Town of Kittery Planning Board Meeting June 22, 2023

- 4 ITEM 4 27 & 29 Wentworth Street Hotel Site Plan Sketch Plan Review
- 5 Action: Accept or deny application, Approve or deny concept plan.
- 6 **Proposal:** Convert existing bed and breakfast into two independent inns with a total of 12 rental units
- 7 plus 1 innkeeper's suite each.
- 8 **Location**: 27 & 29 Wentworth Street, Map 9 Lots 37 & 38
- **Zoning District**: MU-KF, Kittery Foreside**Owner(s)**: Madbury Real Estate Ventures
- 11 Agent(s): Brandon Holben

12 PROCESS SUMMARY

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REQ'D	ACTION	COMMENTS	STATUS
YES	Sketch Plan Acceptance/Approval	Scheduled for June 22nd, 2023 Meeting	Pending
YES	Preliminary Plan Review Completeness/Acceptance		
YES	Site Visit		
YES	Public Hearing	Required for Preliminary Site Plan or Subdivision Approval	
YES	Preliminary Plan Approval		
YES	Final Plan Review and Decision		

Applicant: Prior to the signing of the approved Plan any Conditions of Approval related to the Findings of Fact along with waivers and variances (by the BOA) must be placed on the Final Plan and, when applicable, recorded at the York County Registry of Deeds. PLACE THE MAP AND LOT NUMBER IN 1/4" HIGH LETTERS AT LOWER RIGHT BORDER OF ALL PLAN SHEETS. As per Section 16.4.4.L - Grading/Construction Final Plan Required. - Grading or construction of roads, grading of land or lots, or construction of buildings is prohibited until the original copy of the approved final plan endorsed has been duly recorded in the York County registry of deeds when applicable.

OTHER PERMITS REQUIRED

- State Fire Marshal NFPA #13 fire protection system approval.
- DEP construction permitting and site review.

PROJECT INTRODUCTION

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This is a conceptual review for the redevelopment of the existing Enchanted Nights bed and breakfast into two separate inns on adjacent lots. The properties are located on Wentworth Street leading into the Kittery Foreside, directly abutting residential dwellings and a railroad running adjacent to 29 Wentworth to the northeast. Per assessor data, Enchanted Nights is an 8-bedroom bed and breakfast on 29 Wentworth Street, utilizing an additional 3-bedroom house on the adjacent property of 27 Wentworth. The applicant proposes constructing a 12-unit inn (including a 13th innkeeper's suite on each property) and 13 off-street parking spaces per lot and has submitted two sketch plan options for each property. Each design is independent of the option chosen for the adjacent lot (for example, the applicant could utilize Option B for 27 Wentworth and Option A for 29 Wentworth and still meet requirements).

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30 For 27 Wentworth, Option A would replace the existing structure with a single 1500 sq ft., 4-story

- 31 building. On-site parking for 27 Wentworth will be accessed from Wentworth Street via a through-
- building drive aisle. The ground level will have parking and an ADA accessible rental unit, with three
- 33 upper floors housing 4 rental units each. Option B would build two separate 1000 sq ft. 3-story buildings
- on the lot. Both buildings would have ground-level parking and 2 upper floors housing 3 bedrooms each,
- with a single ground-floor ADA accessible room in the building titled "27A" on the sketch plan.

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- For 29 Wentworth, Option A would partially demolish the existing building and remodel it, while Option
- 38 B plans to completely demolish and rebuild the existing building closer to the road. Both options propose
- a 3-story building of 4 units per floor (with the innkeeper's unit in the basement), retain the 1,800 sq ft.
- 40 footprint and other dimensions of the existing property, and provide an ADA accessible unit on the
- 41 ground floor.

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The applicant provided the required conceptual plan and narrative information, with development review notes listed below. Staff advise discussing prospective phasing during this meeting.

