

1. Planning Board Meeting Materials 2026-02-17

Documents:

[2026-2-17-PLANNING BOARD AGENDA.PDF](#)
[NOTICE_PLANNING BOARD_PUBLIC HEARING_2026-2-17.PDF](#)
[JANUARY 5, 2026 PLANNING DRAFT MINUTES.2.PDF](#)
[JANUARY 22, 2026 PLANNING DRAFT MINUTES.1.PDF](#)
[PB FLU SUB COM_CHARTER DRAFT_2026-2-12.PDF](#)
[SITE PLAN AND SUBDIVISION REGULATIONS_DRAFT_ 2026-1-27.PDF](#)



AGENDA
York Planning Board Meeting
February 17, 2026
7:00 PM
York Public Library

- 1. Call to Order; Determination of Quorum; Appointment of Alternates**
- 2. Field Changes**
- 3. Public Forum**
- 4. Public Hearing**
 - A. Site Plan & Subdivision Regulations**
 1. Section 2.3 (regarding fees)
 2. Section 6.3.3-A, 6.4.20 (regarding vertical datum requirements)
- 5. Discussion**
 - A. Planning Board Initiatives for November 2026 & May 2027
 - B. Review of LD1829 Land Use Changes
 - C. Future Land Use & Ordinance Committee
- 6. Minutes**
 - A. Planning Board Minutes of January 5, 2026
 - B. Planning Board Minutes of January 22, 2026
- 7. Adjourn**

All meetings shall be adjourned no later than 10:30 PM, unless extended by unanimous consent of the Board.



**Notice of Public Hearing
Planning Board
February 17, 2026
7:00 PM
York Public Library**

The York Planning Board will conduct a Public Hearing regarding proposed Site Plan/Subdivision Regulation amendments as follows:

Site Plan and Subdivision Regulations

1. Section 2.3 (regarding fees)
2. Section 6.3.3-A, 6.4.20 (regarding vertical datum requirements)

Printed copies of the proposed amendments (draft document(s) dated January 27, 2026) are available with the Town Clerk at the Town Hall, and digital copies are available on the Town's Webpage (www.yorkmaine.org).

**Planning Board Meeting Minutes
Monday, January 5, 2026; 7:00 P.M.
York Library Community Room**

1. Call to Order; Determination of Quorum; Appointment of Alternates

6 Chair David Woods II called the meeting to order at 7:00 p.m. A quorum was established with
7 five voting members: Chair David Woods, Vice Chair Pete Smith, Board Secretary Gail Billet,
8 Wayne Boardman, and Steve Friedman. Alternate Crystal Tenney was present, while Alternate
9 Mark Cartier was absent. Town Planner Brendan Summerville represented the Town Hall staff.
10 Patience G. Horton served as the recording secretary, working remotely via Town Hall
11 Streams. Votes were conducted via roll call.

2. Field Changes

**Grand View Motel, 800 York Street
Map/Lot 0038/0055**

17 Representing Grand View Geoff Aleva, Civil Consultants

18 The applicant planned to construct a new stair tower to connect the existing building to the new
19 building. The stair tower was designed as an open-air wooden structure with multiple levels.
20 The State Fire Marshall wanted the stairway to be enclosed. They have adjusted the design
21 without changing the lot coverage.

- Motion: Pete Smith moved to approve the field change for the Grand View Motel, 800 York Street, Map/Lot 0038/0055, as presented. Wayne Boardman seconded. Without further discussion, the motion carried 5-0.

3. Public Forum

27 David Woods opened and closed the Public Forum. No one came forward to speak.

4. Application Reviews

A. 60 Main Street—Sketch Plan

Map/Lot 0020-0001-A owned by Brian McNeice

32 This application is for a sketch plan review of a proposed subdivision that would
33 convert the existing two-family home into a five (5)-dwelling-unit multifamily home.
34 The property is located within the CD-4 zone of the York Beach Greenway District.

35 For 60 Main Joanna Reck, Joanna Reck Architect
36 Brian McNeice

37 This is an existing two-family home with a single-story garage. Joanna Reck described the
38 effort to match the new addition to the original house.

