

**CITY OF BELFAST PLANNING BOARD MEETING**  
**WEDNESDAY, August 25th, 2021 6:00 PM**  
**PROPOSED AGENDA**  
**MEETING VIA A ZOOM WEBINAR**

**NOTES TO PUBLIC:**

Due to the COVID-19 pandemic the Planning Board will not physically be meeting in the Council Chambers of Belfast City Hall to conduct the August 25th, 2021 Board meeting. Thus, the public will have no access to City Hall during the meeting. The Board will be conducting the meeting electronically via a ZOOM webinar, and Board members will be participating in the meeting via ZOOM from their respective homes.

Persons who want to view the meeting can do so on the live stream on the City of Belfast website, [cityofbelfast.org](http://cityofbelfast.org), or watch it live on BEL-TV. The video of the meeting will be posted on the city website a day or two after the meeting is conducted.

The Board will be conducting a public hearing at this meeting. Persons who wish to offer comment that will be considered by the Planning Board at the public hearing can do so in any of the following ways:

- 1) In advance of the meeting/hearing, you can submit comment by email to [directorplanning@cityofbelfast.org](mailto:directorplanning@cityofbelfast.org). The Board considers email comment the same as oral comment offered at the hearing. Comment sent to this email address must be received by 2:00 pm on August 25th. This is the preferred way to offer comment.
- 2) You can submit a letter in advance of the hearing to: City of Belfast, Code and Planning Dept, 131 Church St, Belfast, ME, 04915. Letters must be received by 2:00 pm on August 25th.
- 3) You can submit comment via email during the meeting to [directorplanning@cityofbelfast.org](mailto:directorplanning@cityofbelfast.org). City staff will monitor this email account and will read any email submitted to the Board.
- 4) You can submit oral comment by participating on the ZOOM platform by using the following connection.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/81070150478>

Or One tap mobile:

+13126266799,,81070150478# US (Chicago)

+16465588656,,81070150478# US (New York)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Webinar ID: 810 7015 0478

International numbers available: <https://us02web.zoom.us/j/81070150478>

The Board will only be accepting audio comment (no video) so we can try and preserve bandwidth.

## BOARD AGENDA

1. **Call to Order & Roll Call.** Hugh Townsend, Chair, David Bond, Wayne Corey, Geoff Gilchrist, and Kathleen Dunckel regular members and Pippa Jollie and Lewis Baker, associate members.
2. **Adoption of Agenda.**
3. **Review of Meeting Minutes –**
4. **Development Review – Site Plan Amendment  
Belfast Co-op – 123 High Street Map 11 Lot 70.**

The Belfast Co-op, applicant, has applied for an amended Site Plan Permit for their property located at 123 High St, Map 11, Lot 70. The Co-op proposes to make changes to the parking layout and number of off-street parking spaces provided, the relocation of their dumpster, changes to outdoor storage areas, and the inclusion of an outdoor seating area. The property is .83 acres in size and is in the Downtown Commercial Zoning District. However, the property is not included in the exempt off-street parking area. The Planning Board will review the application pursuant to the City Code of Ordinances requirements, reference Chapter 90 Site Plan and Chapter 102 Zoning.

4.1 Staff Summary and Applicant Presentation

4.2 Planning Board Public Hearing

4.3 Board Review and Discussion

5. **Development Review – Expansion of Nonconforming Structure  
37 Hazeltine Road Map 29 Lot 13.**

Peter and Elizabeth Daley, Applicants, propose demolishing and reconstructing part of the dwelling and an expansion of the footprint at this location. The proposed replacement and expansion in the property line setback area requires Planning Board review because the current home is less than 1' from the property line. The reconstruction portion of the proposal would be in the same exact location. The proposed expansion ranges from 27" to 59" from the property line. 37 Hazeltine Rd. is located in the Residential II zoning district. This district requires a side setback of 15 feet. The City Code of Ordinances allows for expanding the nonconforming structure with Planning Board approval per Chapter 102 Zoning, Article III, Nonconformance, Sec 102-215 Type 2 Nonconformity.

5.1 Staff Summary and Applicant Presentation

5.2 Planning Board Public Hearing

5.3 Board Review and Discussion

- 6. Code and Planning Department Report - Bub Fournier, Director,  
Planning and Codes Department**
- 7. Other Business**
- 8. Adjournment**