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APPLICATION & PLAN REVIEW

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Staff reviewed the submitted application and plan and have the following comments:

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16.4.25 MU-KF ZONING DISTRICT REGULATIONS

- 1. The dimensions provided all appear to conform with district requirements. The applicant has not yet provided building height dimensions but has provided the proposed number of floors for each option.
 - a. Per §16.4.25.D.(3), any building on 29 Wentworth can exceed the 1500 sq ft. maximum up to the pre-existing building's 1800 sq ft, but the width of any new building (parallel to the front lot line) may not exceed the width of the pre-existing building.
- 2. If Option A is utilized for 27 Wentworth, fire department staff stress that the applicant must ensure all through-building driveways meet height requirements in a fire truck plan.
 - a. Fire lane markings may be required where driveways slim down at building edges.
- 3. To conform to the 40% open space requirement if the developer utilizes Option B, the shared lot line between 27 and 29 Wentworth would have to be altered to allow the coverage on each site to align with zoning requirements, as notated in the site plan. A full boundary and topographic survey are being completed. Additional research is required to finalize boundary and lot area.
- 4. Following the definition of an inn in §16.3, a 13th innkeeper's suite does not count in the 12-room maximum for inns. One innkeeper is required for each property, even if 27 Wentworth utilized Option B, which proposes two buildings on the lot.
- 5. The site plan of the existing map notates a flood hazard zone dated from a 1986 FIRM map. Per assessor data, there are no current flood zones listed on the property.
- 6. Per the design standards of §16.4.25.D.(4).(c), because this is considered one project, each individual building requires its own structure and elevation treatment that is different from its neighbor.
 - a. If all buildings are demolished, the architectural details of the re-development must reflect the historic style of the Foreside Zone as detailed in §16.4.25.D.(4).(d).

- **b.** Any fencing placed around exterior systems and service entrances must follow the standards under §16.4.25.D.(4).(f).
 - **c.** While there are no landscape buffer requirements with adjacent lots, preservation of existing vegetation is required when practical.

16.5.10 ESSENTIAL SERVICES

- 1. DPW staff noted that drainage is a concern for the project, as public facilities are limited in the vicinity of the properties. A stormwater drainage plan is not necessary for sketch plan and will be provided in a preliminary site plan application.
- 2. Parking areas containing 10 or more parking spaces must follow landscaping requirements outlined in §16.7.11.F.(4).(g).

16.5.25 SPRINKLER SYSTEMS

- 1. Automatic sprinkler systems are required in all areas of new inn buildings, including covered parking. Approval will be determined by the state fire marshal and require the NFPA 13 standard of design.
- 2. Separate sprinkler systems are required in each individual building. This includes option B of 27 Wentworth, which proposes two buildings on the same lot. Fire department staff suggest the applicant reach out to Kittery Water District to ensure the hydrant on the corner of Wentworth and Center has adequate water capacity for the required sprinkler systems in the proposed plan.

16.5.27 STREETS

- 1. MDOT is currently planning to redevelop Wentworth Street. DPW staff have asked to make sure the applicant communicates with MDOT to ensure the proposed inn does not conflict with the project. Grading work may be necessary to ensure adequate visibility of pedestrians in public ROW.
- 2. The proposed driveways on the sketch plan do not appear to align with the current sidewalks.

DISCUSSION, NEXT STEPS, AND RECOMMENDATIONS

After review, staff suggest moving to accept the sketch plan. The information currently provided is sufficient to allow the project to move forward.

RECOMMENDED MOTIONS

The sketch plan review is an opportunity to consider a concept, ask questions, and **make specific suggestions** to the applicant.

Motion to accept the application as complete

Move to accept the sketch plan by Brandon Holben, for owner Madbury Real Estate Ventures, who proposes to re-develop an existing bed and breakfast and house into two independent boutique inns with a total of 12 rental units plus 1 innkeeper's suite each located at the addresses of 27 and 29 Wentworth Street, Tax Map 9, Lots 37 & 38, in the Kittery Foreside (Mu-KF) zone.