39 • Motion: Wayne Boardman moved to accept the multi-family building at 60 Main
40 Street, Map/Lot 0020-0001-A, for sketch plan review. Wayne Boardman seconded.
41 Without further discussion, the motion carried 5-0.

42 Brendan Summerville's review letter outlined the outstanding issues. The building's façade
43 does not meet the front setback requirement, and the project cannot meet the parking standards.
44 The Board members discussed various approaches to the problem, but ultimately, Joanna Reck
45 and Brian McNeice concluded that, as currently presented, the project is not feasible.

46 **B. 985 & 995 US Route 1—Sketch Plan**

47 **Map/Lot 0094-0075A and Map 30A, Lots 18 & 29, owned by Andres Wang**

48 **This is a sketch plan review for a proposed mixed-use development on US Route 1
49 within the DC-4 zone of the York Beach Greenway District. The proposed
50 development will include restaurant space on the first floor and four dwelling units on
51 the second floor.**

52 For the project Geoff Aleva, Civil Consultants

53 Geoff Aleva described the 125-seat restaurant with employee apartments on the second floor,
54 located at the corner of Rogers Road and Route 1. Brendan Summerville said the plans comply
55 with the ordinance. The Planning Board systematically reviewed the plans with Geoff and
56 provided positive feedback. After the discussion, it was clear that Geoff was off to a strong
57 start.

58 **C. Electric Light—Site Plan, One Morgan Way**

59 **Map/Lot 0099-0044 owned by BKR, LLC (Final Site Plan Review)**

60 **This application seeks final approval for a 48' x 125' garage/shop addition to an
61 existing structure, along with associated site improvements within the GEN-2 zone.**

62 For Electric Light Tim DeCoteau, Planning Consultant
63 Wyatt Page, Attar Engineering

64 Some changes had been made in response to Chris Di Matteo's comments, and additional
65 changes were discussed and agreed upon during the meeting. New handouts were also
66 provided.

67 • Motion: Pete Smith moved to waive Section 5.10 of the Site/Sub Regulations, which
68 requires 17 days' advance notice for any submittal of material, for Electric Light, One
69 Morgan Way, Map/Lot 0099-0044. Wayne Boardman seconded. Without further
70 discussion, the motion carried 5-0.

71 • Motion: Pete Smith moved to waive the requirements of Section 6.4.17.6 to show any
72 wells or septic systems within the 200-foot radius of the property for Electric Light,
73 One Morgan Way, Map/Lot 0099-0044. Wayne Boardman seconded. Without further
74 discussion, the motion carried 5-0.

- 75 • Motion: Pete Smith moved to waive the requirements of Section 6.4.20 to use NGBD
76 1929 measurements for Electric Light, One Morgan Way, Map/Lot 0099-0044. Wayne
77 Boardman seconded. Without further discussion, the motion carried 5-0.
- 78 • Motion: Pete Smith moved to accept the application for Electric Light at One Morgan
79 Way, Map/Lot 0099-0044, for final review. Gail Billet seconded. Without further
80 discussion, the motion carried 5-0.
- 81 • Motion: Pete Smith moved to open the public hearing for Electric Light, One Morgan
82 Way, Map/Lot 0099-0044. Wayne Boardman seconded. Without further discussion, the
83 motion carried 5-0.

84 No one came forward to speak. Without objection, David Woods closed the public hearing.

85 The Board reviewed and discussed Chris Di Matteo's comments with the applicant.

- 86 • Motion: Pete Smith moved to approve the application from Electric Light, One Morgan
87 Way, Map/Lot 0099-0044, with the following conditions.
 - 88 1. That Gorrill Palmer accept the performance guarantee bond amount prior to issuance of
89 a building permit.
 - 90 2. That a plan note be added that clearing will not exceed 25% in the Shoreland.
 - 91 3. That a spot grade is to be added to address Gorrill Palmer's comments in the letter of
92 December 17, 2025.

93 Steve Friedman seconded. Without further discussion, the motion carried 5-0.

94 Tim and Wyatt thanked the Board.

95 **5. Other Business**

96 **A. Review—Conservation Commission Letter of Invitation**

97 The Conservation Commission would like two Planning Board members to work with
98 them on a previous open space document. Wayne Boardman and Crystal Tenney
99 volunteered for the job.

