



City of Auburn, Maine
Planning & Permitting Department
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PLANNING BOARD MINUTES
July 16th, 2024 – 6:00 p.m.
City Council Chambers, 60 Court Street

1. **ROLL CALL:** Dave Trask, Bob Hayes (elevated to full member), Paul Jacques, Stacey LeBlanc, Amanda Guerrette (Elevated to full member), Darren Finnegan, Riley Bergeron
2. **MINUTES:** Review June 18th 2024 meeting minutes. All meetings are available live and after airing on YouTube <https://www.youtube.com/c/CityofAuburnMaine>.

Motion to Approve: Dave Trask, Second: Darren Finnegan. Vote: 7-0-0

3. **PUBLIC HEARING/ SPECIAL EXCEPTION:** West Shore Village, LLC, has submitted an application for a 48-unit multi-family dwelling development with access off Adamian Drive with associated parking area, access driveways, and office/ garage. The development is proposed for 12 & 24 Adamian Drive, also City Assessor's Parcel I.D.s 109-003 and 109-004, and should be considered pursuant to Chapter 60, Article XVI Division 2- Site Plan Review, Division 3- Special Exception, and Article IV, Division 12- General Business District.

Staff Report by John Blais. Site Plan meets review criteria for building, engineering and stormwater. Michael Barns (Maine Land Engineering) and Mike Gotto (Stonybrook) are present to answer any questions on the project.

Motion to Open Public comment: Dave Trask, Second: Bob Hayes, Vote: 7-0-0

Public comment – No public Comment

Motion to Close public comment: Dave Trask, Second: Bob Hayes, Vote: 7-0-0

Planning Board does not have any discussion on the plan.

Dave Trask makes the motion to approve the West Shore Village, LLC Site Plan approval off Adamian Drive, City Assessor's Parcel I.D 109-003 and 109-004. The proposed project consists of two (2) 9,153 S.F. 24 multi-family units and one (1) two story 12,600 S.F. Storage Facility with access on both elevations. This item is pursuant to Chapter 60, Article IV Division 12- General Business District; Article XVI Division 2- Site Plan Review; and Division 3- Special Exception

- a. All appropriate permits are received prior to the start of construction.

- b. Construction shall not commence until all bonding and inspection fees have been reviewed by the City Engineer.

Second: Darren Finnegan. Vote: 7-0-0

00:09:00

- 4. **WORKSHOP/ TEXT AMENDMENT:** City Council initiated a text amendment to Chapter 60 Article XII Division 4-Lake Auburn Watershed Overlay District. The proposed amendments were proposed by the Lake Auburn Stakeholders Working group and pertain to agriculture and forestry related activities within the Lake Auburn Watershed including limitations on tree clearing, erosion and nutrient management regulations. Other ordinance amendments within this section include fertilizer, herbicide and insecticide storage and use within the Lake Auburn watershed. This amendment is pursuant to Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map.

Staff Report by Eric Cousens. Sharing drafts of ordinance changes in the Lake Auburn Watershed text amendments with Planning Board and waiting on City Council on a recommendation for how to proceed. Riley Bergeron raises a question about the removal of the verbiage of “hobby farms”. Staff explains that all farms should be weighted equally whether they sell products or not. Dave Trask shares that he feels like the language is difficult to understand in the ordinances and urges the staff to work on simplifying the language to be more understandable and straight forward. Planning Board and staff also discussed buffer areas to gain more clarity on where the numbers were derived from.

00:23:15

- 5. **WORKSHOP/ MAP AMENDMENT:** Consider adopting the Lake Auburn Watershed Land Use Map proposed by the Lake Auburn Stakeholders Working Group initiated by City Council depicting 250 ft agricultural setback and buffer requirements from streams, brooks, and wetlands connected with Lake Auburn. This map will be referred to in Chapter 60, Article XII Division 4 Lake Auburn Watershed Overlay District and will be considered in accordance with Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map.

Staff talk about proposed changes to the land use map. Planning Board has no questions or discussion on this item.

- 6. **WORKSHOP/ MAP AMENDMENT:** Consider a zoning map amendment to convert certain parts of City Assessor’s Parcel I.D.s 289-001, 277-026 and 289-002 with addresses of 369 Mount Auburn Ave, 225 Gracelawn Road, and 125 Gracelawn Pit Road from the General Business zoning district to the Multifamily Suburban zoning district City Council introduced this proposal in accordance with Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map.

Staff goes over proposed zoning and purpose of this requested change. There are no current development plans for the site, but the Council wants to protect the site from being developed into something that could affect the watershed in the future if topography/environment changes. Multi-family/suburban is similar to General Business, but does limit some types of commercial development which Council feels is appropriate for this parcel. Staff urges that this is good, proactive planning.

Planning board members express that the initial zoning changes to convert this lot into GB zoning was intended to protect the property and be proactive using data points to support that decision and feels that there are no new data points to support this change. The general consensus from the Planning Board is making any zoning changes based on interest from any specific developer is not how they want to operate.

Discussion continued around the special exception process and conditions that can be placed on development applications in order to ensure protections to the watershed. The planning board reiterated that their interest is in protecting the watershed.

00:58:15

7. WORKSHOP: Review and adopt Planning Board Opening Remarks

New legal council has had a chance to review the Opening Remarks and made some edits. Planning board members were in support of the edits. Legal council recommends that the opening remarks are made available to the public, whether its available for the public to read or whether its read aloud at the beginning of each meeting.

Planning Board and staff discussed the voting on individual findings and whether it is necessary to vote on each finding for every public hearing, or whether only an unfavorable vote would require the board members to specify which finding they do not support.

Chairwoman Leblanc requests an opportunity for the board to have a training with legal council to practice walking through the process of voting on public hearing items and when and how board members can identify findings they disagree with. With the idea of putting this process into practice, the board wants more clarification on how that can be done.

Staff reports will start including findings of fact so it's clearer for planning board members to be able to identify the findings and will be able to specify if there are specific findings that board members do not agree with.

01:23:20

8. WORKSHOP: LD 2003 Text Amendment from Ad-Hoc Committee

Staff brings legal opinion back from the question about 4-unit residential dwellings and legal counsel concurs that all dwelling units do not need to be within the same residential structure, so in areas of the

city where there is more rural zoning, two 2-unit dwellings could be allowed as a 4-unit density on a single parcel which would still be in line with the more rural feel of the area and accomplish the intent of LD 2003 to allow up to 4-units.

Legal recommends that when ordinances pass, they are retroactive to January 1, 2024.

Legal council also agrees that referencing state laws can be included in the ordinances rather than including the specific wording and ordinance number since those ordinances and laws change over time and making more general references will reduce the need for updating ordinances with each change.

9. PUBLIC COMMENT: No Public Comment

10. MISCELLANEOUS:

- a. Upcoming Agenda Items
 - i. Eric Cousens shares that Meghan Norwood, a Former Auburn Planner, is assisting with some planning work while we are working to hire a new Planning Coordinator.
 - ii. Highlights 2-3 new development plans that will likely come before the board in the coming months.

11. ADJOURNMENT

Motion to Adjourn: Dave Trask, Second: Amanda Guerrette, Vote: 7-0-0

Auburn Planning Board meetings can be viewed live on the City of Auburn YouTube channel (<https://www.youtube.com/c/CityofAuburnMaine>), and on Great Falls Television (Spectrum Cable Channel` 11).

Following live broadcasts, Planning Board meetings are rebroadcast at 7:00AM, noon, and 7:00PM on Tuesdays on GFTV and are available anytime on our YouTube channel.