

**To:** Auburn Planning Board

**From:** Natalie Thomsen, Planning Coordinator

**Re:** Elevator Evolution, represented by Mark Lovejoy, requests a subdivision amendment to divide the lot at 213 S Washington St. (Assessor's Parcel ID 210-012) into two. Both lots will retain existing buildings, road access, driveways, and parking, with no site improvements proposed. The parcel is in the T-5.1 Downtown Traditional Center Zone, and the project should be reviewed under Chapter 60, Article XVI, Division 4 (Subdivision) and Chapter 60, Article IV, Division 14 (Form-Based Code).

**Date:** November 12, 2024



**I. PROPOSAL** – Elevator Evolution, represented by Mark Lovejoy, is applying for a subdivision amendment to divide the existing Lot 210-012 at 213 Washington Street into two separate lots, designated as Lot F2A and Lot F2B. The proposed division will retain the current infrastructure, with both lots utilizing the existing buildings, road access, driveways, and parking areas. No new site improvements or modifications are proposed as part of the project. Lot F2A will be conveyed to Elevator Evolution for use as an elevator service shop, while Lot F2B will remain under the ownership of ALZIE 300-30, LLC and continue to function as a warehouse. The parcel is located at 213 Washington Street in the T-5.1 Downtown Traditional Center Zone.

**II. ZONING CONSIDERATIONS** – The proposed subdivision is located in the T-5.1 Downtown Traditional Center Zone. The division of Lot F2 into Lots F2A and F2B will retain the existing structures, road access, driveways, and parking areas, with no proposed site improvements. The T-5.1 Zone includes a maximum building lot coverage of 75%, with front setbacks required to be between 0 and 10 feet. Side setbacks range from 0 to 5 feet, subject to approval, and a minimum rear setback of 10 feet is required. The lot widths must fall between 24 and 160 feet, and building heights are restricted to a maximum of four stories. The proposed project does not include any modifications to the existing buildings or infrastructure, the lot split leaves existing buildings in compliance with the setbacks and zoning requirements of the T-5.1

Downtown Traditional Center Zone. This proposal does qualify to be approved at a staff level, but the applicant has requested it be approved by the City Planning Board.

**III. PARKING & ACCESS MANAGEMENT STANDARDS -**

The existing and proposed parcels are to be accessed from Markarlyn Street via multiple entrances/ exits. The proposed division will retain the current infrastructure, with both lots utilizing the existing buildings, road access, driveways, and parking areas. No new site improvements or modifications are proposed as part of the project. The existing configuration of the site with the proposed split complies with parking and access management requirements establish in the City Zoning Ordinance, ensuring that vehicle circulation and safety standards are met.

Article V – Off-Street Parking and Loading:  
*Sec. 60-607. General provisions and design standards.*

#12: All uses containing over five parking and/or loading spaces shall either contain such spaces within structures or be subject to the following requirements:

- a. All access drives, parking, loading and service spaces shall be graded and surfaced with a solid paving material that is impermeable to water and so as to be dust free and properly drained. Materials which satisfy these criteria include but are not limited to bituminous pavement, concrete, geotextiles and brick or cobblestone or other paving block provided that it is mortared.
- b. Parking and loading spaces shall be suitably marked by painted lines or other appropriate markings.
- c. A substantial bumper of concrete, masonry, steel or heavy timber or a curb of similar material or an earthen berm shall be placed at the head of each parking or loading stall that abuts a structure, rear or side setback or property line, sidewalk, street right-of-way, or landscaped area to prevent vehicles from rolling into such areas.
- d. Where, in nonresidential districts, parking is planned to occupy a portion of the required front yard area, parking shall not be placed nearer than ten feet from the street right-of-way line. The area between the parking area and the street right-of-way line shall be landscaped.

