

A regular meeting of the Bath Planning Board was called on Tuesday, March 5, 2024, for the purpose of conducting regular business.

**MEMBERS PRESENT**

Bob Oxton, Chair  
James Hopkinson, Vice Chair  
Haley Blanco  
Andy Omo  
Greg Johnson

**MEMBERS ABSENT**

Mark Hranicky  
Cal Stilphen

**STAFF PRESENT**

Jenn Curtis, City Planner

Planning Board Chair, Bob Oxton, called the meeting to order in the third-floor Council Chambers 6:00 pm on Tuesday, March 5, 2024.

**Minutes: February 6, 2024**

**MR. HOPKINSON, SECONDED BY MR. JOHNSON, MOVED TO ACCEPT THE MINUTES OF FEBRUARY 6, 2024, AS PRESENTED.**

**UNANIMOUSLY APPROVED.**

**Old Business**

None

**New Business****Item 1**

**Request for Historic District Approval – 894 Washington Street (Map 26, Lot 176); Kim Heithoff, applicant.**

Ms. Curtis introduced the application for an addition to a property minimally visible from Washington Street. She noted that City is recommending the type of tree and size of planting with a maintenance plan required for landscape screening if used as a justification for meeting approval criteria. Staff has also recommended verifying the type and colors of exterior finishes, to which the applicant provided additional information on the façade including photos.

Mr. Heithoff asked that the application be approved without landscaping, expressing concern that the sewer line runs underneath the area to be landscaped which would require permission in order for plantings to be installed. He reiterated that the property is not visible from the street.

Ms. Blanco complimented the applicant on the design and expressed her support to remove the landscaping requirement due to the images provided by the applicant, to which Mr. Omo agreed.

Mr. Oxton opened the floor to public comment.

Mark Scanlon introduced himself as a neighbor to the applicant and expressed his support for the project, stating Mr. Heithoff's work has not only saved the Cosmopolitan Club but also enhanced it.

Mr. Hopkinson asked Ms. Curtis to review the proposed conditions. Ms. Curtis clarified that there are no formal proposed conditions, but rather recommendations by City Staff if the Board is relying on landscaping to obscure the addition, they may wish to include specifics, as well as a recommendation to verify materials which Staff have received.

Ms. Blanco reiterated that the proposed design pays homage to the original structure and is appropriate without screening, complimenting the applicant on his design choices.

**MR. HOPKINSON MOVED, SECONDED BY MR. OMO, TO FIND THE APPLICATION COMPLETE.**

**UNANIMOUSLY APPROVED.**

**MR. HOPKINSON MOVED, SECONDED BY MR JOHNSON, TO FIND THAT THE APPLICANT HAS SATISFACTORALLY DEMONSTRATED THE STANDARDS OF THE HISTORIC DISTRICT AND THAT THE APPLICATION BE APPROVED SUBJECT ONLY TO THE STANDARD CONDITIONS OF APPROVAL.**

**UNANIMOSLY APPROVED.**

## **Item 2**

**Request for Site Plan Approval – 128 Bayshore Road (Map 7, Lot 32); Jamie Haines-Glennie, applicant.**

Ms. Curtis introduced the application, which was reviewed for district conformance and whether the driveway was approvable. Police Department, Fire Department, and Public Works have reviewed the application with no issues and no additional conditions of approval outside of the standard conditions of approval.

Ms. Haines-Glennie recalled that the space was previously the location of a barn and she is looking to restore the property.

Mr. Oxtan opened the floor to public comment, to which there was none.

**MR. HOPKINSON MOVED, SECONDED BY MR. OMO, TO FIND THE APPLICATION COMPLETE.**

**UNANIMOUSLY APPROVED.**

Mr. Johnson asked if materials need to be approved. Ms. Curtis clarified that the project is not within the Historic District.

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**MR. HOPKINSON MOVED, SECONDED BY MR OMO, TO FIND THAT THE APPLICANT HAS SATISFACTORALLY DEMONSTRATED THE PERFORMANCE STANDARDS UNDER ARTICLE 10 AND THAT THE APPLICATION BE APPROVED SUBJECT ONLY TO THE STANDARD CONDITIONS OF APPROVAL. UNANIMOSLY APPROVED.**

**Other Business**

None

**MR. HOPKINSON, SECONDED BY MR. OMO, MOVED TO ADJOURN.**

**MEETING ADJOURNED BY UNANIMOUS ACCLAMATION AT 7:19 PM.**

Minutes prepared by Karly Perry, Recording Secretary