

1
2 **Town of Mount Desert Planning Board**
3 **Meeting Minutes**
4 **October 13, 2021**
5

6 This meeting was a hybrid virtual/in-person meeting and was recorded.
7

8 **Board Members Present:** Chair William Hanley, Tracy Loftus Keller, Christie Anastasia, Meredith
9 Randolph, David Ashmore
10

11 **Public Present:** Michael Wade – DGC Architects, Inc., Alina Watt – Hedefine Engineering, Fire
12 Chief Mike Bender, Carla Haskell – DGC Architects, Stephanie R, Katrina Carter, Alan Baldwin, CM,
13 Robert Frank - WBRC
14

15 **I. Call to order 6:00p.m.**

16 Chair Hanley called the meeting to order at 6:10PM.
17

18 Board Members were noted.
19

20 **II. Approval of Minutes**

21 **August 25, 2021**

22 Ms. Randolph was not in attendance for this meeting.
23

24 MS. ANASTASIA MOVED, WITH MS. LOFTUS KELLER SECONDING, APPROVAL OF THE
25 AUGUST 25, 2021 MINUTES AS PRESENTED.

26 VOTE:

27 CHRISTIE ANASTASIA: AYE

28 TRACY LOFTUS KELLER: AYE

29 DAVID ASHMORE: AYE

30 CHAIR WILLIAM HANLEY: AYE

31 MOTION APPROVED 4-0.
32

33 **September 8, 2021**

34 MS. ANASTASIA MOVED, WITH MS. RANDOLPH SECONDING, APPROVAL OF THE SEPTEMBER
35 8, 2021 MINUTES AS PRESENTED.

36 VOTE:

37 CHRISTIE ANASTASIA: AYE

38 MEREDITH RANDOLPH: AYE

39 DAVID ASHMORE: AYE

40 TRACY LOFTUS KELLER: AYE

41 CHAIR WILLIAM HANLEY: AYE

42 MOTION APPROVED 5-0.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41

September 22, 2021

Chair Hanley was not in attendance at this meeting.

Ms. Loftus Keller pointed out that on Page 3 of the Minutes the size of the room being discussed should be clarified as 14 x 75 feet, and the height is 23.5 feet high.

MS. LOFTUS KELLER MOVED, WITH MS. RANDOLPH SECONDING, APPROVAL OF THE SEPTEMBER 22, 2021 MINUTES AS AMENDED.

VOTE:

TRACY LOFTUS KELLER: AYE

MEREDITH RANDOLPH: AYE

DAVID ASHMORE: AYE

CHRISTIE ANASTASIA: AYE

MOTION APPROVED 4-0.

III. Conditional Use Approval Application(s):

A. Conditional Use Approval Application #020-2021

OWNER(S) NAME(S): Town of Mount Desert – Town Hall/Municipal Building

APPLICANT(S): Michael Bender, Fire Chief

AGENT(S): Carla Haskell, AIA – DGC Architects, Inc.

LOCATION: 21 Sea Street, Northeast Harbor

TAX MAP: 024 **LOT:** 097 **ZONE(S):** Village Commercial (VC)

PURPOSE: Section 3.4 - Public - State, Federal & Municipal Buildings, Fire Department Area Renovation/Addition.

SITE INSPECTION: 4:00PM Masks Required During Site Inspection

CEO Keene confirmed adequate Public Notice. Abutters were notified.

Ms. Loftus Keller reported on the Site Visit. The Applicant is proposing to enlarge the portion of the Municipal Building that houses the Fire Department and Ambulance Service. The side of the building facing Sea Street will remain essentially the same. A portion of the roof will be raised to accommodate living space. The portion of the building facing the Gray Cow parking lot will be extended to accommodate another vehicle bay. The driveway on that side of the building will be removed. The parking area will have a point of entry added.

Chair Hanley added that the generator/utility entrance will be moved to the area where the driveway currently is. The generator will be reconfigured to serve the entire building. The additions will use the current stormwater management system.

Two additional parking spaces will be added.

1 DGC Architects, Inc. representative Michael Wade shared the plans with the Board. The
2 building will be expanded by 19 feet to accommodate an extra vehicle bay. The driveway
3 from the Sea Street parking lot to behind the building will be eliminated. Parking in front
4 will be reconfigured to accommodate handicap parking and a loading zone. Two parking
5 spaces will be gained. Mr. Wade pointed out the proposed location of the fenced area for
6 the generator/HVAC. The building will tie into existing stormdrain systems for roof
7 drainage. The west wall and front wall where the doors currently are will be removed.
8 Exterior walls on the North and East sides will be remain as they are.