100 **B. Findings of Fact**

- 101 • Motion: Pete Smith moved to approve the Findings of Fact for Seven Marsh Brook
102 Lane, as amended. Wayne Boardman seconded. Without further discussion, the motion
103 carried 5-0.

104 **6. Minutes**

- 105 • Motion: Pete Smith moved to approve the Minutes for Thursday, December 4, 2025, as
106 amended. Gail Billet seconded. Without further discussion, the motion carried 5-0.
- 107 • Motion: Wayne Boardman moved to approve the Minutes of Monday, December 8,
108 2025, as amended. Gail Billet seconded. Without further discussion, the motion carried
109 5-0.

110 • Motion: Pete Smith moved to approve the Planning Board Minutes for Thursday,
111 December 11, 2025, as amended. Wayne Boardman seconded. Without further
112 discussion, the motion carried 5-0.

113 **7. Adjourn**
114 9:39 P.M.

115 The next meeting is January 22, at Town Hall.

**Planning Board Meeting Minutes
Thursday, January 22, 2026; 7:00 P.M.
Town Hall Conference Room**

1. Call to Order; Determination of Quorum; Appointment of Alternates

6 Chair David Woods II called the meeting to order at 7:00 p.m. A quorum was established with
7 five voting members: Chair David Woods, Vice Chair Pete Smith, Board Secretary Gail Billet,
8 Wayne Boardman, and Steve Friedman, who arrived at 7:33 P.M. Alternates Crystal Tenney
9 and Mark Cartier were present. Director of Planning Dylan Smith and Town Planner Brendan
10 Summerville represented the Town Hall staff. Patience Horton served as the recording
11 secretary, working remotely via an audio recorder. Votes were taken by roll call.

2. Field Changes

There were no field changes.

3. Public Forum

David Woods opened and closed the Public Forum. No one spoke.

4. Public Hearings

A. Site Plan and Subdivision Regulations

- Motion: Pete Smith moved to open the public hearings on the Site Plan and Subdivision Regulations. Gail Billet seconded. Without further discussion, the motion carried 4-0. Steve Friedman had not arrived.

No one came forward to speak. Without objection, David Woods closed the public hearing.

1. Section 2.3 (Regarding Fees)

This Site Plan and Subdivision amendment was reviewed and edited. The new fees were based on a cost comparison with other communities and an evaluation of how fees have correlated with inflation over the past 20 years. Given the substantial changes, the matter will be posted for another hearing.

2. Sections 6.3.3-A, 6.4.20 (Regarding Vertical Datum Requirements)

This Site Plan and Subdivision amendment, Vertical Datum, was discussed and revised. Due to the multiple revisions, the matter will be posted for another hearing.

5. Discussion

A. Representation to Selectboard Meeting for January 26, 2026

36 The following Zoning ordinance amendments, which have already been forwarded to the
37 Selectboard, will be presented at the upcoming Selectboard meeting.

38 • Article 3, Zoning Districts (Expand YVC-2 and Establish CD-4)
39 • Article 15, Parking (State Requirements)
40 • Article 4, Use regulations (Restaurant Seating)
41 • Article 2, Definitions (Lodging, Tourist, and Tiny Homes)
42 • Article 10-I, York Beach Greenway District (Number of Dwellings per Lot)
43 • Article 5, Dimensional Regulations (Roof Height and Regulations in the Setback)
44 • Article 12, Historic and Archeological Resources (HDC Tax Credit)
45 • Article 10-H, Outdoor Lighting Ordinance (Fixtures)

B. Formation of a Future Land Use/Ordinance and Regulation Sub-committee

46 The Comp Plan calls for a formal subcommittee of the Planning Board to meet once or twice a
47 month to develop a future land-use policy. Four members volunteered for the subcommittee.

C. State Housing Law 1829

48 LD 1829 amends the laws governing housing density. The State has new rules for the number
49 of dwellings in a subdivision, the number of units per lot within and outside the growth area,
50 and how the presence or absence of public water and sewer affects the potential number of
51 units on a lot.

