if we could get some low income housing, and saying little small houses that look nice, not trashy, that maybe they could get for seventy-five thousand to a hundred thousand, or a small piece of land, I know I'm going to have to have zoning changes to do it, but at least we would be getting some young people into the town. And that is what we need, is young people coming in for houses and housing that they can afford.
- Maybe somewhere on there we could put in some apartments maybe or townhouses and a few of those that working through Avesta or somebody else to keep them rented all the time too but keep the rent down so these people can afford to do it.
- So if they come in here, you know, there's going to be some would be able to work in town and some might want to live here but still commute back and forth to Portland or down towards Kittery or somewhere. But if they can live here cheaper than anywhere else around it gives us a lot of younger people in town which is what we need.
- It has been brought up before the Fire Department is hurting for young people. A lot of the people that are in the fire department are getting up where they're not going to want to get up on ten degrees below zero night, take and drag a fire hose up 90-foot ladder. We got to get some younger people in here and the only way to do it is to keep housing down below \$100,000.

Laurie Smith:

- So the comments we've received from the public I have forwarded to the consultants and the committee and I just am looking to see if the committee is looking for me to do something different with those comments or what you may want to do. I mean one of the questions that Paul did ask about the covenants and whether that was a mechanic that could actually work... I mean one of the things we've heard is people say we'd like this to be for year-round people. And I think part of that question is legal and part of it is about market. So it does restrict your land I think the Town, as the owner, could put covenants on the land but are there are any questions like that you want me to follow up with outside of the consultants or do anything with any of the comments we've received, besides forward them to you?



Jamie Houtz: asked, have any of those same questions already been answered by the Heritage Trust?

- They would be putting covenants on land so that the houses would be restricted but they're going to maintain the land and lease it. This would be, I think, a little different in that if the town was to sell some land in the future but want to maintain a covenant on all of that land I think it's a little different.

Jamie Houtz: asked if there is a link to everything that the Heritage Trust has done that the public can see exactly what the verbiage is?

- They're still finalizing the lease and covenants now with an attorney so I think within the next couple of months they'll have those on their website. But certainly I have access to them and I have seen some drafts but again because this would be a covenant that we put on, I think a bit kind of like a view easement, where sometimes a trust or someone will purchase a view easement to protect you from building in a certain area. Or you know it would be a restriction on the land that would still allow you to develop the land but there would be a restriction and so then the question is what the mechanics of that are legally. Would that work and then of course what impact would that have on the market. I think because the town is also the owner of it, to put a restriction on that may take a Town Meeting vote. So there's another mechanic, I guess, and my question is, is that something you want me to follow up with as part of the plan or not at this point?

Mike Weston replied: I think we need to do it at some point but I think that now we're not, you know, where it's a very preliminary, you know, until we decide whether or not have got to be housing, I'd wait. I just didn't want you to be waiting for something I wasn't working on.

Rebecca Young: I just think, and maybe this exists on the website I have not been on it in a while, but to the gentleman's point about questions that are being...that you're trying to field, that I imagine that is probably difficult to respond to everything, is there sort of an FAQ document that exists or that maybe could exist? Because I feel like we hear a lot of the same questions over and over again and maybe if we posted some tentative responses to that we could be honoring the public's requests for information and also sort of fielding some of those questions for the Town so that these are readily available.

Laurie Smith replied: I wouldn't say we have a FAQ document but I guess I'd be curious from the committee if you guys could forward me what you think those questions should be. I'd be happy to work drafting with Werner and the consultants some responses to them.

Connie Dykstra added: I'd second that and I think that's a great idea because we do hear the same concerns and not everybody comes to every meeting and understandably, or is following on the website. But there are so many things that, I think, we would like to have consensus on that we are not... no one is considering putting summer homes on his property I think we settled that but it's still a concern for some people. So it just needs to be stated, the intent would be this is for residents...all those kind of things. But I think just getting some of that out there, and it may not even be about houses, but you know, again, because we're sort of at a point today where we're stepping back, but there's some understood I think that are about this whole thing that can be stated.

Laurie Smith: Sure, so if you guys tell me what those are, then I'm happy to address them.

6. Adjourn 6:00 PM

Allen Daggett: Any more questions or comments from the board/committee? [Motion to adjourn made] I have a first...and a second. Thank you everyone for coming.

**APPENDIX B**  
**STAKEHOLDER RESPONSES**

## Kennebunkport Village Tomorrow

### Summary of responses to Questions for Stakeholder Groups

**Stake Holder Groups:** Planning Board, Growth Planning Committee, Kennebunkport Conservation Trust, Housing Heritage Trust, Kennebunkport Business Association, Cemetery Committee, Shade Tree Committee, Budget Board, Conservation Commission, Street Lighting Committee, Ad-hoc Senior Advisory Committee, Conservation Commission, Kennebunkport Library, Historical Society, Portside Rotary, Consolidated PTA

***1. What are the important issues that should be considered? Specifically land use needs, and other important objectives that should be considered in the development of a master plan.***

**Planning Board:**

- Traffic congestion on North Street needs to be addressed
- Residential development should be closer to the School Street end of the property
- Conservation, open space, protection of wetlands and wildlife habitat are important
- Maintain scenic values
- Zoning Standards will be important

**Growth Planning Committee:**

- Should be consistent with the Comprehensive Plan
- Parcel is located in a designated Growth Area
- Property location falls under the Growth Cap provisions
- Comprehensive Plan Vision for the Village Area needs to be considered

**Conservation Trust:**

- Look at parcel in context with the rest of the community
- Connectivity, preservation of essential beauty and character of the community is important
- Protection of wildlife habitat, provide opportunities for public recreation
- Balance use of the property with other needs such as housing and municipal buildings

**Housing Trust:**

- Want to wait to see what the Town wants to do with the property

- Need to consider if the town center (Dock SQ) will need to be relocated in the future, 50-100 years or sooner

**Senior Advisory Committee:**

- Need for mixed generational housing
- Seniors want to downsize and remain in the community but do not want to live in a senior housing development, (age variations)
- Like the concept of multifamily housing in New England Extend style of architecture. Look like one structure
- Dog Friendly neighborhood

**Lighting Committee:**

- Lighting of roadway and residential lighting needs to be controlled
- Town needs to update the lighting standards
- Concern with terminology used for affordable and workforce housing; interpreted differently by different people.

**Budget Board:** (Note Opinion of Stedman Seavey)

- Should sit on the property until uses are defined
- Likes opportunities for conservation
- Public facilities and recreational uses are potential opportunities
- Characteristics of the property will dictate design
- Should protect undevelopable land and natural resources
- Be deliberate in defining and locating structures
- Hope for a strong, broad community support

**Conservation Commission:**

- Originally concerned with stormwater management associated with prior approved project

**Cemetery Committee:**

- No active burial grounds in town. Arundel Cemetery serves the town. Possible consideration for a new cemetery, although the Arundel Cemetery has capacity left to serve.

**Shade Tree Committee:**

- Good opportunity to create an educational wooded walkway; wetland and streams, vernal pools. Potential small education building.
- Potential to incorporate significant natural elements in to an arboretum
- Maintaining the remaining wooded character is an important part of what is Kennebunkport
- Street trees should be a diverse species (not a monoculture)

**Portside Rotary:**

- Value for the whole town to use in a way to benefit the most people
- Sustainability-solar farm to support development
- Need for affordable housing for young families and workers, land cost and development cost are too high

**Consolidated PTA:**

- Major Concern is to entice young families to move to town
- Affordable housing is important (fair market pricing for starter homes and step-up)

**Cape Porpoise Library:**

- How will development be paid for, senior population on fixed income
- Most people here do not like change, keep the same
- Do not push out the seniors
- People concerned with increase in taxes

***2. What concerns does your committee or group have regarding growing demands and needs for the town. I.e. public services, housing needs, commercial use, open space etc. How should the property be used?***

**Planning Board:**

- There 12 forested parcels in town, perhaps the town should be looking at preserving more land and not encouraging growth
- Should develop land use standards to maintain town character
- Using homes for short term rentals is an issue, needs to be addressed

**Growth Planning Committee:**

- Visions in the Comprehensive Plan could be considered as they are still relevant
- Provide more opportunities for elders to stay in the community in their homes/downsizing, need location for housing that can meet the affordability of the aging population
- Affordable Workforce housing for young families, workers, including town and local business employees
- Housing for young families to offset loss of school age children
- Identify potential impacts on public services
- Parcel provides a White Board opportunity with regard to zoning; changes to facilitate land use opportunities to achieve best suited uses
- Need to identify potential needs, uses and zoning changes required to achieve goal
- Potential opportunity to address municipal facility's needs, new town hall

**Conservation Trust:**

- Would like to see the property be part of a trail network that would lead out of Dock Square with potential to connect to the existing 20 miles of trails and incorporate these trails into the open space on the property
- If housing or a community center be developed, it would be important to provide alternative means of transportation/mobility trails, bike paths. Congestion relief.

**Housing Trust:**

- Their charge is to provide affordable housing-primarily young families. Important to have development fit within the community, not consolidate, should be diverse neighborhood
- Potential opportunity to create a village green with small shops with apartments above. Provide good opportunity for affordable housing (rental)

**Senior Advisory Committee:**

- No Comment

**Lighting Committee:**

- No Comment

**Budget Board:** (Note Opinion of Stedman Seavey)

- No Comment

**Conservation Commission:**

- Do not support commercial development

**Cemetery Committee:**

- No Comment

**Shade Tree Committee:**

- Town facilities should be designed with natural landscape as a priority
- Make property accessible to public for educational engagement

**Portside Rotary:**

- No need for more commercial, focus on public services, identifying what the needs are to support growth
- Concerned with town surviving with small population

**Consolidated PTA:**

- No commercial-parking and traffic concerns

**Cape Porpoise Library:**

- Will new development impact fire and EMS ability to serve the town
- Potential for new young families to volunteer for fire and EMS

***3. What design characteristics should we consider in our implementation strategy?*****Planning Board:**

- Identify objectives for municipal needs, commercial aspects, residential and environmental desired an design characteristics to be applied
- Missing a whole segment of the population with singles
- Free Enterprise zone – permit young people to have smaller lots
- Small single family homes or condominiums with HOA.
- Preserve the surrounding landscape (smaller lots)



**Growth Planning Committee:**

- Visions in the Comprehensive Plan could be considered at this time, they are still relevant and could apply to this property
- Provide more opportunities for elderly to stay in their homes (downsizing) provides an opportunity for developing smaller homes for elderly residents to relocate in town
- Affordable/workforce housing for young families-potential to off-set loss of young students in the schools
- Potential impacts upon public services with new growth

**Conservation Trust:**

- Density to look and feel and maintain character of the community
- Same density as the village is ok, New England Village character

**Housing Trust:**

- Housing for singles is also important
- Seniors have expressed that they do not want to leave the community/town
- Potential for cluster development to create an integrated/age diverse neighborhood

**Senior Advisory Committee:**

- Energy efficient development (standards)
- Not sure town can support assisted living facilities

**Lighting Committee:**

- No Comment

**Budget Board:** (Note Opinion of Stedman Seavey)

- Characteristics of the property will dictate design
- Should preserve undevelopable land and natural resources
- Be deliberate in placing structures
- Give a lot of thought before developing

**Conservation Commission:**

- Use configuration of parcel with natural resources to develop the land
- Integrate the landscape

**Cemetery Committee:**

- No Comment

**Shade Tree Committee:**

- Development should occur over a 5 to 10 year period
- Mitigate road runoff (treatment)
- Preserve undisturbed natural features

**Portside Rotary:**

- Housing type, Colonial or ranch style is appropriate
- No attached condominium like Foxberry Woods
- Single family, affordable with open space, 1 acre minimum
- Identified public uses

**Consolidated PTA:**

- Homes should be on larger lots than 10,000 SF, at least 1 acre minimum
- Smaller lots are too congested

**Cape Porpoise Library:**

- Maintain small town character, New England style of homes (architecture)
- No municipal uses
- Small coves or small runs

***4. Does the parcel location provide an opportunity for connectivity to the Village area and to Cape Porpoise? If so, what should those connections include?***

**Planning Board:**

- Connections should also include walking paths/sidewalks, bicycle paths and potential cross-country skiing
- Potential trolley route connection
- Lot layout should not be a grid
- Lot sizes should be adequate to provide buffers between neighbors
- Connection is important but not creation of a thoroughfare

**Growth Planning Committee:**

- Interconnectivity is important between North and School Streets and adjacent properties, developed and undeveloped.
- Emergency Service connection between North Street and Scholl Street for Fire , EMS and Police is a positive advantage
- Provides opportunity for additional density.
- Look at feasibility of concentrated density on the north side of the CMP transmission line easement toward School Street.
- Be more in character with the village (pattern) of development, mixed use is important as well, gives feel of the village

**Conservation Trust:**

- Density to look, feel and maintain character of the community.
- Same Density as the village area- a New England Village character

**Housing Trust:**

- Fundamental principle is to develop housing to fit in the current town character, visual and living

**Senior Advisory Committee:**

- Roadway should not be a shortcut
- Should have sidewalks

**Lighting Committee:**

- No Comment

**Budget Board:** (Note Opinion of Stedman Seavey)

- No Comment

**Conservation Commission:**

- Stormwater management and treatment need to be considered,
- Grass shoulders with sidewalk to allow runoff to cross through the grass strip

**Cemetery Committee:**

- Concern with potential impact to stream running from property under North Street impacting cemetery

**Shade Tree Committee:**

- Greta opportunity to connect this parcel to the Village/Dock Square, Cape Porpoise and other areas of town
- Creation of bike trails
- Opportunity to explore cultural history of Kennebunkport

**Portside Rotary:**

- Does not see how this parcel can connect to other areas of the town

**Consolidated PTA:**

- No additional comments

**Cape Porpoise Library:**

- No additional comments

***5. What expectations does the committee have for the village parcel?*****Planning Board:**

- Likely to be developed over number of years leaving the opportunity to modify the plan as necessary
- Younger demographic looking for a place to live, work and play

**Growth Planning Committee:**

- Look at the 2001 visioning sessions, good ideas for a new village fabric

**Conservation Trust:**

- Use of multiple apartments in one building in structures similar to ole sea captains homes
- Similar village architecture
- Commercial buildings similar to Dock Square, not a typical box

**Housing Trust:**

- No additional comments

**Senior Advisory Committee:**

- Hope that new housing provides what the town does not have

**Lighting Committee:**

- No additional comments

**Budget Board:** (Note Opinion of Stedman Seavey)

- Hopes there is strong and broad support for the plan

**Conservation Commission:**

- Preserve open space
- Realize the need to provide opportunities for public usage

**Cemetery Committee:**

- No additional comments

**Shade Tree Committee:**

- Preserve open space

**Portside Rotary:**

- No additional comments

**Consolidated PTA:**

- No additional comments

**Cape Porpoise Library:**

- No additional comments

***6. Should the Town identify a portion of the site to be retained for future yet to be determined needs of the Town***

**Planning Board:**

- Consensus support reserving a portion of the property for future uses as may be determined

**Growth Planning Committee:**

- Consensus support reserving a portion of the property for future uses as may be determined

**Conservation Trust:**

- Consensus support reserving a portion of the property for future uses as may be determined

**Housing Trust:**

- Consensus support reserving a portion of the property for future uses as may be determined

**Senior Advisory Committee:**

- No additional comments

**Lighting Committee:**

- No additional comments

**Budget Board:** (Note Opinion of Stedman Seavey)

- Consensus support reserving a portion of the property for future uses as may be determined

**Conservation Commission:**

- Consensus support reserving a portion of the property for future uses as may be determined

**Cemetery Committee:**

- No additional comments

**Shade Tree Committee:**

- Consensus support reserving a portion of the property for future uses as may be determined

**Portside Rotary:**

- Agrees with the potential for the town to preserve area(s) for future uses to be determined

**Consolidated PTA:**

- No additional comments

**Cape Porpoise Library:**

- No additional comments

## **APPENDIX C**

### **VISIONING SESSIONS OUTCOME**

- a. Kick Off Meeting Question Responses
- b. July Visioning Questionnaire Results
- c. Public Input Mapping
- d. Design Charrette Mapping
- e. Existing Conditions



## HOUSING NEEDS

- Affordable housing (below 3k) (16 comments)
- Senior/elderly housing (4 comments)
- Homes for young families (4 comments)
- Homes for low-income (2 comments specifically for low-income)

## RECREATION

- Play areas for kids – recreational space/playgrounds (7 comments)
- Bike trails (8 comments)
- Pedestrian and dog walking paths (10 comments)
- Pickleball, snow-shoeing, ice rink (3 comments)

## OPEN SPACE

- Nature preserve / wildlife habitat (5 comments)
- Green space (14 comments)
- Natural landscape and gardens with native species (see Nature Preserve above )
- Solar powered areas (1 comment)

## MUNICIPAL

- Mixed use of town hall/public safety/medical clinic (10 comments)
- Central fire department (4 comments)
- A town green community center / gathering space (5 comments)
- Healthy food trucks / organic market (1 comment)

## OTHER

- A hint of office space but no retail (1 comment)
- Small town feel, keep the New England style, limited commercial (1 comment)
- Some land saved for future use (1 comment)
- Keep the spirit of Kennebunkport / not to build up like other areas (4 comments)
- Family homes with restrictions on resale (1 comment)

## Questionnaire

What do you like most about Kennebunkport?

What do you think are the biggest issues facing Kennebunkport?

What would you like to see happen on the Village Parcel? **Check for Yes**

- ☐ Neighborhood-scale business uses that serve the needs of the community? Please describe.
- ☐ A range of housing options that serve the needs of the local community? Please describe.
- ☐ Community facilities such as a fire station, police station, or town hall? Please describe.
- ☐ Trails and other natural spaces? Please describe.
- ☐ Cultural and community gathering spaces? Please describe.
- ☐ Indoor and outdoor recreational opportunities? Please describe.

Do you imagine that development at the village parcel will be more suburban in its character, with dead end roads and low density development, or more like existing village neighborhoods, with connected streets and buildings that create a sense of community?

Do you think that new buildings should reflect a more traditional building character? And how would you define that character? *Are you comfortable with modern architecture?*

Which of the following materials do you think should be allowed at the Village Parcel? *Check for Yes*

- ☐ Stucco
- ☐ Vinyl Siding
- ☐ Wood Siding
- ☐ Cement *Board* Siding
- ☐ Shingles
- ☐ Brick
- ☐ Metal
- ☐ Don't think this matters

Do you think its important for development at the Village Parcel to provide a return on the investment made by taxpayers to purchase the property?

Does Kennebunkport meet your daily needs or do you have to travel to other communities? Please describe.

The biggest concern I have about the Village Parcel is...

The biggest opportunity I think Village Parcel has is....

Imagining the Village Parcel 10 or 15 years into the future, I would like to see and experience...

What are your favorite streets in Kennebunkport? Describe what it is about them at you love.

What are your favorite neighborhoods in Kennebunkport? Describe what it is about them that you love?

What else do you want to tell the planning team about Village Parcel?

# KENNEBUNKPORT VILLAGE TOMORROW

**Questionnaire** (results from Saturday 7/13 workshop through Monday 7/15/2019)

50 responses

## ***What do you think are the biggest issues facing Kennebunkport?***

|  |  |
|--|--|
| Affordability/Affordable Housing                 |  |
| Few year-round residents                         |  |
| Lack of Young Families/school children           |  |
| Aging in Place/ Aging Population                 |  |
| Investor owned rentals/Short-term rentals        |  |
| Indoor community space                           |  |
| Traffic/Congestion/parking                       |  |
| Senior Housing                                   |  |
| Losing the character of Kennebunkport            |  |
| Public water access                              |  |
| Sprawl   |  |
| Less Sprawl                                      |  |
| Lack of Walkability                              |  |
| Need Space                                       |  |
| Sea Level Rise/sustainability                    |  |
| Safe places to walk and bike                     |  |
| Tourist over use of infrastructure and resources |  |
| High property taxes                              |  |
| Loss of the natural environment                  |  |
| Unmanaged growth                                 |  |

## ***What are your favorite neighborhoods and streets in Kennebunkport? Describe what it is about them that you love?***

|                    |  |
|--------------------|--|
| Dock Square        |  |
| Cape Porpoise      |  |
| Maine Street       |  |
| Ocean Ave          |  |
| Arundel Rd         |  |
| Goose Rock Beach   |  |
| Langsford Road     |  |
| Main Street        |  |
| Oak                |  |
| Locke Street       |  |
| Pier Road          |  |
| West Street        |  |
| Elm Street         |  |
| Parsons Way        |  |
| Locke              |  |
| Colony             |  |
| Church Lane        |  |
| Stone Rd/Beechwood |  |
| West               |  |
| North Street       |  |
| Guinea Rd          |  |
| Cape Arundel       |  |
| Whitten Hill       |  |

|   |   |
|---|---|
| Capt. Lord Mansion                        | I |
| River Road                                | I |
| Summit Ave                                | I |
| Old Fort Ave                              | I |
| Foxberry Woods                            | I |
| Charm                                     | I |
| walkability                               | I |
| Old Maine Look/18c & 19c styles           |   |
| Good Shops                                |   |
| Quiet                                     |   |
| Close knit neighborhoods/"neighborhoodty" |   |
| Winding                                   | I |
| Access to natural resources               | I |

***What would you like to see happen on the Village Parcel? Check for Yes.***

☐ ***Neighborhood-scale business uses that serve the needs of the community? Please describe.***

|   |   |
|---|---|
| Yes                                       | I |
| No  | I |
| Limited                                   | I |
| Coffee shop                               |   |
| Offices                                   |   |
| Hardware store                            |   |
| Grocer/convenient store                   | I |
| No retail for tourists                    | I |
| If sustainable                            | I |
| Seasonal Urgent Care Clinic (Goose Rocks) | I |
| Ice cream store                           | I |

☐ ***A range of housing options that serve the needs of the local community? Please describe.***

|                                    |                     |
|------------------------------------|---------------------|
| Yes                                | I     I     I     I |
| No                                 |                     |
| Affordable                         | I                   |
| Mixed needs                        |                     |
| Senior                             |                     |
| Year Round                         |                     |
| Young Families                     |                     |
| No rentals                         |                     |
| Small Lots/Clustered/Smaller homes |                     |
| Green design                       | I                   |
| Rural feel                         | I                   |
| No cluster housing                 | I                   |
| a lot                              | I                   |
| Limited                            | I                   |
| Front porches/neighborhood feel    | I                   |
| No garage front houses             | I                   |

☐ ***Community facilities such as a fire station, police station, or town hall? Please describe.***

|           |         |
|-----------|---------|
| Yes       | I     I |
| No        | I       |
| Town Hall | I       |

|                   |  |
|-------------------|--|
| Fire Station      |  |
| North street side |  |
| Maybe             |  |
| No third village  |  |

☐ ***Trails and other natural spaces? Please describe.***

|  |  |
|--|--|
| Yes  |  |
| No   |  |
| Bike   |  |
| Walking  |  |
| Bee/Butterfly garden                           |  |
| Botanical garden                               |  |
| Interconnecting to adjacent neighborhoods      |  |
| Trails if there are resources to maintain them |  |
| Dog walking                                    |  |

☐ ***Cultural and community gathering spaces? Please describe.***

|  |  |
|--|--|
| Yes  |  |
| No   |  |
| Community Space/Waterhouse pavilion            |  |
| Community garden                               |  |
| Environmental Education                        |  |
| No concerts                                    |  |
| Incorporated with Town Hall i.e. Meeting space |  |
| Not sure                                       |  |
| Non-Commercial                                 |  |
| If incorporated                                |  |
| Amphitheater                                   |  |
| Teen center                                    |  |
| Concerts                                       |  |
| Large open space for gathering                 |  |

☐ ***Indoor and outdoor recreational opportunities? Please describe.***

|  |  |
|--|--|
| Yes                                      |  |
| No                                       |  |
| Nature/walking Trails                    |  |
| Community Ctr/Indoor-courts              |  |
| Cross-country skiing/skating/snowshoeing |  |
| Indoor pool                              |  |
| Park                                     |  |
| Playground/Children                      |  |
| Outdoor space                            |  |
| Athletic fields                          |  |
| Teen center                              |  |
| Not sure                                 |  |

***Do you imagine that development at the village parcel will be more suburban in its character, with dead end roads and low density development, or more like a village neighborhood in its character, with connected streets and buildings located closer together to create a sense of community?***

|                   |  |
|-------------------|--|
| More suburban     |  |
| More like Village |  |

|  |     |
|--|-----|
| Balance both                                       | II  |
| Clusters of small villages                         | III |
| Low density based on Maine's agriculture roots     | I   |
| Not manicured look                                 | I   |
| Barn like structure with apts                      | I   |
| Open, wild, community, tourist and community space | I   |
| Dense with open space                              | I   |
| Limited village style development, not throughout  | I   |

***Do you think that new buildings should reflect a more traditional building character? And how would you define that character? Are you comfortable with modern architecture?***

|                                      |     |
|--------------------------------------|-----|
| Yes                                  |     |
| No                                   | III |
| Both, but fit the town               |     |
| Either                               | III |
| Rural style                          | I   |
| No Housing                           | I   |
| Buildings with front porches         | I   |
| No flat roofs or cookie-cutter style | I   |

***Which of the following materials do you think should be allowed at the Village Parcel? Check for yes.***

|   |     |
|---|-----|
| <input type="checkbox"/> Wood Siding                |     |
| <input type="checkbox"/> Shingles                   |     |
| <input type="checkbox"/> Brick                      |     |
| <input type="checkbox"/> Cement Board Siding        |     |
| <input type="checkbox"/> Vinyl Siding               |     |
| <input type="checkbox"/> Metal                      |     |
| <input type="checkbox"/> I don't think this matters |     |
| <input type="checkbox"/> Stucco                     | III |

***The biggest concern I have about the Village Parcel is...***

|  |     |
|--|-----|
| Fully Developed  |     |
| Not Affordable   | III |
| Tax increase/too much infrastructure                                       | III |
| Rentals  | III |
| Few year-round residents   | III |
| Uncontrolled Use/Bad part of town?   | III |
| Congestion/Traffic   | III |
| Rush to Decision   | II  |
| Commercial Use   | II  |
| New Town Square  | I   |
| Not developed  | I   |
| Loss of Nature   | I   |
| Detracts from Town's existing Maine charm                                  | I   |
| Cut-through road   | I   |
| Housing Use  | I   |
| Devaluation of abutting property   | I   |
| Balance btw Open Space and Nice Development                                | I   |
| Won't help attract young families  | I   |
| Needs to serve the community needs   | I   |
| Not doing anything at all.   | I   |
| More of the same single-family development targeted to part-time residents | I   |



### The biggest opportunity I think Village Parcel has is....

|  |  |
|--|--|
| Affordable Housing                                     |  |
| Connection between North and School St                 |  |
| Tasteful neighborhood                                  |  |
| Sustainable development/Ecologically responsible       |  |
| Public Park/Trails                                     |  |
| Young Families   |  |
| Open space   |  |
| Senior Housing   |  |
| Community Garden                                       |  |
| Community Ctr/multi-uses for community and tourist use |  |
| Guide to Town Development/Population/Revitalization    |  |
| Fire Station   |  |
| Environmental Education                                |  |
| Mixed housing  |  |
| "Get back our community"                               |  |
| Creating a Village neighborhood                        |  |
| To go slow, saving for the future                      |  |
| Improve trust in town government                       |  |
| Future needs   |  |

### What else do you want to tell the planning team about Village Parcel?

|   |  |
|---|--|
| Respect Abutters  |  |
| Proceed carefully and deliberately  |  |
| Year-round preference   |  |
| No development or KCT   |  |
| Reflect the nature of the community   |  |
| Opportunity to do something very unique to diversify the town's population                        |  |
| Like the Cut-Through  |  |
| Don't like Cut-Through  |  |
| No need for return on investment  |  |
| Less Housing, more conservation   |  |
| Limited Commercial  |  |
| No Commercial/Retail  |  |
| Need idea of development costs  |  |
| Cost of Investment  |  |
| Large indoor/outdoor swimming pool  |  |
| Keep space open; Keep Traditional; Mixed-use  |  |
| Encourage young families: "No Children – No Future"   |  |
| Don't want to see any zone changes adverse to abutters  |  |
| Traffic on North street should be considered.   |  |
| Be realistic about trails   |  |
| Prefer no development except for recreation   |  |
| Development should be a model to promote in the future and to learn about sustainable development |  |
| Creating an alternative to dock square/smaller scale  |  |
| Nice job so far   |  |

### Big Idea Wall

|  |
|--|
| Rehabilitate Ecology of all disturbed areas or invasive will take over |
| Maximize Green Space and Low Impact uses                               |

|   |
|---|
| Dirt Roads  |
| Bee Butterfly gardens   |
| Open natural spaces   |
| Close consolidated school (consolidate with Kennebunk) and convert to Town Hall |
| Avoid more taxes on the residents by keeping development off the tax rolls.     |

### Miscellaneous

|   |     |
|---|-----|
| Should not be another commercial center/ no retail  | III |
| Keep neighborhoods private/buffer homes from road   | II  |
| Balance development with open space   | II  |
| Diverse multi-generational/income neighborhoods; diversity  | II  |
| Eco-efficiency design standards   | II  |
| Bike connection between North Street and School Street  | I   |
| Don't connect the road between North and School streets; have a bike/ped connection in the middle | I   |
| Connection/easement to consolidated school  | I   |
| Recreational multi-seasonal nature path with educational signage                                  | I   |
| No Commercial use/municipal buildings   | I   |
| Retail is need for residents, walking distance to 'general store'                                 | I   |
| Community gathering space with refreshments   | I   |
| Fiscally Responsible  | I   |
| Open green space, preserve the ecosystem  | I   |
| Safety on North Street  | I   |
| Waterhouse Pavilion type use would be nice  | I   |
| Keep young families in mind   | I   |
| No Apartment Buildings  | I   |
| Play areas for kids   | I   |
| Think about aging-in-place Foxberry Woods is a great example                                      | I   |
| Paving materials need to be safe, low maintenance, ADA, no boardwalks as primary routes           | I   |











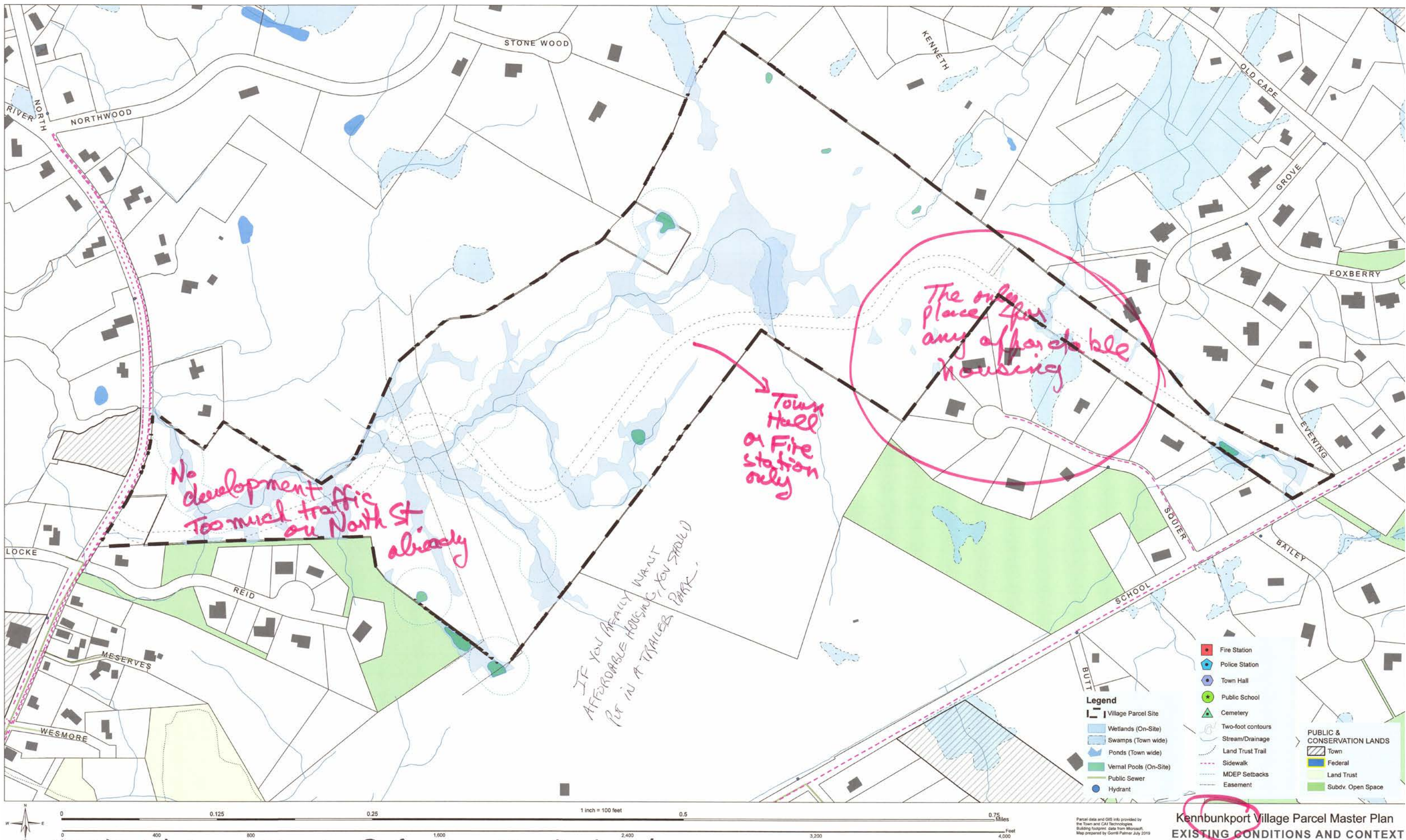


Parcel data and GIS info provided by the Town and CAI Technologies. Building footprint data from Microsoft. Map prepared by Gorrill Palmer July 2019