113 Motion to continue the application

- Move to continue review of the sketch plan by Brandon Holben, for owner Madbury Real Estate Ventures,
- who proposes to re-develop an existing bed and breakfast and house into two independent boutique inns
- with a total of 12 rental units plus 1 innkeeper's suite each located at the addresses of 27 and 29 Wentworth Street, Tax Map 9, Lots 37 & 38, in the Kittery Foreside (Mu-KF) zone.



TOWN OF KITTERY MAINE TOWN PLANNING AND DEVELOPMENT DEPARTMENT

200 Rogers Road, Kittery, Maine 03904 Phone: (207) 475-1323 Fax: (207) 439-6806 www.kittery.org

APPLICATION: SITE OR SUBDIVISION-SKETCH PLAN REVIEW

Application Fee:		\$200.00		6200.00	Amount Paid:\$		Date:		
PROPERTY DESCRIPTION		Parcel	Мар	9	Zone(s)- Base:	MU-KF		Total Land Area	0.2 Acres(+/- 8,284sf)
		ID	Lot	37	Overlay:	N/A		MS4	YES NO
		Physical Address	27 V	Ventworth S	Street				
		Name	Madbu	ry Real Esta	ate Ventures				
PROP OWN		Phone				Mailing Address	Madbury Real Estate Ventures attn. Taylor McMaster 401 Edgewater Place, Suite 570 Wakefield, MA 01880		
INFO	RMATION	Fax				Address			
		Email							
		Name	Brando	n Holben		Name of Business	WINTER HOLBEN Architecture + Design		+ Design
APPLI AGEN	CANT'S T	Phone	(207)9	94-3104		Mailing 7 Wall	WINTER HOL	- VINTER HOLBEN Architecture + Design	
INFO	RMATION	Fax					7 Wallingford Square, Suite 2099 Kittery, ME 03904		
		Email	brando	n@winterho	olben.com	Kittery, WE C		JJ30 4	
	Existing Land	lise(s):	See 1	reverse s	side regar	ding info	rmation to	be provided.	
	Inn / short		nronert	· · · · · · · · · · · · · · · · · · ·					
	· 								
-	Proposed Lar	id Use(s) and	d Develo	pment:					
PROJECT DESCRIPTION	Inn (12 rent	al units wi	th 1 Inn	Keeper's L	Init) with on-s	site parking			
ESCRI	Please descr	ibe any cor	nstructio	on constrair	nts (wetlands,	shoreland ov	erlay zone, floo	od plain, non-confo	ormance, etc.)
CT DI	MU-KF zoni	ng requires	a mini	mum of 40°	% open space	e at every lot.	In order to cor	nform to this requi	rement with Option-B
ROJE	The shared	lot line bet	ween 2	7 and 29 W	Ventworth (lot	ts 37 and 38	on tax map 9) v	would be altered t	o allow the coverage
Ы	on each site	e to align w	ith zoni	ng requiren	nents. Both s	sites are own	ed by MREV. Pl	ease refer to the	oroject narrative and
	site sketches for more detail.								
	_								_
Loout	.f., to the hea	+ af way long		this applie	ation inform	ation is turn o	nd courset and	Lucill wat daviata f	vom the Dien submitted
		he Town Pl	anning	and Develo		tment of any		i wili not deviate t	rom the Plan submitted
Applicant's Signature:		Zandar	W fo	ben		wner's			
Date:				06/02	L/2023	ate:			

