

## **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