Kennbunkport Village Parcel Master Plan  
EXISTING CONDITIONS AND CONTEXT

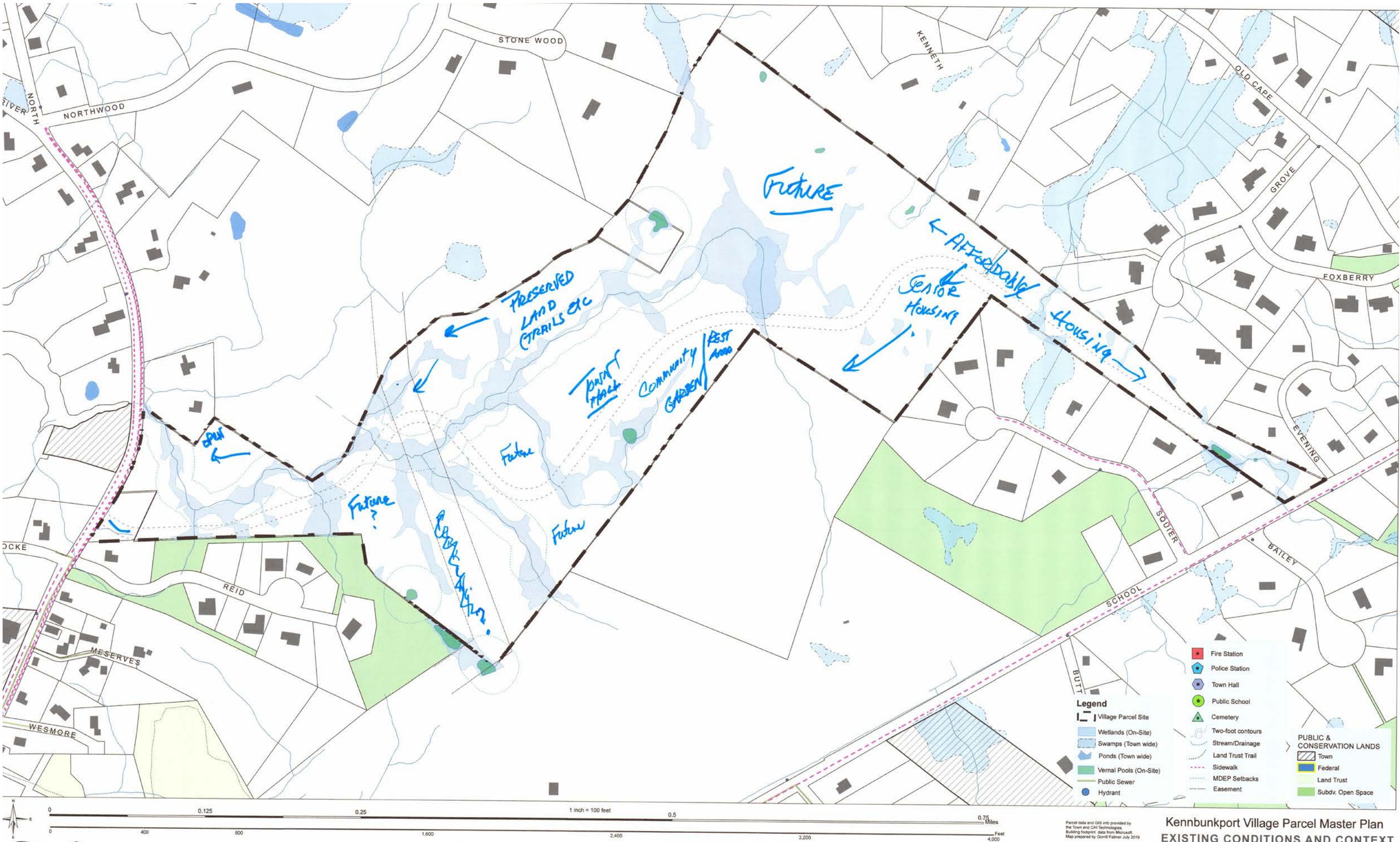
PUBLIC FEEDBACK PLAN 3





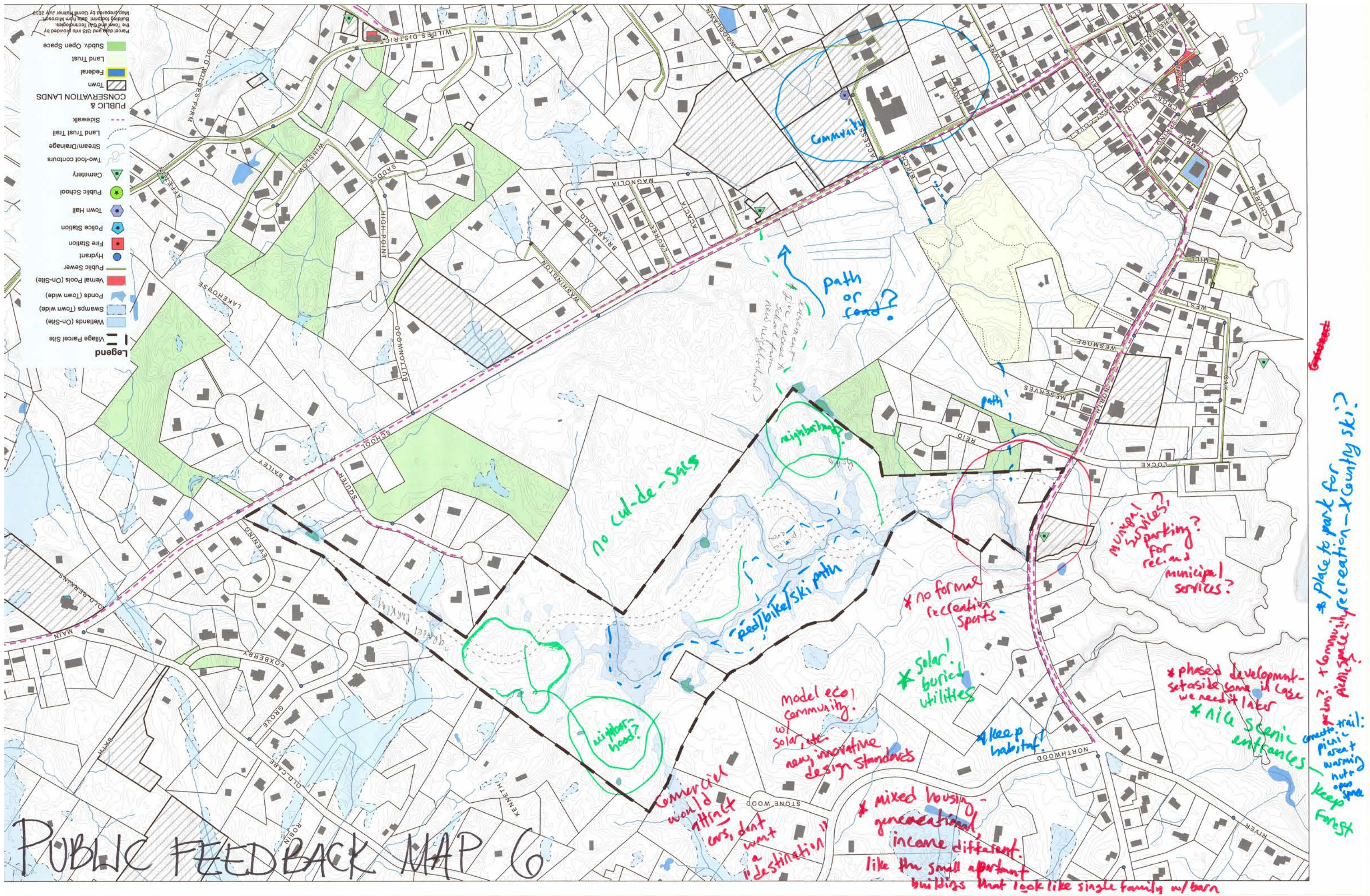
PUBLIC FEEDBACK PLAN 4



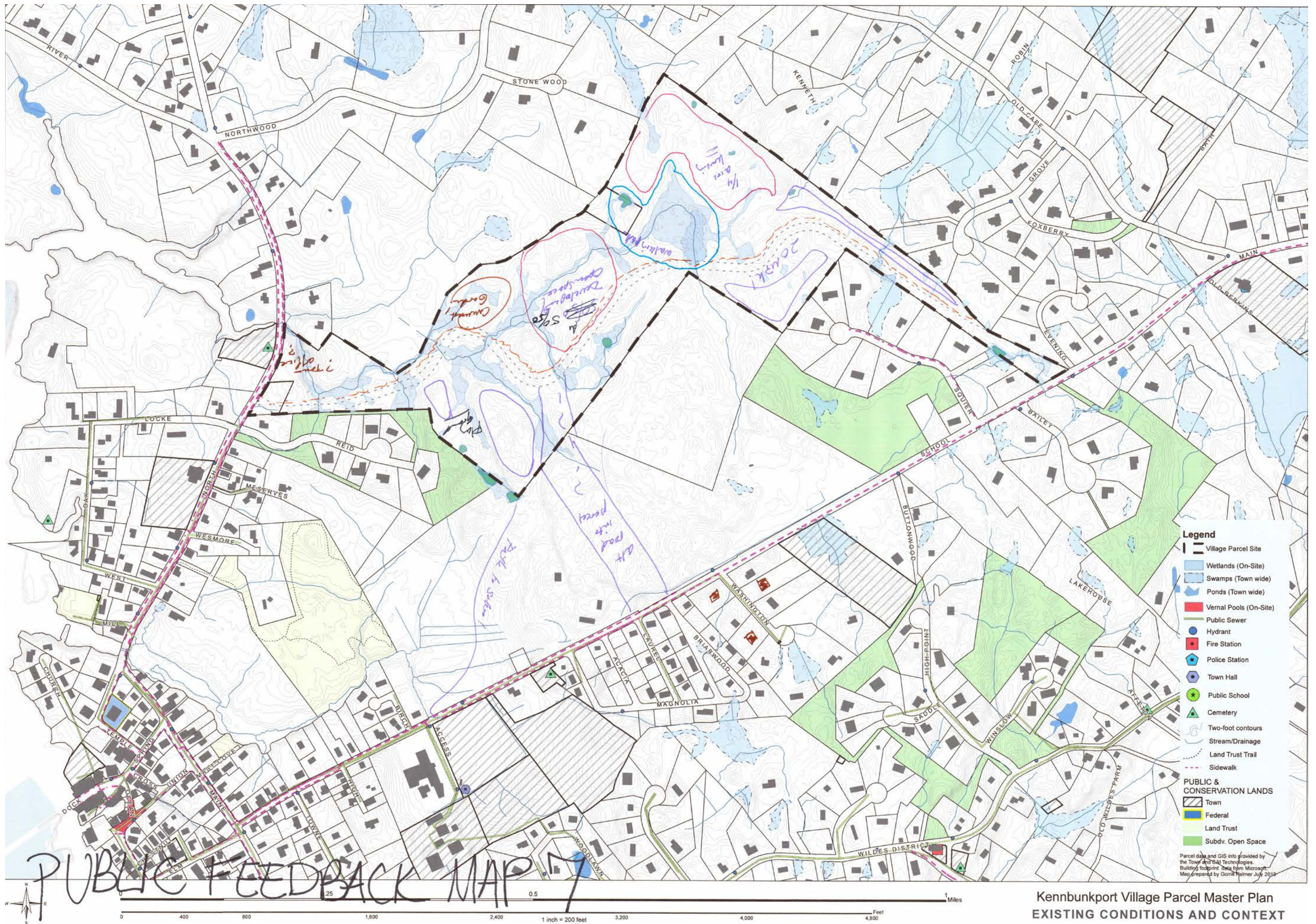


PUBLIC FEEDBACK PLAN 5



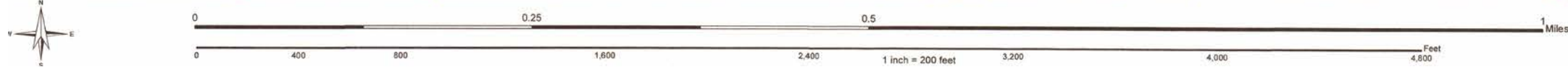
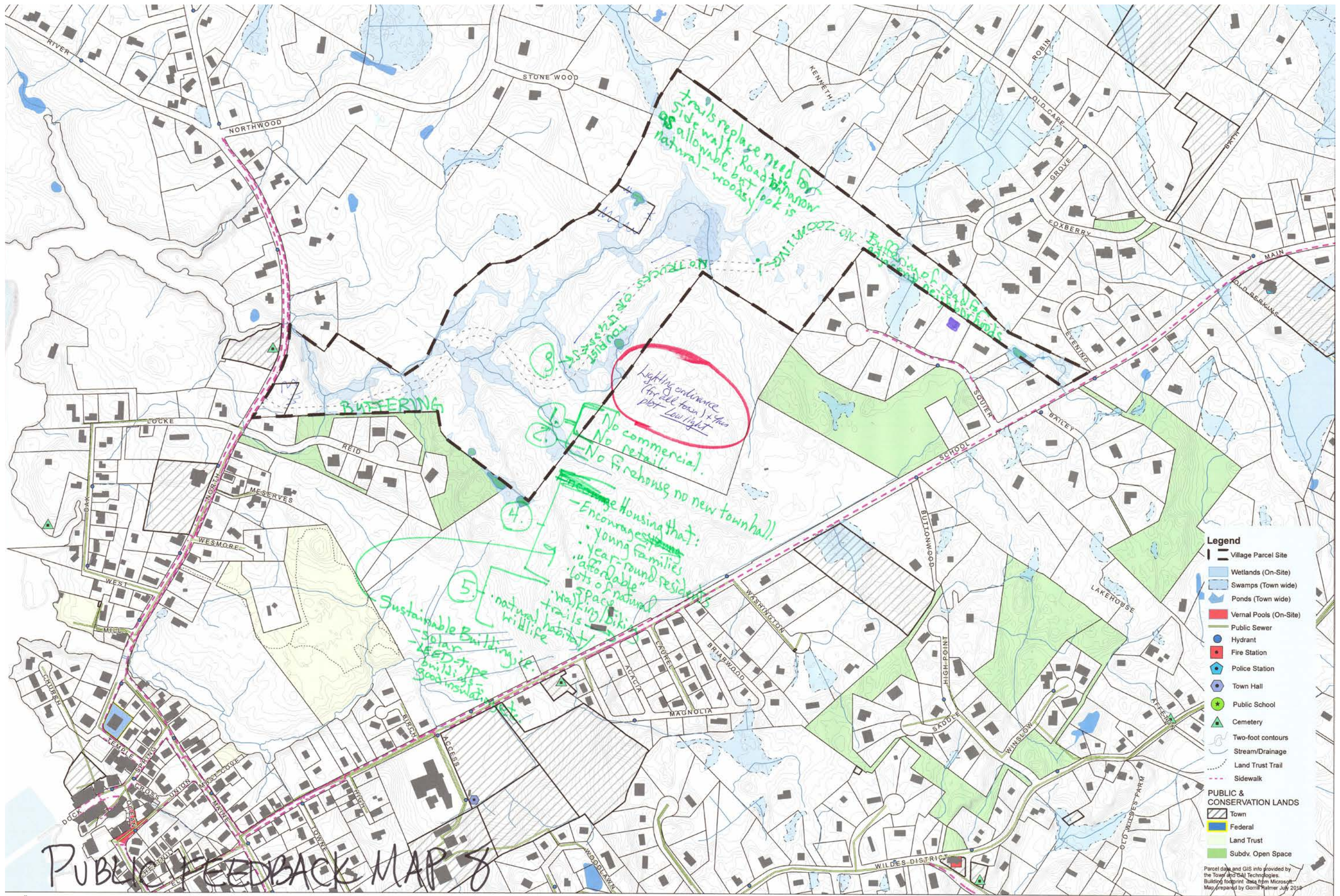






Kennbunkport Village Parcel Master Plan  
EXISTING CONDITIONS AND CONTEXT







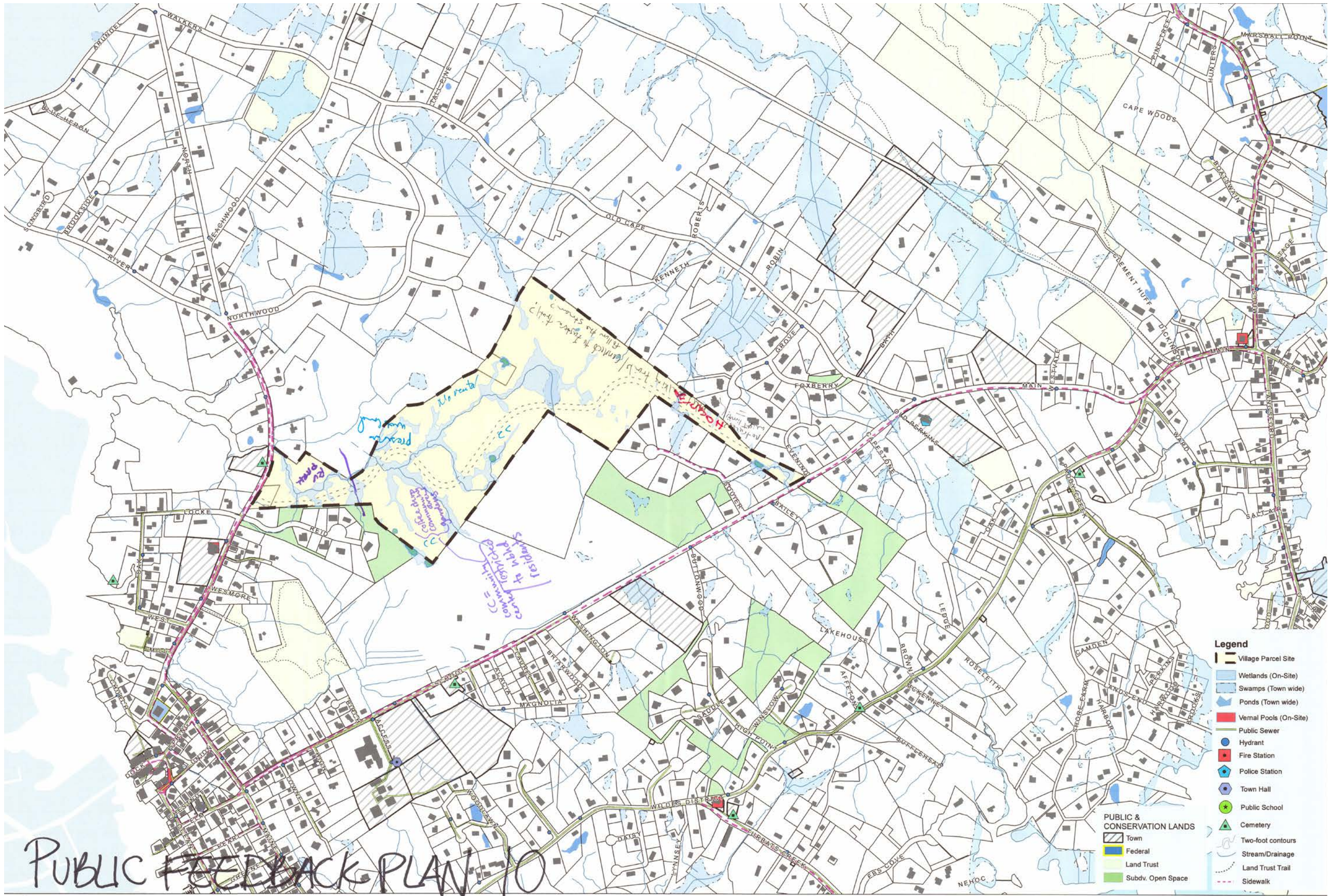


# PUBLIC FEEDBACK MAP 9

- Legend**
- Village Parcel Site
  - Wetlands (On-Site)
  - Swamps (Town wide)
  - Ponds (Town wide)
  - Vernal Pools (On-Site)
  - Public Sewer
  - Hydrant
  - Fire Station
  - Police Station
  - Town Hall
  - Public School
  - Cemetery
  - Two-foot contours
  - Stream/Drainage
  - Land Trust Trail
  - Sidewalk
- PUBLIC & CONSERVATION LANDS**
- Town
  - Federal
  - Land Trust
  - Subdv. Open Space

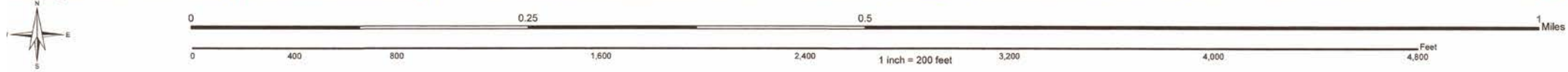
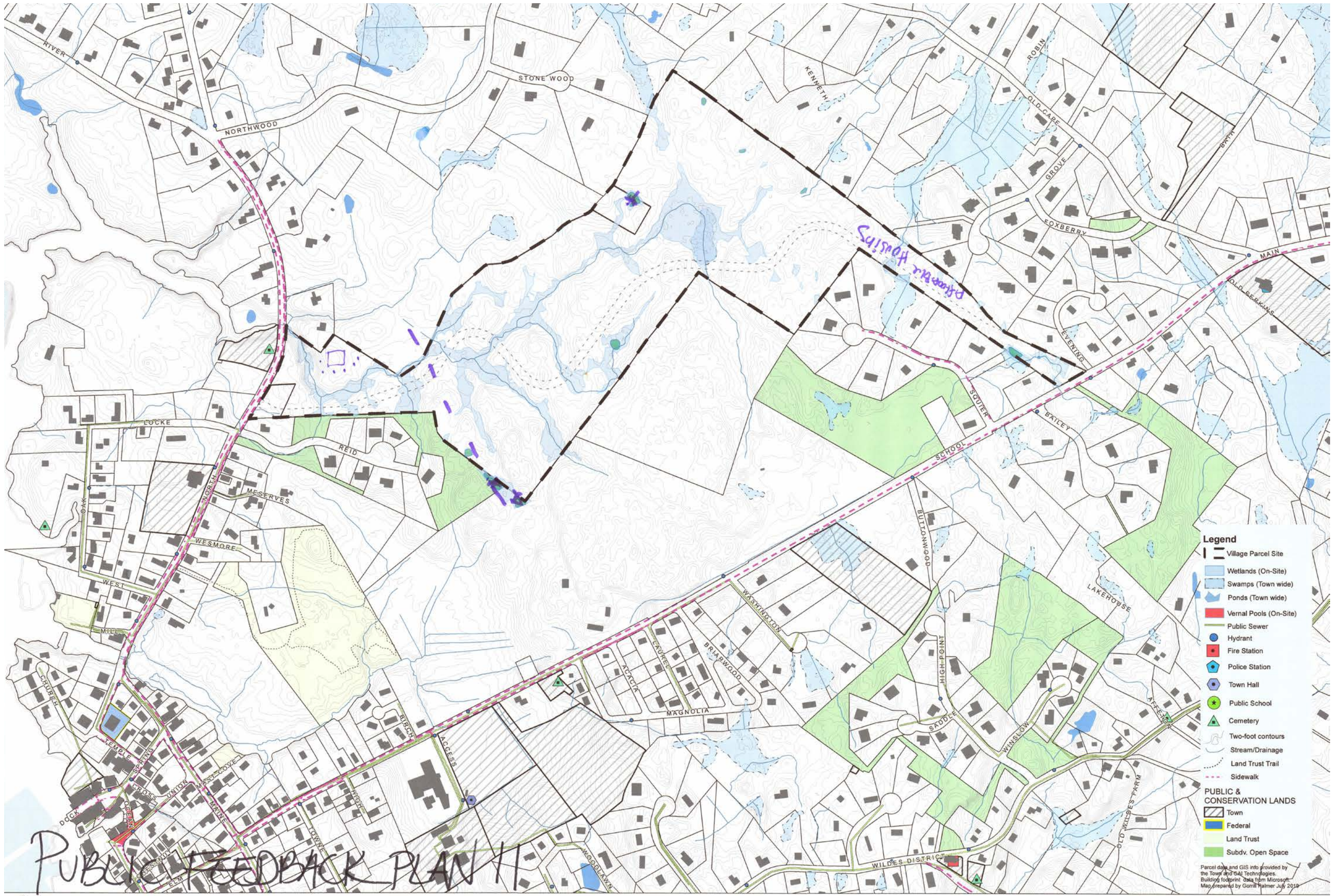
Parcel data and GIS info provided by the Town and GIS Technologies. Building footprint data from Microsoft. Map prepared by Gorn Palmer July 2019.





