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Phone (207) 582-4200

Debby Willis, Chairperson  
Angelia Christopher, Administrative Assistant

**PLANNING BOARD  
MEETING MINUTES  
Wednesday August 9, 2023 @ 6:00 PM  
City Council Chambers**

**1. Call the Meeting to Order**-Chair Willis called the meeting to order at 6pm.

**2. Roll Call**- Board members present: Lisa St. Hilaire, Debby Willis, Pam Mitchel, Shawn Dolley, Zachary Hanley, Adam Lemire. Jacob Waltman was not present.

Others present included: Attorney Jon Pottle- via zoom, Attorney Mark Bower-via zoom, Paul Boghossian, Jim Coffin, Phyllis Gardiner, George Trask, Anne Cough, Helen Stevens, Gordon Stevens, Susan Shaw, Cheryl Clark, Barbara Estabrook, Melanie Mohney, David and Mary Hutchins, Kris McNeill, and Angelia Christopher.

**3. Public Hearing:** Gardiner Green- Decision meeting for the Final Subdivision & Continuation of Site Plan Development Public Hearing at 150 Dresden Ave. City Tax map 032 Lots 023-023A in HDR. Lisa St. Hilaire, abutter, recused herself for these proceedings.

City Solicitor Jon Pottle has presented a draft decision for the project to the board, applicant, and Dresden Ave neighbor group to review. The Dresden Ave neighbors have presented a letter in response to Attorney Pottle's draft decision.

After review, and several revisions, both Planning Board, and the Dresden Ave neighbors recessed for 10 minutes, while Attorney Pottle revised the final document.

After the meeting reconvened, the Board and neighbor group, reviewed the changes and agreed that the final document reflected the changes that had been requested.

Helen Stevens abutter to the proposed project states that the Board has made a mistake in approving this project. She questions the open space area, which is designated to be a walking path, right beside her property. She states that Mr. Boghossian promised her a fence at an earlier meeting and there is no mention of this fence in the final decision. She wants to know why there has been no mention of a fence in this application, and why it has not been followed up on. Mr. Boghossian states that he never promised a fence to be erected between their properties. Kris McNeill- CEO, states that a fence is not an ordinance requirement and does not have to be enforced for this project.

Kris McNeill states that the project will have timelines included. The applicant will have two years, from the building permit approval date, to have the building permit marked complete and will have obtained an occupancy permit. If these two requirements are not met, the applicant will have to go through the permit application/review process but will not have to return to the Planning Board.

Chair Willis asks the Board what they would like to do with this decision letter.

Adam Lemire moves that the board adopt the decision for the Gardiner Green project as presented and updated. Pam Mitchel seconded the motion. No further discussion. Unanimously approved by voting Board members.

Chair Willis – thanks everyone for their hard work. The application is approved.

*Lisa St. Hilaire joined the board again.*

**4. Parking lots in the PR-** Professional Residential Zone: With Johnson Hall nearing completion, the city has been looking for ways to increase parking. There has been a suggestion that Parking lots allowed in the PR zone- going up Brunswick Ave hill from the traffic light to the top of the hill. Currently the LUO states that parking lots as a main use are not allowed. This area is close to downtown and could improve the parking problem the city has. Chair Willis opened the public hearing at 7:16pm and asked if there was anyone who would like to speak. George Trask expressed his concern about this. He feels that existing buildings should not be demolished to make room for a parking lot, and that lots with buildings on them do not have enough room to add a parking lot. Board members feel that this change should not happen, needs more work, and ask that it goes back to City Council.

Pam Mitchel moves to send this forward to City Council with the recommendation that the change is not allowed to pass. Lisa St. Hilaire seconded the motion. All in favor the send to Council with the recommendation to not pass.

**4. Review of the June 13, 2023, meeting minutes.** Edits were sent by email. Pam Mitchel moved to accept the June 13, 23 meeting minutes with edits. Seconded by Adam Lemire. No further discussion. All in favor.

**Review of July 12, 2023, minutes** – minor changes were suggested. Pam Mitchel moved to approve the July 12, 2023, minutes with minor edits. Adam Lemire seconded. No further discussion. All in favor.

**5. Other Business**-None currently.

**6. Adjourn-** Lisa St. Hilaire moved adjourn at 8:50pm. Zachary Hanley seconded the motion. All in favor.