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Phone (207) 582-4200

Debby L. Willis, Chairperson
Kelly Gooldrup, Administrative Assistant

PLANNING BOARD - Regular Meeting Minutes
Tuesday, August 14, 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	χ	✓ Barb Skelton, CEO/Assistant Planner
✓ Joel Alexander		✓ Kelly Gooldrup, Administrative Assistant
✓ Les Young		✓ James Coffin, Applicant (Coffin Engineering)
✓ Pam Mitchel		✓ Maureen McGlone, Ransom Consultants, Inc
✓ Diane Morabito		✓ Mike Lyne, Developers Collaborative
✓ Zachary Hanley		✓ Darryl Brown Jr, Resident

3. Review of Meeting Minutes of July 10, 2018

Diane Morabito made note of four needed corrections as follows:

1. On page 2, '3-foot cave shoulder' should read '3-foot paved shoulder'
2. On page 2, 'crossing Libby Hill and others without sidewalks' should read 'crossing Libby Hill and other roads without sidewalks.'
3. On the top of page 3, the word 'water' is added between sufficient _____ to the service.
4. On page 5, second paragraph from bottom – change 'in the site' to 'on site' for vehicles

Pam Mitchel made a motion to accept the minutes with the four above listed corrections.
Joel Alexander seconded. All those in favor. 6-0-0. Motion passed.

4. Public Hearing – Subdivision Plan Review

James E. Coffin, PE of E.S. Coffin Engineering & Surveying, Inc. representing Central Maine Crossing LLC is seeking approval of six lots at Central Maine Crossing on City Tax Map 11 Lot 2 & 2A in the Planned Development (PD) Zoning District.

Jim Coffin, Coffin Engineering reviewed the five waivers that were requested from the previous Planning Board meeting. As you recall, we had an issue with having too much acreage. We are over the 20 acres, so we had to retain some of the property to satisfy DEP. We are developing lot two currently and have sent a letter/email to the Water District and Chief Nelson from the Fire Department. The building on lot two will be sprinkled. Chief

Nelson replied to the letter/email that he was okay with it. Another fire hydrant will be added. The Board is concerned about not having a standpipe.

Barb Skelton responded that Chief Nelson did not consider it an option as there is a pipe across already.

Jim Coffin asked for high volume access as greater than four hundred trips per day in the waivers.

Diane Morabito said that is not what I asked for. What you needed to do was a waiver for a second access point. Also get letters from Public Works and Emergency Services stating that having only one access point is fine.

Jim Coffin said I misunderstood and will change the waiver request.

We added a light every two hundred feet.

Diane Morabito asked about a light at the intersection.

Jim said the lighting from Maine General will be enough to light the intersection and entrance. There will be an illuminated sign as well at the entrance. It will be a marquee sign.

Barb Skelton said you will have to look into the lumens on the sign. There are rules in the ordinance.

Chair Willis asks the Board if they can hear this application in an unbiased opinion. Board members say yes.

Debby Willis opened the floor for public hearing at 6:27 PM.

Darryl Brown Jr. owns a business adjacent to the development. He said we support the development. I am concerned that a lot has been clear cut. If I am required to put up fencing and they put up multi-floors, where do I stand to be able to screen my junkyard from their view? I want to be a good neighbor and am asking the same from the development

Chair Willis asks if the City staff if any anything has come in to the office.

Barb Skelton did speak with Mr. Brown about his junkyard. He has been working on cleaning up his junkyard.

Chair Willis then closed the Public hearing at 6:29 PM.

Pam Mitchel made a motion to grant a waiver that the road shoulders be nine feet wide as it seems excessive. Three foot shoulders are okay with the condition the steep parts be paved.

Joel Alexander seconded.

Chair Willis asked for any further discussion? All those in favor. Five. All those opposed. One. 5-1-0 (Les Young)

Pam Mitchel made a motion to grant a waiver that the maximum road grade be allow to have eight percent grades and two – one hundred foot sections at twelve percent grades.

Les Young seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

Pam Mitchel made a motion to grant a waiver the requirements for sidewalks.

Zack Hanley seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

Pam Mitchel made a motion that the minimum width of the pavement be reduced to twenty-four feet wide.

Diane Morabito seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

Pam Mitchel made a motion to waive the requirement of the second access point with the conditions that this is reviewed and found acceptable by Public Works and the Emergency Services.

Joel Alexander seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

Chair Willis starts with Section 8.

8.1. Agreed. 8.5. Agreed. 8.6 All services will be put underground.

Pam Mitchel says Chapter 9 has been satisfied.

Chair Willis moves to Section 10, Special Performance Standards.

Pam Mitchel says to make sure the sign meets the code.

Chair Willis moves on to Section 11, Roads.

Diane Morabito says with condition approval on a DOT entrance permit modification.

Pam Mitchel asked about monuments in Section 14.

Jim Coffin iron pins will be used.

14.4 Review Criteria. Agreed

Pam Mitchel made a motion that the subdivision plan meets all the review criteria with the condition that an easement will be added to allow for a possible future connection to adjacent lots, that there will be a modified DOT entrance permit received, letters from Public Works and Emergency Services that will address the request for only one access point and the sign will meet the code.