PUBLIC FEEDBACK PLAN 10

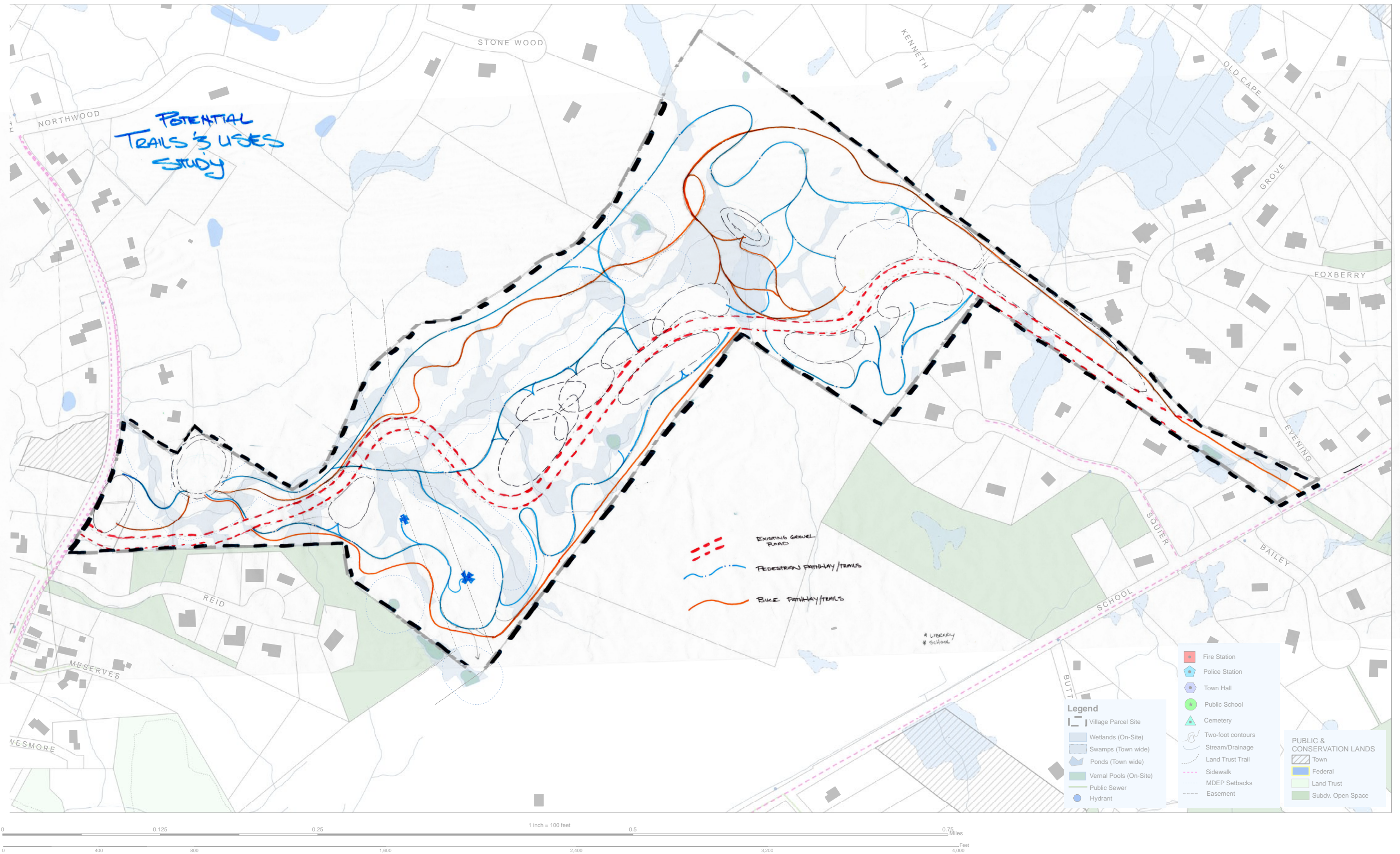




Kennbunkport Village Parcel Master Plan  
EXISTING CONDITIONS AND CONTEXT

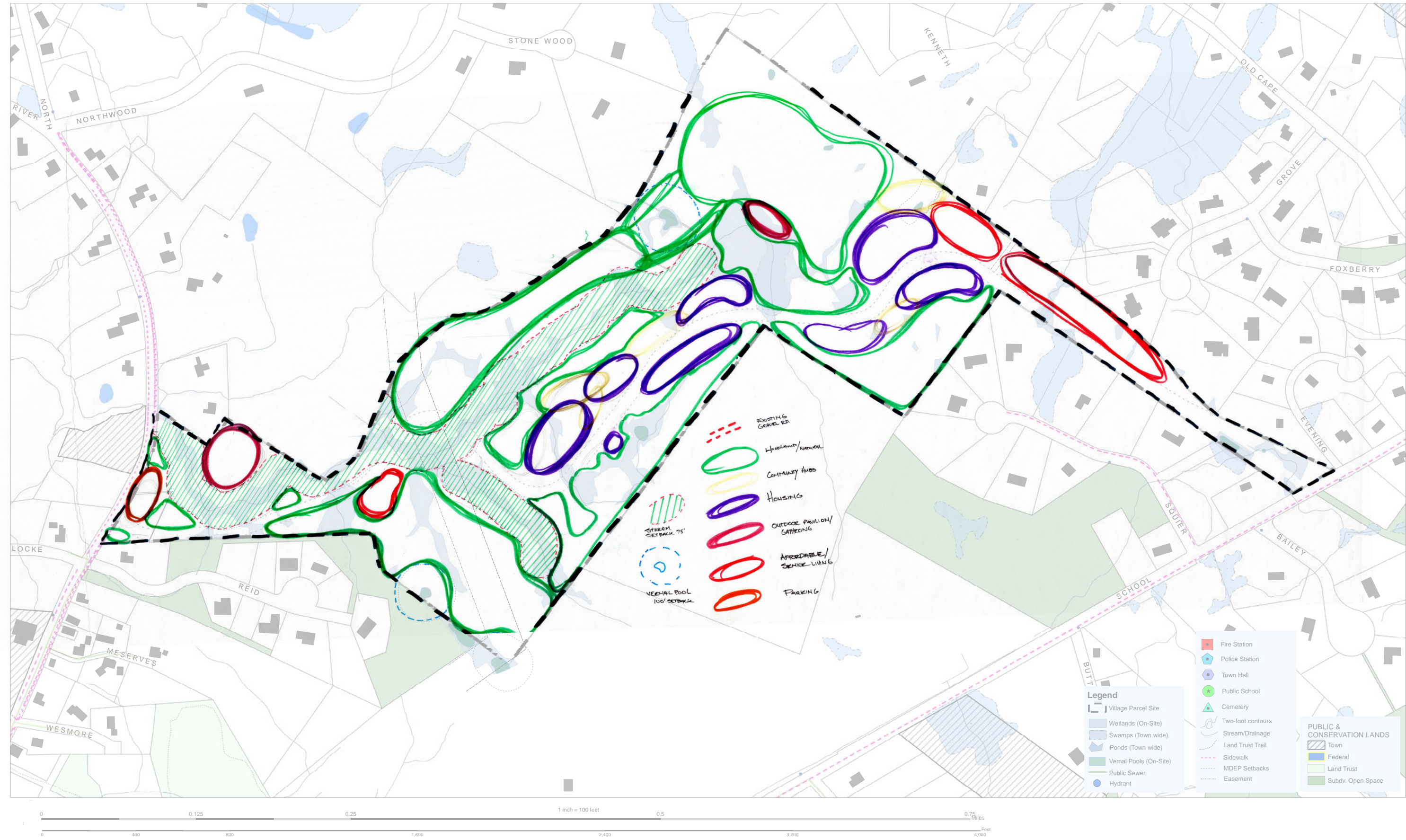


POTENTIAL TRAILS & USES OVERLAY



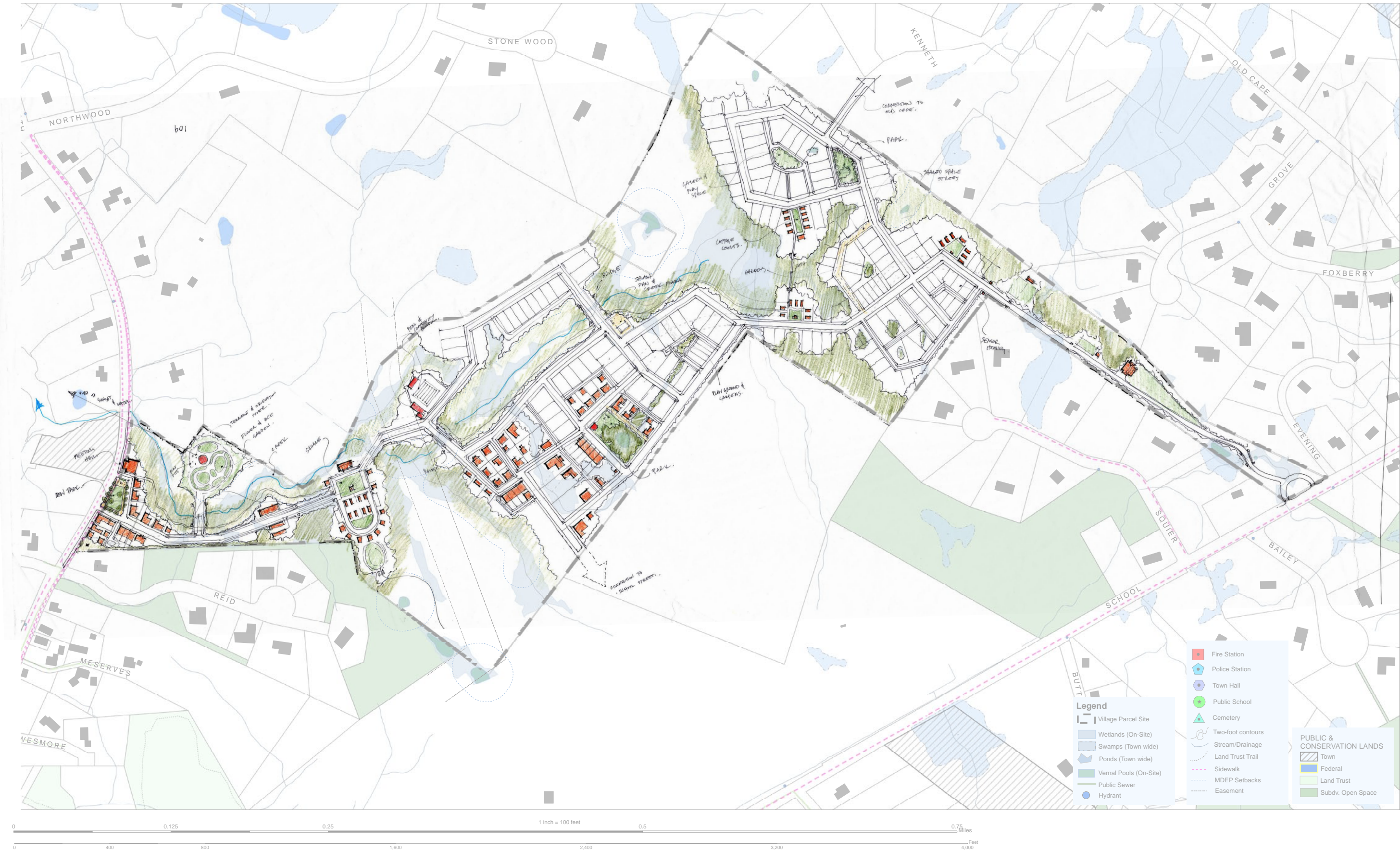


POTENTIAL TRAILS & USES OVERLAY



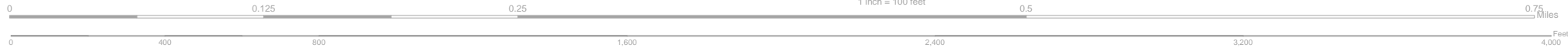


FULL BUILD OUT APPROACH 1



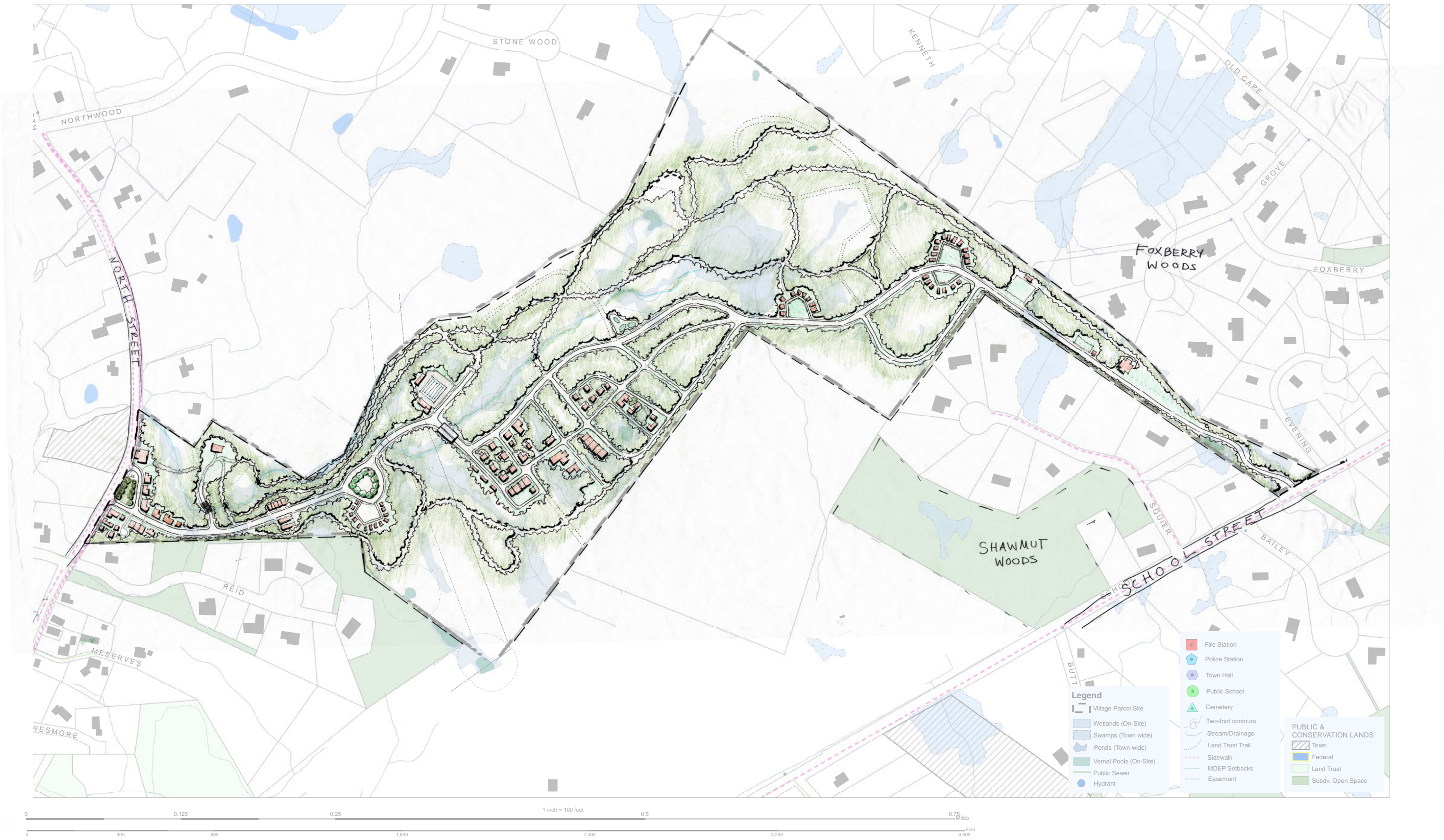


FULL BUILD OUT APPROACH 2



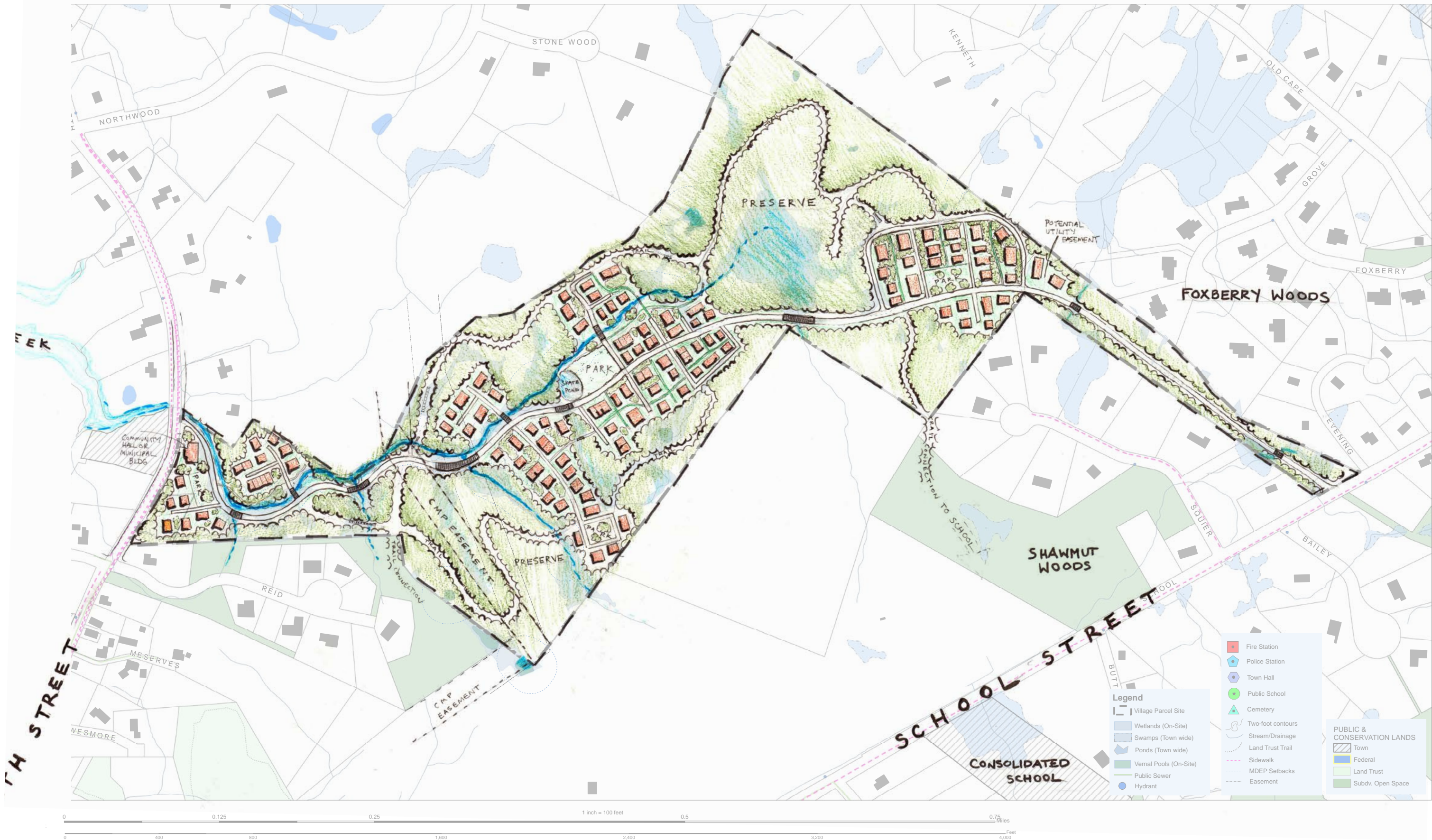


FLEX BUILD OUT APPROACH



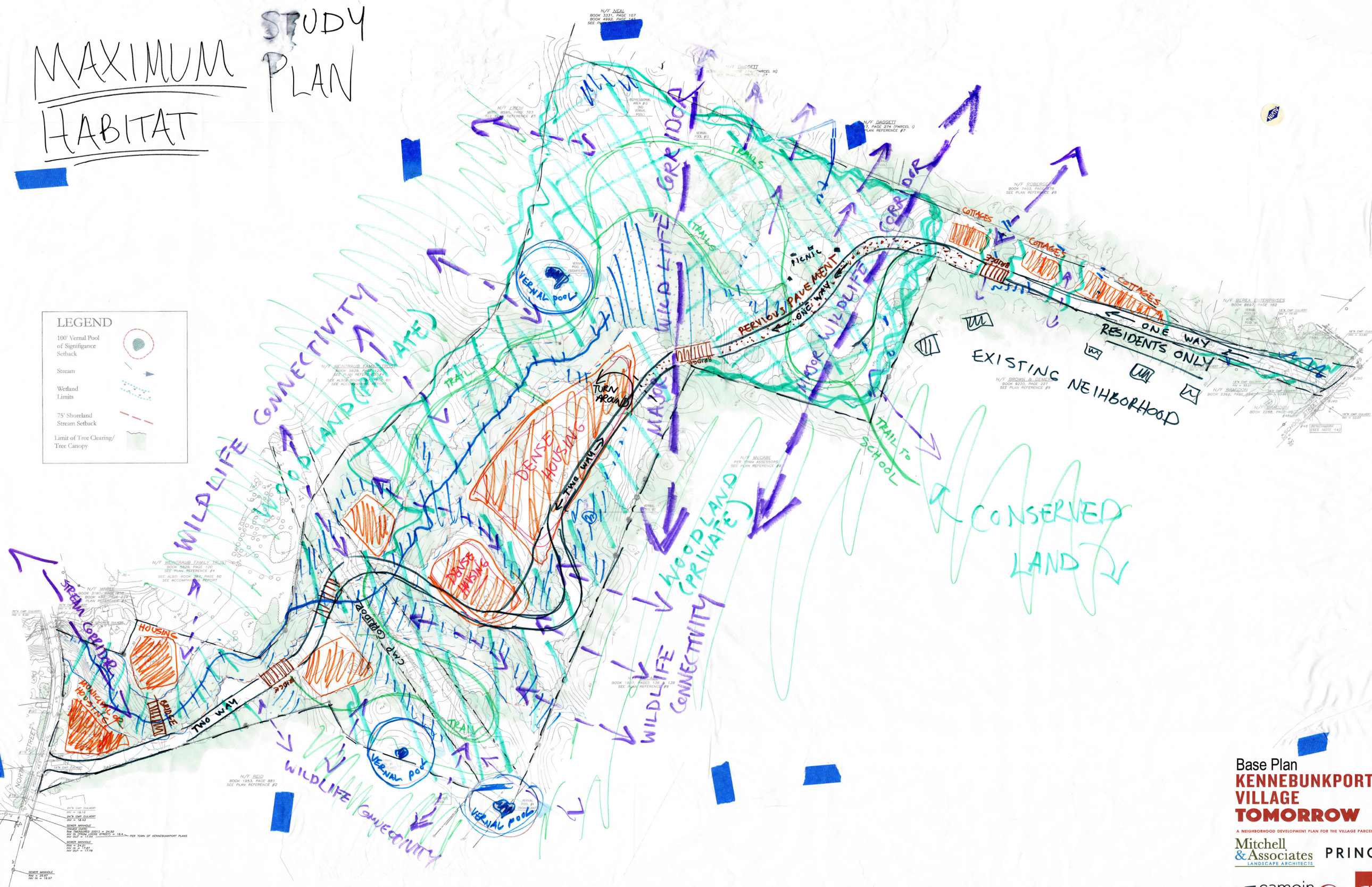


WATER FOCUSED BUILD OUT APPROACH





# STUDY PLAN

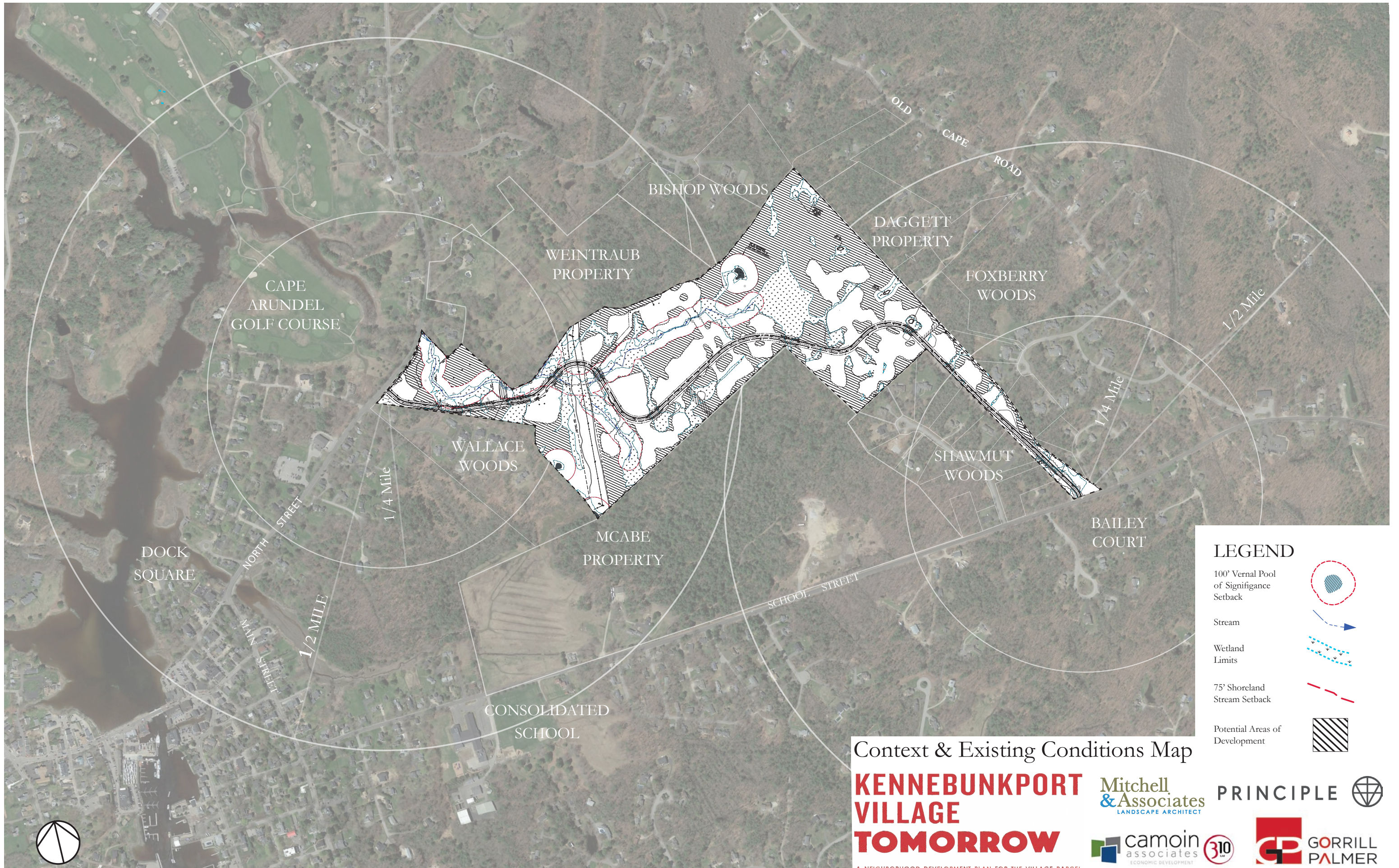


A NEIGHBORHOOD DEVELOPMENT PLAN FOR THE VILLAGE PARCEL.

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**APPENDIX D**

**CAMOIN 310 MARKET ANALYSIS REPORT**



# VILLAGE PARCEL MARKET ANALYSIS

Town of Kennebunkport, ME

JANUARY 2020

PREPARED BY:



120 West Avenue, Suite 303  
Saratoga Springs, NY 12866  
518.899.2608  
[www.camoinassociates.com](http://www.camoinassociates.com)

# ABOUT CAMOIN 310

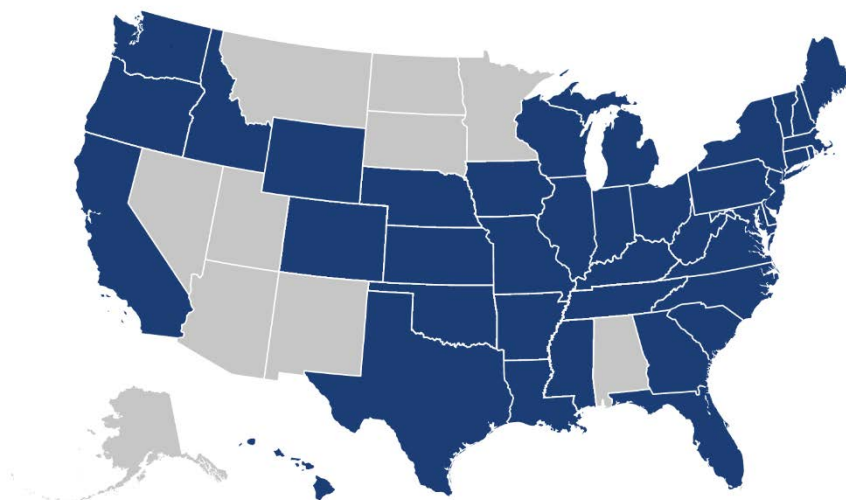
Camoin 310 has provided economic development consulting services to municipalities, economic development agencies, and private enterprises since 1999. Through the services offered, Camoin has had the opportunity to serve EDOs and local and state governments from Maine to California; corporations and organizations that include Lowes Home Improvement, FedEx, Amazon, Volvo (Nova Bus) and the New York Islanders; as well as private developers proposing projects in excess of \$6 billion. Our reputation for detailed, place-specific, and accurate analysis has led to projects in 40 states and garnered attention from national media outlets including Marketplace (NPR), Forbes magazine, The New York Times and The Wall Street Journal. Additionally, our marketing strategies have helped our clients gain both national and local media coverage for their projects in order to build public support and leverage additional funding. We are based in Saratoga Springs, NY, with regional offices in Portland, ME; Boston, MA; Richmond, VA and Brattleboro, VT. To learn more about our experience and projects in all of our service lines, please visit our website at [www.camoinassociates.com](http://www.camoinassociates.com). You can also find us on Twitter [@camoinassociate](https://twitter.com/camoinassociate) and on **Facebook**.

## THE PROJECT TEAM

Jim Damicis  
*Project Principal*

Tom Dworetsky  
*Project Manager*

Bethany Meys  
*Analyst*







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## EXECUTIVE SUMMARY

The Town of Kennebunkport has undertaken an effort to develop a Site Feasibility Report for an 87-acre Town-owned parcel near the village area, known as the "Village Parcel." The purpose of the Feasibility Report is to provide a roadmap for potential future development and/or conservation on the Village Parcel that aligns with the values of the community and contributes to the exceptional quality of life in town. To ensure that the proposed development scheme aligns with market realities, Camoin 310 has been engaged to conduct a residential market analysis and financial feasibility analysis for the site.

Total demand for new year-round housing units in Kennebunkport is estimated at between 330 and 542 new units over the next five years (through 2024) based on current and forecasted demographic trends in the town and surrounding housing market area. This is the total amount of new housing that could be supported in town, whether on the Village Parcel or elsewhere, based on market forces alone. This does not mean that this number of units will be built. The Town's Growth Permit ordinance limits the total number of permits for dwelling units to 40 per year, 20 in the designated "Growth" areas and 20 in the designated "Rural" areas. Over a five-year timeframe, the maximum number of permits would limit the number of dwelling units at 400, 200 in each designated area.

Of the forecasted potential demand, about 40% will come from those seeking housing priced above \$400,000 (i.e. market-rate housing) and 60% for "affordable" housing (i.e. housing priced below \$400,000 and accessible to households earning between \$50,000 and \$100,000 annually). About half of overall demand will come from senior (55+) households, who will seek both active and assisted living options. Another sizable demand segment will be both market-rate and affordable family homes for the 35-54 age cohort (33% of total demand).

"Affordable" starter and family homes are in limited supply in Kennebunkport, which has resulted in significant pent-up demand among residents of the region who would prefer to live in the town if affordable options were available. Such housing has been identified by the Town as a need to attract young families and provide housing for the town's workforce.<sup>1</sup> We project demand from non-senior households (those aged under 55) at about 125-150 homes at below-market ("affordable") price points in the next five years. This figure takes into account future regional growth in households as well as existing households in the region who would relocate to affordable housing in Kennebunkport if it were available.

In planning for the future of the Village Parcel, the Town aims to satisfy multiple community goals, including but not limited to, (1) siting future Town facilities such as a new Town Hall, (2) preserving open space for active and passive recreation, (3) providing affordable housing options, and (4) reserving portions of the site for long-term future needs that may arise. An ideal outcome would be to achieve these goals while also having a neutral or positive fiscal impact on Town finances. In order to minimize the fiscal impact to the Town, private market-rate residential development is needed to offset the public costs of these objectives. The purpose of the financial feasibility analysis is to determine the extent to which private residential development would be able to offset past and future public expenditures on land acquisition and infrastructure.

A phased approach to developing the site would allow the Town to reserve a portion of the site for long-term needs. The initial phase, extending about one third of the way into the property from North Street, could potentially accommodate about 40 to 50 homes averaging 1,800 SF on quarter-acre to half-acre lots. Market-rate homes would sell for approximately \$540,000 on average. After allowing for necessary infrastructure costs of \$3.8 million, this

---

<sup>1</sup> For more information on the Town's affordable housing needs, please reference the Town of Kennebunkport Housing Needs Analysis and Assessment, completed in January 2018.

phase undertaken by a private developer would generate about \$1.5 million in proceeds for the Town that could go towards paying back the Town's initial \$10 million in land acquisition costs, subsidizing affordable housing, or funding other public expenses. Note that additional proceeds could be generated from development of future phases on the remaining two thirds of the parcel. If desired by the community, a portion of housing units could be designated as affordable and would sell at a below-market prices. This would reduce Town proceeds on the initial phase by about \$100,000 per unit.

# INTRODUCTION

The Town of Kennebunkport has undertaken an effort to develop a Site Feasibility Report for an 87-acre Town-owned parcel near the village area, known as the “Village Parcel.” The purpose of the Site Feasibility Report is to provide a roadmap for future development and/or conservation on the Village Parcel that aligns with the values of the community and contributes to the exceptional quality of life in town. Public input gathered through a series of public engagement sessions and other opportunities for community participation suggests that many community members are interested in conserving the land for recreational use, while others are amenable to residential development, especially year-round housing that supports the needs of local residents and workers. The Village Parcel is Commercial development is generally not desired for the Village Parcel.

Having completed a Housing Needs Assessment in 2018, the Town has set a goal to develop housing that is affordable to households earning between 80% and 120% of the median household income for Kennebunkport. The Village Parcel has been identified as a site where some of this housing could be accommodated, together with market-rate housing and/or other uses.

Preliminary design work has been completed for the parcel, which has led to a conceptual scheme that lays out residential lots and conservation areas across the site. To ensure that the development scheme aligns with market demand, Camoin 310 has been engaged to conduct a residential market analysis for the site. The purpose of the market analysis is to quantify the amount and type of residential development that could be absorbed in the local housing market into the future. It considers demand for both market-rate and affordable housing. The results of the market analysis will be used to refine the Site Feasibility Report to reflect market realities.

This analysis also evaluates the financial feasibility of developing the Village Parcel, weighing the infrastructure costs needed to support future development against the intensity of development needed to offset those costs and create a competitive return on investment. The financial feasibility analysis determines the minimum number of housing units needed to (1) cover the cost of the infrastructure investment and allow for a competitive return; and (2) allow the Town to achieve some level of affordable housing development.

## REGIONAL ECONOMY

A fundamental factor that influences the demand for housing is the health of the regional economy. Healthy, growing economies add jobs, which attract workers and create housing demand. A robust regional economy means a strong pool of potential homebuyers and renters that could absorb new housing supply regionally and locally.

Employment growth in Southern Maine (defined as Cumberland and York counties) has been strong over the past five years, with over 20,000 new jobs added. The five-year job growth rate of 7.5% was just below that of the nation's 8.3%, and considerably stronger than Maine's 4.2% growth.

After a decade of strong economic growth, job growth is projected to slow nationally in the coming years with many economic forecasters predicting some degree of recession. In Southern Maine, growth is expected to slow considerably based on national trends in the region's industries. In particular, a considerably decelerated rate of growth is anticipated for the Manufacturing sector; Professional, Scientific, and Technical Services; Construction; Finance and Insurance; and Accommodation and Food Services. To be sure, these sectors will continue to grow in the region, albeit more slowly. The only sectors in Southern Maine expected to see considerable job losses are Retail Trade and Government.

We expect the slowing economy to have a softening effect on the region's currently very hot housing market, but anticipate steady demand for new product that meets the needs of prospective homebuyers and tenants.

Figure 2

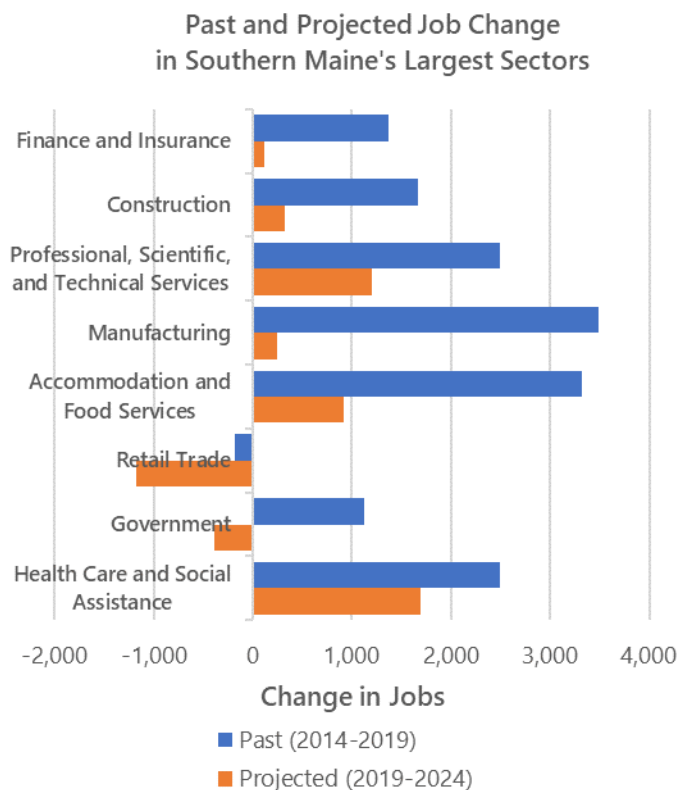
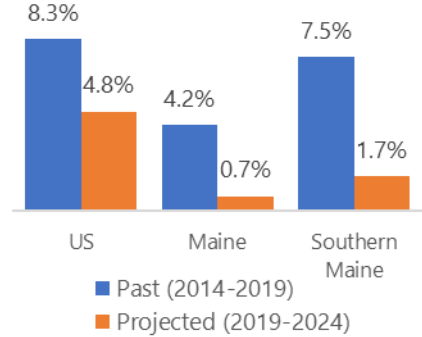


Figure 1

### Employment Growth, Past and Projected



Kennebunkport is unique in that housing demand has been increasingly driven by seasonal residents and retirees, rather than local workers. This means that the town's housing market is more immune to regional economic downturns since significant housing demand comes from outside of the region. At the same time, high levels of demand also contribute to very high housing prices which are often unaffordable to the local workforce. Despite these somewhat unusual market dynamics, regional economic growth is still an important factor to consider in any housing market analysis.

