



Town of Ogunquit  
Planning Board  
Post Office Box 875  
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Tel: 207-646-9326

**OGUNQUIT PLANNING BOARD  
REGULAR BUSINESS MEETING  
MINUTES  
JULY 11, 2022**

**A. ROLL CALL – 6:00 p.m.**

Members Present: Steve Wilkos, Chair  
Leslie Olear, Vice Chair  
Jackie Bevins  
Elaine Cooper  
Steven Meller

Also Present: Tyler McOsker, Code Enforcement Officer

**B. PLEDGE OF ALLEGIANCE –**

**C. MISSION STATEMENT –** The Mission Statement was read by Dr. Meller.

**D. MINUTES – 6/27/2022 Regular Business Meeting Minutes**

**E. PUBLIC INPUT –** None

**F. UNFINISHED BUSINESS –**

**1. THE HELM / MARK HOLT – 87 Main Street – Map 6 Block 1 – GBD1. Site Plan Review Application for Change of Use from Type 1 Restaurant to Type 3 Restaurant.**

It was noted that a Site Visit was held earlier in the day.

Present at the Site Visit:

Board Member Steve Wilkos, Chair  
Board Member Leslie Olear, Vice Chair  
Board Member Elaine Cooper  
Board Member Steven Meller  
Code Officer Tyler McOsker  
Applicant Mark Holt  
Property Owner Joseph Delois  
Abutter Philip Grow

Site Visit Called to Order at 5:00 p.m. and Adjourned at 5:20 p.m.

The Applicant and property owner both agreed to relocate the ice machine fan to another window on the structure to reduce noise levels for the abutter.

The Applicant agreed to cease all outdoor service by 9:00 p.m. and to have the outdoor area cleared by 10:00 p.m.

The Board reviewed all Site Plan Review Approval Standards as outlined in Chapter 225-6.7 of the Ogunquit Zoning Ordinance and found all standards to have been met.

**Ms. Olear Moved to Approve the Application for THE HELM / MARK HOLT – 87 Main Street – Map 6 Block 1 – GBD1. Site Plan Review Application for Change of Use from Type 1 Restaurant to Type 3 Restaurant.  
OLEAR/BEVINS 5:0 UNANIMOUS**

**G. NEW BUSINESS –**

- 1. STUDIO EAST MOTEL – 267 MAIN STREET – Map 7 Block 10 – GBD1. Site Plan Review re-approval for a post 1930 structure. Application to replace an existing decaying retaining wall.**

Applicant Gary Latulippe confirmed that the project was delayed due to difficulties with contractor availability and COVID restrictions.

The original Approval was granted in 2018 and no Building Permit was pulled for the project.

The currently proposed project is the same as that proposed in 2018 and has become even more crucial due to the continued erosion of the existing wall and embankment.

Mr. Latulippe agreed that all “Best Management Practices” will be in place to protect the surrounding area and nearby stream.

It was confirmed by the Board and the Applicant that all agreed to conditions and conditions of approval from the 2018 Approval remain in effect.

The Applicant confirmed that he has a current Permit by Rule.

**Ms. Olear Moved to Grant Re-Approval for STUDIO EAST MOTEL – 267 MAIN STREET – Map 7 Block 10 – GBD1. Site Plan Review re-approval for a post 1930 structure. Application to replace an existing decaying retaining wall.  
OLEAR/COOPER 5:0 UNANIMOUS**

**H. CODE ENFORCEMENT OFFICER BUSINESS – None**

**I. OTHER BUSINESS –**

Mr. Wilkos noted that there will be no Planning Board meeting on July 25<sup>th</sup>. The next Planning Board Meeting will take place on August 8, 2022.

**J. ADJOURNMENT –**

**Ms. Olear Moved to Adjourn at 6:20 p.m.  
OLEAR/COOPER 5:0 UNANIMOUS**

*Maryann Stacy*

Maryann Stacy  
Town of Ogunquit  
Planning Board Recording Secretary

*Accepted on August 8, 2022*

*Notes:*

- *These minutes are a summary of what was discussed and are not a transcript.*
- *Copies of all referenced documents will be maintained in the Application packets on file with the Land Use Office.*
- *All Planning Board meetings are video archived, and may be viewed for one year after the meeting date, on the Town of Ogunquit's website at [www.townofogunquit.org](http://www.townofogunquit.org).*