**Standards in Chapter 60, Article V, Section 607 have been met**

Article V – Off-Street Parking and Loading:  
*Sec. 60-609. Off-street loading space requirements.*

Loading and unloading from a public street is prohibited except in permitted loading and unloading areas. Each building hereafter erected and every use hereafter established in an existing building or area shall be provided with a minimum number of loading space located at the rear of the building as follows:

Land Use	Minimum Number of Off-Street Loading Spaces
All uses under 5,000 square feet of gross floor area	No minimum
Retail trade, manufacturing and hospital establishment with over 5,000 square feet of gross floor area	One per 20,000 square feet or fraction thereof of gross floor area up to two spaces; one additional space for each 60,000 square feet or fraction thereof of gross floor area over 40,000 square feet

	used for ambulance receiving at a hospital is not to be used to meet these loading requirements
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*Existing buildings are 1,663 sq ft and 8,066 sq ft respectively, no parking spots are required per 60-609. Off-street loading space requirements. Each proposed lot has parking on the side of the building as allowed in the T-5.1 Downtown Traditional Center Zone (Sec. 60-550) as long as it does not exceed 60 feet in width or 40% of the lot's width, and must be screened or separated by a street wall to maintain visual aesthetics along the street frontage.*

**IV. DEPARTMENT REVIEW-**

- a. **Police - ✓**
- b. **Auburn Water and Sewer** – The buildings on site are already connected to public sewer and water and use will not be changed as a result of this proposed subdivision .
- c. **Fire Department/Code Enforcement – ✓**
- d. **Engineering – ✓**
- e. **Public Services- ✓**
- f. **Airport – ✓**

**V. PLANNING BOARD ACTION-** The proposed project requires review and findings for approval of Section 60-1359.

**Sec. 60-1359. – Subdivision Guidelines.** When reviewing any subdivision for approval, the planning board shall consider the following criteria, and before granting either approval or denial, shall determine that the proposed subdivision:

1. Will not result in undue water, air or noise pollution. In making this determination it shall at least consider:
  - a. The elevation of land above sea level and its relation to the floodplains, the nature of soils and subsoils and their ability to adequately support waste disposal.
  - b. The slope of the land and its effect on effluents.
  - c. The availability of streams for disposal of effluents; and
  - d. The applicable state and local health and water resources regulations, including stormwater management requirements in accordance with section 60-1301(14).
2. Has sufficient water available for the reasonably foreseeable needs of the subdivision.
3. Will not cause an unreasonable burden on an existing water supply, if one is to be utilized.
4. Will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.
5. Will not cause unreasonable highway or public road congestion or unsafe conditions with respect to use of the highways or public roads existing or proposed.
6. Will provide for adequate sewage waste disposal.
7. Will not cause an unreasonable burden on the ability of a municipality to dispose of solid waste and sewage if municipal services are to be utilized.
8. Will not have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites or rare and irreplaceable natural areas.
9. Is in conformance with a duly adopted subdivision regulation or ordinance, comprehensive plan, development plan, or land use plan, if any.
10. Is funded by a subdivider which has adequate financial and technical capacity to meet the standards of this section.
11. Will not adversely affect the character of the surrounding neighborhood and will not tend to depreciate the value of property adjoining the neighboring property under application.

12. Has provisions for on-site landscaping that are adequate to screen neighboring properties from unsightly features of the development.
13. Will not create a fire hazard and has provided adequate access to the site for emergency vehicles.
14. Will not, alone or in conjunction with existing activities, adversely affect the quality or quantity of groundwater.
15. Does not have long-term cumulative effects of the proposed subdivision will that unreasonably increase a great pond phosphorus concentration during the construction phase and life of the proposed subdivision.

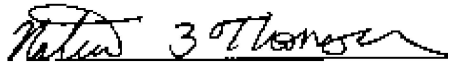
**VI. STAFF RECOMMENDATIONS -**

Staff recommends the Planning Board find that the Site Plan for the proposed development, meets the requirements of Sec. 60-1359 and APPROVE the project application. Staff recommends the following conditions:

- a. *No development activity until any bonding or inspection fees is determined by the Auburn Engineering Department.*

I make a motion that the proposal meets the requirements of Section 60-1359 and approve the Subdivision Plan to divide the lot at 213 S Washington St. (Assessor's Parcel ID 210-012) into two. Both lots will retain existing buildings, road access, driveways, and parking, with no site improvements proposed. The parcel is in the T-5.1 Downtown Traditional Center Zone, and the project should be considered pursuant to Chapter 60, Article XVI, Division 4 (Subdivision) and Chapter 60, Article IV, Division 14 (Form-Based Code).

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Natalie Thomsen  
Planning Coordinator