It should be noted that this analysis focuses on the future demand for year-round housing, and does not address any seasonal resident housing demand.

## RESIDENTIAL MARKET ANALYSIS

The first step in conducting a residential market analysis is to identify the geographic area from which new housing product would be most likely to draw buyers or renters, the Housing Market Area (HMA). For this analysis, we assume that the target market is year-round residents, and not seasonal residents, and therefore, we have drawn the HMA to include the communities that align with Kennebunkport's labor shed, i.e. the area where most Kennebunkport residents work and most Kennebunkport workers live.

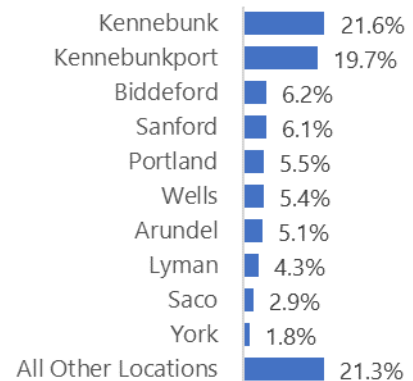
New housing on the Village Parcel would provide those who work in town but reside elsewhere in the region an opportunity to live closer to work. Some who work outside of town may be drawn to the community for other reasons and would still be within reasonable commuting distance to job centers within the HMA. Still others who already live in Kennebunkport may find their housing needs are better met by new housing product offered at the Village Parcel.

The HMA is defined to include 11 cities and towns in the immediate region, as drawn in Figure 6 on the next page. These communities include: Alfred, Arundel, Biddeford, Dayton, Kennebunk, Kennebunkport, Lyman, Old Orchard Beach, Sanford, Saco, and Wells. The HMA is home to over 70% of those employed in Kennebunkport. About half all jobs to which Kennebunkport residents commute are located in this area. Refer to Figure 3 and Figure 4.

As shown in Figure 5, about 47% of Kennebunkport residents who recently moved<sup>2</sup> relocated from within York County and another 12% located from elsewhere in Maine (more than half of those from Cumberland County). The remaining 41% moved from another state, and a statistically insignificant number relocated from abroad. This indicates that a sizable portion of the target market may live outside the region (primarily retirees), and therefore, demand quantified for this analysis is likely understated.

Figure 3

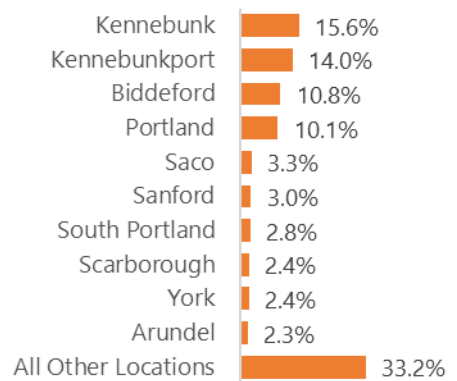
### Where Kennebunkport Workers Live, 2015



Source: Census LEHD OnTheMap

Figure 4

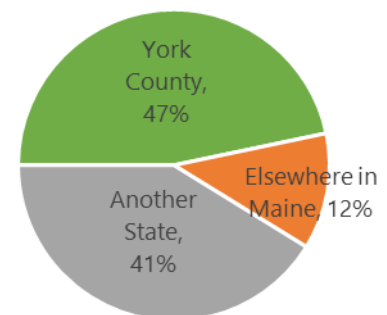
### Where Kennebunkport Residents Work, 2015



Source: Census LEHD OnTheMap

Figure 5

### Residents Have Moved From



Source: ACS 5-year 2017

<sup>2</sup> Residents who were surveyed from 2012-2017 and had moved in the previous year (American Community Survey)



Kennebunkport's estimated 2019 year-round population of about 3,800 makes up approximately 3.3% of the population of the HMA. The town is the third smallest, after Dayton and Alfred. The largest communities in the HMA include Biddeford (19.6% of the total population), Sanford (18.5%), and Saco (17.3%).<sup>3</sup>

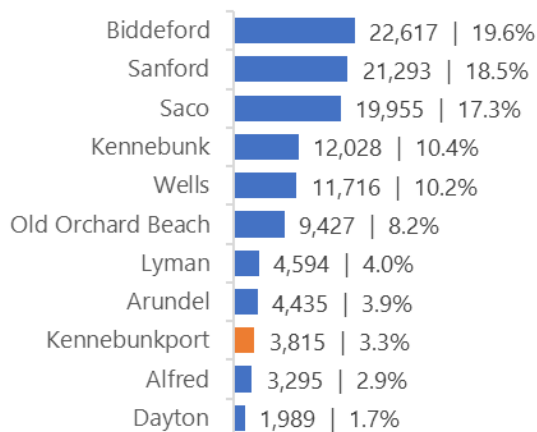
Since 2010, the HMA has added about 13,400 residents. The communities that contributed the most to this growth were Wells, which added over 1,500 residents, Saco (+1,300), and Kennebunk (+1,000). Kennebunkport grew by 250 residents over this period, growing at a slightly faster rate than the HMA as a whole (0.78% per year versus 0.68%), and much more quickly than Maine, which grew by only 0.24%. This compares to a national average annual growth rate of 0.75%.

Figure 6



Figure 7

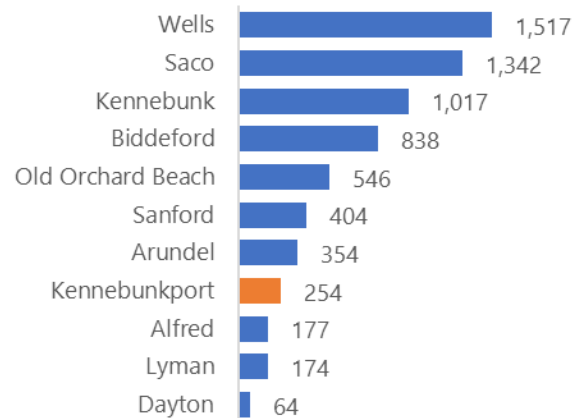
#### Housing Market Area Population and Share by Community, 2019



Source: Esri

Figure 8

#### Estimated Year-Round Population Added, 2010-2019



Source: Camoin 310, Esri, State of Maine

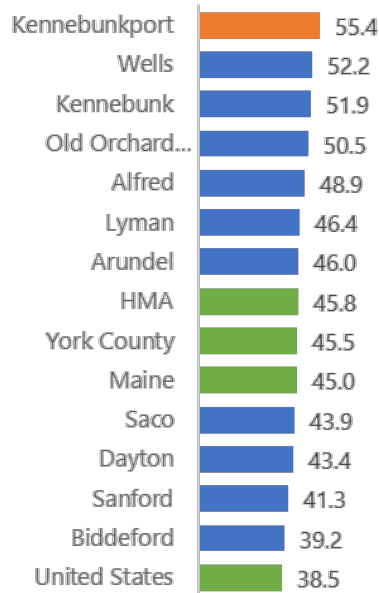
<sup>3</sup> Esri



## Demographics

Figure 10

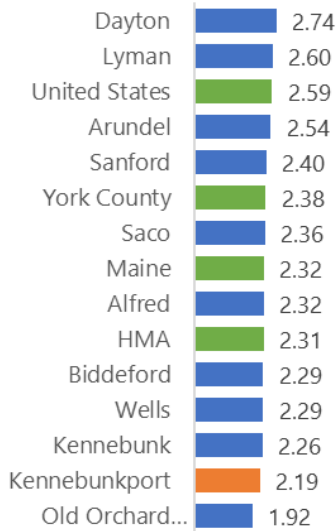
### Median Age, 2019



Source: Esri

Figure 9

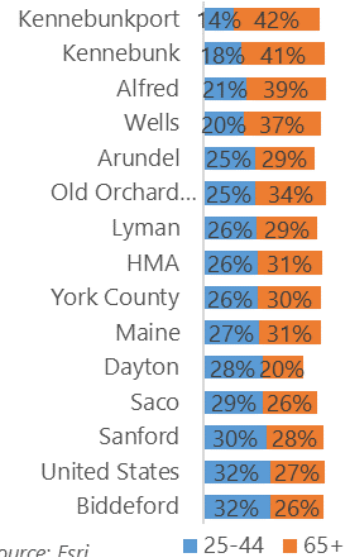
### Average Household Size, 2019



Source: Esri

Figure 11

### Share of Family-Age (25-44) vs Senior (65+) Households, 2019



Source: Esri

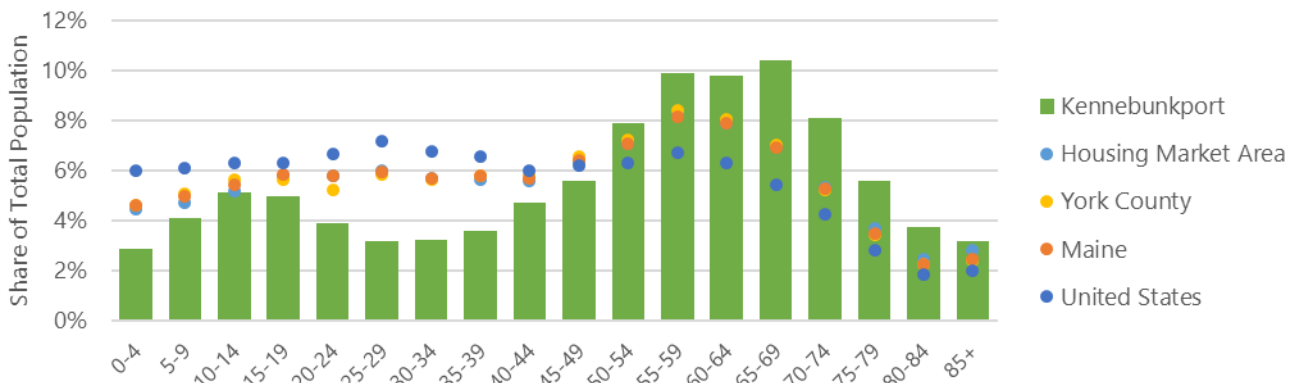
■ 25-44 ■ 65+

Kennebunkport's popularity as a destination for second-home owners and seasonal residents has constrained the year-round housing stock and driven up housing costs. This has resulted in the town becoming a demographic outlier within the region, becoming wealthier and older over time. At 55.4 years, the town's median age is the highest of all communities in the HMA. The town is nearly 10 years older, on average, than the state and region, and nearly 17 years older than the nation. It follows that the average household size in town is 2.19, the second lowest of all HMA communities, since older households are less likely to have children.

As shown in Figure 11, only 14% of Kennebunkport's households are family-age (householders between 25 and 44 years old), compared to 42% of households that are senior households (over age 65). Nationally, the split is almost even, 32% family-age compared to 27% seniors. Kennebunkport has the largest age imbalance of any community in the HMA. The lack of both young adult residents and younger children, and the disproportionately large share of senior residents, is clear in Figure 12, below.

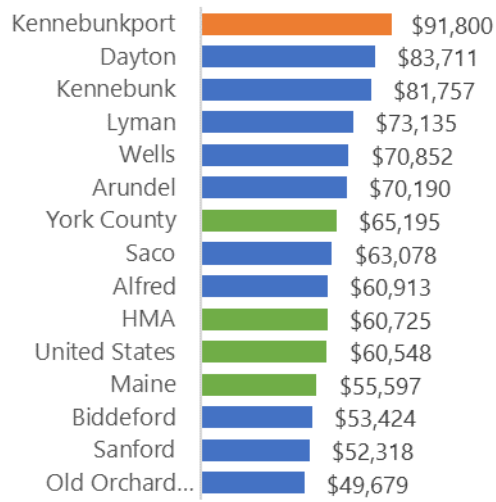
Figure 12

### Age Distribution, 2019



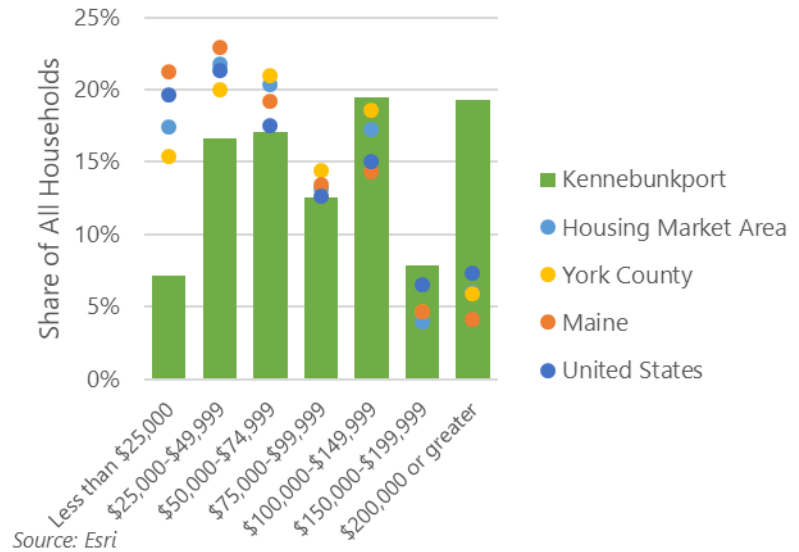
Source: Esri

Figure 13

**Median Household Income, 2019**

Source: Esri

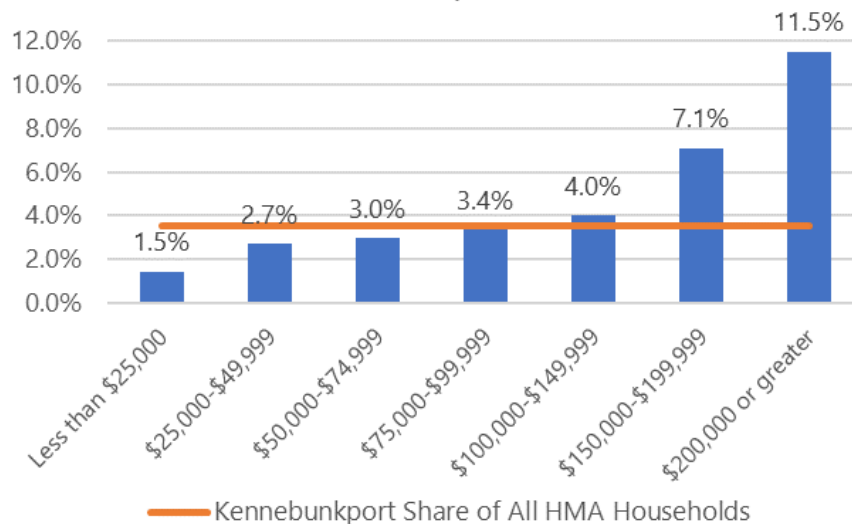
Figure 14

**Income Distribution, 2019**

Source: Esri

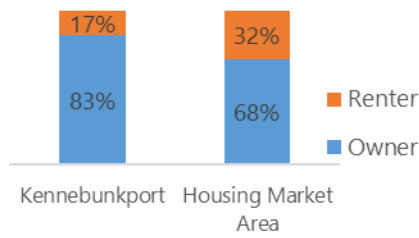
As estimated by Esri, 2019 median household income in town is \$91,800, the highest in the HMA. For the HMA as a whole, the median is \$60,725, more than \$30,000 lower. As shown in Figure 14, Kennebunkport has a disproportionately high share of households with incomes over \$200,000 and a very low share of lower-income households compared to the region, state, and nation. While the town accounts for only 3.5% of all households in the HMA, it is home to 11.5% of \$200,000+ households, and just 1.5% of households earning less than \$25,000 annually. Refer to Figure 15, below.

Figure 15

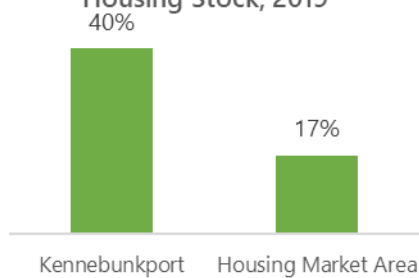
**Kennebunkport Share of HMA Households by Income, 2019**

Source: Esri

Figure 16

**Year-Round Housing Stock,  
Owner vs Renter Units, 2019**

Source: Esri, ACS

**Seasonal Housing Share of  
Housing Stock, 2019**

Source: Esri, ACS

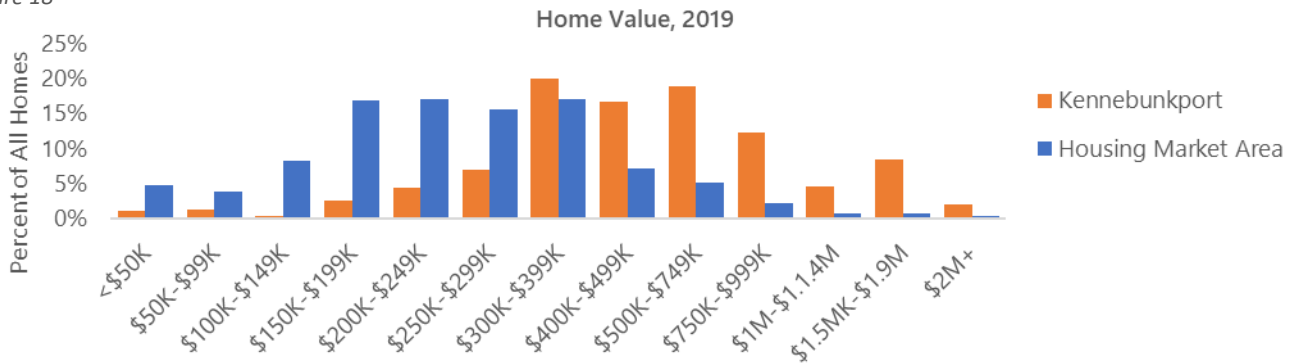
## Housing Stock

Kennebunkport's housing stock is skewed toward homeownership rather than rentals, with 83% of year-round housing being owner-occupied, compared to 68% in the HMA as a whole. The town also has a very high share of seasonal homes, representing 40% of all inventory, more than double the seasonal share in the HMA of only 17%.

Home values in Kennebunkport are much higher than in the HMA overall. The median home value of \$477,000 is nearly double that of the HMA (\$247,000). Over 90% of the town's homes are valued at more than the HMA median, nearly half are worth more than \$500,000, and 15% are valued at over \$1 million. Only 9% of HMA homes are valued at more than \$500,000, and under 2% would sell for more than \$1,000,000. The distribution of home values in Kennebunkport compared to the HMA is shown in Figure 17.

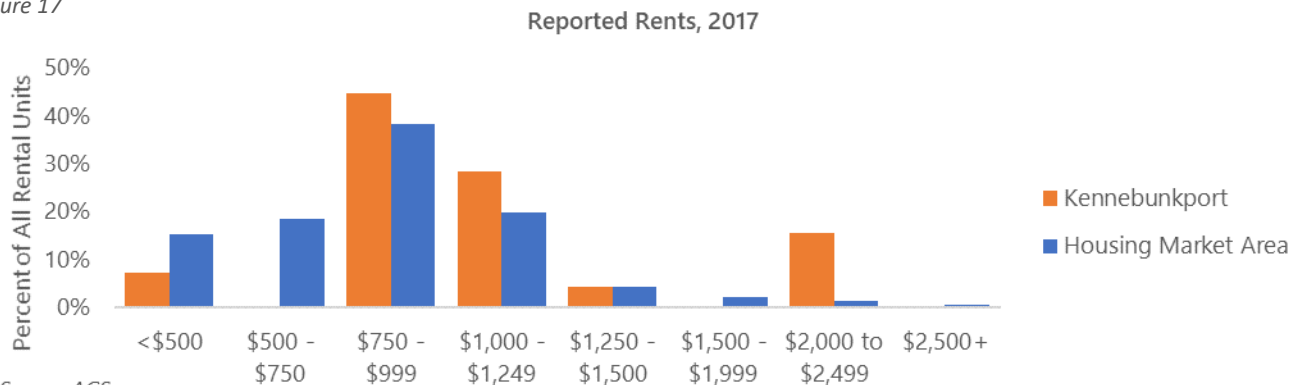
Year-round rentals in town are in very limited to supply, though rates are more in line with the HMA overall. The median rent reported for Kennebunkport rental units is \$1,015, compared to \$853 in the region. Comparative rent distribution is shown in Figure 18.

Figure 18



Source: Esri

Figure 17



Source: ACS

### Development Pipeline

According to Census building permits data, in the five years between 2014 and 2018, the HMA added about 2,400 new housing units. Kennebunkport accounted for 118 units, about 5% of the total added, and about 24 housing units per year. Wells had the most development activity, with 658 units added over this period (28%), followed by Saco with 491 (21%). Overall, 17% of new units constructed in the HMA were in multifamily structures (i.e. at least 2 units in the structure). None of these multifamily units were located in Kennebunkport.

### Sales Trends

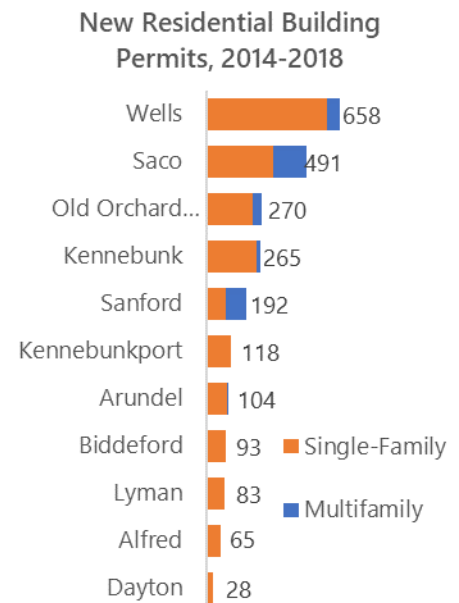
The housing market in the region has remained strong, though key indicators suggest the beginning of a plateau. According to Redfin, the inventory of homes on the market in York County has fallen over the last several years, pointing to tightening supply amid growing demand. In the last year, inventory has been up slightly, but still considerably below where it was in the years following the recession. The median days-on-market has also continued to fall, albeit at a decelerating rate, meaning that inventory is moving quickly but suggesting that the market is headed toward equilibrium.

The price for homes actually on the market in Kennebunkport is even higher than the median value for all homes overall. According to MaineHousing, the median price of homes sold in Kennebunkport in 2018 was \$675,000, which is over 40% higher than the median value for all homes in town (\$477,000). This speaks to the high overall demand for homes in Kennebunkport, as well as the low availability of homes at more modest price points.

The median home selling price in Kennebunkport was over \$300,000 more than in neighboring Kennebunk, the second priciest location in the HMA, and \$400,000 more than in York County overall.

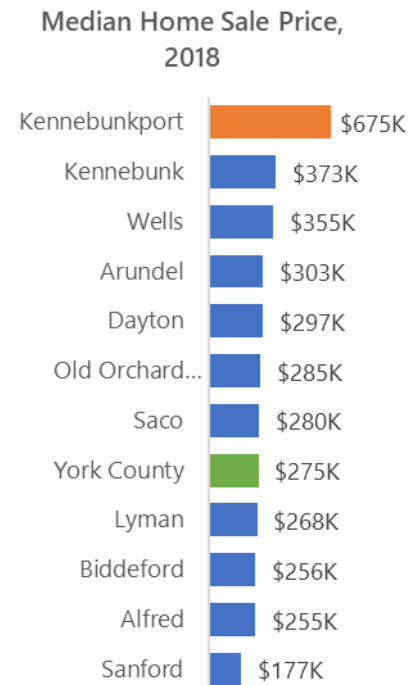
As one of the most desirable locations to live within the region, Kennebunkport is generally somewhat insulated from changes in the market, and demand is likely to be robust into the future, especially for moderately priced homes.

Figure 19



Source: SOCDs Building Permits Database

Figure 20



Source: MaineHousing

## Factors Impacting Housing Demand

The location of the Village Parcel within Kennebunkport affords it several advantages that make it very desirable for residential development relative to other locations in the region.

The North Street entrance to the parcel is located just 0.5 miles from Dock Square, offering access to dining, shopping, and recreation amenities within walking and biking distance. This is a strong differentiator in the region, where new housing development is often only accessible by car. Even with this close proximity to amenities, the parcel still offers a degree of privacy with its wooded surroundings. In this sense, the parcel offers “the best of both worlds.”

The location is also less than 15 minutes from the Maine Turnpike (I-95), 20 minutes from employment centers in Biddeford and Saco, and 35 minutes from downtown Portland. The site offers a reasonable commuting distance to jobs, while providing prime access to recreational assets along the Southern Maine coast.

### School District

For potential residents with school-age children, the town is served by highly regarded Regional School District 21 (RSU 21). According to GreatSchools, the average rating for schools in the district is 9 out of 10, the highest of any school district in the HMA. The national ranking factors in test scores, student progress, college readiness, equity, and availability of advanced courses.<sup>4</sup> Moreover, the Village Parcel is located within a mile of Kennebunkport Consolidated School, the town’s elementary school, offering convenient access to families and children. Location within a high-performing school district has a strong impact on home values and demand for homes within a community.

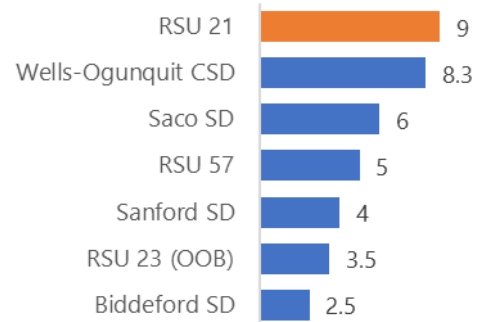
### Property Taxes

Property taxes are a key concern for prospective homebuyers in a community. Kennebunkport offers the lowest full value tax rate of all municipalities in the HMA.<sup>5</sup> Based on 2016 full value tax rates posted by the State of Maine, Kennebunkport’s rate is half the 11-municipality average, at 7.46 per \$1,000 of full value. See Figure 22.

The Town is able to maintain a low tax rate due to the high assessed value of properties located within its borders. Comparing tax bills for median value homes in each municipality, Kennebunkport’s

Figure 21

#### School District Ratings (rated out of 10)

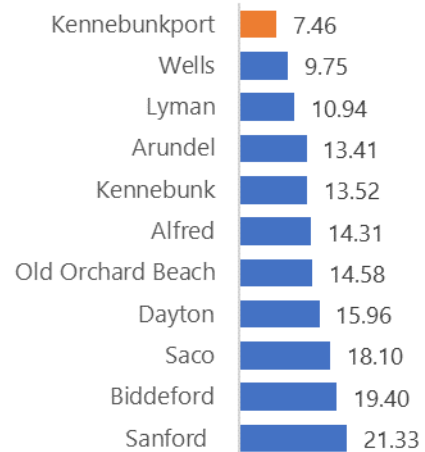


Note: RSU 21 serves Kennebunkport, Kennebunk, and Arundel. RSU 57 serves Alfred, Lyman, and four other municipalities. RSU 23 serves Old Orchard Beach. Ratings not available for Dayton Public Schools.

Source: GreatSchools

Figure 22

#### Full Value Tax Rates, 2016



Source: State of Maine

<sup>4</sup> GreatSchools. <https://www.greatschools.org/gk/ratings/>

<sup>5</sup> Tax rates are equal to \$1.00 of tax for each \$1,000 of assessment. The full value rate is derived from the grand levy of a municipality divided by the equalized net grand list, which adjusts for different valuation schedules and allows for comparison between municipalities. The State of Maine publishes full value rates on a time lag, with 2016 rates currently the most recent available.

median annual tax bill is \$3,562, based on a median home value of \$477,000, which places it closer to the middle of the pack compared to its peers. Median tax bills range from \$2,602 in Lyman to \$4,563 in Saco.

A more moderately priced home in Kennebunkport, would have a considerably lower tax bill. For example, a Kennebunkport home with a value equivalent to the HMA median of \$247,000 would owe just \$1,846 in property taxes annually. The town's affordable tax rate is another factor that raises the desirability of the community among prospective homebuyers.

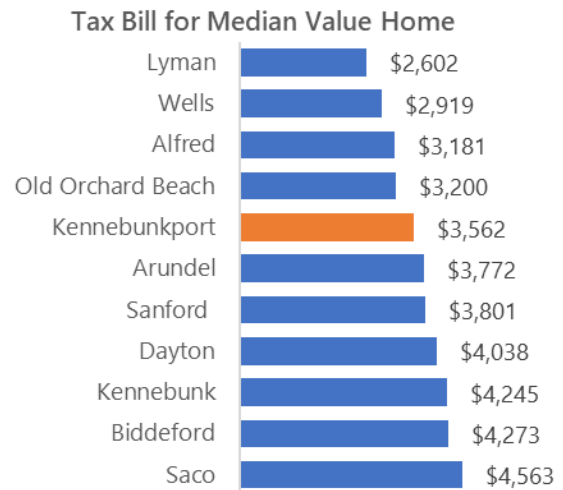
## Future Housing Demand

The rate of growth in number of households in the HMA is expected to slow slightly in the coming years as population growth decelerates. Population growth is projected to slow nationally, regionally, and locally over the next five years, driven by declining birth rates and an aging population. Despite the slight deceleration, it is anticipated that the HMA and town will continue to see population gains into the foreseeable future.

Camoin 310 estimates a net increase of about 1,750 year-round households in the HMA over the next five years (by 2024).<sup>6</sup> Increases are expected to be driven primarily by senior households. The number of households with heads over the age of 65 is anticipated to increase by 2,180 over the next 5 years, growth of nearly 15%. A secondary group driving increases will be the 25-44 cohort, which will add about 515 households and show a much more modest 4% growth. On net, households in the 45-64 range will decline as the baby boomer generation continues to age out of this range and is replaced by a smaller generational cohort. It should be noted that the vast majority of *net new* households in the 65+ cohort (9 in 10) are expected to be the result of retirees relocating to the HMA from elsewhere, rather than the aging of the existing population into the senior cohort. A sizable share of these retirees may already have a seasonal home in the region that they may plan to move into year-round.

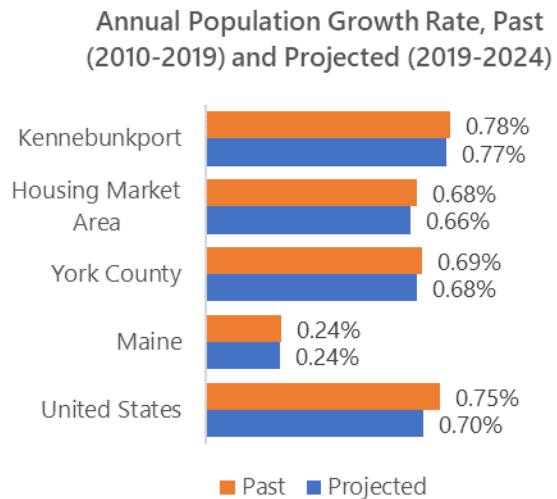
Figure 25 on the next page shows the projected net change in households in the HMA by age and income over the next five years.

