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Debby Willis, Chairperson
Kelly Gooldrup, Administrative Assistant

PLANNING BOARD MINUTES
Regular Meeting
Tuesday, September 11, 2018 @ 6:00 PM
City Hall Council Chambers

1. Call the Meeting to Order

Chair Willis called the meeting to order at 6:01 pm.

2. Roll Call

<u>Members Present:</u>	<u>Members Absent:</u>	<u>Also Present:</u>
✓ Debby Willis ✓ Joel Alexander ✓ Les Young ✓ Pam Mitchel ✓ Diane Morabito ✓ Zachary Hanley	X	✓ Barb Skelton, CEO/Assistant Planner ✓ Kelly Gooldrup, Administrative Assistant ✓ James Coffin, Applicant (Coffin Engineering) ✓ Cathy Hutchins ✓ Jim Spellman ✓ Patrick Costin ✓ Dan Laflin ✓ Larry Cook ✓ Miguel Betancourt

3. Review of Meeting Minutes of August 14, 2018

Chair Willis said on page 2: 11 lines down: It should read: 'we added a light' not says 'we added a lighting'.

On page 3: 6 lines down it should read 'Chair Willis' not 'Chari Willis'

On page 3: Diane Morabito said 'with the condition'

Last page land use ordinance: with a recommendation for approval

Pam Mitchel said her last name is spelled 'Mitchel' not 'Mitchell'

Pam Mitchel made a motion to approve the minutes with the five changes listed above.

Diane Morabito seconded. All those in favor? Unanimous

Board stopped to sign Mylars for Central Maine Crossing on a previous approval.

4. Public Hearing – Site Plan Review

James E. Coffin, PE of E.S. Coffin Engineering & Surveying, Inc. representing Central Maine Crossing LLC is seeking approval of an urgent care facility and associated

parking located at Central Maine Crossing on City Tax Map 11 Lot 2 & 2A in the Planned Development (PD) Zoning District.

Chair Willis explained that the Board is going to resume a public hearing from the previous Planning Board meeting dated 8/14/2018.

Jim Coffin stated that he properly notified all abutters and posted in the KJ (Kennebec Journal) as required.

Chair Willis asked the audience if anyone had a comment on the public hearing. There was no one in the audience to speak.

Patrick Costin discussed the proposed flat roof and the vertical scale other area buildings.

Chair Willis asks the Board if they can hear this application in an unbiased manner. Diane Morabito will abstain from this application as she is working on the Maine General Project.

Chair Willis referred the Board to Chapter 6 of the ordinance.

Sections 6.5.1.2 through 6.5.1.13 are all good. Section 6.5.2.7 is good.

Barb Skelton said in Section 8.12.2.2 Design Standards, whenever these standards conflict with design requirements for site review, the site review standards shall be followed. There is a conflict within the ordinance and we should be reviewing it under the site review standards which will allow you approve the flat roof.

Pam Mitchel agreed and said we want maintain the view.

Pam Mitchel made a motion that this meets all the review criteria with the condition that the applicant receives a DEP Stormwater permit and updated DOT entrance permit.

Les Young seconded. Any more discussion? All those in favor? 5-0-1 (Diane Morabito abstained)

Pam Mitchel made a motion that we approve this application with the two previous mentioned conditions and with the note that we are allowing a flat roof and the vertical scale be similar to other buildings in the area.

Zach Hanley seconded. Any further discussion? All those in favor? 5-0-1 (Diane Morabito abstained)

5. Public Hearing – Site Plan Review

Rev. Larry Cook, Pastor of Gardiner Nazarene Church is seeking approval to clear tree growth and seed area to allow for recreational use at 895 Brunswick Avenue on City Tax Map 11 Lot 17 in the Planned Development (PD) Zoning District.

Miguel Betancourt, member of the church, says they want to clear some area for outdoor space.

Pam Mitchel asked why we are seeing this application if they are just cutting down trees.

Barb Skelton read Section 6 in the ordinance for the criteria. The square feet is larger than the allowed approval from Code Enforcement.

Chair Willis asks the Board if they can hear this application in an unbiased manner. Les Young will abstain from this application as he helped prepare the project.

Chair Willis opened the Public Hearing at 6:52PM and asked if anyone in the public would like to speak.

Cathy Hutchins, 36 Nazarene Way, said she is concerned about privacy near her home and will it affect her property value.

Chair Willis says there are screening requirements. We will go through the application and hopefully answer those questions. If you still have any questions pending after, let me know.

Chair Willis asked if any City Staff heard from anyone else. Barb Skelton said she did not but Cathy Hutchins had come in to the office and spoke with Kelly Gooldrup.

Chair Willis closed the Public Hearing at 6:56PM.

Chair Willis continued with the review of the application.

Pam Mitchel referred to 6.3.2.7.1 number eight topography. This is missing from the application so we cannot see the slope. Maybe a site walk would help and get a USGS map to put in the file.

Joel Alexander and Diane Morabito said they don't need to see it.

Pam Mitchel said we will just want a USGS map and the logging permit must be in the application.

Chair Willis referred to Sections 8.8 Noise & 8.11 Buffer Screening.

Pam Mitchel doesn't think noise will be an issue.

Miguel Betancourt said there is no lighting so most activity will be during the day.

Pam Mitchel referred to Section 8.11.4.3 for buffers and screening for residential it is 25 foot wide buffer around the field.

Miguel Betancourt said yes. The trees around the outside will not be touched, just cleaned up as far as brush. We don't want kids to go back into the woods.

Chair Willis proceeded by reviewing Environmental performance standards.

Pam Morabito wants to see IF&W and conservation letters.

Barb Skelton asked about parking. Members say it should be sufficient with the current parking already available.

Joel Alexander referred to Section 6: review criteria.

Sections 6.5.1.3 through 6.5.1.14 and 6.5.2.1 through 6.5.2.13 are met.

Pam Mitchel made a motion that this application meets the review criteria and all applicable standards with the conditions that the following items be added to complete the application: USGS topographical map showing the slope or some other similar map to showing the topography, the logging permit, and letters from IF&W for fauna and the Department of Conservation for flora.

Joel Alexander seconded. Any further discussion? All those in favor? 5-0-1 (Les Young abstained)

Pam Mitchel made a motion that we approve this project with the four previously noted conditions.

Diane Morabito seconded. Any further discussion? All those in favor? 5-0-1 (Les Young abstained)

Other business:

-Barb said the City Council will be looking at two ordinance changes at next Wednesday's meeting and then the first meeting in October.

-Barb Skelton said there has been a request by an applicant who could not make today's deadline, to maybe have a special meeting in October. She said it will not be considered until we receive a completed application.

6. Adjourn

Pam Mitchel made a motion to adjourn.

Joel Alexander seconded. All those in favor. Unanimous. 7:38PM