



TOWN OF KITTERY
Planning and Development
200 Rogers Road, Kittery, ME 03904
Telephone: 207-475-1307 Fax: 207-439-6806

TO: PLANNING BOARD
FROM: JAMIE STEFFEN, TOWN PLANNER
SUBJECT: STREET NAMING APPLICATION – SEAGLASS LANE
DATE: NOVEMBER 8, 2018
CC:

A street naming application from Applicant Roxanne Roberge was received by the Planning Office to name the driveway off of Idlewood Lane between Settlement Loop and #27 Idlewood Lane within Yankee Mobile Home Park / Yankee Settlement (Tax Map 66, Lot 16).

Staff has received approval of the proposed names change from Police, Fire, Public Works and Assessing departments.

Recommendation: Accept or deny application, grant or deny approval of street name.




Motion:

Move to accept and approve a Street Naming Application from Roxanne Roberge dated October 22, 2018 for a driveway off of Idlewood Lane between Settlement Loop and #27 Idlewood Lane within Yankee Mobile Home Park / Yankee Settlement (Tax Map 66, Lot 16).

Street Naming

859

Applicant

 Roxanne Roberge
 207-439-0103
 yankeeparks@hynesnet.com

Location

3 IDLEWOOD LANE
KITTERY, ME 03904

Street Description

Existing Street Name

n/a

Proposed Street Name

Seaglass Lane

Street Location (e.g. off Haley Road, after #157 between Norton and Bartlett Road)

Off Idlewood Lane between Settlement Loop & #27 Idlewood Lane

Approval Request

Property owners do hereby request approval of the street name. Upon approval by the planning board, we herein acknowledge responsibility for the expense incurred to change our mailing address as well as to purchase and install the street signs.

true

THE HYNES GROUP

1571 BELLEVUE AVE STE 210 ♦ WEST VANCOUVER, BC V7V 1A6
(604) 922-4161

Attention: Town of Kittery Code Enforcement
200 Rogers Road
Kittery, ME 03904

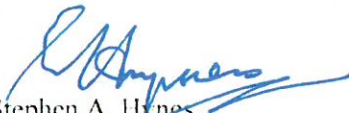
RE: Yankee Mobile Home Park / Yankee Settlement – Employee Authorization for Permit Transactions

DATE: October 18, 2018

This letter is written authorization informing you that Roxanne Roberge is Office Manager of Yankee Mobile Home Park/ Yankee Settlement. As such, Roxanne Roberge is authorized to sign and execute all documents necessary for submission of required permits to change road names within Yankee Mobile Home Park / Yankee Settlement.

Should you have any questions, please feel free to contact my office at the above office number.

Sincerely,



Stephen A. Hynes
The Hynes Group

2018 TAX MAP 66

5016

SETTLEMENT LOOP

FAR

NEAR

XING

SETTLEMENT

XING

SETTLEMENT

LOOP

LOOP

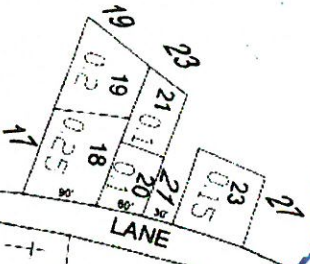
YANKEE COMMONS
MOBILE HOME PARK

16
29.8

SETTLEMENT 18 14 10 8 LOOP 4

LEWOOD

LANE



25
7.95

22A

5
1.84

ROUTE 1

506

511

511

Michelle McDonald

From: Sterry, Erica P <Erica.P.Sterry@maine.gov>
Sent: Wednesday, September 12, 2018 2:00 PM
To: Michelle McDonald
Subject: RE: Yankee Settlement MHP

Then 19 it needs to be addressed to Yankee Commons (or an Idlewood Ln address). The steadfast rule of 911.

As far as the road name goes, if the park owner is not going to use proper names in the data, we should probably remove Yankee Commons as a road name, and covert the line work to driveways. Otherwise the address is too confusing especially with the various official and unofficial road names that he may be using.

Erica P. Sterry
9-1-1 GIS Coordinator
Public Utilities Commission
Emergency Services Communication Bureau
Mail Address: 175 State House Station
Augusta, ME 04330-0175
PUC.GIS911@maine.gov
Phone: 800-665-2830 or 207-287-1800
Fax: 1-866-710-7381

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From: Michelle McDonald [mailto:MMcDonald@kitteryme.org]
Sent: 2018-09-12 1:52 PM
To: Sterry, Erica P <Erica.P.Sterry@maine.gov>
Subject: RE: Yankee Settlement MHP

Yes, it's really confusing. Feel free to call. None of the addresses on the access road (the one with the name change) will be changed.

Yankee Commons isn't a street name. It's the Mobile Home Park and all of the addresses that are 1 Idlewood Lane trlr #__. Feel free to leave it as Idlewood Lane in the database.

The access road (the one we are talking about) is called "Wilson Ln" by the park owners but this is not an official name nor is it posted as such.

The driveway for the new mobile homes at Yankee Settlement is on "Wilson Ln" which really doesn't exist.

Sorry for the confusion.

Michelle McDonald, CMA
Development Staff Clerk
Alternate E-911 Addressing Officer
Town of Kittery
200 Rogers Road, Kittery ME 03904

Michelle McDonald

From: Roxanne Roberge <rroberge@hynesnet.com>
Sent: Tuesday, October 16, 2018 10:08 AM
To: Michelle McDonald
Subject: RE: Wilson Lane

Thank you!

From: Michelle McDonald <MMcDonald@kitteryme.org>
Sent: Tuesday, October 16, 2018 10:00 AM
To: Roxanne Roberge <rroberge@hynesnet.com>
Subject: RE: Wilson Lane

Hi Roxanne,

I contacted Police, Fire, and assessing. No one sees a problem with the name Seaglass Lane.

Thank you!

Best,

From: Roxanne Roberge <rroberge@hynesnet.com>
Sent: Wednesday, October 10, 2018 3:28 PM
To: Michelle McDonald <MMcDonald@kitteryme.org>
Subject: RE: Wilson Lane

I would love it if you reached out before I file an application. I really appreciate it

Roxanne

From: Michelle McDonald <MMcDonald@kitteryme.org>
Sent: Wednesday, October 10, 2018 3:17 PM
To: Roxanne Roberge <rroberge@hynesnet.com>
Subject: RE: Wilson Lane

Hey Roxanne,

The street name would have to go through the approval process, which involves emergency services, assessing and Planning Board review. You can start the application process through Viewpoint (the building permit software). Select Building Department<Street Naming Application. The application fee is \$20.

Kittery has a Sea Oaks Lane. I am not sure if Seaglass Lane is too similar. Before you go through the application, would you like me to reach out to Police and Fire about the name? If not, go ahead and submit the application. Let me know!
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If the application is submitted by 10/18, it could be on the 11/8 Planning Board meeting.

Talk to you soon,