Figure 23



Source: State of Maine, Esri, Camoin 310

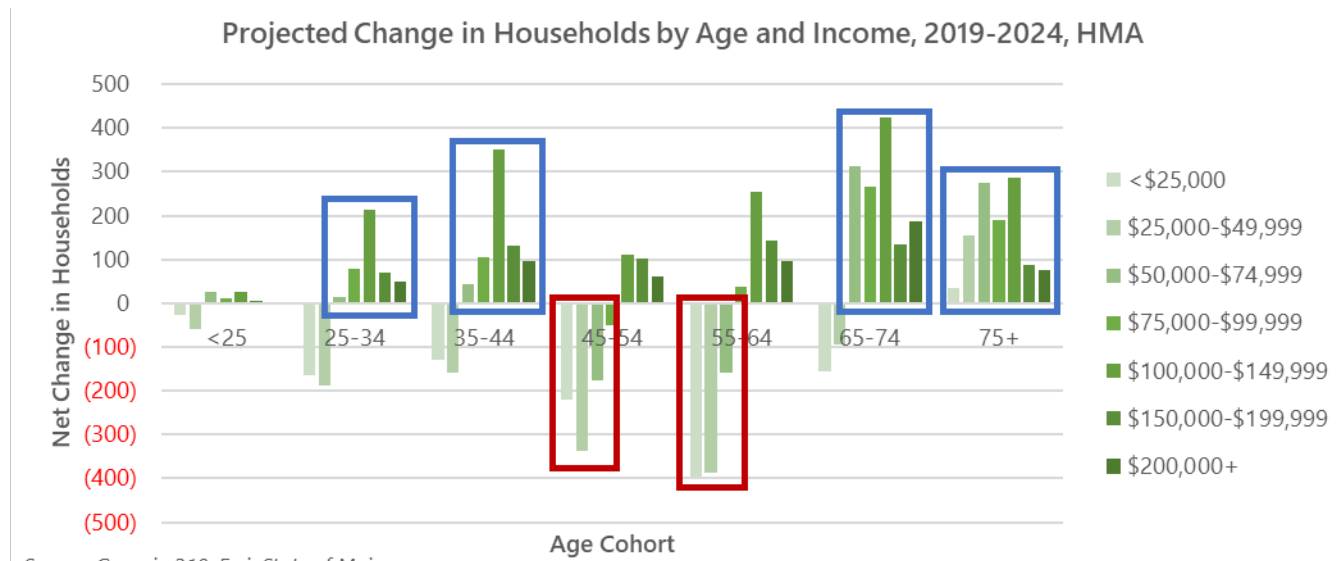
Figure 24



Source: Camoin 310, Esri, State of Maine

<sup>6</sup> Forecasted by averaging projections from Esri and the State of Maine State Economist.

Figure 25



Camoin 310 projected demand for new year-round housing units in Kennebunkport based on projected regional growth in households by income and age over the next five years. Kennebunkport's market capture will depend on the price points at which housing is offered. New market-rate housing currently being produced in Kennebunkport is generally priced at \$400,000 and above, and is typically accessible only to households making at least \$100,000 annually. The town is expected to be able to capture between 5% and 10% of all HMA housing demand at the \$400,000+ price point. Kennebunkport currently accounts for about 3.5% of all HMA housing stock, and due to the high desirability of the town for residential development, we expect it to be able to capture considerably more than its current share of future housing demand if such market-rate housing was provided in the market.

We anticipate that the town would be able to capture an even greater share of demand for housing priced below \$400,000, which is below market-rate in Kennebunkport. For households earning between \$50,000 and \$100,000 annually, affordably priced homes range from \$175,000 to \$360,000. If deed-restricted affordable housing was offered at these price points, conservatively we would expect the town could easily capture 10%-20% of future regional demand. In addition, there is significant pent-up demand from households currently living elsewhere in the region who are priced out of town and wish to take advantage of the community's many amenities and high quality of life.

**Overall, we conservatively estimate demand for new year-round housing units in Kennebunkport by 2024 at between 330 and 542 units.** Of this demand, about 40% will come from those seeking housing priced above \$400,000 (i.e. market-rate housing) and 60% for "affordable" housing (i.e. housing accessible to households earning between \$50,000 and \$100,000 annually). About half of overall demand will come from senior (55+) households, who will seek both active and assisted living options.<sup>7</sup> Another sizable demand segment will be family homes for the 35-54 age cohort (33% of total demand).

"Affordable" starter and family homes are in limited supply in Kennebunkport, which has resulted in significant pent-up demand among residents of the region who would prefer to live in the town if affordable options were available. Such housing has been identified by the Town as a need to attract young families and provide housing for the town's workforce. We project demand from non-senior households (those aged under 55) at about 125-150 homes

<sup>7</sup> Demand in the senior segment was adjusted downward to account for retirees moving to the region full-time and converting their formerly seasonal homes into year-round residences, and thus not requiring new homes to accommodate this demand.



at below-market ("affordable") price points in the next five years. This figure takes into account *future* regional growth in households as well as *existing* households in the region who would relocate to affordable housing in Kennebunkport if it were available.

Given the dominance of homeownership versus renting in Maine, we expect that the vast majority of housing demand will be for ownership options. However, rental housing has been growing in popularity in Southern Maine, with many new rental development projects in nearby Biddeford, Saco, and the Greater Portland area. We estimate that up to 25% of overall demand could be satisfied with rental housing, especially given the extremely limited availability of year-round rental units in Kennebunkport. Rental housing is particularly appealing for under 35 and 55+ demographics, and seniors make up a high share of future housing demand. Figure 26 shows a range for future year-round housing demand for each demographic cohorts based on age and income.

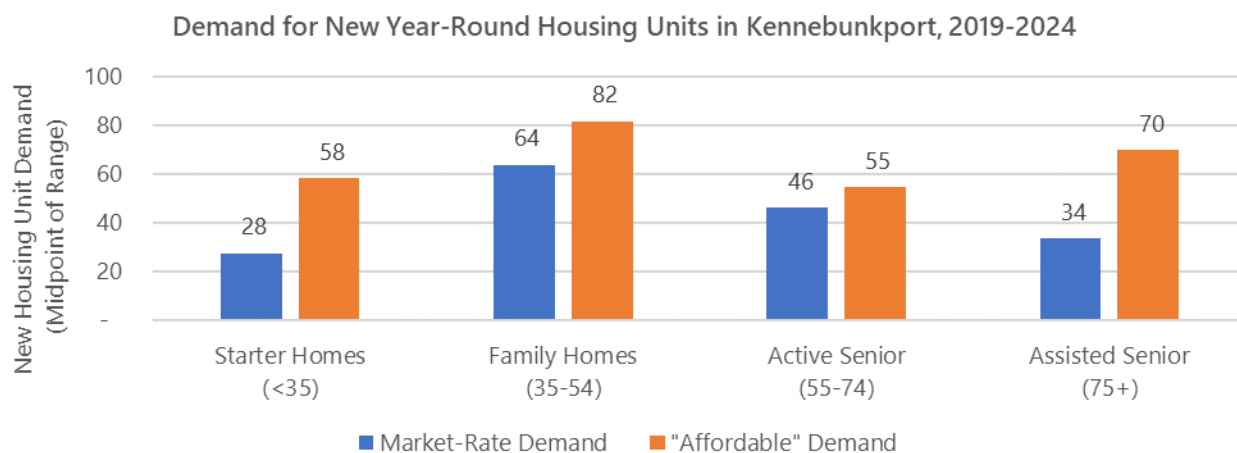
Figure 26

### Demand for New Year-Round Housing Units in Kennebunkport, 2019-2024

| Income Range        | Maximum Home Price | Maximum Rent | New Housing Demand Range (Units) |                      |                       |                       | Total            |
|---------------------|--------------------|--------------|----------------------------------|----------------------|-----------------------|-----------------------|------------------|
|                     |                    |              | Starter Homes (<35)              | Family Homes (35-54) | Active Senior (55-74) | Assisted Senior (75+) |                  |
| \$50,000-\$74,999   | \$ 270,000         | \$ 1,600     | 34 - 37                          | 50 - 54              | 12 - 24               | 27 - 55               | 126-168          |
| \$75,000-\$99,999   | \$ 360,000         | \$ 2,200     | 19 - 26                          | 26 - 31              | 24 - 48               | 19 - 38               | 90-144           |
| \$100,000-\$149,999 | \$ 535,000         | \$ 3,300     | 12 - 24                          | 23 - 46              | 17 - 34               | 14 - 29               | 66 - 133         |
| \$150,000-\$199,999 | \$ 715,000         | \$ 4,400     | 4 - 8                            | 12 - 23              | 7 - 14                | 4 - 9                 | 27 - 54          |
| \$200,000+          | \$ -               | \$ -         | 2 - 5                            | 8 - 16               | 7 - 14                | 4 - 8                 | 21 - 42          |
| <b>Total</b>        |                    |              | <b>72-100</b>                    | <b>122-169</b>       | <b>67 - 135</b>       | <b>69 - 138</b>       | <b>330 - 542</b> |

Future demand for new year-round housing in Kennebunkport is summarized in Figure 27, using the midpoint of the ranges provided in the previous figure. It should be noted that these estimates are for the level of future regional demand that *could* be met in Kennebunkport (on the Village Parcel or elsewhere), and not necessarily what *must* be built to satisfy need. While there is robust demand for housing in town, some or all of future demand could be satisfied in other communities throughout the HMA.

Figure 27





It should also be noted that the Town currently caps residential building permits at 40 market-rate housing units and 4 affordable-rate housing units per year. Therefore, while 330 to 542 units could likely be absorbed in Kennebunkport over the next five years based on demand, a maximum of 220 units could be supplied based on the current cap. Of the 40 market-rate units allowed per year under the growth cap, 50% can be located outside the Town's "Growth Area," which includes the Village Parcel site. Any unused permits for areas outside the Growth Area can be used within the Growth Area at the end of the year. Additionally, the number of market-rate permits issued to a single developer is initially capped at 7 per year. The developer can then be issued additional permits if there are unused permits available at the end of the year. This cap would apply to any development on the Village Parcel, and would effectively limit onsite residential development to no more than 20 market-rate units and 4 affordable units per year.



## FINANCIAL FEASIBILITY ANALYSIS

In planning for the future of the Village Parcel, the Town aims to satisfy multiple community goals, including but not limited to, (1) siting future Town facilities such as a new Town Hall, (2) preserving open space for active and passive recreation, (3) providing affordable housing options, and (4) reserving portions of the site for long-term future needs that may arise. An ideal outcome would be to achieve these goals while also having a neutral or positive fiscal impact on Town finances. In order to minimize the fiscal impact to the Town, private market-rate residential development is needed to offset the public costs of these objectives. The purpose of the financial feasibility analysis is to determine the extent to which private residential development would be able to offset past and future public expenditures on land acquisition and infrastructure.

Due to the desire of the community to limit growth to a manageable rate and to preserve portions of the site for future use, the Village Parcel would most likely be developed under a phased approach. The first phase would ideally allow for enough private residential development to offset prior land acquisition expenditures and future infrastructure costs needed to serve potential Town facilities located on the North Street end of the site as well as the residential development itself.

Given the physical constraints of the site, the first phase of development would likely need to extend about one third of the way into the site from the North Street end in order to access development pads of an acceptable size. Figure 29 on the next page shows Phase 1 in red, labeled as Areas A, B, and C. Costs for extending road and all necessary utilities infrastructure to this point, approximately 2,300 linear feet from North Street, are estimated at \$2.2 million. The cost of providing secondary roads to access home lots is another \$1.6 million, for a total of \$3.8 million in infrastructure costs.<sup>8</sup> This would provide access to about 22 acres of land in the interior of the site for residential development. Of this acreage, about 13 acres are developable and could accommodate approximately 40 to 50 homes on lots between 10,000 and 20,000 SF (quarter-acre to half-acre lots). Homes would be relatively small in size, averaging about 1,800 SF, and sell for about \$540,000 (market-rate).

To determine the maximum amount a private developer would be willing to spend on land and infrastructure, we estimated the investment return that could be achieved given current market conditions. The average gross margin for a housing developer is about 20% of revenues.<sup>9</sup> The gross margin accounts for the developer's overhead costs and profit. This is assumed to be the minimum return a developer would expect in order to undertake the project. We estimate that finished market-rate homes will sell for about \$300 per SF of home area, based on recent comparable sales in the vicinity of the Village Parcel. This means that the developer would expect a margin of \$60 per SF. After subtracting the developer margin and construction costs (estimated at \$175 per SF),<sup>10</sup> this leaves a maximum of \$65 per SF to be spent on site costs. See Figure 28.

Figure 28

| Maximum Site Costs per Square Foot of Development |        |
|---|--------|
| Home Sale Price per SF                            | \$ 300 |
| Typical Developer Margin                          | 20%    |
| Developer Margin per SF                           | \$ 60  |
| Construction Cost per SF                          | \$ 175 |
| Max Site Costs per SF                             | \$ 65  |

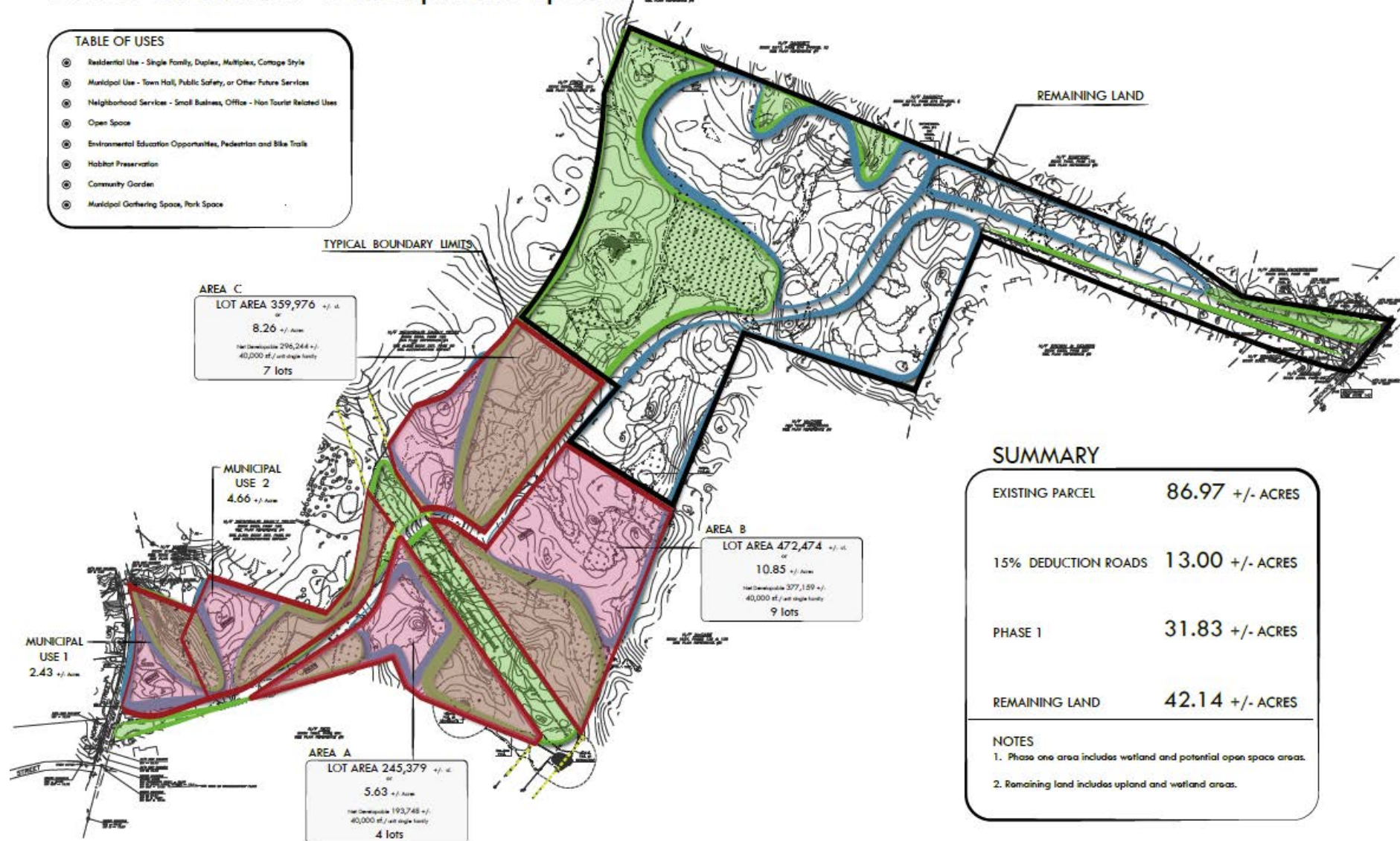
<sup>8</sup> Mitchell and Associates

<sup>9</sup> National Association of Home Builders. *The Cost of Doing Business Study 2019*. <http://nahbnow.com/2019/04/how-does-your-business-measure-up-2/>

<sup>10</sup> Square Foot Costs with RSMeans Data

Figure 29

## Phase 1 Potential Development Options





Assuming 45 lots and an average home size of 1,800 SF, total building square footage amounts to 81,000 SF. Multiplying 81,000 SF by \$65/SF yields a total of about \$5.2 million that a developer would be willing to spend on site costs. Deducting \$3.8 million in infrastructure costs leaves about \$1.5 million left over in Town proceeds. In other words, approximately \$1.5 million is the amount the Town would be able to recoup from the Phase 1 developer. This could go towards paying back the Town's initial \$10 million in land acquisition costs, subsidizing affordable housing, or funding other public expenses.

This development scenario assumes a higher level of density than currently allowed. Under current zoning, 20 single-family homes would be allowed on approximately one-acre lots. A developer would seek to maximize home size, likely building homes of about 3,000 SF. This amounts to total home square footage of about 60,000 SF and therefore a maximum of \$3.9 million that a developer would be willing to spend on site costs. Infrastructure costs would be \$3.2 million, about \$600,000 less than under the higher-density scenario, as fewer secondary roads would be needed to serve home lots. These leaves about \$700,000 in net proceeds for the Town (compared to \$1.5 million under the higher-density scenario).

See Figure 30 for a comparison of these scenarios. Note that these calculations consider only the first phase; additional proceeds could be generated from development of future phases on the remaining two thirds of the parcel.

The Village Parcel offers an opportunity for the Town to make progress on its housing affordability goal. Homes affordable to households earnings 80%-120% of the Town's median household income should be priced at about \$200 per SF. An 1,800-SF home would be priced at \$360,000. Construction costs are conservatively assumed to be \$150 per SF, to ensure that "affordable" homes are relatively comparable in appearance and quality to market-rate homes. With the maximum allotment for site costs fixed at \$65 per SF, the affordable homes have a negative developer margin. See Figure 31 for a comparison of the developer margin for market-rate versus affordable homes.

Figure 30

| Town Proceeds from Phase 1           |                |                |
|--------------------------------------|----------------|----------------|
|                                      | Higher Density | Current Zoning |
| Lots                                 | 45             | 20             |
| Average Home Size (SF)               | 1,800          | 3,000          |
| Total Building SF                    | 81,000         | 60,000         |
| Max Site Costs per SF                | \$ 65          | \$ 65          |
| Max Site Costs                       | \$ 5,265,000   | \$ 3,900,000   |
| Infrastructure Cost, Main Road       | \$ (2,200,000) | \$ (2,200,000) |
| Infrastructure Cost, Secondary Roads | \$ (1,600,000) | \$ (1,000,000) |
| Town Proceeds                        | \$ 1,465,000   | \$ 700,000     |

Source: Camoin 310, Mitchell & Associates

Figure 31

| Developer Margin - Market-Rate vs Affordable |             |            |
|--|-------------|------------|
|  | Market-Rate | Affordable |
| Sale Price per SF                            | \$ 300      | \$ 200     |
| Construction Cost per SF                     | \$ 175      | \$ 150     |
| Site Costs per SF                            | \$ 65       | \$ 65      |
| Margin per SF                                | \$ 60       | \$ (15)    |
| Margin %                                     | 20%         | -8%        |

As a result, requiring an affordable component would come at a cost of approximately \$100,000 per affordable-rate unit. In other words, each unit of affordable housing included would result in a reduction in Town proceeds of \$100,000. For example, if 2 of the 45 units (about 5%) were required to be affordable, total Town proceeds on this phase would be reduced from \$1.47 million to \$1.24 million. Refer to Figure 32 on the following page.

Figure 32

| Town Proceeds with Affordable Housing Component |                     |                  |                   |                   |                   |
|---|---------------------|------------------|-------------------|-------------------|-------------------|
|   | 100%<br>Market-Rate | 5%<br>Affordable | 10%<br>Affordable | 15%<br>Affordable | 20%<br>Affordable |
| Total Units                                     | 45                  | 45               | 45                | 45                | 45                |
| Affordable Units                                | 0                   | 2                | 4                 | 7                 | 9                 |
| Market-Rate Units                               | 45                  | 43               | 41                | 38                | 36                |
| Town Proceeds from Developer                    | \$ 1,465,000        | \$ 1,242,250     | \$ 1,019,500      | \$ 796,750        | \$ 574,000        |

# ATTACHMENT A: DATA SOURCES

## PROPRIETARY DATA SOURCES

### ECONOMIC MODELING SPECIALISTS INTERNATIONAL (EMSI)

To analyze the industrial makeup of a study area, industry data organized by the North American Industrial Classification System (NAICS) is assessed. Camoin 310 subscribes to Economic Modeling Specialists Intl. (EMSI), a proprietary data provider that aggregates economic data from approximately 90 sources. EMSI industry data, in our experience, is more complete than most or perhaps all local data sources (for more information on EMSI, please see [www.economicmodeling.com](http://www.economicmodeling.com)). This is because local data sources typically miss significant employment counts by industry because data on sole proprietorships and contractual employment (i.e. 1099 contractor positions) is not included and because certain employment counts are suppressed from BLS/BEA figures for confidentiality reasons when too few establishments exist within a single NAICS code.

### ESRI BUSINESS ANALYST ONLINE (BAO)

ESRI is the leading provider of location-driven market insights. It combines demographic, lifestyle, and spending data with map-based analytics to provide market intelligence for strategic decision-making. ESRI uses proprietary statistical models and data from the U.S. Census Bureau, the U.S. Postal Service, and various other sources to present current conditions and project future trends. Esri data are used by developers to maximize their portfolio, retailers to understand growth opportunities, and by economic developers to attract business that fit their community. For more information, visit [www.esri.com](http://www.esri.com).

## PUBLIC DATA SOURCES

### AMERICAN COMMUNITY SURVEY (ACS), U.S. CENSUS

The American Community Survey (ACS) is an ongoing statistical survey by the U.S. Census Bureau that gathers demographic and socioeconomic information on age, sex, race, family and relationships, income and benefits, health insurance, education, veteran status, disabilities, commute patterns, and other topics. The survey is mandatory to fill out, but the survey is only sent to a small sample of the population on a rotating basis. The survey is crucial to major planning decisions, like vital services and infrastructure investments, made by municipalities and cities. The questions on the ACS are different than those asked on the decennial census and provide ongoing demographic updates of the nation down to the block group level. For more information on the ACS, visit <http://www.census.gov/programs-surveys/acs/>

### ONTHEMAP, U.S. CENSUS

OnTheMap is a tool developed through the U.S. Census Longitudinal Employer-Household Dynamics (LEHD) program that helps to visualize Local Employment Dynamics (LED) data about where workers are employed and where they live. There are also visual mapping capabilities for data on age, earnings, industry distributions, race, ethnicity, educational attainment, and sex. The OnTheMap tool can be found here, along with links to documentation: <http://onthemap.ces.census.gov/>.



Camoin 310  
120 West Avenue, Suite 303  
Saratoga Springs, NY 12866  
518.899.2608  
[www.camoinassociates.com](http://www.camoinassociates.com)  
[@camoinassociate](https://twitter.com/camoinassociate)





**APPENDIX E**  
**LAND USE ANALYSIS**

## LAND USE ANALYSIS

### Overview

This portion of the appendix describes the land use context for the property. What follows is a discussion of the current zoning as it relates to development potential, along with opportunities available to amend zoning to support the land uses and character envisioned for the property. For information on existing conditions of the parcel, refer to Section 2, Site Assessment.

The public planning effort, guided by the Village Parcel Master Plan Committee, resulted in a series of objectives for the use of the Parcel that are elaborated in Section 4. They include:

- **Reserving Land for Future Use**
- **Open Space for Conservation and Recreation**
- **Affordable / Workforce Housing**
- **Mixed-Income / Multigenerational Neighborhood**
- **Limited Municipal Uses**

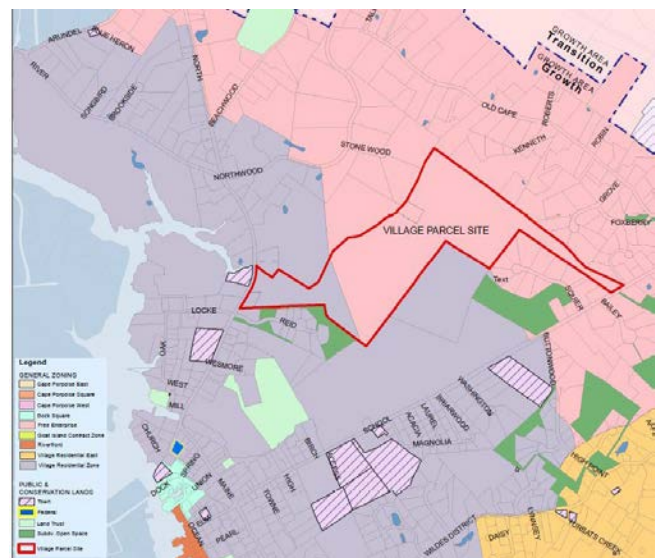
These objectives translate into specific land uses that are categorized as residential *dwelling*s, *community use*, and limited *commercial use*. The relationship between the proposed uses for the property and zoning implications are discussed later in this section.

### Context

It is critical to understand the zoning context to which the Parcel is subject, as this will inform the development options currently available and what zoning modifications may be necessary to support the objectives.

### Current Zoning Dimensional Requirements

The parcel is located within two different land use zones: the southwestern third of the parcel (due west of the Central Maine Power transmission lines) is located in the



## 6. LAND USE ANALYSIS

*Village Residential Zone*, while the remaining land is located in the *Free Enterprise Zone*. The tables below show regulations for each of these zones in the Town's Land Use Ordinance.

| <b>4.3 Village Residential Zone</b>                         |                         |                      |                  |   |                           |                          |                          |                |                         |
|---|-------------------------|----------------------|------------------|---|---------------------------|--------------------------|--------------------------|----------------|-------------------------|
|   | Min Lot Area *1 (sq ft) | Min Lot Width (feet) | Max Lot Coverage | Min. Net Residential Area per Dwelling Unit (sq ft) | Min Setbacks Front (feet) | Min Setbacks Side (feet) | Min Setbacks Rear (feet) | Min Open Space | Max Building Ht. (feet) |
| Single Family Dwelling (one per lot) or Other Use Art. 4.16 | 40,000                  | 100                  | 20%              | 40,000  | 20                        | 15                       | 15                       | 20%            | 35                      |
| Two-Family Dwelling   | 40,000                  | 100                  | 20%              | 20,000  | 40                        | 20                       | 20                       | 20%            | 35                      |
| Multiplex   | 60,000                  | 150                  | 20%              | 20,000  | 25                        | 50                       | 50                       | 20%            | 35                      |
| Public Libraries  | 40,000                  | 100                  | 75%              |   | 20                        | 15                       | 15                       | 5%             | 35                      |

\*1 Note: Land use activities within the Shoreland Zone shall conform to the minimum lot size and shore frontage requirements set forth in Article 4.16

| <b>4.11 Free Enterprise Zone</b>                            |                         |                      |                  |   |                           |                          |                          |                |                         |
|---|-------------------------|----------------------|------------------|---|---------------------------|--------------------------|--------------------------|----------------|-------------------------|
|   | Min Lot Area *9 (sq ft) | Min Lot Width (feet) | Max Lot Coverage | Min. Net Residential Area per Dwelling Unit (sq ft) | Min Setbacks Front (feet) | Min Setbacks Side (feet) | Min Setbacks Rear (feet) | Min Open Space | Max Building Ht. (feet) |
| Single Family Dwelling (one per lot) or Other Use Art. 4.16 | 40,000                  | 100                  | 20%              | 40,000  | 20                        | 15                       | 15                       | 20%            | 35                      |
| Two-Family Dwelling   | 40,000                  | 100                  | 20%              | 20,000  | 40                        | 20                       | 20                       | 20%            | 35                      |

\*9 Note: Land use activities within the Shoreland Zone shall conform to the minimum lot size and shore frontage requirement set forth in Article 4.16

The parcel's two zones are quite similar in most aspects with regard to dimensional requirements, with the exception that multiplex dwellings are not permitted in the Free Enterprise Zone. The Village Residential Zone allows multiplex dwellings (MPD) that provide more flexibility in achieving slightly higher density, although technically the net residential acre per dwelling unit is the same as it is for two-families (TFD) – 20,000 square feet. When considering the other residential zones in the town, the Dock Square Zone allows for the highest density with 10,000 square feet per dwelling unit for TFD and MPD and 20,000 square feet for single family dwellings (SFD). The Riverfront Zone and the Cape Porpoise Square Zone (10,000 sf for TFD and 20,000 ft for SFD) also allow higher densities.

When comparing zoning regulations across the river in Kennebunk, the Village Residential Zone and the Lower Village Business Zone (located directly opposite the Village Parcel locale) allow for 10,000 sf per dwelling unit across the board, where connected to sewer. This results in two-to-four times more potential units than current zoning for the Village Parcel would permit.

### Current Zoning Allowed Uses

Permitted versus conditional uses tend to be organized uniformly throughout the zones in that there is a modest list of mostly residential uses as permitted and typically a longer list of conditional uses. The latter is divided between uses approved by Planning Board, under Site Plan Review versus the Board of Appeals.

The Village Residential and Free Enterprise zones differ mostly with respect to the number of conditional uses, with the Free Enterprise Zone offering many more possibilities than the Village Residential. Both zones allow for the same residential uses with the exception of multiplexes allowed only in the Village Residential Zone. With regard to the other principal uses intended for the Parcel, those can generally be accommodated within the current code.

## **Opportunities**

### Zoning Amendments

It is evident from reviewing the current zoning for the Village Parcel and considering the development objectives sought by the Town that zoning changes will be necessary. To establish a proper framework to support the **desired** development types, zoning amendments will need to include reduced setbacks, smaller lots sizes, greater building coverages, greater density, and perhaps the establishment of design standards.

### Methods for amending land use code

New zoning can be achieved in several ways:

**Contract Zoning.** The Town can establish (and has previously established) specific zoning regulations and conditions for a particular parcel alone. A legal review is necessary to vet the concept **and determine logistics involved in ownership**. However, the actual contract zone agreement would likely be between the Town and a future developer. This



form of land use regulation is most flexible since it can be tailored to project-specific and site-specific objectives.

The Town's Contract Zoning regulations are outlined in Article 13 of the Land Use Ordinance and are pursuant to state law, Title 30-A M.R.S.A. § 4352. Three primary state statutory standards must be met: 1) be consistent with the Comprehensive Plan; 2) rezoned areas are consistent with existing and permitted uses of the original zones (i.e. no gas station where only residential uses were permitted) and 3) any required conditions or restrictions must relate only to the physical development or operation of the property. Kennebunkport's zoning outlines these requirements in the land use ordinance and summarizes the overall intent:

*Contract zoning shall promote the general welfare of the residents of the Town of Kennebunkport. The Board of Selectmen shall approve a contract zoning request for placement on the Town Warrant only if it determines that the proposed contract zoning is in the public interest and will have beneficial effects on the Town as a whole, which would not result if the property were developed under the existing zoning district classification. (Section 13.1)*

Specific criteria for the Board of Selectmen in making such determinations include:

- (1) is consistent with the Town of Kennebunkport Comprehensive Plan;*
- (2) is compatible with the existing and permitted uses within the existing zoning district classification of the property;*
- (3) is in the public interest; and*
- (4) will have beneficial effects on the Town as a whole which would not result if the property were developed under the existing zoning district classification.*

The Board of Selectmen must state its reasons for why the proposed contract zoning amendment meets each of the above criteria in findings and conclusions on all four of the determinations.

