

**UNAPPROVED - DRAFT
PLANNING BOARD MEETING
MINUTES**

Minutes of the Augusta Planning Board meeting held on January 10, 2017

Board members present: Justin Poirier, Steve Dumont, Pete Pare, Delaine Nye, Bill McKenna, Tom Connors, Dorean Maines, Alison Nichols, Corey Vose

Board members absent: None

City staff present: Matt Nazar, Betsy Poulin

Guests present: Ben Murray

Election of Officers.

Motion by Delaine for Justin Poirier to serve as Chair.
Seconded by Alison.

Motion by Alison for Corey Vose to serve as Vice Chair.
Seconded by Delaine.

Motion by Delaine for Alison to serve as Secretary.
Seconded by Steve.

Motion by Delaine for nominations to cease.
Seconded by Alison.

Vote: 8:0. All in Favor. Motions pass.

Public Hearing. Minor Development. Application of Winthrop Area Federal Credit Union to build an Automatic Teller Machine (ATM) drive-through. Assessor's Map 9 Lot 25. Located at 125 Leighton Road in the Planned Development District (PD).

Matt Nazar gave an overview of the project.

Staff has discussed the possibility of adding vegetation to shield headlights when a vehicle is stopped at the ATM from shining toward the residence to the north.

Delaine: Matt, during your overview, you highlighted an area closer to the vehicular circulation, not the property line, for additional vegetation.

Matt: This area was noted for potential ease of maintenance by the owner.

Delaine: Further away could allow for larger vegetation at a higher elevation.

Matt: The Board can provide suggestions to the applicant.

Applicant: Ben Murray of Coffin Engineering representing the applicant. Letters from the State Historic Preservation Commission and Inland Fish and Wildlife have been received, and neither have concerns. Landscaping closer to the drive could shield more light. The landscaping could be more manicured closer to the vehicular passageway. The bufferyard along the highway property line probably isn't necessary, and it could possibly be shifted.

Justin: Is the remainder of the site going to be maintained?

Ben: Maybe once a year cut down, not significant maintenance. The Board can see in the application packet the look of the ATM.

Steve: Are there lights over the ATM? Are they full-cutoff?

Ben: The two pole lights are full-cutoff. The ones on the ATM building can be adjusted to full-cutoff.

Delaine: The additional tree landscaping could help as a windbreak as well.

Ben: True, closer to the ATM would be most helpful for a windbreak.

No members of the public are in the audience.

Alison: All the buffering around the property is on MDOT land, and could be cut at anytime. She is comfortable with leaving the planting location to the applicant, as long as it will fully screen the headlight sweep. OK with not having the buffering along the east side along the highway.

Motion by Alison: This is concerning the application of Winthrop Area Federal Credit Union for a Minor Development review as per section 300-405 and 300-603.E. The applicant proposes to build an Automatic Teller Machine (ATM) on a vacant lot with vehicle access and a bypass lane. The project is located at 125 Leighton Rd in the Planned Development (PD) District and is on Tax Map 9, Lot 25. Though financial services are permitted in the zone, the Drive-Through requires this review.

I have considered and agree with the Findings of Fact in the staff review and would like to add the following Finding:

1. The applicant has requested a waiver from the Stormwater Report submission requirement of our ordinance. Staff supports granting this waiver as the increase in impervious surface is negligible. This waiver is granted.

I have also considered and agree with the Conclusions of Law in the staff review. I believe the project, as presented to us this evening, is able to meet the standards of our Land Use Ordinance with the following conditions.

1. All lights, as indicated in the application, shall be full cut-off.
2. Coniferous screening shall be planted, and maintained, along the north border of the proposed project to protect the residential neighbors to the north from experiencing headlight sweep year-round. Though there is natural buffering that exists between the house and the proposed project, the trees growing in this buffer area are deciduous and

provide little screening during the winter months as easily seen in the photographs provided by staff.

3. The applicant shall work with City staff to select trees and shrubs that will prevent 100% of the headlight sweep.
4. Bufferyard A, as proposed, is not required on the east side.

This Conditional Approval shall expire within one year as outlined in the staff review. I move to approve the application as stipulated above.

Seconded by Delaine.

No further discussion.

Vote: 8:0 All in favor. Motion passes.

Public Hearing. Land use ordinance revisions. Setback standards from public right-of-ways.

Matt gave an overview of the proposed modifications. The revisions have come up from discussions with the Children's Center at Alden and Worcester Streets. They are looking to add a building along Worcester Street, which is identified as a Collector Street, and required a 25 foot setback. The street was incorrectly listed. Looking through the setback section of the ordinance and at other street names, or changes to traffic flow, additional revisions were noted. Alford Collector is a Major/Minor Arterial; this modification can be made tonight.

Justin: These revisions were previously reviewed by the Board at the workshop in December.

No public is in the audience.

Motion by Alison to move these proposed revisions to City Council.

Seconded by Delaine.

Vote 8:0. All in favor. Motion passes.

Public Hearing. Shoreland zoning ordinance revisions per Maine DEP regulations and shoreland zoning map update.

Matt notes that these proposed revisions were discussed at a previous meeting, the workshop held in December. He shows the Shoreland Zoning Map on the screen. The colored hatched areas, green, purple and red are GIS indications of where the streams, wetlands and setbacks are actually located. The yellow lines are existing shoreland zoning lines from the current maps; which are pretty general as to where the resources are located. If you live on a property where the yellow lines are shown, you would note that the lines are not very accurate on the current shoreland zoning maps. The GIS mapping is a significant improvement.

The text in your packet is material you received in December and revised per comments at the workshop.

Alison: The Board went through this material thoroughly at the last meeting and she feels confident with the proposed revisions.

Delaine: Moves we accept the amendments to the ordinance and send them on to the City Council.

Seconded by Alison.

Vote: 8:0. All in favor. Motion passes.

Alison approves the minutes as amended.

Seconded by Delaine.

Vote 7:0:1. Corey abstained as he was not present. Motion passes.

Matt: A proposed Mineral Extraction License Renewal schedule is in the Board's packet, listed at the regular meeting dates. If the regular meeting is busy, the License Renewal can be moved to the second meeting of the month, the 4th Tuesday.

Adjourn:

Motion by Delaine to adjourn at 7:34pm.

Seconded by Steve.

Further Discussion. None.

Vote: 8:0. All in Favor. Motion Passed.

Minutes by Betsy Poulin, Assistant Planner.