MINIMUM PLAN SUBMITTAL REQUIREMENTS					
☐ 15 Copies of this Application, Vicinity Map, and the Sketch Plan - 5 of which must be 24"X 36"					
Sketch Plan format and content:					
A) Paper Size; no less than 11" X 17" or greater B) Plan Scale	than 24" X 36"				
☐ Under 10 acres: no greater than 1" = 30' ☐ 10 + acres: 1" = 50'	NOTE TO APPLICANT: PRIOR TO A PLANNING BOARD SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE				
C) Title Block ☐ Applicant's name and address	PLANNING BOARD TO READILY LOCATE AND EVALUATE THE DEVELOPMENT'S DESIGN.				
☐ Name of preparer of plan with professional information ☐ Parcel's Kittery tax map identification (map – lot) in bottom right corner Vicinity Map – map or aerial photo showing 1,000 feet around the site.					
Sketch Plan must include the follo	wing existing and proposed information:				
Existing:	Proposed : (Plan must show the lightened existing topography under the proposed plan for comparison.)				
□ Land Use Zone and boundary □ Topographic map (optional) □ Wetlands and flood plains □ Water bodies and water courses □ Parcel area □ Lot dimensions □ Utilities (Sewer/septic, water, electric, phone) □ Streets, driveways and rights-of-way □ Structures □ Distance to: □ Nearest driveways and intersections □ Nearest significant water body					
	Nearest significant water body				

Letter of Authorization

Madbury Real Estate Ventures LLC, Option Holder, hereby authorizes Altus Engineering, LLC, Doucet Survey, LLC, Woodburn & Company Landscape Architecture, LLC and Winter Holben Design, LLC to represent us in all matters concerning the engineering, surveying and architecture, and related permitting of improvements to the property located at 27 & 29 Wentworth Street in Kittery, Maine on Assessors Map 9, Lots 37 & 38. This authorization shall include any signatures required for Federal, State and Municipal permit applications.

BTAcHarter	June 1, 2023
B. Taylor McMaster	Date
Witness	Date



Zoning Summary - Tax Map 9, Lots - 37 & 38

Date:	June 01, 2023	
To:	Planning Board	
Subject:	27 Wentworth Street and 29 Wentworth Street	
CC to:		

This application is for the proposed redevelopment of 27 and 29 Wentworth Streets (Map 9, Lots 37 and 38). The applicants (Madbury Real Estate Ventures LLC c/o Taylor McMaster) have the properties under agreement for purchase and intend to redevelop the properties, but maintain the existing use as inns. The two properties will operate as independent boutique inns. Each lot will be developed with the 12 rental units allowed by zoning, plus an innkeeper's suite.

The design goal is to create boutique inn buildings that more appropriately conform to the surrounding neighborhood character. The owner hopes to foster the growing tourism market in Kittery Foreside by providing travelers with a place to stay within walking distance to the bustling Wallingford Square. To avoid further taxing the already strenuous parking situation in the area, each site will provide its own on-site parking.

This application includes two site sketch options for the proposed layouts of the lots at 27 and 29 Wentworth.

<u>Town of Kittery, ME Title 16: Land Use and Development Code</u> <u>Chapter 16.4.25 Mixed Use - Kittery Foreside (MU-KF)</u>

The purpose of the Mixed-Use — Kittery Foreside MU-KF Zone is to provide business, service, and community functions within the Mixed-Use — Kittery Foreside Zone and to provide a mix of housing opportunities in the historic urbanized center of the community and to allow for use patterns which recognize the densely built-up character of the zone and the limitations for providing off-street parking. Design standards are used to facilitate the revitalization of downtown Kittery Foreside as a neighborhood center, while promoting economic development of service businesses and walk-in shopping as well as respecting the zones historic and residential character.

Permitted Use:

• Inn - Residential (up to 12 units per lot)

Standards:

- Minimum lot size: 5,000sf
- Minimum street frontage: 10 feet
- Minimum front, rear and side yards: 10 feet
- Maximum building height: 40 feet
- Maximum building coverage: 60%
- Minimum open space on the site: 40%
- Maximum building footprint: 1,500sf (can be larger if the width is equal to the pre-existing structure)
- Design Standards: see 16.4.25(4)
- Revised parking standards: can be met with off-site agreements
 - o Inn: one parking space for each guest room; (16.4.25(7)(e)
 - Each nonresidential use is exempt from providing off-street parking for the first three required spaces. For
 uses requiring a demand of greater than three, then the off-street parking is to be provided on site
 and/or in accordance with off-site parking requirements.