A summary of the review and approval process for a typical contract zoning amendment can be summarized as:

- 1) An application that includes the proposed development for the property and identifies how the new use/development meets the above criteria is submitted to the Town Manager.
- 2) If review by the Town Manager finds the application complete, they schedule a joint meeting with the Planning Board and Board of Selectmen and notice the public hearing per the requirements of Section 13.2.C
- 3) A joint public hearing is held in accordance with Section 13.2.D that includes but is not limited to applicant presentation, Town Staff comments, planning board and selectmen discussion and testimony from the public. The preliminary discussion may be continued at another meeting.
- 4) Once the Board of Selectmen conclude the discussion, it can act in one of three ways: authorize that the proposed contract zone (with amendments or conditions) be placed on a future warrant for vote by the Town; advise applicant to withdraw the proposed contract zoning amendment; advise the applicant to revise and resubmit the proposed contract zoning amendment.
- 5) Before placing the proposed contract zoning amendment on the Town Warrant, the Board of Selectmen must vote and make findings and conclusions on the four criteria outlined above and identified in Section 13.2.E.3.
- 6) If the contract zoning amendment is approved in a Town Meeting vote, the land use ordinance and official zoning map is revised and the contract zoning agreement is recorded at the York County Registry of Deeds.
- 7) After the adoption of the contract zoning amendment and prior to any permits issued, the proposed development must be reviewed by the Planning Board persistent to the Town's Site Plan and Subdivision regulations.

**Overlay Zone.** Another zoning option for the Town to change the zoning to facilitate the envisioned Village Parcel development is to draft and adopt a series of provisions that add to the base zoning regulations and may supersede them if specific conditions are met. Generally, these conditions would likely target affordable housing dwellings and open space conservation, or recreational amenities. With these conditions met, specific density increases above the base zoning would be permitted.

If the Town is inclined, an advantage to this application over other zoning regulation applications is that it could include more than the Village Parcel. This could encourage other properties in appropriate areas of the town to establish a similar development character. There is land adjacent to the Village Parcel on the north and south that may be appropriate to be developed similarly to what is being considered for the Village Parcel.

The large parcels to the south with frontage along School Street share similar positive attributes with the Village Parcel, **when considering development opportunities in this portion of town near to Dock Square**. The underlying zoning does not change, which allows property owners to choose how they want to develop their land.

***New Base Zone.*** This option would require drafting and adoption of a new land use zone. Typically, such a zoning district would include more than one property. The Town's attorney should review specific logistics and determine if this is an issue, or whether the Parcel should be divided into lots. The advantage to a new standalone base zone is that it could provide more clarity by essentially mandating the type of development based on specific regulatory requirements, unlike the development choices that might be available in an overlay zone, as described above. This may not be a factor if the Town decides to focus only on the Village Parcel.

Both a new Overlay Zone and a new Base Zone would require adherence to Section 12 of the Town's land use ordinance and applicable state statutes including Title 30-A M.R.S.A. § 4352.

### Types of amendments to the land use

As mentioned earlier, in order to create the framework to support a compact mixed-income, multigenerational neighborhood surrounded by open space, the dimensional requirements, or the rules of development, for the Parcel will need modification. Compact neighborhoods require shallow setbacks, small lot sizes with greater building coverages, and more dwelling units per land area. In addition, to encourage a range of housing types (single family, two-family and multiplex) these dimensional requirements can be calibrated to provide the most optimal development setting needed.

### Lot sizes and land area per dwelling unit

Public input and committee members supported a traditional neighborhood character, such as Dock Square and Cape Porpoise, as the most preferred type of development for

the Village Parcel. Many of the lots in these neighborhoods are characteristic of what people love about the town and range from less than 5,000 square feet to around 12,000 square feet. “Traditional” neighborhoods designed today are based on the understanding that compact development provides for a more pedestrian-scale and, given a smaller footprint, provides more open space. The objective is better served by quarter-acre lots than one-acre lots for single family; however, a mix of different lot sizes together with a mix of densities (land area per dwelling unit)



*Dock Square Locale. Lot sizes range from less than 5,000 s.f. to 15,000 s.f.*

would be ideal. The option of smaller lots, perhaps 10 to 20,000 square feet, could support single-family, two-family or multiplex buildings. This flexibility in lot size and density would allow development of a patchwork of different types of dwellings crucial to the vision of mixed-income, multigenerational neighborhood – in contrast to the more homogenous development **that one-acre zoning effectively creates.**

### Building Coverages and Setbacks

In the same way that smaller lot sizes and greater density provide the flexibility to achieve the compact village-style neighborhood, reduction in setbacks and increase in building coverages provide a similar flexibility. Dimensional regulations are primarily aimed at locating buildings and limiting building/pavement area to ensure a reasonable space between structures for public safety and to allow for sufficient vegetated versus non-vegetated areas on the lot. The latter has a direct effect on stormwater management and both dimensional requirements have an effect on density and the overall character of the neighborhood. Allowing for buildings to be closer to each other (still providing for conformance with fire safety standards) and to develop more of the lot, results in more efficient use of the overall land. Open space can be planned and designed to be more central and contiguous rather dispersed across individual lots. Stormwater management can also be designed to be more consolidated elsewhere on the overall property in concert with small treatment opportunities on individual lots.



A bulk and height standards table that would support the dimensional changes to the land use code discussed above might look like the following:

| <b><u>Illustrative Bulk and Height Table</u></b> |                            |                         |                  |   |                             |                             |                            |                            |                         |
|--|----------------------------|-------------------------|------------------|---|-----------------------------|-----------------------------|----------------------------|----------------------------|-------------------------|
|  | LOT                        |                         |                  |   |                             | BUILDING                    |                            |                            |                         |
|  | Min Lot Area *1<br>(sq ft) | Min Lot Width<br>(feet) | Max Lot Coverage | Min. Net Residential Area per Dwelling Unit (sq ft) | Min Open Space <sup>1</sup> | Max Setback Front<br>(feet) | Min Setback Side<br>(feet) | Min Setback Rear<br>(feet) | Max Building Ht. (feet) |
| Single Family Dwelling (one per lot)             | 10,000                     | 75                      | 75%              | 10,000  | 40%                         | 10                          | 10                         | 10                         | 35                      |
| Two-Family Dwelling                              | 10,000                     | 75                      | 75%              | 5,000   | 40%                         | 10                          | 10                         | 10                         | 35                      |
| Multiplex  | 20,000                     | 100                     | 75%              | 5,000   | 40%                         | 12                          | 12                         | 12                         | 40 <sup>2</sup>         |

<sup>1</sup> Required open space can be located outside of an individual lot, incorporated in an overall open space area for the entire development.

<sup>2</sup> Three (3) stories maximum.

### **Design Standards and Guidelines.**

Design standards and guidelines are important tools to communicate the type of development that is envisioned for the Village Parcel. Identifying a range of appropriate design attributes and details such as architectural massing, form, style and building materials would help to ensure expectations are met regarding the overall character of the neighborhood.

Multiplex building design is a specific element that can benefit from standards and guidelines. A concept that emerged from the planning process involves incorporating several dwelling units within the building envelope of a large New England farm house or captain's house, perhaps with an attached barn or carriage house. This architectural vernacular is common in many scenic Maine areas and is an element of the overall village character that has been identified as important to preserve and promote.



Prior to constructing new housing, the Town may want to set specific standards and guidelines in place. These guidelines can provide direction and expectation for the

architectural design as well as the streetscape and overall character of the neighborhood. Guidance may include:

- 1) Overall size of building footprints for various building types/units
- 2) Percentage of exterior blank walls allowed
- 3) Percentage of a single plane of exterior walls without variation
- 4) Minimum steepness of roof (8:12 and steeper is more typical for most New England building vernacular)
- 5) Inclusion of porches and the orientation of garages
- 6) Proximity of the building to the street - a build-to line rather than minimum setback
- 7) Requirement to incorporate a safe and welcoming public pedestrian streetscape with appropriate lighting, landscaping and seating/gathering areas.

**APPENDIX F**  
**PUBLIC COMMENTS - EMAIL**

**From:** [JEAGLESON@roadrunner.com](mailto:JEAGLESON@roadrunner.com) <[JEAGLESON@roadrunner.com](mailto:JEAGLESON@roadrunner.com)>

**Sent:** Wednesday, May 29, 2019 8:30:35 AM

**To:** Laurie Smith

**Subject:** Email to be forwarded to Bob Metcalf

12 Oak Street

Kennebunkport, ME

May 29, 2019

TO: Bob Metcalf, Mitchell and Associates Consultants

RE: Kennebunkport Village Parcel Master Plan

Dear Bob,

Please consider the following comments and feel free to circulate them to consultants and Steering Committee members as I do not have email addresses.

**1. Clarification is needed with the Context Map.**

- A. The online map references "Dockside Square". The correct name for that geographical area and specific zone is "Dock Square Zone". For clarity this needs to be changed.
- B. The term "Dockside Square" is hovered above an area that is actually part of the Village Residential Zone. The correct term "Dock Square" should be moved to the location where the bridge crosses the Kennebunk River.

A copy of the town's zoning map for this area is attached.

**2. A new map should be created showing the boundaries of the Dock Square Zone, the Village Residential Zone and the Free Enterprise Zone.**



- A. It's important for the consultants, committee members and public to understand the boundaries of the zones and the uses permitted within them under the current zoning ordinance.
- B. The zone overlay map or outline should cover the relevant abutting subdivisions and properties within a half mile radius of the project.
- C. The public could be directed to the Land Use Ordinance to review the uses permitted or these uses could be listed with the map.

**3. Kennebunkport has two National Register Historic Districts; one is very close to this project**

- A. The two districts are the Village Residential and the Cape Arundel Districts. The Village Residential Historic District runs along North Street from about Patten's Farm to Dock Square and includes Main Street and intersecting streets including Union, Pearl, Elm Chestnut, South, and so forth. A map is attached.
- B. While the Town does not have a Preservation Ordinance protecting properties within this district, there is a demolition delay ordinance.

A copy of the National Register Historic District designation and map is attached. I send this because someone at a prior meeting mentioned that Kennebunkport has no historic district. This is incorrect. We do not have a Preservation Ordinance but we have two areas on the National Register Historic District. These areas are close to a commercial zone. Their residential status needs to be maintained in order to preserve the character of the neighborhoods.

Thanks for considering these comments.

Susan Graham

David and Gail Clarke, 17 Reid Lane, Kennebunkport, ME

Dear Laurie,

David and I have put together some points in regards to the Village Parcel Questionnaire. Thanks for inviting us to provide feedback. These comments are provided to you as residents of Kennebunkport but also as representatives from the Wallace Woods Neighborhood Committee.

Thanks Laurie for all that you do!

1. We believe the town needs to create areas of the land to be used for conservation purposes including trails and cycle paths. It would be ideal to see a Town Park for children, a dog park larger enough for dogs to run and we will likely need an updated town hall. David and I are supportive of affordable housing for town employees, government workers and teachers, first responders, seniors and young families, etc. and feel it is important to have the diversity within the town of Kennebunkport that keeps it a community feel with people residing all year long. The concern is how do you monitor the distribution of that housing and the resale of those properties in question to ensure that the right people are benefitting from the affordable housing. In other words, how to you prevent those houses/housing from being snapped up as summer homes in a resale situation by non-Maine residents.

2. See question 1 above.

3. Any new designs should be consistent and keeping with our town. For example, when the homes were built in Wallace Woods, there were requirements that all residents had to follow to ensure that the styles, colors, designs, etc. were in keeping with a new neighborhood. The town should be structuring the same requirements for any new housing that is developed.

4. Yes – this road should provide an opportunity for connectivity to Cape Porpoise to ensure that we continue to control traffic in town but should have speed control measures to avoid creating a racetrack from one side to another. This road should also have a bicycle lane and sidewalk at least on one side, with cross walks and potential stop signs.

5. As residents of Wallace Woods, we would like to see additional natural barriers (i.e. trees, shrubs, etc.) that will help protect and soften the noise for the residents whose backyards' abut the new proposed land parcel and ensuing activity during development.

6. Given the scope of the project, we believe portions of this land should be retained for future development needs.

Best regards,

The block contains two handwritten signatures in black ink. The first signature on the left is 'David Clarke' and the second signature on the right is 'Gail Hackett Clarke'. They are written in a cursive, flowing style.

On Wed, Jun 5, 2019 at 2:34 PM Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)> wrote:

Sorry, it is June 12<sup>th</sup> – NOT March 12<sup>th</sup>.

*Laurie Smith*

Town Manager

Town of Kennebunkport

[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)

207-967-1606

**From:** Laurie Smith

**Sent:** Wednesday, June 5, 2019 2:03 PM

**To:** Katie Hawes ([khawes@rsu21.net](mailto:khawes@rsu21.net)) <[khawes@rsu21.net](mailto:khawes@rsu21.net)>; Karen Bubar <[kbubar@rsu21.net](mailto:kbubar@rsu21.net)>; Joseph Carroll <[kemsemschief@gmail.com](mailto:kemsemschief@gmail.com)>; 'James M. Stockman' <[jmlight2@roadrunner.com](mailto:jmlight2@roadrunner.com)>

**Cc:** Bob Metcalf <[rmetcalf@mitchellassociates.biz](mailto:rmetcalf@mitchellassociates.biz)>; Werner Gilliam ([wgilliam@kennebunkportme.gov](mailto:wgilliam@kennebunkportme.gov)) <[wgilliam@kennebunkportme.gov](mailto:wgilliam@kennebunkportme.gov)>

**Subject:** Village Parcel Interview

Good Afternoon,

As you know, the Town of Kennebunkport purchased an 85 acre parcel of land located between North Street and School Street. The Town is currently undertaking a master planning process to determine future use of the property. We are engaging the public through a variety of opportunities including interviewing stakeholders about uses for the property. Attached please find an overview of the parcel, questions for stakeholder consideration and a map of the parcel. RSU 21 and Kennebunkport Emergency Medical Services have been identified as community partners and as such we are inviting you to participate along with Department Directors in an interview on Wednesday, March 12<sup>th</sup> at 9:00 am at the Kennebunkport Police Department Meeting Room.

If you are unable to make the meeting we would still appreciate your input through a written response.

If you have any questions or comments, please let Werner or I know.

*Laurie Smith*

Town Manager

Town of Kennebunkport

[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)

207-967-1606

Hi Karen,

Thank you for your response.

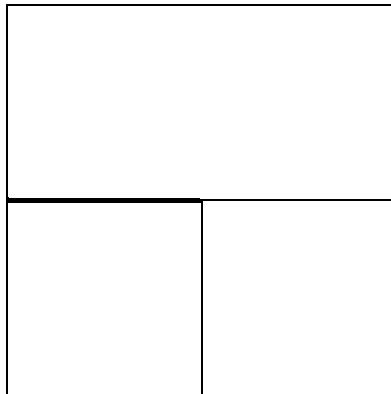
*Laurie Smith*  
Town Manager  
Town of Kennebunkport  
[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)  
207-967-1606

**From:** Karen Bubar <[kbubar@rsu21.net](mailto:kbubar@rsu21.net)>  
**Sent:** Thursday, June 6, 2019 8:10 AM  
**To:** Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)>  
**Cc:** Katie Hawes ([khawes@rsu21.net](mailto:khawes@rsu21.net)) <[khawes@rsu21.net](mailto:khawes@rsu21.net)>; Joseph Carroll <[kemsemschief@gmail.com](mailto:kemsemschief@gmail.com)>; James M. Stockman <[jmlight2@roadrunner.com](mailto:jmlight2@roadrunner.com)>; Bob Metcalf <[rmetcalf@mitchellassociates.biz](mailto:rmetcalf@mitchellassociates.biz)>; Werner Gilliam <[wgilliam@kennebunkportme.gov](mailto:wgilliam@kennebunkportme.gov)>  
**Subject:** Re: Village Parcel Interview

Laurie, As you know one of the biggest challenges facing Kennebunkport and is specific to the school needs is the enrollment decline. If this parcel of land could alleviate any of those issues by providing affordable housing options for young families, that would be wonderful. I know very little about the project other than what I've heard informally. So, I'm not sure I can speak any more intelligently about it than that, without more info. Thanks for including me in this email. Sorry that I am unable to attend. Certainly, I will look forward to learning more as this project moves forward. thanks, Karen

~Karen Bubar, Principal

Kennebunkport Consolidated School  
25 School Street, Kennebunkport, ME 04046  
(Regional School Unit #21)  
[P] 207-967-2121  
[F] 207-967-0213  
[kbubar@rsu21.net](mailto:kbubar@rsu21.net)  
[www.rsu21.net](http://www.rsu21.net)  
follow us on Twitter: [@RSU21\\_KCS](https://twitter.com/RSU21_KCS)





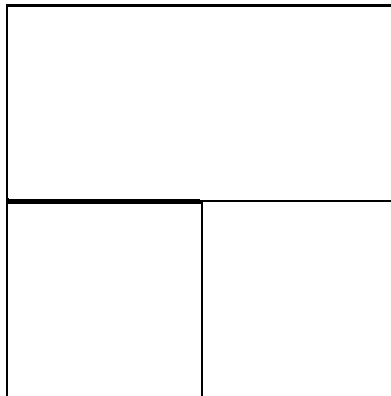
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On Wed, Jun 5, 2019 at 3:50 PM Karen Bubar <[kbubar@rsu21.net](mailto:kbubar@rsu21.net)> wrote:

Laurie, Thank you for the invitation. Unfortunately, I have a parent meeting already scheduled for the same time as the meeting. I'd be happy to take a look at the materials that you've shared and get back to you with any ideas that I have. Thanks, Karen

~Karen Bubar, Principal

Kennebunkport Consolidated School  
25 School Street, Kennebunkport, ME 04046  
(Regional School Unit #21)  
[P] 207-967-2121  
[F] 207-967-0213  
[kbubar@rsu21.net](mailto:kbubar@rsu21.net)  
[www.rsu21.net](http://www.rsu21.net)  
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-----Original Message-----

From: William Case <[wmc7678@gmail.com](mailto:wmc7678@gmail.com)>

Sent: Sunday, July 14, 2019 11:11 AM

To: Village <[village@kennebunkportme.gov](mailto:village@kennebunkportme.gov)>

Cc: Werner Gilliam <[wgilliam@kennebunkportme.gov](mailto:wgilliam@kennebunkportme.gov)>; Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)>;

James Dave <[vinkel@aol.com](mailto:vinkel@aol.com)>

Subject: Village parcel

Unfortunately I was unable to attend Saturday's session but I am concerned about the process. I understand you want as much public input as possible, but the public and the Town will not be doing the build-out on this parcel, some builder/developer will.

I think a wiser approach would have been to zone the parcel as a 'contract zone' and permit developers to come up with proposals that would have to be approved by the voters. I'm certain it would have to be a phased development and I don't see how it would be financially feasible with a \$10 million dollar land cost and \$3.5 million dollar plus infrastructure cost. It may be possible to have a phased master plan, with several builder/developers involved.

The average lot size in the Dock Square area is about 5,000 sq.ft and the Pine Tree Acres subdivision near Consolidated School has 10,000 sq.ft. lots.

Currently there is no minimum dwelling size in the LUO so there are a number of things that could be done to create some affordable and elderly housing and there could be restrictions limiting the availability/occupancy to 'year around' Kennebunkport residents. Affordability is usually a combination of lot size (density) and dwelling size. I think it would be nice to have a senior living facility similar to Atria, where many of our seniors from Kennebunkport have to go because we lack it here.

Kennebunkport has one of the oldest year around populations in the State with no where for them to go but out of Town.

Years ago, in what is now 'High Point Farms', I had an investor interested in building a congregate housing facility, smaller but similar to Huntington Commons. Such a development was not permitted by our LUO and it took us a year to get the 'Elder Care Facility' added to the LUO but by that time the investor had moved on.

As a former member of the Growth Planning Committee I was an advocate of reducing the minimum lot size in the few areas severed by public water and sewer, to no avail, and I think we are paying a price for it now.

Bill Case

P.O.Box 1234

Kennebunkport, ME 04046

1-207-590-3717

[wmc7678@gmail.com](mailto:wmc7678@gmail.com)

To: Village Parcel Master Plan Steering Committee & Consultants:  
From: David James  
Date: Monday, July 15, 2019

Just wanted to provide my thoughts on what has been done so far on this project.

I think you all have done an outstanding job of involving a large number of residents in expressing their opinions about what would be nice to do as the Village Parcel property is developed in the future. Lots of opinions on the many good ideas proposed

What I find somewhat lacking is a more detailed analysis of critical municipal needs. Yes, the need for affordable housing is high on every ones needs list. But, more specifically, I see at least two, if not three categories for affordable housing. Each differing somewhat in amenities.

First, is housing for young growing families with school age children. Nice homes with multiple bedrooms and bathrooms and a nice yard suitable for small gardens and play areas.

At the other end of the spectrum are small cottages with one or two bedrooms with at least one bedroom and bath on the first floor, suitable for older individuals or couples who already live in Kennebunkport, or not, and would like to downsize and continue to live here.

And possibly, a third category, for those individuals who work full time in Kennebunkport, but simply can't afford to live here, regardless of age.

Keep in mind, that the development of affordable housing on the property will generate tax revenue for the town that other municipal uses will not.

The other major need is for new and/or modified municipal facilities.

First is the Town Hall. Parking and overcrowding of office facilities at the existing facility has long been an ongoing problem. Something needs to be done about that. More on that later.

Second, Kennebunkport has four separate fire departments in a town that has a population of 3474 people living in a geographical area of just 18.6 square miles.

By contrast, Arundel has a population of 4022 people living in a geographical area of 23.0 square miles and it has just one fire department.

Kennebunk, with a population of 10,780 people living in a geographical area of 43.87 square miles, has just two fire departments.

Why does Kennebunkport feel the need to have four fire departments?

Further, it is becoming more evident that in the near future, Kennebunkport may need to add some paid fulltime fire people to supplement an aging population of volunteers.

My thought is that why not build a new central fire department on the Village Parcel and shut down the Village Fire Department on North Street, the Wildes District Fire Department on Wildes District Road and the Cape Porpoise Fire Department in Cape Porpoise Center?

With the connectivity of the road through the Village Parcel connecting North Street to School Street, the areas of Cape Porpoise, Cape Arundel, Dock Square and the Village Residential Zone would all be within a 5-10 minute response area.

Then, the property in Cape Porpoise and on Wildes District road could be sold to generate some revenue for the Town.

And finally, lets' convert the Village Fire Station on North Street into a new Town Hall. It has an existing meeting room that already is used by the Board of Selectmen, the Planning Board, the Growth Planning Committee as well as other boards and committees for meeting space.

It has the available parking space needs for town employees as well as residents needing to visit the Town Hall for business or to attend meetings.

Yes, it will take some capital to modify the facility, but revenue from the sale of the two other fire departments as well as the old Town Hall can be used to help offset that cost.

Anyway, I felt the need to provide a somewhat more specific comment to you as to my thoughts on the development of the Village Parcel.

Many thanks for your consideration of this input.

Dave James  
17 North Street  
Kennebunkport , ME 04046  
207-967-3030



FYI

*Werner Gilliam, CFM*  
*Director of Planning and Development*  
*Town of Kennebunkport*  
*(207)967-1604*  
[wgilliam@kennebunkportme.gov](mailto:wgilliam@kennebunkportme.gov)

**From:** [JEAGLESON@roadrunner.com](mailto:JEAGLESON@roadrunner.com) <[JEAGLESON@roadrunner.com](mailto:JEAGLESON@roadrunner.com)>  
**Sent:** Sunday, July 21, 2019 3:24 PM  
**To:** GPC <[gpc@kennebunkportme.gov](mailto:gpc@kennebunkportme.gov)>; Werner Gilliam <[wgilliam@kennebunkportme.gov](mailto:wgilliam@kennebunkportme.gov)>  
**Subject:** Village Parcel presentation - scenarios

Werner,

I have followed these meetings, watched them all, and want to suggest an idea to the consultants about traffic calming along North Street.

Traditionally, there was a curbed, elevated grassy strip that ran between the road and the sidewalk. Over time that area has been eliminated in all areas of the village, including several intersections that were paved over. What a shame.

Several feet could be eliminated from the bike lane by creating such a strip that would require new curbing. This vegetative strip could also be planted with trees. If mowing presents a problem, consider planting ground cover that will fill in and cover the ground. Your landscape gardener consultant should be able to recommend something. Pacasandra, vinca, or other low growing plants will quickly fill in the space. No maintenance required.

Another option is to place a 2-foot wide bike lane between a 2-foot vegetated curb. From the outside of the street it would be sidewalk, bike lane, raised vegetative curb. Or increase the width by taking from the bike lane on the other side of the street.

My second suggestion is that the committee clarify that whatever density is decided - and in my opinion 200 is way too many structures or housing units even when built out - it should be presented as a 20-30 year plan to build out over time, not something that will be built all at once. At least, I hope this is the case.

Last, while many might LIKE to see amenities such as pickle ball, concerts, pool, and so forth, these are not NEEDS that should take priority over the most pressing issues people identified, at least 3 of which seem to involve affordable housing. Common sense and a thought to cost to tax payers has to begin to play into this process.

Thanks.

Susan Graham

Hi Laurie: Thank you for getting back to me. I should have mentioned that I stand with the overall mission of the KPT Land Trust...and this is a good thing. I envisioned the Parcel to be devolved for the tax payers enjoyment...a destination of multiple purposes. A "community YMCA": swimming pool/sauna, fitness, squash, gathering space etc. Outdoors: tennis/pickle ball courts, ice rink, nature walks and municipal services. Such a development would be very attractive to young families with children. Currently, our town has no such attractions/resources. I feel that affordable housing would compromise the mission of the Land Trust and create increased village traffic/parking. Which brings me to my next point, the need for a community planning expert. The current consultants are more interested in gathering public opinion. We need a community planning expert to present a plan that would show how the Parcel could be developed solely for the residents (as suggested above). I realize that this second voice could be expensive, but this Project is for now and the future. And we need to get it right. Thank you for listening to me. I know that you are being bombarded with suggestions, but I feel the current consultants are taking us on a path that will lead to tax payer disappointment...Peter

Sent from my Linux

On Jul 17, 2019, at 4:53 PM, Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)> wrote:

Hi Peter,

Arlene forwarded me your feedback on the Village Parcel, and I appreciate your comments. There was no underlying plan in place, which is why we have undertaken a master planning process and established a village parcel steering committee to assist with the development of an integrated plan. We have heard a number of things from the public during this process which the consultants, steering committee, and Board of Selectmen are trying to put into context and understand. Affordable housing has certainly been one of the main issues identified both in the comprehensive planning survey as well as the village parcel master plan. When I hear people say "affordable housing", what I am hearing is that they want to maintain a year round community that includes a multigenerational population, a thriving elementary school, and places for community members to meet and gather.

Town staff have also identified the need for a town hall, whether at the village parcel or another location, as well as the need to consolidate fire stations from four to probably two. The fire station for Kennebunkport's future will need to include facilities for paid staff, as the days of an on-call/volunteer force are unfortunately limited. We have broached the idea of the Village parcel being a possibility for both municipal uses and that is still on the table. I will say that through the planning process we have heard from a good number of people who do not want municipal or commercial uses on the site. Traffic generation has been the main reason given for not including municipal uses, and no tourism businesses has been indicated for the absence of commercial activity.

I think that all of these ideas are still in the mix and we have not determined yet what the plan should finally encompass. I appreciate your comments and have copied the consultants as well as the Chair of our Board of Selectmen, who is chairing the steering committee to make sure your voice is included in the mix.

*Laurie Smith*  
Town Manager

Town of Kennebunkport  
[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)  
207-967-1606

I voted for the purchase of the parcel. I felt that the land could be used for the enjoyment of town residents and would block a condominium development. When residents were asked what would you like to do with the land, most suggestions were to create services/activities for residents, a new town hall and some affordable housing. However, after a few planning meetings, the number one use of the land is for affordable housing.

My question is: what was the real reason for the purchase? Was it in fact for affordable housing or for a mixed use of resident services, town hall and some affordable housing.

If the answer is affordable housing, I feel that us taxpayers were duped and totally blind sided. If the answer is for a mixed use, then the project developers should change its planning/presentation to show a mixed use.

I look forward to your response. Thank you.

Good Morning,

Thank you for your comments and feedback regarding the Village Parcel. Although the purchase was authorized at a special town meeting, there were 162 registered voters present that decided the matter. That number exceeds the 50 or fewer voters that approve the annual budget. The Board of Selectmen cannot reconsider the purchase at another election as the property has already been purchased and bonded.

There was no plan for the property when the Selectmen asked the voters if they wished to purchase the property, which is why they have undertaken a master planning process. Although people are commenting that there may not be activity in the short term, that has not been decided at this point as the planning process is still underway.

I have heard from a large number of people that we need to preserve some land for the future. The thought process is that we cannot predict all of the future needs of the Town in 2019, hence reserved land will be important as the Town meets future challenges. I think the people who voted to purchase the parcel did so with this in mind.

I will forward your thoughts to the Board of Selectmen and the consultants, as it is important for all voices to be heard in this process. Thank you so much for taking the time to reach out and express your concerns.

Laurie Smith  
Town Manager  
Town of Kennebunkport  
[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)  
207-967-1606

-----Original Message-----

From: [cmsmailer@civicplus.com](mailto:cmsmailer@civicplus.com) <[cmsmailer@civicplus.com](mailto:cmsmailer@civicplus.com)>  
Sent: Friday, July 26, 2019 8:21 AM  
To: Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)>  
Subject: [Town of Kennebunkport, ME] Village Parcel Vote (Sent by Charles Kiezulas, [svekasck@gmail.com](mailto:svekasck@gmail.com))

Hello lsmith,

Charles Kiezulas ([svekasck@gmail.com](mailto:svekasck@gmail.com)) has sent you a message via your contact form (<https://www.kennebunkportme.gov/user/171/contact>) at Town of Kennebunkport, ME.

If you don't want to receive such e-mails, you can change your settings at <https://www.kennebunkportme.gov/user/171/edit>.

Message:

Hi Laurie;  
Tremendous work done on Village Parcel project. I do have a major concern.



The \$10M bond to buy the Village Parcel was approved in a special town meeting by a very small percentage of taxpayers/voters. I was there. The Pro-bond folks came prepared but failed to address many questions and issues.

There was opposition but the bond issue passed by a majority vote. The Village Parcel plan and \$10M Bond should be reviewed and approved by the voters in November. This will give all the voters a chance to accept or reject the Village Parcel plan and \$10M bond. If rejected, the land should be sold off so the taxpayers get back the \$10M.

I was shocked hearing the consultant make the statement that he doesn't expect to see anything done with the Village Parcel in the next 5 years. I was equally alarmed to hear the committee chairman say that he doesn't see the Village Parcel getting built out in his lifetime. If that had been stated at the special town meeting, the bond issue may have been defeated.

regards,  
Chuck Kiezulas  
310 Goose Rocks Road

Please see comments from Paul Hogan.

Laurie Smith  
Town Manager  
Town of Kennebunkport  
[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)  
207-967-1606

-----Original Message-----

From: Paul Hogan <[paulhogannj@gmail.com](mailto:paulhogannj@gmail.com)>  
Sent: Wednesday, September 18, 2019 8:22 AM  
To: Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)>  
Subject: Village Parcel Master Plan

An aside, i just returned from Victoria B.C. and you should look on google earth or maps at Fisherman's wharf there. It's a whole dock sq. On floats. Our winters are harsh of course and perhaps the tide prevents this approach but they have this whole business/eating district, each business or a few, on rafts. When you are out there you don't realize you're on a dock til waves go by. Photos of it look as charming and attract tourists like dock sq. It might be a concept for the low lying structures on fixed height platforms from sea level rise flooding.