9
10 Upstairs sleeping quarters, a day room, dining area, and training space will be added. A
11 second egress stair will be added at the northwest corner of the building. There will be an
12 attic. Roof ridges run east/west and north/south.

13
14 Mr. Wade shared images of what the proposed changes would look like. The building is
15 under the 40-foot building height limitation. From Sea Street, the only part of the new
16 section of building that will be visible is where the new bay will be located. Very little of the
17 change will be visible from the East side of the building. The changes add approximately
18 1000sf on the first floor, and approximately 4000sf on the second floor.

19
20 Chair Hanley asked for Public Comment. There was none.

21
22 Chair Hanley closed the Public Comment.

23
24 MS. ANASTASIA MOVED, WITH MS. LOFTUS KELLER SECONDING, TO FIND THE APPLICATION
25 COMPLETE.

26 VOTE:

27 CHRISTIE ANASTASIA: AYE

28 TRACY LOFTUS KELLER: AYE

29 MEREDITH RANDOLPH: AYE

30 DAVID ASHMORE: AYE

31 CHAIR WILLIAM HANLEY: AYE

32 MOTION APPROVED 5-0.

33
34 MS. RANDOLPH MOVED, WITH MS. ANASTASIA SECONDING, TO USE THE SHORT FORM.

35 VOTE:

36 MEREDITH RANDOLPH: AYE

37 CHRISTIE ANASTASIA: AYE

38 DAVID ASHMORE: AYE

39 TRACY LOFTUS KELLER: AYE

40 CHAIR WILLIAM HANLEY: AYE

41 MOTION APPROVED 5-0.

1
2 No Conflict of Interest was found among the Board.

3
4 MS. RANDOLPH MOVED, WITH MS. LOFTUS KELLER SECONDING, APPROVAL OF THE
5 APPLICATION.

6
7 A review of the Section 6 Checklist was made and is attached to these Minutes.

8
9 VOTE:

10 MEREDITH RANDOLPH: AYE

11 CHRISTIE ANASTASIA: AYE

12 DAVID ASHMORE: AYE

13 TRACY LOFTUS KELLER: AYE

14 CHAIR WILLIAM HANLEY: AYE

15 MOTION TO APPROVE THE APPLICATION APPROVED AS PRESENTED AND AMENDED WITH
16 PERMIT CONDITION 5-0.

17
18 **B. Conditional Use Approval Application #021-2021**

19 **OWNER NAME(S):** Asti Kim Corporation

20 **AGENT(S):** Robert Frank, P.E. WBRC

21 **LOCATION:** 15 Peabody Drive, Northeast Harbor

22 **TAX MAP:** 005 **LOT:** 014-001 & 014-004 **ZONE(S):** Village Residential 3 (VR3)

23 **PURPOSE:** Sections 3.4 & 6B.22 - Hotel/Motels. Asticou Inn – Renovations/Expansion.

24 **SITE INSPECTION:** 4:30PM Masks Required During Site Inspection.

25
26 CEO Keene confirmed adequate Public Notice. Abutters were notified.

27
28 Chair Hanley noted this Application was first approved September 9, 2020 and is back
29 before the Planning Board because the project did not commence within a year of date of
30 approval as required and therefore approval lapsed. This review is essentially the same
31 Application presented and approved in 2020.

32
33 Chair Hanley reported on the Site Visit. The project is unchanged since last year's
34 Application. The Applicant proposes to remove an existing open-egress stair and add a new
35 enclosed-egress stair on the side of the building facing Peabody Drive. A challenge
36 addressed at the last review was finding an existing sewer outfall and tying into it. The
37 Applicant intends to try to locate the outfall during construction. There is some minor
38 reapportioning planned for the rooms, with no increase in room count.

