



City of Auburn, Maine  
Planning & Permitting Department  
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**PLANNING BOARD MEETING MINUTES**  
**August 13<sup>th</sup>, 2024 – 6:00 p.m.**  
**City Council Chambers, 60 Court Street**

- 1. ROLL CALL: Bob Hayes (elevated to full member), Paul Jacques, Stacey LeBlanc, Amanda Guerrette (elevated to full member), Dave Trask, Tim DeRoche, Darren Finnegan.**

**Not present: Riley Bergeron**

- 2. MINUTES:** Review July 16<sup>th</sup>, 2024, meeting minutes. All meetings are available live and after airing on YouTube <https://www.youtube.com/c/CityofAuburnMaine>.

**Motion to approve:** Dave Trask

**Vote:** 6-0-0

**Motion Carries**

- 3. PUBLIC HEARING/ SPECIAL EXCEPTION:** Bear Holdings, LLC, and Bear, LLC are applying for construction of a building for car display and service, comprised of office areas and vehicle preparation/ maintenance areas. New pavement and gravel areas for storage container siting is also proposed as well as stormwater treatment. The development is proposed for 864, 868, 878, and 900 Center Street and 1193 Turner Street, also City Assessor's Parcel I.D.s 301-017-002, 301-018, 301-019, 301-017, and 300-009, 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 and Delegated review for Site Location of Development Act.

Staff Report presented by Megan Norwood. This application was reviewed by city staff with input from various departments. One minor condition to improve manhole drains to accommodate storm runoff. There is also a request for a waiver on the traffic analysis study. A condition to include visual buffers to storage containers has been added in the staff review process.

Applicant, Jan Wigman, with Wright Pierce, the engineering firm, is present to answer any questions.

**Motion to Open Public Comment:** Tim DeRoche

**Second:** Dave Trask

**Vote:** 7-0-0

No Public Comment

**Motion to Close Public Comment:** Dave Trask

**Second:** Tim DeRoche

**Vote:** 7-0-0

Planning board and staff discusses the application. John Blais clarifies that this development will address any water runoff that would cause issues on Route 4 with heavy rain and not cause any issues. Town ordinances are being reviewed and revised to allow for storage containers.

The applicant clarifies that the existing sales building on site will eventually go away and the new building will contain a service component as well as a sales office.

**Paul Jacques makes a motion** that the proposal meets the requirements of Sections 60-1277, 60- 1336 and 60-771, accept the waiver request for a Traffic Impact Analysis and to approve the Site Plan for a car display and service building with office and vehicle preparation/maintenance areas and associated stormwater infrastructure and State Delegated Review for Site Location of Development, located at 864, 868, 878 and 900 Center Street and 1193 Turner Street (PIDs: 301-017- 002, 301-018, 301-019, 301-017, and 300-009) in the General Business Zoning District with the following conditions:

- No development activity until any bonding or inspection fees is determined by the Auburn Engineering Department.
- All necessary stormwater improvements shall be shown on the plan to the satisfaction of the City Engineer prior to the issuance of building permits.
- The applicant shall provide confirmation from CMP that use of the easement area as shown on the plans is acceptable prior to the issuance of building permits.

**Second:** Tim DeRoche

**Vote:** 7-0-0

**Motion Carries**

00:14:07

- 4. PUBLIC HEARING/ SPECIAL EXCEPTION:** Jason Cooper is applying for Site Plan approval for existing car service garage to be demolished and 3 duplex units and associated site development to be developed at 105 Riverside Drive, also City Assessor’s Parcel I.D. 221-140. This proposal is pursuant to Chapter 60 Article XVI Division 2- Site Plan Review, Division 3- Special Exception and Division 4- Subdivision and Article IV Division 14 Form Based Code

Staff Report presented by John Blais. A waiver is needed for the third building on the back side of the parcel, so staff has requested a paved walkway from the back building to the front of the parcel to attain frontage on Riverside Dr. Staff feels that this project meets the intent of the higher density zoning in this area as laid out in the comprehensive plan. Paul Jacques asks if this sort of waiver is something that the board will address in a zoning change since this sort of waiver is a common request with the T 4.2 and T 4.2B zones. The rest of this development meets the rest of the zoning requirements.

Applicant, Travis Nadeau with Platz Associates is present to answer questions. Explains the need to request a waiver. The need to provide the connectivity improves the design of the site and allows for better open space on the lot and meets the intentions and allows for an ADA unit as well. The scale of the development is appropriate for the neighborhood as well. The units meet requirements to have 1 exit which allows for more square footage in the units and less space for hallways and stairways.