Please refer to the tables below and the architectural site sketches for existing and proposed building and site features. Lot area needs to be confirmed. A full boundary and topographic survey is being completed. Additional research is required to finalize boundary and lot area.

Site Sketch Option-A Description

The proposed development of the 27 Wentworth site will be comprised of a single boutique inn building. The on-site parking will be accessed from Wentworth Street via a through building drive aisle. The ground level will include parking and an ADA accessible rental unit. The (3) upper floors will each contain (4) rental units, one of which will be designated the inn keeper's unit. The existing structure at 27 Wentworth is non-conforming with the current zoning requirements and is proposed to be demolished.

The proposed development of the 29 Wentworth site will be comprised of a single boutique inn building with on-site surface parking. The walk-out basement level will house the inn keeper's unit. The ground level will house (4) units, one of which will be an ADA accessible unit. The (2) upper floors will each have (4) rental units. The existing structure at 29 Wentworth is proposed to be partially demolished. The owner intends to utilize the majority of the original 1800's era structure. The current addition lacks efficiency and is slated for demolition / replacement. The proposed completed structure will maintain the current building footprint.

27 Wentworth Street - A

	Required	Existing	Proposed
Lot Area =	5,000sf min	+/-8,284sf	+/-8,284sf
Building Footprint =	1,500sf max	+/-768sf	1,500sf
Max Building Coverage =	60%	+/-9.3%	+/-18.1%
Open Space =	40%	+/-56%	+/-41%
Front Yard (street) =	10'	+/-81.0'	+/-10.50'
Side Yard (right) =	10'	+/-2.75' (over)	+/-10.75'
Side Yard (left) =	10'	+/-33.8'	+/-10.00'
Rear Yard =	10'	+/-3.5'	+/-11.00'
Parking: Inn (12 rental units) =	13 spaces	N/A	13 spaces

29 Wentworth Street - A

<u>Required</u>	<u>Existing</u>	<u>Proposed</u>
5,000sf min	+/-13,743sf	+/-13,743sf
1,500sf max	+/-1,800sf	1,800sf
60%	+/-13.1%	+/-13.1%
40%	+/-43%	+/-41%
10'	+/-35.3'	+/-35.3'
10'	+/-29.3'	+/-29.3'
10'	+/-20.1'	+/-20.1
10'	+/-54.1'	+/-54.1'
13 spaces	N/A	13 spaces
	5,000sf min 1,500sf max 60% 40% 10' 10' 10' 10'	5,000sf min +/-13,743sf 1,500sf max +/-1,800sf 60% +/-13.1% 40% +/-43% 10' +/-35.3' 10' +/-29.3' 10' +/-20.1' 10' +/-54.1'



Site Sketch Option-B Description

This proposed Site Sketch shows the shared property line between 27 and 29 Wentworth (lots 37 and 38 on tax map 9) being altered to allow the coverage on each site to better align with zoning requirements.

The proposed development of the 27 Wentworth site will be comprised of two separate boutique inn buildings. 27A will include ground level parking, and an ADA accessible rental unit. The (2) upper floors will each contain (3) rental units. 27B will include ground level parking. The (2) upper floors will each contain (3) rental units, one of which will be designated the inn keeper's unit. The existing structure at 27 Wentworth is non-conforming with the current zoning requirements and is proposed to be demolished.

The proposed development of the 29 Wentworth site will be comprised of a single boutique inn building with on-site surface parking. The walk-out basement level will house the inn keeper's unit. The ground level will house (4) units, one of which will be an ADA accessible unit. The (2) upper floors will each have (4) rental units. In this sketch the existing structure at 29 Wentworth would be fully demolished. The new structure would be constructed to match the footprint and frontage of the existing structure.

