

**UNAPPROVED - DRAFT**  
**PLANNING BOARD MEETING**  
**MINUTES**

Minutes of the Augusta Planning Board meeting held on May 14, 2019  
City Center Plaza, Lecture Hall, 7:00pm

Board members present: Alison Nichols (Chair), Bob Trask (Vice Chair), Delaine Nye (Secretary), Pete Pare, Dorean Maines, Bob Corey, Steve Dumont, Bill McKenna, Cathy Cobb

Board members absent: None.

City staff present: Betsy Poulin, Nick Hartley

Guests present: Mike Michaud, Bob Gurney, Jim Coffin, Matthew Radasch, Janice Spencer, Robert Gurney, Norm Michaud

Betsy: Has a few items for the Board tonight. The first is that Blue Willow has withdrawn their application for 103 Winthrop Street. Should they come back to the Planning Board, they will need to reapply. Also, a typo was noted on the 33 Stone Street review and there were 14 rooming house rooms shown on the plan, but staff only noted 13 rooms. I have drafted an updating finding of fact to reflect the 14 rooming house rooms. All density, parking and other requirements are met by the application. The plans are ready for signature after the meeting.

**Public Hearing. Conditional Use Review. Application of Augusta Elks to exceed the noise ordinance on August 9 & 10, 2019 from 10pm to midnight for their summer music festival. Assessor's Map 5 Lots 32 & 32A. Located at 397 Civic Center Drive in the Planned Development District (PD).**

Betsy reviewed the staff review, project application, draft findings of fact and conclusions of law, and project images. Applicant has received a mass gathering permit from the Augusta Police Department.

Cathy: Can mass gathering permits only go until 10pm?

Betsy: Will get back to her with the answer.

Applicant: Mike Michaud, representative for the Elks. This is the 3<sup>rd</sup> time they have held this festival. The Police Department can extend the mass gathering permit until midnight with the Planning Board approval. This is a major fundraiser event.

Bob Corey: Have they ever received complaints from the neighborhood?

Mike: No complaints. The noise/music points out toward centerfield and the cemetery. They will have the police department on site from start to end of the event.

Pete: Is a condition of approval of having the Augusta Police Department to extend a permit until midnight OK with you?

Mike: Yes. They want everyone happy and working together.

Public Comment: None.

Board Discussion:

Betsy: There is no end time on Mass Gathering permits, only the noise ordinance ends at 10pm which is why the applicant is before the Board requesting the Conditional Approval.

Motion by Delaine as written in the draft findings of fact and conclusions of law adding the word "appears" adequate. With the additional condition that "The police department will be notified of this action."

Seconded by Pete.

Vote: 8:0. Motion passes.

**Public Hearing. Conditional Use Review. Application of Robert & Bonnie Gurney to add a 526 SF addition on their existing automobile business building, a non-conforming use. Assessor's Map 41 Lot 59. Located at 99 Stone Street in the Local Business District (CB).**

Betsy reviewed the staff review, project application, draft findings of fact and conclusions of law and project images.

Delaine: Would like to see the traffic study.

Betsy: Hands out study.

Bob Corey: Would like to see every project's traffic study.

Betsy: Can do.

Applicant: Jim Coffin, Coffin Engineering. Bob Gurney and his tenant are here as well tonight. They exceed the impervious surface requirements on the site, but are grandfathered. The entrance at Stone Street, closest to the intersection will be closed as a concession for the grandfathered impervious surface. There is no landscaping proposed and no room for it on the site. They are planning on adjusting the dumpster enclosure to be a fence running from the building to the retaining wall. They will hatch the space in front of the dumpster for access, as requested prior to the meeting by the City Engineer.

Delaine: Wants a sidewalk added where the curb cut is removed.

Jim Coffin: They will work with Nick to improve the sidewalk.

Bob Corey: What are the hours of operation?

Bob Gurney: 7:30am to 4:30pm Monday through Friday.

Bob Corey: Are there outside speakers?

Bob Gurney: No.

Public Comment: None.

Board Discussion:

Delaine: Wants to talk with Nick about the sidewalk. This is a busy area for pedestrians and vehicles.

Nick Hartley: Public works will create the sidewalk, or work with the applicant's contractor to create one that meets standards.

Motion by Delaine as written in the draft findings of fact and conclusions of law with an additional condition: The applicant will complete a sidewalk where the curb is closed on Stone Street.

Seconded by Bill.

Discussion:

Cathy: Should the full-cutoff lights and stormwater connection be noted in the motion?

Alison: Since the materials were submitted prior to the meeting, they are already part of the application and no additional motion is needed.