Tim Deroche asks about the retaining wall and elevation behind the building. Platz offers to include a geotechnical review of the retaining wall to ensure safety with the residential building in proximity. John Blais mentions that the review of the retaining wall can be done as part of the building permit as well.

**Motion to Open Public Comment:** Dave Trask                      **Second:** Darren Finnegan                      **Vote:**7-0-0

Jason Cooper – owns the property. He speaks in support of this development project.

**Motion to Close Public Comment:** Dave Trask                      **Second:** Darren Finnegan                      **Vote:**7-0-0

Planning board discusses how to proceed with making a motion since there are multiple components to voting on this item. John Blais recommends to add the following phrase: “Address existing retaining wall with geotechnical report and fencing to meet code requirements”

**Dave Trask Makes a Motion to approve** the waiver dated July 12, 2024 written by Platz Associates, pursuant to the criteria established in Division 14 of the Formed Base Code District development standards. Specifically, established in Sec. 60-558 (C),(1) and objectives of Section 60-1277.

**Second:** Bob Hayes                      **Vote: 7-0-0**                      **Motion Carries**

**Dave Trask Makes a Motion to approve** the Site Plan/Special Exception for the proposed demolition of an existing car service garage and development of 3-duplex units at 105 Riverside Drive, City Assessor’s Parcel I.D. 221-140. This proposal is pursuant to Chapter 60 Article XVI Division 2- Site Plan Review, Division 3- Special Exception and Division 4- Subdivision and Article IV Division 14 Form Based Code with the Auburn Code of Ordinances with the following conditions:

- All relevant building permits must be approved before the start of construction.
- Addressing application must be filed prior to building permits.
- Address existing retaining wall with geotechnical report and fencing to meet code requirements.

**Second:** Bob Hayes                      **Vote: 7-0-0**                      **Motion Carries**

00:43:51

5. **PUBLIC HEARING/ 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 Report presented by Eric Cousens.

Stacey LeBlanc emphasizes that the intent of changing of the zoning for this property was to protect the lake and the water quality and recognizes that the current zone as it stands may not be the best option for achieving that goal. If this map change helps to achieve that goal, then it makes sense to support. Dave Trask feels that protections can still be put into place without this change, but recognizes that this proposed change will satisfy all parties to achieve the goal.

**Motion to Open Public Comment:** Dave Trask                      **Second:** Paul Jacques                      **Vote:** 7-0-0

Steven Beal – 575 Johnson Rd – Speaks in support of this map change. Feels that the approved uses in GB zone right up to the watershed boundary is too intense of an option for this site and this change will limit the area in which those uses can be operated away from the watershed.

John Cleveland – 183 Davis Ave – Speak in support of map change. This change allows for a Planned Unit Development which would allow the planning board to have review over a development plan.

**Motion to Close Public Comment:** Dave Trask                      **Second:** Tim DeRoche                      **Vote:** 7-0-0

Planning board discusses the item and possible motions.

**Tim Deroche makes a motion** to forward a favorable recommendation to City Council to amend the official zoning map of the City of Auburn entitled “City of Auburn, Zoning Map, dated May 16, 2016,” revised through its current date and revisions, as provided under Sec. 60-5 of the Zoning Ordinance by amending City Assessor’s Parcel ID’s 289- 001, 289-002, and 277-026 from General Business Zoning to the Multifamily Suburban zoning district and retain 15 acres within City Assessor’s parcel I.D. 289-001 in the General Business zoning district *from map dated August 7, 2024. (italicized wording added as an amendment to the original motion).*

**Second:** Darren Finnegan

The board discusses briefly the motion. Dave Trask asks if the boundaries for the 15 acres of land that will remain in the GB zone is well defined. Eric Cousens explains that it is well defined, and acreage is defined.

**Tim DeRoche makes a motion to amend** the initial motion to provide clarity by adding a reference to the Map included in the Staff Packet dated August 7<sup>th</sup>, 2024. See final motion wording referenced above.