D. Ordinance Initiatives for November 2026

52 Dylan Smith discussed the November ordinance initiatives, including the Use Table
53 Definitions, the Intercoastal Floods and Hazards Overlay, and the Conservation Subdivision
ordinance.

6. Other Business

60 An applicant wants to present two preliminary designs to help decide which to pursue.

7. Minutes

63 Not reviewed.

8. Adjourn

66 9:20 P.M.

Charter
Planning Board Future Land Use,
Ordinance and Regulation Subcommittee

Standing Subcommittee. The Planning Board Future Land Use, Ordinance and Regulation Subcommittee (the Subcommittee) is a sub-committee created by the Planning board and reports/make recommendations directly to the Planning Board. The Subcommittee shall be staffed by the Planning Department as made available.

Membership. The Subcommittee shall be comprised of Planning Board members, and (if possible) a Selectboard representative as may be available. Other Board/Committee members may be asked to take part in the Subcommittee's work depending on the subject or information the Subcommittee is reviewing. Subcommittee members are appointed by the Planning Board. Appointments shall be for 1-year terms (starting in or around July 1st after Planning Board leadership is assigned). A quorum for purposes of meeting and voting shall require at least a simple majority of the Subcommittee members to be present and voting, and decisions shall be by majority vote.

Meetings. All meetings shall be public meetings and conducted in conformance with the Maine Freedom of Access Law (Title 1, MRSA Ch 13) and Roberts Rules of Order. A notice of the meeting, which may consist of the meeting agenda, shall be posted publicly in advance of each meeting.

Minutes. Minutes shall be taken at each meeting in accordance with Robert's Rules of Order. Approved minutes shall be provided to Town Manager's Administrative assistant for archiving.

Mission. The mission of the Subcommittee is to advise and make recommendations to the Planning Board on matters of Comprehensive Plan implementation, land use, zoning and regulation amendments. In general, the primary function of the Subcommittee is to facilitate implementation of the Comprehensive Plan with special attention to the Future Land Use Plan and recommendations (Comp Plan Strategy 8.8). Other primary functions shall include but not be limited to:

- Make recommendations to the Planning Board to implement goals, actions and strategies as described in York's 2022 Comprehensive Plan.
- Coordinate and assist other municipal committees, boards and regional entities to review and evaluate implementation of Comprehensive Plan goals, strategies, and actions.
- Make recommendations to the Planning Board regarding proposed zoning ordinance, regulations, codes or other land use ordinances as may be applicable.
- Make recommendations to the Planning Board regarding municipal compliance with state land use laws (i.e. LD 1829 etc.) or procedures as may be applicable.

Meetings with the Planning Board. The Subcommittee shall meet and report to the Planning Board, present and provide recommendations regarding the Subcommittee's mission, and inform the Planning Board of other long range planning initiatives as may be relevant and required.

Modification of Subcommittee Charter. Any time after its formation, the Subcommittee may propose to the Planning Board modification believed to be necessary to enhance its ability to achieve its mission. The Planning Board may accept, modify, or reject proposed changes.



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Proposed Site Plan and Subdivision Regulations Amendment

(Reviewed and Amended by the Planning Board Only)

Amendment

1. Site Plan and Subdivision Regulations

Amendment #

Site Plan and Subdivision Regulations (Fees)

Statement of Fact: The purpose of these amendments is to adjust the fees paid by Planning Board applicants for sketch plans, subdivision/non-residential site plan revisions to approved plans, and non-residential site plan and subdivision applications. The amendment also seeks to modernize map/plan datum requirements for application submittals that meet current professional standards.