Vote: 8:0. Motion passes.

**Public Hearing. Conditional Use Review. Application of Schultz & Lyman Turnkey Services/Matthew Radasch to operate a light manufacturing business out of an existing building. The existing and proposed uses are both non-conforming. Assessor's Map 14 Lot 8. Located at 801 Eastern Avenue in the Rural Residential District (RRES).**

Betsy reviewed the staff review, project application, draft findings of fact and conclusions of law and project images.

Applicant: Matthew Radash. They make kits and package cosmetics. The traffic in and out of the site will be lower than the existing computer service/retail use. They would have 1-2 employees on the site at most.

Cathy: Is there any retail?

Matthew: No.

Pete: Is sanitizing or cleaning happening as part of the process?

Matthew: No, the materials are already packaged. They do printing services and may get a box of their printed product in to inspect, repackage it and send it back out.

Pete: Who does the OEM?

Matthew: JS McCarthy does their printing; they also work with Asia, California and New Jersey. They do cosmetics and skin care for J Crew, Madewell, QVC.

Public Comment: None.

Board Discussion:

Delaine: Sees no problem with the application.

Motion by Delaine as written in the draft findings of fact and conclusions of law.

Seconded by Cathy.

Discussion:

Alison: Do we want to add a condition that another user, even if they are also light manufacturing, would need to come before the Board again for review?

Delaine: Yes, that is a good idea, I amend my motion.

Cathy: Seconds the amendment.

Discussion: None.

Vote on amendment: 8:0. Motion passes.

Vote on amended motion: 8:0. Motion passes.

**Public Hearing. Minor Development Review. Application of the Maine Army National Guard to demolish buildings and construct additional parking. Assessor's Map 9 Lot 5B. Located at 194 Winthrop Street in the Government Services District (GS).**

Betsy reviewed the staff review, project application, draft findings of fact and conclusions of law and project images. New material was submitted by the applicant, handed to you all tonight, which addresses some comments in the staff memo. The fencing has been changed to a decorative style and some parking eliminated and green space/lawn added.

Applicant: Janice Spencer, Master Planner. Bob Gurney and Norm Michaud are also here tonight. There is a ratio for the number of soldiers at the facility and the amount of building square footage which needs to be maintained. With the construction of the Joint Force Headquarters, some buildings at this site are being demolished. 194 people moved to the JFHQ. Staff in Building #8 will move into Building #7. The entrance gate will remain the same. There is an open campus now, so regular (not anti-terrorism) fencing can be used. They are working to find fencing to match that near Building #7.

Cathy: Why is parking being added when it isn't needed?

Janice: Some parking outside the fence will be for the museum use, but they do not need additional parking for the facility.

Cathy: So if the parking isn't needed, it could be green space?

Janice: The campus is organized with military vehicles behind the fencing on the western portion of the site. They get many large vehicles, with trailers and need the maneuvering space to get to the warehouses and maintenance shop.

Public Comment: None. No public present.

Board Discussion:

Delaine: Discusses the proposed conditions.

Betsy: Any proposed conditions are a staff suggestion; the Board is free to act however they choose.

Norm Michaud, Director of Facilities: They only want grass. Worried about planting things which will die in a few years because they will not take care of the plants. He feels the decorative fencing with grass is suitable.

Bob Corey: We could add a condition that only parallel parking is permitted near the fence.

Janice: Is this only inside the fencing?

Bob Corey: yes.

Motion by Delaine notes the changes to the proposal including the number of parking spaces, decorative fencing and grass areas for the project description and makes the motion as written in the draft findings of fact and conclusions of law with the following additional findings:

2. Metal decorative fencing instead of chain link with barbed wire.
3. Greenspaces as shown on the plan presented tonight.

Adds the following condition. Parking in the interior of the fence, along the fence shall be parallel to the fence.

Seconded by Cathy.

Discussion: None

Vote: 8:0. Motion passes.

#### **Minutes:**

Alison notes and amendment on the April 9, 2019 minutes.

Motion by Cathy to approve minutes as amended for April 9, 2019.

Seconded by Delaine.

Further Discussion. None.

Vote: 8:0. Motion passes.

Motion by Bob Corey to approve the minutes as written for April 23, 2019.

Seconded by Steve.

Vote: 6:0. Motion passes. Alison and Delaine abstained as they were not at the meeting.

#### **Adjourn:**

Motion by Bob Corey to adjourn workshop at 8:30pm.

Seconded by Delaine.

Further Discussion. None.

Vote: 8:0. Motion passes.

Minutes by Betsy Poulin, Deputy City Planner.