**Second:** Bob Hayes

**Vote on Amendment to Motion:** 7-0-0                      **Motion Carries**

**Vote on original motion:** 7-0-0                      **Motion Carries**

01:07:00

6. **PUBLIC HEARING/ SPECIAL EXCEPTION:** Broad Street Farms is applying for a Site Plan approval for existing lot to be developed into 12 duplex units and associated site development to be developed along Broad Street, also City Assessor's Parcel I.D. 171-004. This proposal is pursuant to Chapter 60 Article XVI Division 2- Site Plan Review, Division 3- Special Exception and Division 4- Subdivision and Article IV Division 14 Form Based Code.

Staff Report presented by John Blais. This parcel has some wetlands of significance and requires buffers as part of the development. This development plan may provide an opportunity to consider extending public water and sewer lines and sidewalks to this section of town.

Planning Board asks about timeline for water and sewer extension. Staff explains that there is a large-scale transportation study taking place along Washington Street and expanding the lines could be part of those development plans which would include grant funds. Staff explains that the developer may choose to wait to build until public utilities are ready. Amanda Guerette asks if the Planning Board should consider adding an extension to this approval in order to give time for the consideration of public utilities versus private water and septic systems. These units would be rented out as apartments from the start and could eventually be turned into condominiums.

Craig with Terradyn Consultants, representing the applicant, explains that the intent would be for the developer and owner to retain ownership and rent out these units.

**Motion to Open Public Comment:** Dave Trask                      **Second:** Bob Hayes                      **Vote:** 7-0-0

Michael LeMay – Lives on Sherwood Drive – Wants to remind the Planning Board that this area of Broad Street has seen multiple fatal accidents and they should take into account that. Feels that the zoning of T 4.2B is in appropriate for this area because they took city zoning and have applied it to a rural area. Speeds along this road are very fast and this sort of zoning is inappropriate.

**Motion to Close public comment:** Tim DeRoche                      **Second:** Bob Hayes                      **Vote:** 7-0-0

Planning Board discusses the application. Bob Hayes has concerns over setbacks on a road like this for snow plowing and also taking into account protections for the residents to keep them safe from the traffic on the road. Staff shares that this project may be the first in the area to begin to transform the area into more of a residential area and is in-line with the zoning. Bob Hayes feels like Zone T 4.2 B has some issues and was applied to a large area and needs some refinement. Design of the development and buildings are meant to be in line with the area but also meet zoning standards. Dave Trask asked about line of sight from the driveway entrances and engineering conducted studies and found that each location for a driveway had at least 450 feet of site clearance.

**Dave Trask Makes a Motion to approve** the Site Plan/Special Exception for the proposed development of 12 duplex units and associated site development as part of Broad Street Farms – City Assessor's Parcel I.D. 171-004. This proposal is pursuant to Chapter 60 Article XVI Division 2-Site Plan Review, Division 3- Special Exception and Division 4- Subdivision and Article IV Division 14 Form Based Code of the Auburn Code of Ordinances with the following conditions:

- 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.
- c. Full sidewalk design and final easement descriptions along Broad Street condition of the first C of O.
- d. Record Buffers in Androscoggin County Registry of Deeds condition of the first C of O.

**Second:** Bob Hayes

**Amanda Guerette makes an amendment to the motion** to allow for an addition 12-month period on top of the initial 12-month approval for a total of 24-month approval period.

**Second:** Tim DeRoche

**Vote for Amendment:** 7-0-0

**Vote on Motion:** 7-0-0

**Motion Carries**

01:47:40

- 7. **WORKSHOP:** Review possible text change proposal under Sec. 60-666. Uses of- Manufactured housing, trailers, office trailers. With recommendation to hold a Public Hearing and proposed text change to City Council. To allow uses shipping containers, Conex boxes, railroad cars and tractor trailer bodies.

Staff Report Presented by John Blais. Understands that temporary storage units are useful and should be allowed with some visual protection to abutters and street traffic.

The planning board asks about permitting process for these containers and if there will be any tax implications to having a storage container on property. John mentions that the storage containers could be retrofitted to have siding or convert them to look more like a permanent stick-built structure rather than a metal box. Dave Trask asks about how to define the appearance that is “acceptable” so there are standards and it’s not subjective.

Planning board wants to specific size limitations and require permits. There is a desire for more refined language with more specifications.

- 8. **PUBLIC COMMENT: No public present**

9. **MISCELLANEOUS:**

- a. Upcoming Agenda Items
  - i. Multi-family project
  - ii. Airport hanger development

10. **ADJOURNMENT**

**Motion to adjourn:** Tim DeRoche

**Second:** Dave Trask

**Vote:** 7-0-0

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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.