Zack Hanley seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

Pam Mitchel made a motion that we approve the application with the previously mentioned conditions.

Les Young seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

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

Jim Coffin, Coffin Engineering with Patrick Costin, Architect and Ananda Moor-Jankowski, Landscape Architect.

We will be utilizing the sewer manhole on 201 for this facility.

Required minimum 80 parking spaces, we have 114.

Patrick Costain explained that the facility will have a family practice, urgent care, imaging waiting area and a laboratory.

Ananda Moor-Jankowski described the outside landscaping in detail with a diagram.

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 opened the floor for public hearing at 7:11 PM.

Barb Skelton only commented about buffering. She had a conversation with Darryl Brown Jr, an abutter to the property.

Closed public hearing at 7:12pm

Pam Mitchel says 8.6, 8.7, 8.9, are all on the plan.

8.11. Buffers and screening.

Pam Mitchel referenced 8.11.4.3 and asked about Brunswick Ave side of trees.

Jim Coffin says 5.1.6 says you can deviate from the ordinance requirement with Board approval if you have a registered Landscape Architect.

Patrick Costin addressed the building exterior and roof pitch

Pam Mitchel reads from the Ordinance about the roof requirements. It states that flat roofs are prohibited.

Discussion continues about roof styles.

Barb Skelton states that in Section 6.5.2 Additional Site Plan Review Criteria is where you may approve the proposed roof.

Chapter 9. Environmental. Is good.

Pam Mitchel says signs have to meet the code.

Traffic Study (Diane Morabito) answered on behalf of the project.

Pam Mitchel says the access and parking standard are met.

Jim Coffin did not notify abutters. The Board cannot continue the review and public hearing at this meeting. We will pick up in Section 6. Kelly Gooldrup will email abutters list to Jim Coffin.

Pam Mitchel made a motion to table this item until the September 11, 2018 meeting.

Joel Alexander seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

6. Public Hearing - Subdivision Amendment to an Approved Plan

Maureen P. McGlone of Ransom Consulting Inc. representing Developers

Collaborative/Kevin Bunker & Mike Lyne is seeking approval to revise the footprint of 15 units of Workforce Housing at 58, 59 & 60 Summer Street on City Tax Map 11 Lots 6A & 14 in the Cobbossee Corridor/Shoreland Overlay (CC/SO) Zoning Districts.

Maureen McGlone spoke about the project. Subdivision was approved 2 years ago, and now need an approval for a footprint change.

Mike Lyne added information about the project.

Pam Mitchel asked if it has underground electric now as the original project showed overhead wiring.

Mike Lyne responded part of the electrical is underground now.

Maureen McGlone said they are also adding a sidewalk.

Chair Willis asks the Board if they can hear this application in an unbiased opinion. Board members say yes. (Diane Morabito disclosed that she feels she can be unbiased even though she sometimes works for the applicants).

Chair Willis opened the floor for public hearing at 8:01 PM. Is there anyone here who wants to speak for or against? Chair Willis asks if the City staff if anything has come in to the office. No. Chair Willis then closed the Public hearing at 8:01 PM.

Pam Mitchel made a motion to approve this application.

Diane Morabito seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

7. Public Hearing – Site Plan Review

Maureen P. McGlone of Ransom Consulting Inc. representing Developers Collaborative/Kevin Bunker & Mike Lyne is seeking approval of 15 units of Workforce Housing at 58, 59 & 60 Summer Street on City Tax Map 11 Lots 6A & 14 in the Cobbossee Corridor/Shoreland Overlay (CC/SO) Zoning Districts.

The Board discussed the Site Plan with the ordinance criteria. All good.

Chair Willis asks the Board if they can hear this application in an unbiased opinion. Board members say yes. (Pam Mitchel said yes even though she is an abutter)

Chair Willis opened the floor for public hearing at 8:13 PM. No one in the audience. Did the City Staff receive anything? No. I will now close the public hearing 8:14PM.

Chair Willis said we will now review the section that was revised.

Pam Mitchel said it looks good and made a motion to approve this application.

Zack Hanley seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

8. Public Hearing – Land Use Ordinance Changes

The Ordinance Review Committee, on June 11, 2018, by a vote of 5-0-0, recommended proposed changes to the Land Use Ordinance relating to Subdivisions. These proposed changes are being sent the Planning Board for review and recommendation to City Council.

The Board discussed a few of the changes marked in red ink on the proposal.

Barb Skelton mentioned that some of the changes are in compliance with the State Law.

Pam Mitchel made a motion to send changes to the council with a recommendation of approval.

Diane Morabito seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

9. Public Hearing – Land Use Ordinance Changes

The Ordinance Review Committee, on July 10, 2018, by a vote of 5-0-0, recommended proposed changes to the Land Use Ordinance relating to Amendment of Approved Plans (DeMinimus/Minor Changes). These proposed changes are being sent the Planning Board for review and recommendation to City Council.

The Board discussed a few of the changes marked in red ink on the proposal.

Pam Mitchel made a motion to send changes to the council with a recommendation of approval.

Joel Alexander seconded.

Chair Willis asked for any further discussion? All those in favor. 6-0-0

10. Adjourn

Pam Mitchel made a motion to adjourn.

Les Young seconded. All those in favor. 6-0-0

8:32 PM