Amendment: Modify Section 2.3 Fees of the Site Plan and Subdivision Regulations with the following:

2.3 FEES

- 2.3.1 The fees for Planning Board review of projects under these Regulations shall be as follows:
 - A. Fees shall be paid prior to an application being reviewed by staff. The amounts are as follows:
 1. Sketch Plan: ~~\$350.00~~ \$450.00 per meeting
 2. Subdivision: ~~\$500.00~~ \$800.00 plus ~~\$200.00~~ \$320.00 per ~~additional~~ lot and/or dwelling unit.
 3. Site Plan: ~~\$500.00-\$800.00~~ plus:
 - a. ~~\$200.00~~ \$320.00 per additional dwelling unit; and
 - b. ~~\$0.10~~ \$0.16 per square foot of ~~additional~~ gross floor area for non-residential uses.
 4. Revisions to Approved Plans: ~~\$200.00~~ \$320.00 plus:
 - a. ~~\$320.00~~ per additional lot and/or dwelling unit for revisions to approved subdivision plans; or
 - b. ~~\$0.16~~ per square foot of gross floor area allocated to a change of use or building expansion to a non-residential or mixed-use site plan.

These Application fees ~~collected~~ shall be utilized by the Planning Department to cover any expenses associated with the review of the project, including but not limited to the costs of in-house staff review, recording secretary, printing, postage, archival of records, scanning of records, posting of notices, and legal advertising. Application fees may also be utilized by the Planning Department for staffing needs associated with the Planning Department.

- B. Duplicate Fees. In the event an application requires both Subdivision and Site Plan review (ie: a new multi-family building), the applicant shall pay the higher of the subdivision or Site Plan fees, but not both.
- C. ~~Each application shall include a \$500 engineering review deposit. The Board may waive this requirement for simple applications that involve minimal physical construction or site alteration. The engineering review deposit shall be placed in a separate account. The Town does not have a staff engineer, so all engineering work, including review of applications, is contracted out. The money in this fund will be utilized to pay for such engineering review. In the event the review costs more than \$500, additional funds must be paid by the applicant. In the event the funds are not spent, any remaining balance shall be returned to the applicant at the conclusion of the process. Reserved~~

D. Reimbursement for Outsourced Technical Assistance. ~~In the event the Planning Board requires technical assistance other than engineering review, the applicant shall be responsible for reimbursing the Town for the cost of such assistance. The contractor shall work for and report to the Town. Reimbursement of such costs shall be made a condition of approval as required. The Planning Board is authorized to secure independent professional assistance to ensure proper and thorough review of applications and construction inspection of approved projects. The applicant shall pay the full cost of this professional service. Such costs shall be in addition to the application fee.~~

2.3.2 Fees for Inspection - Before final approval, the applicant must deposit ~~with the Planning Board~~ an amount equal to 2% of the estimated cost of the required improvements (per Sections 6.4.18 and 6.4.19) ~~with the Planning Board~~ to pay for the costs of Town inspection of the public improvements in the project. Whenever the balance in this account ~~shall be~~ is drawn down by 75% of the initial balance, the Town shall notify the applicant and require that an additional 1% be deposited by the applicant. All further inspections by the Town Engineer and any public improvement construction except such as shall be determined by the Town Engineer or Code Enforcement Officer as being necessary to provide for public health, safety and welfare shall cease until the additional deposit is made. Any balance in the account remaining after any Performance Guarantee has been released shall be returned to the applicant. Any interest accrued shall remain with the Town.

Amendment: Modify Section 6.3 Submissions for Preliminary Plan and 6.4 Submissions for Final Plan of the Site Plan and Subdivision Regulations with the following:

6.3.3 An existing conditions plan depicting conditions on the property in its pre-application condition, ~~and which~~ at a minimum shall include the following information ~~in plan view:~~

A. Physical environment on the property, including:

1. size and road frontage of the property;
2. elevation contours at 2' intervals referenced to ~~NGVD NAVD of 1929 1988;~~
3. surface waters and wetlands;
4. vegetation in general, specifically noting any trees larger than 24" in diameter at breast height;
5. ledge outcroppings;
6. land deemed not suitable for development per §7.4.1; ~~and~~
7. areas with a high water table or seasonal high water table as defined in §7.4.2;
8. a description of stormwater effecting the property that originates from abutting properties and by what means the stormwater is conveyed, whether by streams, swales, culverts or other sources; ~~and~~
9. a description of existing drainage conditions on abutting downstream lots.

6.4.20 The Final Plan shall show 2-foot contour lines of both existing and proposed topography in relation to the ~~NGVD NAVD of 1929 1988.~~