Requests regarding data from consultants/town:

1. As mentioned, the sewer capacity limits, costs to expand as needed.
2. Cost for road/utilities for each of the cluster or other potential developments. Providing just the main road cost would certainly underestimate the actual costs to develop anything. I think they could provide the approximate additional road distances within the pods and using Mike's \$1000 a foot would give a rough but meaningful estimate (one would have to assume lot widths for affordable and market rate homes).
3. Can you post the Camoines (sp?) preliminary report or power point/pdf on the site. It had a lot of very useful information. However, I'm confused why Cumberland County was included for some purposes and then eliminated for housing potential. Perhaps when i read the report that was shared yesterday I'll understand. It would seem if job growth levels for both counties was included, that would overstate our actual job growth here (where I suspect higher wage jobs have not gained as in Portland area). If it was job growth for the combined number, the York Co only should be presented. i don't think there are a lot of new knowledge or other workers in Portland/Westbrook who want to travel the distance (summer traffic, winter weather) to Kennebunkport to live (which I assume is why Cumberland was not included as a sending community for potential residents). Including a higher job growth number would seem to distort the housing absorption potential for our town. Also if the greater Portland area is excluded that would seem to lower the affordability index. I realize the easy thing is to use the Portland area number as we are in that metro area for federal census purposes, but is it really that useful? There are a lot of people here with very high income who don't actually have a job.
4. As requested yesterday, Camoines should provide the actual numbers for building the housing at the various price points mentioned. For a home to sell for an affordable amount, what would the total costs be in terms of building, roads and utilities? What is the per unit cost of the site improvements? Voters

and the committee must know what the “subsidy” to develop this site in accordance with the master plan would be, before approval is sought. If the subsidy is too high perhaps higher density would be needed (one assumes the master plan would give a range of housing units that could be constructed in the residential pods). The committee should consider/discuss make recommendations on who should bear the cost of that subsidy — taxpayers in general or the buyers of the market rate units. Additionally, it would be important, in presenting these numbers, to make some assumptions about the number of affordable vs. market rate units. Would the number/% in the current comprehensive plan work? What would that look like as a cost for the market rate homes and is that number achievable. I’m not sure how the committee could make recommendations on a plan without some understanding of feasibility and would leave the BOS with having to appoint another committee to consider this in the future. Just as the comp. plan sets a target for % affordable housing (a number that has been ignored for 30 years), so should this master plan.

This may be outside the scope of the project, but how does the housing cost projections compare with a similar project on a different site in town which the town could grant a favorable contract zone. For example if the McCabe site got a contract zone for similar cluster development with the mixed housing types and restrictions on income levels for some % of the units — what would those homes cost to build? It’s no secret that part of the affordability problem for housing in Kport is that our comp. plan and zoning have prevented the type of housing that is being discussed from being built in town (lot sizes, etc.). Is there another way to build affordable housing if the taxpayers generally were not paying for land and utilities? Some of that data can be grabbed from the other Camoine study.

5. You mentioned in passing that studies are underway to assess municipal office needs and I’m not sure what you said about fire. What are the ballpark numbers for those project(s)? (Bob mentioned how much space you have stated would be needed for municipal office space so construction costs per sq. foot could be readily determined). This would help determine whether a town hall is something we can afford now or which is precluded until the \$10 m bond for this land is paid off.

6. Bob mentioned a \$250k number for landscaping land adjacent to the streets. Since there seems to be a consensus that there should also be public walking trails and some passive recreation space, what are the costs for those improvements? It would be difficult to sell units at Phase I unless these improvements are made given the terrible look of the site today (so that would seem to be a cost that may have to come up front).

Also, Bob’s map showing those green areas (please share that plan online) should also delineate which areas could be used for passive recreation space. To just show as green looks inviting, but how much is actually available given the restrictions for streams/wetlands. Maybe it was shown yesterday but we could not see given the scale on the screen. Perhaps in the master plan prices could be provided on a chart to show costs for the various which have been suggested (park with say a performance stage, ice skating rink, pickle ball court, development of a mile of trail, community garden, etc.).

Thanks. Paul

Please see comments below shared by Paul Hogan.

Laurie Smith  
Town Manager  
Town of Kennebunkport  
[LSmith@kennebunkportme.gov](mailto:LSmith@kennebunkportme.gov)  
207-967-1606

-----Original Message-----

From: Paul Hogan <[paulhogannj@gmail.com](mailto:paulhogannj@gmail.com)>  
Sent: Thursday, September 19, 2019 7:04 PM  
To: Laurie Smith <[lsmith@kennebunkportme.gov](mailto:lsmith@kennebunkportme.gov)>  
Subject: Another followup to VParcel meeting

Please also share with consultants and committee. I did not think to mention that with my last email, so if you have not done so please share it with the committee.

There seems to be a consensus around affordable housing and implicit in that is that there would be market rate housing to pay for some of the costs with this project. Because we have not seen the numbers there has not been a discussion on what the appropriate balance should be.

However that consensus seems to be based on the strong view that the market rate will be for year round homeowners and that this development should not just turn into another home for folks who come for a month or three or that just use it as an airbnb.

While it's my understanding that income and resale restrictions are legally supportable and enforceable, is the same true for imposing a residency restriction on the market rate units? I would have thought the Commerce Clause would prevent this, but I'm just guessing. Do we have a legal opinion from Amy to that effect? If not, I would request that we get it before the committee is asked to support a plan for so many units? How would this be enforceable and by whom? A neighborhood association comprised by folks who have no incentive to enforce? What would the remedy be, forcing a sale of the home? I can see that a couple would buy a house, a year later get a second place in Tampa and then switch their residency (avoiding payment of taxes in Maine as many of my neighbors do now when they retire by declaring residency in a state with no income or estate tax).

A combination of affordable and market rate year rounders sounds great and is likely to be greeted favorably by residents (as in a contract zone vote). But I doubt the same would be true if the town tried to sell the public on 120 units (was that the latest number? ) with new homes with a goodly number of those being market rate which will end up in the hands of people from away. I'm pretty sure that some if not many residents who supported the purchase of the land did so because they did not want 87 approved luxury homes irreparably changing the character of the town. Yet this master plan could easily end up with a goal of more homes and a big burden on the town to sell market rate homes to recover \$15-20 mil of expenses (plus costs for any municipal /public uses).

Will look forward to a response at the next meeting or prior to that by email.

Paul



# Letters to the Editor

## Affordable housing need is real

To the editor,

There is no doubt about the need for affordable and elderly housing in Kennebunkport, the question is what's the best way to do it. The need comes from our children, our parents, our teachers, our police, firefighters and employees.

I find it interesting that the Land Use Ordinance, has no minimum square footage of living space for a primary residence but there is a 600

minimum square feet for an accessory apartment.

Years ago I owned a cottage complex in Wells with 18 units which I sold as condominiums; their average size was 20 feet x 24 feet or 480 square feet, they were two bedroom, one bath, year-around.

For years, my son lived in an apartment in Brooklyn, New York, which was less than 500 square feet.

In the 1950s the average house size was 988 square feet. Today it's 2,500, all adding to building and energy costs.

Two of the biggest factors in the costs of housing are density (the number of

units per acre) and dwelling size.

Much of Kennebunkport is very expensive to develop because of ledge, wetlands, the lack of public utilities like water and sewer and restrictions of the LUG.

In the heart of Kennebunkport, the Dock Square area, there are lot sizes as small as 4,200, 4,600, 7,150, 8,000 square feet and up, so lot size has little to do with the values of real estate location does. There are oceanfront homes on 5,000 square foot lots that sell for \$3 million plus.

There are several possible solutions that should be considered, they would:

all require changes to the Land Use Ordinance.

1. Reduce the minimum lot size in some areas served by public utilities to as low as 5,000 square feet.

2. Reduce the minimum size of an accessory apartment to 480 square feet or less.

3. Instead of permitting two family dwellings on 40,000 square foot lots, reduce the lot sizes to 20,000 so they could be signal family homes and not condominiums.

Bill Case  
Kennebunkport

**VILLAGE PARCEL MASTER PLAN STEERING COMMITTEE MEETING  
(Tuesday, December 17, 2019)**

Provided by David James

The Village Parcel Master Plan Steering Committee met on December 17, 4-6 pm at the Village Fire Station. All members of the Steering Committee were present except Russ Grady. Minutes of the last meeting were approved.

Also present were Town Manager Laurie Smith and Director of Planning & Development Werner Gilliam. Approximately 10-12 members of the public also were in attendance.

The agenda for the meeting was to conduct a review of a first partial draft of the Kennebunkport Village Master Plan Document. A copy of the 30-page document can be viewed on the Town's website. Simply click on the Boards & Committees heading, select Village Parcel Master Plan, and then click on Draft Master Plan Documents.

A video of the full meeting also can be viewed by visiting the Town's website and clicking on Meeting videos, click on Kennebunkport and then on the meeting date.

Lead Consultant Robert Metcalf led the discussion with a slide show of the first five sections of the draft of the Master Plan. The sections were as follows:

**Section #1** (pages 1-10) is the **Executive Summary** of the Plan. It summarizes the entire report and process used in a concise manner that can be used as a standalone document. Well worth reading!

**Section #2** (pages 11-18) is the **Introduction**. It summarizes the history of the parcel and the goals and objectives of the master planning process, the organization of the report and acknowledgement of those involved. Also included is a section on the importance of the master planning efforts and the purpose and result of a master plan, as well as what it is not.

**Section #3** (pages 18-19) describes the **Public Process**. It summarizes how the public has been engaged throughout the planning process, describing the efforts of the steering committee, public kick-off meeting, weekend public visioning session, stakeholder interviews, etc. and referencing associated appendices, yet to be defined.

**Section #4** (pages 19-21) is the **Assessment Summary**. This section includes a summary of municipal needs, market analysis and the site constraints: appendices will include more details.

**Section #5** (pages 21-30) is the **Recommendation Summary**. This section outlines recommendations on how to utilize the parcel in a manner that best suites the various goals & objectives the Steering Committee has determined based on the public input & planning efforts. This includes the potential uses that can be accommodated on the property, the carrying capacity of the site, design criteria for future development, and its likely benefits to the town.

**Remaining to still be developed are Sections #6-8.**

**Section #6** will describe **Implementation Strategies**. This section will outline options for implementing the recommendations that include possible scenarios, associated ball-park costs, implications, suggested zoning amendments and public/private development.

**Section #7** will include **Appendices** covering visioning process results, survey results, Steering Committee minutes, municipal needs assessment and market assessment details.

**Section #8** will include all relevant **Maps**. This will include maps of existing conditions & context plans, conceptual renderings & plans, master plan bubble diagrams and phasing & implementation plans.

Following the presentation, members of the Steering Committee offered their comments.

Mike Weston said that he doesn't want to see any more money spent on the property at this time. He wants to go slowly. Wait and see how the efforts of the Kennebunkport Heritage Housing Trust to build twenty five new affordable houses in the next five years goes. Also, start discussions with possible developers as to what options might be for the future. Also, stop talking about a demand for 330 to 540 new dwelling units needed in Kennebunkport over the next five years. And finally, don't commit to anything that will cost a lot of money at this time.

The Town Manager took a few minutes to read comments from Russ Grady that generally agreed with those made by Weston. He supported Phase 1 of the plan to benefit small fractions of the population. He emphasized the need to balance development with land conservation. He also suggested the need to conduct periodic "pulse checks" to see how things are really developing.

Comments from other committee members stressed the need to move forward slowly. There was general support longer term for a new Town Hall. Emphasis was on the need for structures for long term residents, not part time tourists. Also need for open space and gathering spaces for year round residents. Whatever we do should support more of a year-round community. There was general support for affordable housing, although there were questions about how much affordable housing might be required? There was little support for other forms of development that might attract seasonal tourists. There was strong support to do something to improve access to the entry area to the property off North Street. "Currently it looks more like an abandoned development road", one member said.

The Town Manager said that this Master Plan process has not gone the way she had originally envisioned. She said that it now seems the challenge might be more of one for an updated Comprehensive Plan rather than a Master Plan.

Werner Gilliam expanded on that idea. He explained that the Comprehensive Plan was a ten year plan. He noted that the current plan limits the development of new residential properties to forty units per year. Current efforts in developing an updated Comprehensive Plan emphasize getting more input from year round residents on what needs to be done in the future. The goal is to have an updated Comprehensive Plan ready for resident review by the 2021 Town Meeting.

As a wrap up, the Town Manager asked that the Steering Committee members send any comments to the Steering Committee Chair at [adaggett@kennebunkportme.gov](mailto:adaggett@kennebunkportme.gov) or to the Town Manager at [ismith@kennebunkportme.gov](mailto:ismith@kennebunkportme.gov) by December 31, 2019. Comments will be assembled and forward to Bob Metcalf at that time. Comments may include things the members would like to see done differently and any other questions or ideas they would like to see addressed as a next step.

Finally, it was agreed that the next full meeting would be scheduled for Tuesday, February 4, 2020 at 4:00 pm.

During the Public Comments session of the meeting, a number of questions and suggestions were noted.

It was suggested that comments made by the Steering Committee members and/or the public be made available on-line. Several residents asked for more information regarding the actual need for affordable housing, including the results of a market study to determine how many houses are needed and for what purposes? One resident also reiterated the claim that many residents were not aware of the Special Town Meeting held to approve the decision to purchase the property, and that the purchase price was far too high.

On the other hand, there were a number of comments supporting a policy not to rush into any decisions, go slow and evaluate options. Also, to clean up access to the entry area to the property so residents can visit and hike the land. And finally, one resident said, "it was a good meeting and offered his thanks to the Committee and the Town."

Meeting was adjourned at 5:55 pm.



## Letters to the Editor

### Does committee have Village Parcel regrets?

To the editor,

After watching the recent video of the Dec. 17 Kennebunkport Village Parcel Committee meeting, it appears to me there is some buyer's remorse.

After spending \$10 million plus another \$4 million for bonds, what is to be done with this \$14 million white elephant?

Some want to see more open space with walking, biking trails and gathering places. I'm not sure if they're aware that the Kennebunkport Conservation Trust (KCT) owns more than 2,200 acres with 15 miles of trails, a dozen islands, seven beachfront lots, the River Green and the Grist Mill lot which provides public access to the Kennebunk River.

I'm sure most people don't know you can begin in Cape Porpoise and walk to the Biddeford city line on KCT land with just a few gaps. There are also many sidewalks and open spaces like the riverfront lot at the South Congo Church, Parson's Way, Colony Beach and Perkin's Park.

I wonder how many people who want these items are the same who were concerned about how much land the KCT was taking off the tax rolls, which is exactly what happens to town owned land.

Some want a new town hall, but the town already owns two possible sites, the 'McCabe' lot near Consolidated School and the six-acre lot where the police station is, that lot is close to Cape Porpoise which some consider to be the center of town and has great road access to other parts of town, that was the reason that location was chosen.

In my opinion, what the town is most lacking is elderly housing. About 25 years ago, as developers, we purchased the Leach Dairy Farm on Wildes District Road.

The original intent of the purchase was to create a Congregate Housing Project similar to Huntington Common in Kennebunk.

Kennebunkport has one of the state's oldest populations with no options for some elderly but to leave if they need a nursing home or assisted living. At that time there was no language in the Land Use Ordinance (LUO) to permit such a development.

It took over a year to craft and approve of an 'elder care' facility and by that time the investor had moved on and we created High Point Farms.

Another of our developments, Foxberry Woods, could easily have been market rate housing on 1/2 acre lots if the LUO permitted single family homes rather than two-family homes, with the same density.

I still think the need exists, and other than the \$14 million price tag and another \$4 to \$5 million in infrastructure costs, would be the highest and best use of the Village Parcel.

It could be phased and begin with 55-plus housing on smaller lots and restricted to year-around residents, then to an elder care facility with independent living, assisted living, then a nursing home, what some refer to as a continuing care facility, giving the elderly an option for remaining in the town they've lived in for years might free up some housing for others. I hope when we get to that need there will be a place in Kennebunkport for us to go.

I heard comments like 'there's no rush to do anything', 'it's good for posterity', etc., meanwhile our RE taxes have risen by about 15 percent in the last few years and it's unlikely the

value of the land will increase because it was so overpriced to begin with.

Bill Case  
Kennebunkport

### Twirlers appreciate community support

To the editor,

The Kennebunk Twirlers would like to thank all the generous businesses and individuals who have supported us in our December calendar-selling effort. Your donations of gift certificates and products helped us defray the cost of costumes for our 2020 season.

Amato's, The Candy Man, Cottage Breeze Day Spa, Sue Crowell, Dunkin' Donuts, Dairy Queen, anonymous cash donor, Kennebunk House of Pizza, Village Paperie, Port Lobster, Hannaford, Moody's Collision, Jessica Rogers, Strippers Water-side Restaurant, Toy Company, Duffy's Tavern and Grill, Cummings' Market, Morong Falmouth - David, Shield's Meats, Cut - N - Edge - Chelsea.  
Twirlingly and thank you.

Kennebunk Twirlers

Bev Soule

---

1/28/2020

Dear Town Manager:

I would appreciate  
the Village Parcel Committee  
addressing (or acknowledging)  
these two Letters to the Editor  
regarding the ongoing need  
for senior housing and  
services.

Thank you.

Beverley Soule  
16 Spring St.  
207-468-6432

02/15/20

**APPENDIX G**  
**DEVELOPMENT POTENTIAL MAPS**  
**OPEN SPACE MAPS**



- Residential Use - Single Family, Duplex, Multiplex, Cottage Style
- Municipal Use - Town Hall, Public Safety, or Other Future Services
- Open Space
- Environmental Education Opportunities, Pedestrian and Bike Trails
- Habitat Preservation
- Community Garden
- Municipal Gathering Space, Park Space

POTENTIAL DESIGNATED  
OPEN SPACE, TYPICAL

POTENTIAL MIXED HOUSING  
TYPE & LOT SIZE  
2.24 ACRES

POTENTIAL HIGHER  
END HOUSING  
2.67 ACRES

POTENTIAL TOWN HALL  
2.75 ACRES

POTENTIAL DEVELOPMENT AREA  
RESERVE FUTURE USE - TBD  
13.00 ACRES

POTENTIAL DEVELOPMENT  
HOUSING OR COMMUNITY USE  
3.25 ACRES

#### AREA CALCULA-

Potential Development Area  
43.03 ACRES

Potential Roadway Area  
6.66 ACRES

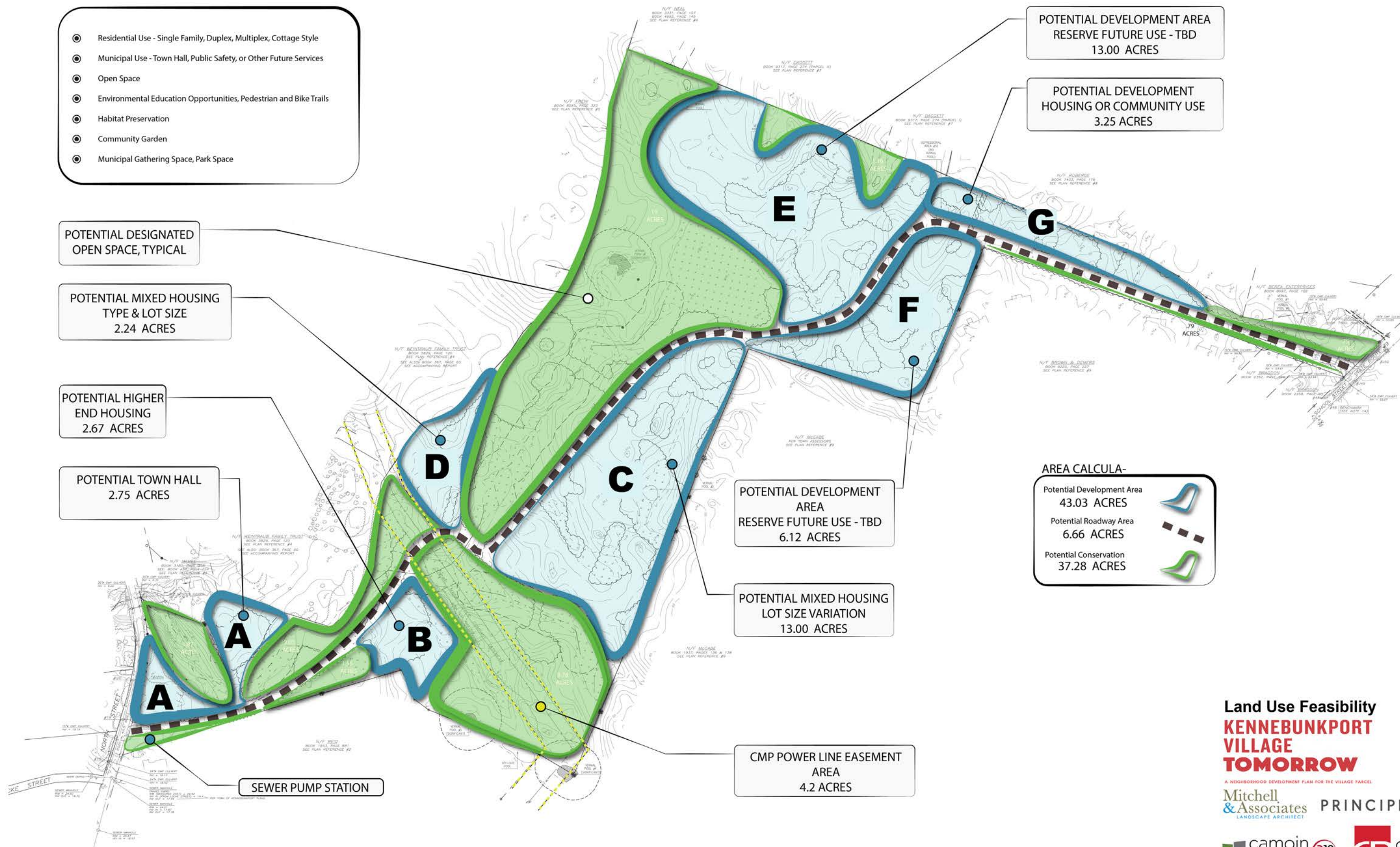
Potential Conservation  
37.28 ACRES

POTENTIAL DEVELOPMENT  
AREA  
RESERVE FUTURE USE - TBD  
6.12 ACRES

POTENTIAL MIXED HOUSING  
LOT SIZE VARIATION  
13.00 ACRES

CMP POWER LINE EASEMENT  
AREA  
4.2 ACRES

SEWER PUMP STATION



## Land Use Feasibility KENNEBUNKPORT VILLAGE TOMORROW

A NEIGHBORHOOD DEVELOPMENT PLAN FOR THE VILLAGE PARCEL

Mitchell & Associates LANDSCAPE ARCHITECT PRINCIPLE

camoin associates 310 GORRILL PALMER



# Phase 1 Potential Development Options

## TABLE OF USES

- Residential Use - Single Family, Duplex, Multiplex, Cottage Style
- Municipal Use - Town Hall, Public Safety, or Other Future Services
- Open Space
- Environmental Education Opportunities, Pedestrian and Bike Trails
- Habitat Preservation
- Community Garden
- Municipal Gathering Space, Park Space

## TYPICAL BOUNDARY LIMITS

### AREA C

LOT AREA 359,976 +/- sf.  
or  
8.26 +/- Acres  
Net Developable 296,244 +/-  
10,000 sf./unit single family  
29 lots

### MUNICIPAL USE 2 4.66 +/- Acres

### AREA B

LOT AREA 472,474 +/- sf.  
or  
10.85 +/- Acres  
Includes Open Space  
Net Developable 377,159 +/-  
15,000 sf./unit single family  
25 lots

### AREA A

LOT AREA 245,379 +/- sf.  
or  
5.63 +/- Acres  
Net Developable 193,748 +/-  
20,000 sf./unit single family  
Open Space Provision  
4-5 lots

### MUNICIPAL USE 1 2.43 +/- Acres

## SUMMARY

EXISTING PARCEL 86.97 +/- ACRES

15% DEDUCTION ROADS 13.00 +/- ACRES

PHASE 1 31.83 +/- ACRES

REMAINING LAND 42.14 +/- ACRES

### NOTES

1. Phase one area includes wetland and potential open space areas.
2. Remaining land includes upland and wetland areas.



**KENNEBUNKPORT  
VILLAGE  
TOMORROW**  
A NEIGHBORHOOD DEVELOPMENT PLAN FOR THE VILLAGE PARCEL

Mitchell  
& Associates  
LANDSCAPE ARCHITECT

PRINCIPLE

camoin  
associates

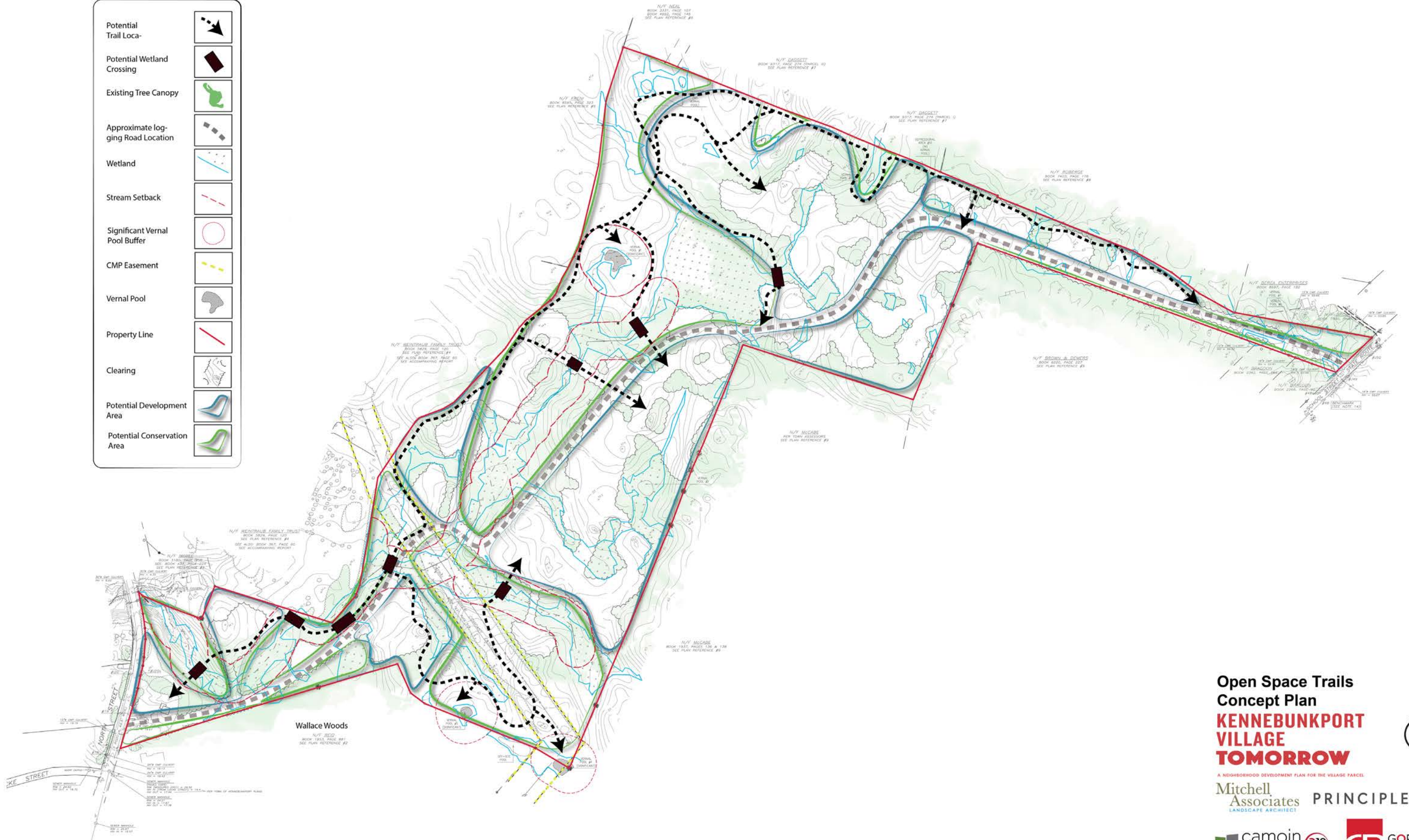
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GORRILL  
PALMER



# LEGEND

|                                   |  |
|-----------------------------------|--|
| Potential Trail Location          |  |
| Potential Wetland Crossing        |  |
| Existing Tree Canopy              |  |
| Approximate logging Road Location |  |
| Wetland                           |  |
| Stream Setback                    |  |
| Significant Vernal Pool Buffer    |  |
| CMP Easement                      |  |
| Vernal Pool                       |  |
| Property Line                     |  |
| Clearing                          |  |
| Potential Development Area        |  |
| Potential Conservation Area       |  |



## Open Space Trails Concept Plan KENNEBUNKPORT VILLAGE TOMORROW

A NEIGHBORHOOD DEVELOPMENT PLAN FOR THE VILLAGE PARCEL

Mitchell Associates PRINCIPLE LANDSCAPE ARCHITECT

camoin associates 310 GORRILL PALMER

**APPENDIX H**

**WASTEWATER TREATMENT FACILITY**

**LOADING CAPACITY ANALYSIS**

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|                 |   |                     |           |
|-----------------|---|---------------------|-----------|
| <b>TO:</b>      | Town of Kennebunkport, Maine  | <b>DATE:</b>        | 2/27/2019 |
| <b>FROM:</b>    | Lindsey Shields, Uday Karra   | <b>PROJECT NO.:</b> | 14227A    |
| <b>SUBJECT:</b> | Town of Kennebunkport, Maine<br>Wastewater Treatment Facility Loading Capacity Analysis |                     |           |

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## **EXECUTIVE SUMMARY**

The town of Kennebunkport's wastewater treatment facility (WWTF) experiences significant variations in the total organic waste load received at the facility throughout the course of the year. Specifically, the summertime loadings are significantly greater than the rest of the year and are highly concentrated, owing to large influx of seasonal summertime vacationing and tourist population. In general, the Kennebunkport WWTF receives slightly less than 1,000 lbs BOD<sub>5</sub>/day on average. However, the maximum day organic loading has been as high as 3,400 lbs BOD<sub>5</sub>/day during the summer months.

Wright-Pierce used BioWin® to model the Kennebunkport WWTF using historical WWTF organic loading information provided by the Town to calibrate the model. It was determined that the Kennebunkport WWTF has a maximum monthly influent loading capacity of approximately 2,400 lbs BOD<sub>5</sub>/day in a Modified Ludzack-Ettinger (MLE) process configuration. This maximum monthly organic loading capacity is slightly greater than the actual average influent organic loadings received at the WWTF over the last four summers (2,100 lbs BOD<sub>5</sub>/day), but is less than the maximum monthly loadings received during the summer of 2017 (2,800 lbs BOD<sub>5</sub>/day) (Figure 4). Thus the controlling limitation to growth is defined by the summer months.

Given the variability and strength in seasonal influent loadings it is difficult to predict future influent summer loadings. However, it may be reasonable to assume a historical baseline maximum month condition of 2,100 lbs BOD<sub>5</sub>/day. Given the maximum monthly organic loading of 2,400 lbs BOD<sub>5</sub>/day, this leaves 300 lbs BOD<sub>5</sub>/day of available organic loading capacity at the WWTF in the MLE process configuration. Assuming an average organic loading rate of 0.5 lbs BOD<sub>5</sub>/day per household<sup>1</sup>, it is estimated that the WWTF has the capacity to receive the equivalent organic load from an additional 600 residential homes. It should be noted that the estimated additional organic loading capacity to the WWTF does not factor in the hydraulic impact of 600 additional homes to the sewer collection system, pump stations or the WWTF, which is beyond the scope of this evaluation.

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<sup>1</sup> Tchobanoglous, George. & Burton, Franklin. (1991) "Wastewater Engineering – Treatment Disposal, and Reuse", McGraw-Hill.