27 Wentworth Street - B

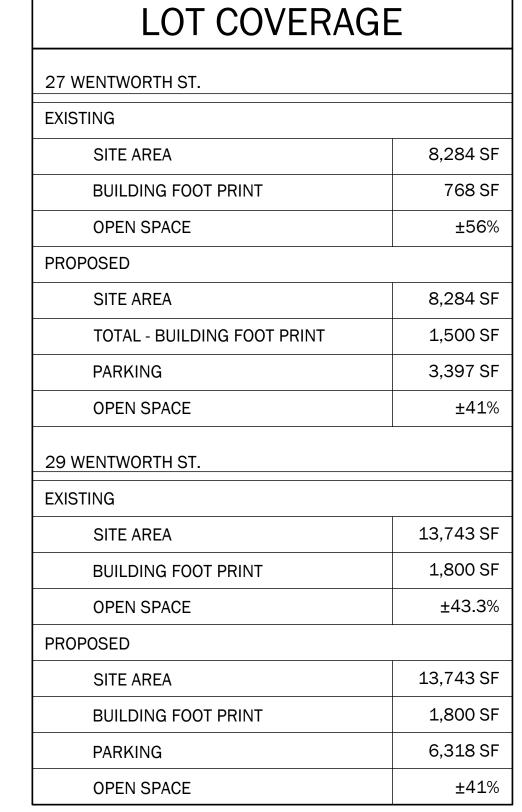
	<u>Required</u>	<u>Existing</u>	Proposed
Lot Area =	5,000sf min	+/-8,284sf	+/-8,845sf
Building Footprint =	1,500sf max	+/-768sf	(2) 1,000sf
Max Building Coverage =	60%	+/-9.3%	+/-22.6%
Open Space =	40%	+/-56%	+/-43%
Front Yard (street) =	10'	+/-81.0'	+/-10.5'
Side Yard (right) =	10'	+/-2.75' (over)	+/-11.0'
Side Yard (left) =	10'	+/-33.8'	+/-10.0'
Rear Yard =	10'	+/-3.5'	+/-11.0'
Parking: Inn (12 rental units) =	13 spaces	N/A	13 spaces

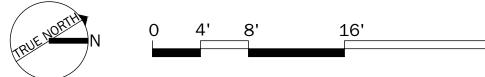
29 Wentworth Street - B

	<u>Required</u>	Existing	Proposed
Lot Area =	5,000sf min	+/-13,743sf	+/-13,182sf
Building Footprint =	1,500sf max	+/-1,800sf	1,800sf
Max Building Coverage=	60%	+/-13.1%	+/-13.7%
Open Space =	40%	+/-43.3%	+/-40.7%
Front Yard (street) =	10'	+/-35.3'	+/-23.00'
Side Yard (right) =	10'	+/-29.3'	+/-29.75
Side Yard (left) =	10'	+/-20.1'	+/-12.75'
Rear Yard =	10'	+/-54.1'	+/-54.1'
Parking: Inn (12 rental units) =	13 spaces	N/A	13 space

Thank You, Brandon Holben, AIA, LEED AP Principal Architect WINTER HOLBEN









LOT COVERAGE 27 WENTWORTH ST. EXISTING 8,284 SF SITE AREA 768 SF **BUILDING FOOT PRINT** OPEN SPACE ±56% PROPOSED 8,845 SF SITE AREA TOTAL - BUILDING FOOT PRINT (2) 1,000 SF **PARKING** 3,045 SF ±43% OPEN SPACE 29 WENTWORTH ST. EXISTING 13,743 SF SITE AREA 1,800 SF **BUILDING FOOT PRINT** ±43.3% OPEN SPACE PROPOSED 13,182 SF SITE AREA 1,800 SF BUILDING FOOT PRINT 6,018 SF **PARKING** ±40.7% **OPEN SPACE**