39
40 Agent Rob Frank noted the project was delayed due to Covid and supply-chain issues,
41 resulting in the Permit lapse. The project consists of renovating the interior of the existing

1 hotel, construct a new elevator and egress stairs. There are currently 50 rooms in the hotel;
2 31 guest rooms and 19 rooms for staff housing. The intent is 31 guest rooms when
3 complete, absorbing space that is currently staff housing. 74sf will be added for the new
4 stair tower. During the renovation process an exterior, unenclosed building stair of
5 approximately 100sf will be removed. Three egress stairs will be provided in the building.
6 Stairs currently in the building do not comply with code. Additionally, new HVAC, electrical,
7 and plumbing will be added to support the room renovations. There will be some changes
8 on the first floor to accommodate elevator access. The Zone is VR3.

9
10 The intent of locating the sewer outfall is to avoid it during construction if possible and
11 repair it if necessary. There is a water line the Applicant is working around as well. Some
12 existing sewer lines were noted during road construction work done in the area. Condition
13 approvals were set on the September 9, 2020 approval, and the Applicant is amenable to
14 abiding by those permit conditions for this approval.

15
16 A third-floor dormer and the elevator/stair enclosure extends the footprint slightly. A new
17 stair enclosure pushes a dormer out on the other end of the building as well. There is a
18 third enclosed stair tower that will also extend the footprint. Facing the ocean, the
19 extended dormers will be only partially visible.

20
21 Nothing being added to the building will extend the existing height of the building.

22
23 Chair Hanley asked for Public Comment.

24
25 Neighbor Alan Baldwin noted that he and other residents feel that any improvements made
26 to the Asticou Inn are appreciated, particularly improvements to safety. He asked if the
27 building was on the Historical Registry. It is not.

28
29 There was no other Public Comment

30
31 Chair Hanley closed the Public Comment.

32
33 Chair Hanley noted he had the previously used short form checklist from 2020 with him. He
34 asked if the Board would consider mirroring the current checklist to the 2020 checklist, as
35 the reason the issue is before the Board is merely a missed deadline and there are no
36 changes to the Application. The Board concurred.

37
38 MS. RANDOLPH MOVED, WITH MS. ANASTASIA SECONDING, TO FIND THE APPLICATION
39 COMPLETE.

40 VOTE:

41 MEREDITH RANDOLPH: AYE

1 CHRISTIE ANASTASIA: AYE
2 DAVID ASHMORE: AYE
3 TRACY LOFTUS KELLER: AYE
4 CHAIR WILLIAM HANLEY: AYE
5 MOTION APPROVED 5-0.

6
7 MS. ANASTASIA MOVED, WITH MS. RANDOLPH SECONDING, TO USE THE SHORT FORM.
8 VOTE:

9 CHRISTIE ANASTASIA: AYE
10 MEREDITH RANDOLPH: AYE
11 DAVID ASHMORE: AYE
12 TRACY LOFTUS KELLER: AYE
13 CHAIR WILLIAM HANLEY: AYE
14 MOTION APPROVED 5-0.

15
16 MS. RANDOLPH MOVED, WITH MS. ANASTASIA SECONDING, TO APPROVE THE
17 APPLICATION.

18
19 A review of the Section 6 Checklist was made and is attached to these Minutes.

20
21 VOTE:
22 MEREDITH RANDOLPH: AYE
23 CHRISTIE ANASTASIA: AYE
24 DAVID ASHMORE: AYE
25 TRACY LOFTUS KELLER: AYE
26 CHAIR WILLIAM HANLEY: AYE

27
28 MOTION TO APPROVE THE APPLICATION AS PRESENTED AND AMENDED WITH PERMIT
29 CONDITIONS APPROVED 5-0.

30
31 **IV. Other**

32 CEO Keene noted there are a number of Permits requiring signatures. She asked that Board
33 Members stop by the Town Office to sign them.

34
35 It was noted there is a Special Planning Board Meeting October 20, 2021. It will be an in-
36 person meeting. CEO Keene is looking into whether a Zoom option will be available. Board
37 Members were unhappy with the possibility of having to meet in person considering the
38 Covid pandemic.

39
40 **V. Adjournment**

41 MS. RANDOLPH MOVED, WITH MS. ANASTASIA SECONDING, ADJOURNING THE MEETING.

- 1 VOTE:
- 2 MEREDITH RANDOLPH: AYE
- 3 CHRISTIE ANASTASIA: AYE
- 4 DAVID ASHMORE: AYE
- 5 TRACY LOFTUS KELLER: AYE
- 6 CHAIR WILLIAM HANLEY: AYE
- 7 MOTION APPROVED 5-0.
- 8
- 9 Meeting adjourned at 7:13PM.
- 10