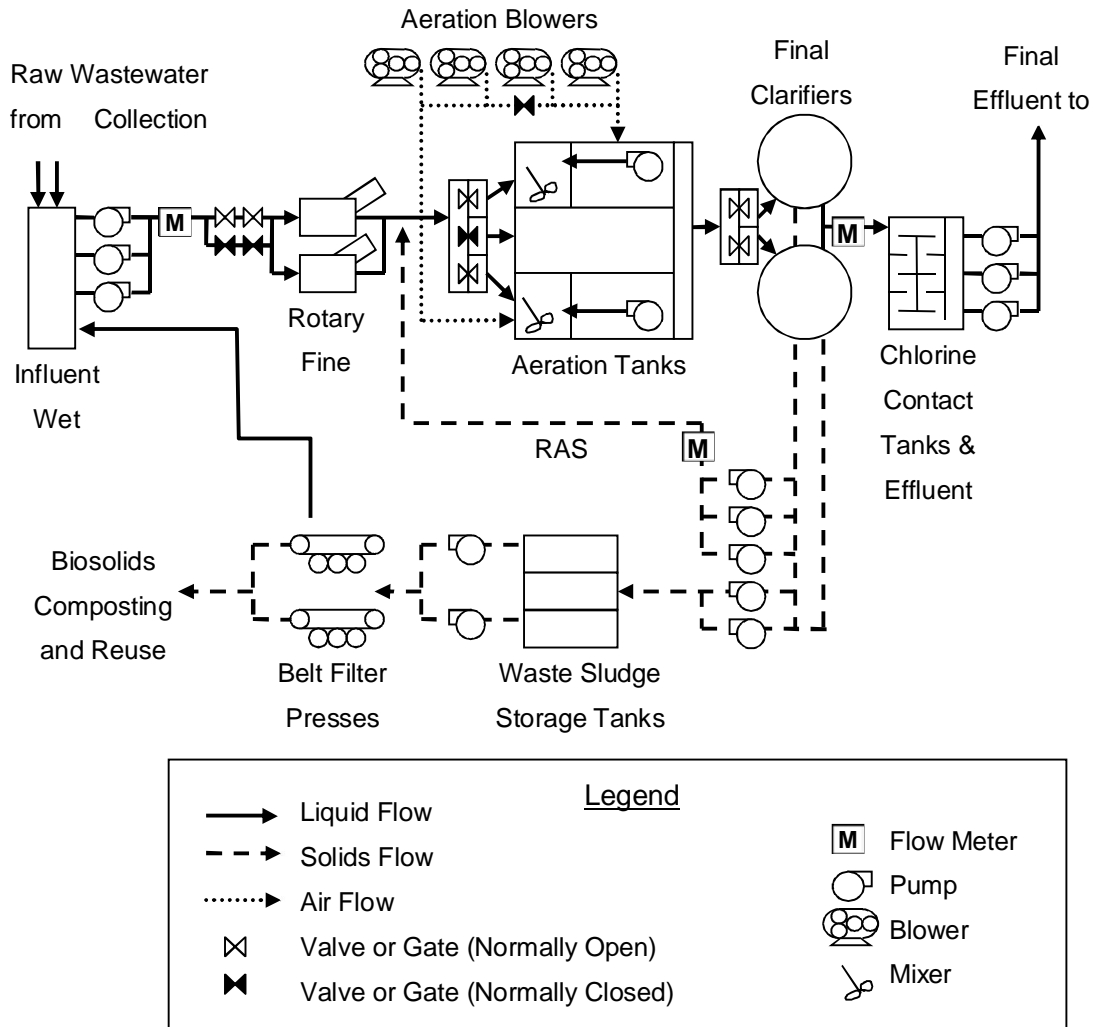
## **BACKGROUND**

The Kennebunkport Wastewater Treatment Facility (WWTF), located in the town of Kennebunkport, has a current maximum daily discharge limitation of 0.7-million gallons per day (MGD) and currently treats an average daily flow of 0.3-MGD. The WWTF receives and treats wastewater from the town of Kennebunkport, and experiences considerable variation in flows and loads to the plant between peak summer months (June 1 to September 30) and the remainder of the year (October 1 to May 31). The WWTF includes the following major unit processes: pretreatment, secondary treatment (aeration tanks with biological nitrogen removal, secondary clarifiers), and disinfection. Final effluent is discharged to the Kennebunk River. A simplified process schematic is shown in Figure 1.

During the 1998 upgrade of the WWTF, three new aeration tanks were constructed and equipped with a fine bubble aeration system. In the subsequent 2011 upgrade, Aeration Tank (AT) No. 1 and AT No. 3 were modified to include an anoxic selector zone to operate as a Modified Ludzack-Ettinger (MLE) process. Each anoxic zone is equipped with a submersible mixer and each oxic zone is equipped with an internal recycle pump. The MLE process facilitates the reduction of total oxygen demand, recovery of a portion of the alkalinity consumed during nitrification (to help improve the process stability, address low pH issues experienced during the summer months), and improved sludge settleability. AT No. 2 operates as an oxic zone to provide additional capacity to back-up either AT No. 1 or 3. The waste sludge from the secondary treatment process is thickened in sludge storage tanks and dewatered using belt filter presses. Dewatered sludge then undergoes composting to render it stable and suitable for reuse.

The purpose of this memorandum is to review the capacity of the WWTF in the MLE process configuration while ensuring permit compliance under expected peak loading conditions. Lastly, the memo defines the allowable residential sewer growth without upgrade or modifications to the process.

**FIGURE 1: WWTF PROCESS FLOW SCHEMATIC**



## EFFLUENT DISCHARGE LIMITATIONS

The WWTF's effluent quality requirements are contained in a Maine Pollutant Discharge Elimination System (MEPDES) permit which is issued to the Town by the Maine Department of Environmental Protection (MEDEP). The Town's current MEPDES permit was issued in June 2015. Table 1 summarizes the current effluent permit limits.

**TABLE 1: MEDEP EFFLUENT DISCHARGE LIMITATIONS**

| Parameter               |                 | Limitation                  |         | Sample Type/<br>Frequency of Collection |
|-------------------------|-----------------|-----------------------------|---------|---|
| Flow                    |                 | 0.70-MGD (Monthly Average)  |         | Recorder / Continuously                 |
| BOD <sub>5</sub>        | Monthly Average | 175 lbs/day                 | 30 mg/L | Composite / 1/Week                      |
|                         | Weekly Average  | 236 lbs/day                 | 45 mg/L |   |
|                         | Daily Maximum   | 292 lbs/day                 | 50 mg/L |   |
| TSS                     | Monthly Average | 175 lbs/day                 | 30 mg/L | Composite / 1/Week                      |
|                         | Weekly Average  | 236 lbs/day                 | 45 mg/L |   |
|                         | Daily Maximum   | 292 lbs/day                 | 50 mg/L |   |
| pH                      |                 | 6.0 – 9.0 S.U.              |         | Grab / 1/Day                            |
| Fecal Coliform          |                 | 15/100 mL (Monthly Average) |         | Grab / 1/Week                           |
|                         |                 | 50/100 mL (Daily Minimum)   |         |   |
| Total Residual Chlorine |                 | 0.056 mg/L (Daily Minimum)  |         | Grab / 1/Day                            |

Notes: BOD<sub>5</sub>: Biological Oxygen Demand; TSS: Total Suspended Solids

It is important to note that the facility does not have a total nitrogen or ammonia effluent limit, however the past upgrade installed a process for this purpose. The WWTF's MLE secondary treatment process is designed to remove nitrogen from the wastewater down to approximately 8 mg/l. The consequence of this aeration tank configuration is the reduction in the overall aerobic volume, which reduces the overall BOD treatment capacity.

If desired, the activated sludge process could be reconfigured to operate in a non-nitrifying mode during the summer periods to gain additional treatment capacity than defined herein.

## FLOWS AND LOADS

A flows and loads analysis was developed to confirm the wastewater quantity and characterization data to be utilized for conducting the capacity analysis modeling effort. For this analysis, loadings are defined as the total mass of suspended solids (TSS) and biological oxygen demand (BOD<sub>5</sub>) of the influent wastewater. Current flows and loadings for the WWTF were established by review of Monthly Operating Reports from January 2012 through October 2018. The current flows and loadings are presented in Table 2. The data were analyzed for the following conditions:

- **Annual Average:** This is the average of daily data for the period. The average flow and loadings are important benchmarks, but treatment capacity is typically controlled by other design criteria.

- **Maximum Month:** This is the maximum 30-day running average for the period which is calculated for each parameter. Two conditions were developed associated with the historical maximum month flow condition and the maximum month BOD<sub>5</sub> loading condition. The maximum month conditions are an important measure of sustained treatment capacity requirements.
- **Maximum (Peak) Day:** This is the maximum single day that occurs for each parameter during the period. The maximum daily flow is typically the shortest time frame used to assess loadings and is an important measure of peak capacity requirements. The maximum day value for BOD<sub>5</sub> and TSS is based on the 98th percentile value. The maximum day value for flow is based on the 99.7th percentile value (equivalent to 1 event per year). This is done to eliminate any unusually high outliers in the data set.
- **Peak Hourly:** This is the peak instantaneous recorded value during any one day and is only determined (and available) for flow. The peak hour flow is an important hydraulic consideration for the design of unit processes. Sufficient hydraulic capacity is typically provided for the peak recorded flow rate to prevent overtopping of channels and structures. Two values have been presented: (1) the 99.7th percentile value for the peak instantaneous flow (equivalent to 1 event per year) and (2) the maximum instantaneous flow data reported by the WWTF over the entire data period.

**TABLE 2: CURRENT (TOTAL) INFLUENT FLOWS & LOADS<sup>9</sup>**

| Parameter  | Flow |                   | BOD <sub>5</sub> |        |                   | TSS  |        |                   |
|--|------|-------------------|------------------|--------|-------------------|------|--------|-------------------|
|  | MGD  | P.F. <sup>8</sup> | mg/L             | lb/day | P.F. <sup>8</sup> | mg/L | lb/day | P.F. <sup>8</sup> |
| Minimum Day                                      | 0.10 | 0.33              | 308              | 249    | 0.27              | 207  | 168    | 0.19              |
| Annual Average                                   | 0.30 | -                 | 374              | 926    | -                 | 359  | 889    | -                 |
| Maximum Month 30-Day Flow Loading <sup>1,2</sup> | 0.47 | 1.58              | 169              | 662    | 0.72              | 193  | 755    | 0.85              |
| Maximum Month 30-Day BOD Loading <sup>1,3</sup>  | 0.38 | 1.29              | 874              | 2,802  | 3.03              | 855  | 2,742  | 3.08              |
| Maximum Day <sup>4</sup> (99.7th %)              | 0.80 | 2.66              | 516              | 3,400  | 3.67              | 672  | 4,431  | 4.98              |
| Maximum Day <sup>5</sup> (98th %)                | 0.55 | 1.86              | 527              | 2,431  | 2.63              | 581  | 2,681  | 3.01              |
| Peak Hour <sup>6</sup> (99.7th %)                | 1.75 | 5.83              | -                | -      | -                 | -    | -      | -                 |
| Peak Hour <sup>7</sup> (100th %)                 | 2.38 | 8.01              | -                | -      | -                 | -    | -      | -                 |

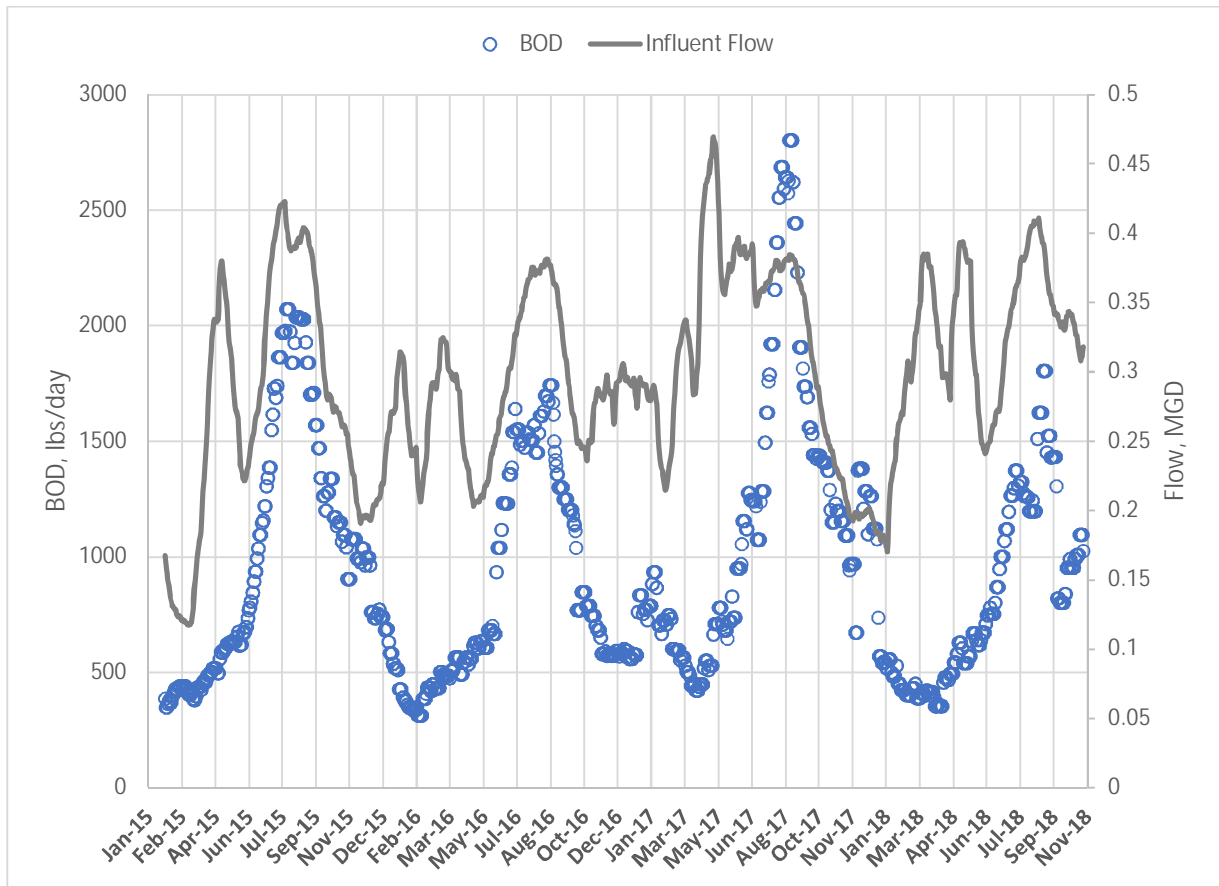
Notes

1. Maximum Month values are based on 100<sup>th</sup> percentile value of 30-day moving average.
2. Maximum Month Flow Loading conditions occurred between 04/23/2017 to 04/29/2017.
3. Maximum Month BOD Loading conditions occurred between 08/13/2017 to 08/20/2017.
4. Maximum Day flow is based on the 99.7<sup>th</sup> percentile value for the total recorded flow.
5. Maximum Day BOD<sub>5</sub> and TSS are based on the 98<sup>th</sup> percentile value of the total recorded flow.
6. Peak Hour condition is based on the 99.7<sup>th</sup> percentile value for the recorded peak instantaneous flows.
7. Peak Hour condition is based on the 100<sup>th</sup> percentile value for the recorded peak instantaneous flows.
8. Peaking Factor is ratio of minimum, maximum, or peak value to the annual average value, based on plant flow and sampling data.
9. The specific waste streams that make up the WWTF influent include the following: (1) sanitary flows: Town of Kennebunkport wastewater collection system, and (2) internal recycle streams: filtrate from belt filter press operation.

The 30-day moving average influent wastewater flows and BOD<sub>5</sub> loading for the period between 2015-2018 are presented in Figure 2.



**FIGURE 2: 30-DAY MOVING AVERAGE BOD & INFLUENT FLOW**



Existing plant data indicates that the WWTF experiences considerable seasonal variation in flows and loads between summer months (June 1 to September 30) and non-summer months (October 1 to May 31). The WWTF experiences its maximum month BOD<sub>5</sub> loading conditions during the summer season as shown in Table 2 and Figure 2. The summer average influent BOD<sub>5</sub> loadings are around 1,500-pounds per day (lbs/day) and peaked close to 3,500 lbs/day in August of 2017. In addition, the influent wastewater characteristics, especially in the summer season, are indicative of a high strength wastewater (i.e., approximately 4x the typical municipal wastewater strength). This creates a particular concern with respect to wastewater treatment capacity, as the activated sludge processes capacity is controlled more so by influent BOD<sub>5</sub> load than influent flow. As such, the influent loading conditions during the summer season will be the controlling condition that defines the treatment capacity of the WWTF.

The influent flows and loads received at the facility during the summer season were used to determine the current facility's treatment capacity and define the maximum influent loading and associated flows. These are presented in Table 3.

**TABLE 3: SUMMER INFLUENT FLOWS & LOADS**

| Parameter                         | Flow |      | BOD <sub>5</sub> |        |      | TSS  |        |      |
|-----------------------------------|------|------|------------------|--------|------|------|--------|------|
|                                   | MGD  | P.F. | mg/L             | lb/day | P.F. | mg/L | lb/day | P.F. |
| Minimum Day                       | 0.21 | 0.60 | 225              | 389    | 0.26 | 307  | 531    | 0.40 |
| Annual Average                    | 0.35 | -    | 522              | 1,504  | -    | 464  | 1,338  | -    |
| Maximum Month 30-Day Flow Loading | 0.42 | 1.22 | 559              | 1,970  | 1.31 | 424  | 1,493  | 1.12 |
| Maximum Month 30-Day BOD Loading  | 0.38 | 1.11 | 874              | 2,802  | 1.86 | 855  | 2,742  | 2.05 |
| Maximum Day (99.7th %)            | 0.54 | 1.57 | 769              | 3,483  | 2.32 | 886  | 4,017  | 3.00 |
| Maximum Day (98th %)              | 0.47 | 1.36 | 778              | 3,060  | 2.03 | 704  | 2,768  | 2.07 |
| Peak Hour (99.7th %)              | 1.92 | 5.48 | -                | -      | -    | -    | -      | -    |
| Peak Hour (100th %)               | 2.03 | 5.80 | -                | -      | -    | -    | -      | -    |

The 1996 Wastewater Treatment Facility Phase II Process Evaluation projected future average daily loadings to the facility, as summarized below. The 1998 upgrade included a new fine bubble aeration tank system to treat the loadings established as part of the 1996 evaluation.

| Condition (AVERAGE DAILY)  | Flow, MGD | BOD, lbs/day | TSS, lbs/day |
|----------------------------|-----------|--------------|--------------|
| 1996 Facilities Evaluation | 0.635     | 2,193        | 1,460        |

Based on the 2015 MEPDES permit (Table 1), the WWTF is rated for a monthly average design flow rate of 0.70-MGD. Accordingly, the 1996 evaluation loading projections were adjusted for the current rate flow, as summarized below.

| Condition            | Flow, MGD | BOD, lbs/day | TSS, lbs/day |
|----------------------|-----------|--------------|--------------|
| Current Design Basis | 0.70      | 2,400        | 1,600        |

On an average daily basis, the WWTF is currently operating at approximately 40% of the design rated flow and BOD<sub>5</sub> loading capacity, as shown in Table 4 below. However, during peak summer months the facility is operating at 64% of its average design BOD<sub>5</sub> loading capacity with only 50% of the design rated flows. During the non-summer months, the facility is operating at approximately 25% of its average design BOD<sub>5</sub> loading capacity.

**TABLE 4: BASIS OF DESIGN VERSUS CURRENT FLOWS & LOADS**

| <b>Parameter<br/>(Average Daily Conditions)</b> | <b>Flow, MGD</b> | <b>BOD, lbs/day</b> | <b>TSS, lbs/day</b> |
|---|------------------|---------------------|---------------------|
| <b>Design Basis<sup>1</sup></b>                 | 0.70             | 2400                | 1600                |
| <b>Current Flows &amp; Loads<sup>2</sup></b>    | 0.30             | 926                 | 889                 |
| <b>% of Design Basis Capacity</b>               | <b>42 %</b>      | <b>39 %</b>         | <b>56 %</b>         |
| <b>Summer Flows &amp; Loads<sup>3</sup></b>     | 0.35             | 1504                | 1,388               |
| <b>% of Design Basis Capacity</b>               | <b>49 %</b>      | <b>64 %</b>         | <b>84 %</b>         |

**Notes**

1. Design Basis is based on the KWPFC rated monthly average design flow rate and 1996 facilities evaluation loading projections.
2. Total Flows & Loads are established based on current facility operating data between 2015-2018, detailed in Table 2.
3. Summer Flows & Loads are established based on summer (June to September) data between 2015-2018, detailed in Table 3.

Note that the monthly influent BOD<sub>5</sub> loadings (30-day moving average) during the 2015-2018 summer seasons has averaged 2,100 lbs/day or 87% of the design basis. The monthly influent BOD<sub>5</sub> load during the summer of 2017 was 2,800 lbs/day or 117% of the design basis.

## CAPACITY ANALYSIS

The capacity analysis described herein will define the maximum capacity, with respect to influent flows and loadings, that the activated sludge process can reliably treat while maintaining effluent compliance. This analysis does not consider the capacity of the hydraulic components between the unit processes (i.e., piping and pumps), aeration capacity (i.e., diffusers and blowers), solids handling, or disinfection system.

The capacity of the activated sludge process is predicated on the ability of the aeration tanks and secondary clarifiers to retain adequate levels of bacteria (measured as mixed liquor suspended solids, MLSS) to treat the wastewater influent load and subsequent separation of the bacteria from the wastewater prior to discharge to the receiving water body. The ability to separate bacteria from the wastewater prior to being discharged is influenced by several factors, most notably by how well the sludge settles and the dimensions and operation of the secondary clarifiers.

Capacity is defined as follows:

- **Maximum treatment capacity:** The maximum influent load and associated flow the WWTF can reliably treat over a period of 30 days while maintaining a successful secondary clarification process while experiencing a high flow event and achieving an effluent BOD<sub>5</sub> and TSS less than 30 mg/l, each.
- **Annual average capacity:** The annual average flow the WWTF can reliably treat while maintaining their permit limit. The annual average flow and load will be calculated using the

peaking factors between maximum month and annual average BOD<sub>5</sub> loadings presented in Table 3.

To ascertain the activated sludge process capacity, the secondary clarifiers are analyzed to determine the maximum allowable solids loading rate they can reliably handle. This will define the maximum MLSS concentration in the activated sludge tanks and the maximum day flow capacity of the system.

### **Secondary Clarifiers Capacity Analysis**

The WWTF has two 40-foot diameter secondary clarifiers with a side water depth of 9.5 feet and a combined total surface area of 2,512 ft<sup>2</sup>. Clarifier capacity was determined via the State Point Analysis (SPA) method.

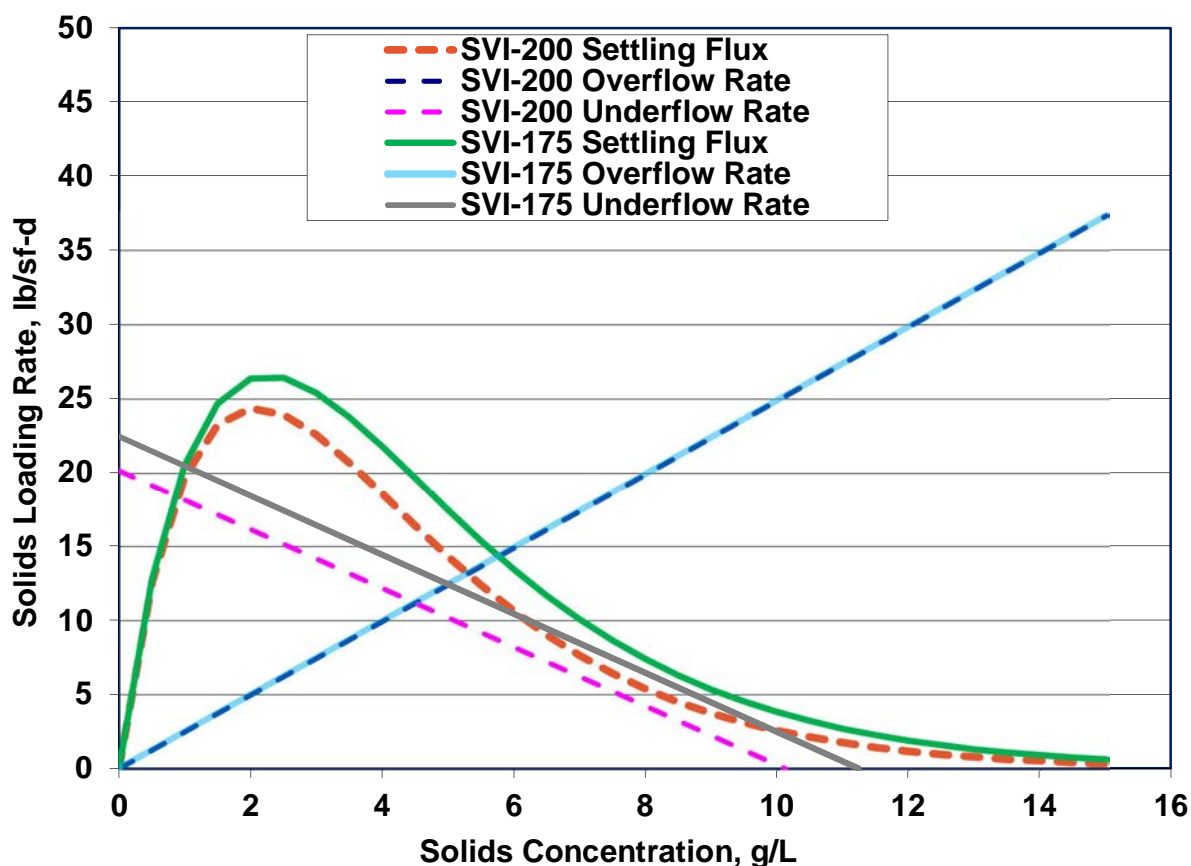
SPA is a graphical technique used for evaluating the performance of secondary clarifiers under peak flow conditions using MLSS concentrations and Sludge Volume Index (SVI, mL/g). SVI is a measure of settleability of the mixed liquor. An SVI between 75 and 150 represents a good settling sludge. Lower SVI values represent very fast settling mixed liquor which can be susceptible to pin floc. Higher SVI values represent slow settling mixed liquor which can be susceptible to solids washout at higher flow rates and reduce the overall capacity of the clarifiers.

Based on the 2015-2018 WWTF operating data, the facility on average is operating with an SVI of 175 in the summer months and an SVI of 200 in the non-summer months. These levels are generally higher than desirable and will result in overall reduced capacity. For the purposes of this capacity analysis, an SVI value of 175 was chosen as representative of the facility operation during peak summer loading conditions. An SVI of 175 is consistent with TR-16 recommendations for clarifier operation and was used to develop the secondary clarifier capacity.

The results of the SPA are presented in Figure 3 and shows the intersection of the overflow rate and underflow rate operating level. If this intersection is below the solids flux curve (with an appropriate safety factor), then the secondary clarifiers are assumed to be operating within their solids loading rate capacity.



**FIGURE 3: SECONDARY CLARIFIERS-STATE POINT ANALYSIS**



As shown in Figure 3:

- **Summer:** At a design SVI of 175 mL/g, the secondary clarifiers can handle a maximum day flow rate of 0.75-MGD, assuming the MLSS concentration is below 5,000 mg/l.
- **Non-summer:** At a design SVI of 200 mL/g, the secondary clarifiers can handle a maximum day flow rate of 0.75-MGD, assuming the MLSS concentration is below 4,500 mg/l.

#### **Activated Sludge Capacity Analysis**

BioWIN® process was used to model the existing treatment processes operation of WWTF. The model was calibrated using available WWTF operating data. The calibration was conducted by comparing the model-predicted facility operating characteristics (mixed liquor concentrations, waste sludge values, effluent quality, etc.) with the actual operating characteristics of the facility. In general, a model is considered calibrated if it accurately predicts the mass balance (i.e., secondary sludge generation levels, MLSS values, and effluent TSS quality) and to a lesser extent the nutrient removal performance of the activated sludge process (effluent nitrogen results).

The calibrated BioWin model of the WWTF operation for the existing secondary treatment process used all three aeration tank trains and two secondary clarifiers in the following process configurations for capacity determination analysis:

- **Configuration 1**: Current operation with AT No. 1 and AT No. 3 operating in MLE mode and AT No. 2 operating in aerobic/oxic mode.
- **Configuration 2**: Modified operation with AT No. 2 converted to include anoxic selector zone and operating with AT No. 1 and AT No. 3 in MLE mode.

Historically, the WWTF has experienced their maximum month loading condition during the summer months. As such, the maximum capacity of the secondary treatment process was analyzed assuming the maximum month load is received at the facility during the peak summer months. The maximum treatment capacity of the MLE process is defined as the maximum influent load that can be successfully treated over a period of 30 days without the resulting MLSS levels exceeding 5,000 mg/l (i.e., the maximum MLSS level defined in the Secondary Clarifiers Capacity Analysis).

It should be noted that the Kennebunkport WWTF operates at significantly lower MLSS values, in the order of 2,000 to 3,000 mg/l. At these lower MLSS values, we would suspect that the MLE process is slipping out of nitrification during the highly loaded summer season. Partial nitrification can lead to process upset and poor settling solids. Therefore, this capacity analysis assumes a minimum aerobic summer Solids Residence Time (SRT) of 7 days be maintained under all influent loading conditions. The SRT is defined as the total mass of suspended solids in the aerobic portion of the aeration tank divided by the amount of mass wasted from the process each day. A minimum SRT of 5 to 10 days, depending on wastewater temperature, is required to ensure sufficient levels of bacteria to achieve nitrification.

Using the influent BOD<sub>5</sub> annual average, maximum month and associated peaking factors presented in Table 3, Table 5 below summarizes the maximum month and annual average conditions that can be reliably treated by the WWTF in the two configurations.

**TABLE 5: CAPACITY ANALYSIS<sup>1</sup>**

| Parameter                            | Maximum Month                                    | Annual Average |
|--------------------------------------|--|----------------|
|                                      | Configuration 1: 2 Trains in MLE + 1 Oxidic Tank |                |
| Raw Influent Maximum Loading         |  |                |
| BOD <sub>5</sub> Loading, lbs/day    | 2,375  | 1,645          |
| BOD <sub>5</sub> Concentration, mg/L | 678  | 522            |
| Flow <sup>2</sup> , MGD              | 0.42   | 0.38           |
| TSS Loading, lbs/day                 | 2,425  | 1,460          |
| Parameter                            | Maximum Month                                    | Annual Average |
|                                      | Configuration 2: 3 Trains in MLE                 |                |
| Raw Influent Maximum Loading         |  |                |
| BOD <sub>5</sub> Loading, lbs/day    | 2,035  | 1,410          |
| BOD <sub>5</sub> Concentration, mg/L | 678  | 522            |
| Flow <sup>2</sup> , MGD              | 0.36   | 0.32           |
| TSS Loading, lbs/day                 | 2,075  | 1,250          |
| Effluent Quality                     |  |                |
| BOD, mg/l                            | < 30   | < 30           |
| TSS, mg/l                            | < 30   | < 30           |

Notes:

1. The data and conclusions from this analysis are suitable for refining the treatment plant operations and assessing scenarios; but should not be considered suitable for design, redesign or permitting.
2. The influent flows defined as part of this capacity analysis are associated with the BOD<sub>5</sub> loadings at the specified influent concentrations that can be treated at WWTF. They do not represent the hydraulic capacity limit of the facility, nor do they have any bearing on WWTF permitted monthly average flow of 0.70 MGD.
3. When operating in Configuration 2 (MLE process), the additional anoxic selector zone results decreased the total aerobic volume, which reduces the overall BOD treatment capacity of tanks, and results in slightly less overall capacity.

A comparison of the capacity analysis results for BOD<sub>5</sub> loading versus historical flows and loads received at the WWTF are presented in Figure 4. This capacity analysis suggests that the WWTF can accommodate additional influent flows and loads at annual average conditions. However, since the WWTF has monthly, weekly and daily effluent BOD<sub>5</sub> and TSS limits versus annual average, capacity should be viewed with respect to maximum month loading conditions.

The influent loadings received at the WWTF have exceeded its treatment capacity once over the previous four summers. Utilizing the average maximum month loadings for the last four summers (2,100 lbs/day), our analysis would indicate that there may be some additional capacity available during that period (i.e., 300 lbs/day of BOD) or an additional 15%. This assumes the future

maximum month summer loading is roughly equivalent to the historical average experienced during this period. There is significant available capacity throughout the remainder of the year.

**FIGURE 4: WWTF MAXIMUM CAPACITY & HISTORICAL LOADINGS**

