 **PLANNING BOARD**

17 Maple Street

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Monday, April 1, 2019

BUSINESS MEETING MINUTES

**Call to Order**

Chairwoman Jessica Larson called the meeting to order at 6:31 p.m.

Present: Jessica Larson, Eve Bergstrom, Erica Craig, Angel Eastman, Sandra Watts, Recorder Desirae Bachelder.

Absent: Ken Hall, Nancy Perkins, Code Enforcement Officer Wes Sunderland

Guests Present: Rick & Lori Rowland, John Watts, Monique Guptill, Diann Perkins, Steve Smith, Larry Lord

**New Business:**

1. **Miscellaneous – Voting Members**

Jess Larson designated Sandra Watts as a voting member in Ken Hall’s absence.

1. **Formally elect chairman and vice-chairman**

Angel Eastman made a motion to elect Jess Larson as chairperson. It was seconded by Eve Bergstrom. Motion carried with all in favor, Jess abstained.

Jess Larson made a motion to elect Angel Eastman as vice chairperson. It was seconded by Eve Bergstrom. Motion carried with all in favor, Angel abstained.

1. **Approve minutes from March 4, 2019 business meeting**

Jess Larson made a motion to approve the March 4, 2019 business meeting minutes as presented. It was seconded by Eve Bergstrom. Motion carried with all in favor.

1. **Rick & Lori Rowland – The Inn at Cornish – U03-040 – Public Hearing**

There was a Site Walk today at 4:00 pm.

Jess Larson recused herself because she is an abutter to the proposed project. Eve Bergstrom reviewed the Site Plan Review Application with the Board.

Eve explained that this is concerning The Barn at the Inn at Cornish. Eve asked Mr. Rowland for an overview of the proposed project for the members of the audience. Mr. Rowland explained that the proposed use is for an event venue. He has been approached and asked to hold a Dungeons & Dragons gaming event. Mr. Rowland does not expect to have events frequently but hopes for at least an event each month during the summer. Mr. Rowland is also proposing additional parking for the Inn at Cornish in anticipation of events and to help with the issue that there are not enough parking spaces on the property for just the Inn. The additional parking would not be restricted to the Inn, but would be available for public use.

The application was presented at the March 4, 2019 business meeting when the Board voted that the application was complete. The Board discussed the heating of the Barn, currently there is none, it was determined that Mr. Rowland should use his discretion for holding events in the colder months.

The Board then discussed the parking. Eve verified that the parking area will be one way flow. The space between the buildings leading to the proposed parking area is too narrow for cars to pass; it needs to be at least 12 feet wide. Mrs. Rowland commented that the mud room which is attached to the Inn will be removed to allow for more space between the buildings. Protective pylons will need to be installed in front of the fuel tanks, and smaller pylons or protective barriers should be placed on the corners of the Barn and the Inn. The Board will need a copy of the covenant with the church and Josh Gurley, the abutters that the parking lot will exit to.

Diann Perkins raised the concern that the area behind the Inn is very wet. Mr. Rowland explained that the area that the proposed parking lot will be on the level part where the carriage house used to be. He also stated that the parking area will be roughly 40 feet from the building and extend 40 feet, but it will remain on the level ground. There is 90 to 100 feet of land between the proposed parking area and the wetland. Eve explained that the parking area will be gravel and as part of the permit Mr. Rowland will need to address the drainage from the Church, so that there is no back up.

Steve Smith asked for confirmation that the Inn’s parking will be accessible from the Church. Mr. Rowland replied that yes it would and vice versa, the Church will be able to use the Inn’s parking area as overflow parking as needed.

Eve noted that DOT (Department of Transportation) will need to be asked about the curb cut at Mr. Gurley’s property and if the curb cut is appropriate for a parking area verses a residential dwelling. Mr. Rowland will be placing an Additional Parking sign with an arrow on the barn as well as Do Not Enter signs on the other side of the Barn to restrict traffic to one way. Slow signs, and exit signs will also be placed along the parking area. Eve suggested a speed bump of some kind between the buildings. Mr. Rowland agreed and stated that there will be parking stones along the angled parking spaces, he could half bury one and paint it yellow for visibility.

The Board discussed additional lighting for the proposed parking area. Any lighting should be limited to the back of the buildings and situated as such that it won’t disturb the other residences. Mr. Rowland will look into appropriate lighting that is not intrusive to the neighborhood that can be turned off.

Handicap parking was discussed; at this time there is no plan to add handicap spots to the proposed parking area at this time. Mr. Rowland will consider this and look into ADA compliance, the Barn is currently handicap accessible. Mr. Rowland will also be placing liability signs (Park at your own risk) in the proposed parking area.

Erica Craig made a motion to approve the application for a Conditional Use Permit/Change of use for the Barn at the Inn at Cornish with the following conditions:

* The Board will need a copy of a legal covenant between the Inn at Cornish and the abutter at 35 Main Street, Mr. Gurley, and 37 Main Street the United Church of Christ.
* The Barn requires an occupancy permit and needs to be ADA compliant with ADA compliant parking.
* Pylons need to be placed in front of the fuel tanks.
* Pylons or protective barriers will need to be placed at the corners of the buildings.
* The space between the buildings will need to be increased to at least 12 feet.
* The parking area will be gravel only with bumper stops to designate parking spaces.
* The parking area needs to be designed so that any drainage from abutting buildings is not compromised.
* Signs and lighting must be in compliance with Town ordinances.
* Lighting needs to be appropriate for safety but not intrusive to the neighborhood with the ability to be turned off when activity has ceased.
* DOT needs to be contacted about the curb cuts.
* State and local ordinances are to be followed.

The motion was seconded by Sandra Watts. Motion carried with all in favor.

1. **Miscellaneous - Brent Anderson**

Jess informed the Board that Wes had received a pre-application request from Brent Anderson regarding 52 Maple Street. Mr. Anderson will be on the next agenda.

**Communications Received/Sent:**

**Adjournment:**

Jess Larson made a motion to adjourn the business meeting at 7:37 p.m. It was seconded by Eve Bergstrom. Motion carried with all in favor.

Respectfully Submitted,



Desirae Bachelder

CPB Secretary