



City of Auburn, Maine

Economic & Community Development

Michael Chammings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

PLANNING BOARD AGENDA

Auburn City Hall, Council Chambers 2nd Floor

January 14, 2020 at 6:00PM

1. **ROLL CALL:**
2. **MINUTES:** December 3, 2019 & December 10, 2019 - All meetings are available on YouTube
3. **PUBLIC HEARING:** West Shore Landing Preliminary Subdivision – Proposed 3, 12-Unit Apartment Building and Associated Parking, Driveways, Landscaping, Utilities, and Other Site Improvements Located on North River Road (PID: 271-101), in the Shoreland Zone and General Business Zoning Districts.
4. **PUBLIC HEARING:** Proposed Age-Restricted Retail: Marijuana Storefront Located at 301 Main Street (PID: 231-003), in the T-4.2 Traditional Downtown Neighborhood Form-Based Code Zoning District.
5. **PUBLIC HEARING/DISCUSSION:** Review Draft Ordinance, Discussion and Recommendations to City Council regarding the Adoption of an Ordinance Regulating Solar Energy Generating Systems in the Industrial District.
6. **OLD BUSINESS:** Review/Sign December 10, 2019 Findings of Fact for 204 Broad Street.
7. **PUBLIC COMMENT:**
8. **MISCELLANEOUS:**
 - a. Upcoming items for February
 - b. Planning Board Other Items for Discussion
9. **ADJOURNMENT:** Next Planning Board Meeting is on February 11, 2020



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PLANNING BOARD AGENDA

Auburn City Hall, Council Chambers 2nd Floor
February 11, 2020 at 6:00PM

1. ROLL CALL:
2. MINUTES: None at this time - All meetings are available on YouTube
3. PUBLIC HEARING: West Shore Landing Final Subdivision – Proposed 3, 12-Unit Apartment Building and Associated Parking, Driveways, Landscaping, Utilities, and Other Site Improvements Located on North River Road (PID: 271-101), in the Shoreland Zone and General Business Zoning Districts.
4. DISCUSSION: Consider Adopting Language for Solar Energy Generating Systems in the Agriculture/Resource Protection Zone.
5. DISCUSSION: Consider Adopting Language for Back Lots Under Chapter 60, Article II. – General Provisions.
6. OLD BUSINESS: Review/Sign January 14, 2020 Findings of Fact for 301 Main Street
7. PUBLIC COMMENT:
8. MISCELLANEOUS:
 - a. Election of Chair and Vice Chair (Staff recommends making this first order of business).
 - b. Upcoming items for March.
 - c. Planning Board Other Items for Discussion
9. ADJOURNMENT: Next Planning Board Meeting is on March 10, 2020



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PLANNING BOARD AGENDA

March 10, 2020 at 6:00PM

Auburn City Hall, Council Chambers 2nd Floor

1. ROLL CALL:

2. MINUTES:

January 14, 2020 & February 11, 2020 Meeting Minutes - All meetings are available on YouTube

3. PUBLIC HEARINGS:

- a. BD Solar Auburn is proposing a 45-acre, 14.6MW solar array on an approximately 142.74 acre parcel split between the City of Auburn and the Town of Poland on Lewiston Junction Road (PID: 142-007), in the Industrial Zoning District.

4. DISCUSSION/SCHEDULE PUBLIC HEARING: Consider Adopting Language for Solar Energy Generating Systems in the Agriculture/Resource Protection District.

5. DISCUSSION/SCHEDULE PUBLIC HEARING: Consider Adopting Language for Back Lots Under Chapter 60, Article II. – General Provisions

6. OLD BUSINESS: Review/Sign Findings of Fact for North River Road (Emailed)

7. PUBLIC COMMENT:

8. MISCELLANEOUS:

- a. Upcoming items for April.
- b. Planning Board Other Items for Discussion

9. ADJOURNMENT:

Next Planning Board Meeting is on April 14, 2020



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PLANNING BOARD AGENDA
Special Meeting: March 31, 2020 – 6:00PM
Virtual Meeting via Zoom – Link for Public:

<https://zoom.us/meeting/register/vpArdu-vrT8uCYWl2yA1yKzHWJWYuGMIXg>

- 1. ROLL CALL:**
- 2. DISCUSSION:** Consider Adopting Language for Solar Energy Generating Systems in the Agriculture/Resource Protection District. Review Ordinance Language Recommendations Made by the Conservation Commission.
- 3. ADJOURNMENT:**

Next Planning Board Meeting is on April 14, 2020 (Meeting will be Conducted VIA Zoom)



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04210 www.auburnmaine.gov |
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PLANNING BOARD AGENDA **Regular Meeting: April 14, 2020 – 6:00PM** **Virtual Meeting via Zoom – Link to Register:**

https://zoom.us/webinar/register/WN_aqj7OHttpTz-RwMz27joAoQ

1. **ROLL CALL:**
2. **MINUTES:**
March 10, 2020 Meeting Minutes – All meeting are available on YouTube
3. **PUBLIC HEARING:** Proposed Delly Drive Subdivision – Four, two or one-unit residential lots for a total of up to 8 units with shared driveways located on the northwesterly corner of Hotel and Stevens Mill Road at 301 Stevens Mill Road (PID: 217-048) in the Suburban Residential Zoning District.
4. **PUBLIC HEARING:** Proposed Site Plan/Special Exception U-Haul – Retrofitting the existing Kmart building for U-Haul self-storage, truck and trailer share and associated retail uses located at 603 Center Street (PID: 291-017) in the General Business Zoning District.
5. **PUBLIC HEARING:** Proposed Site Plan/Special Exception Auburn Marketplace – Redevelopment of a Restaurant Building to Create 4 Units – A quick Service drive-thru, a sandwich shop/retail, retail space and the remainder as the lobby for the hotel, located at 1777 Washington Street (PID: 121-001) in the General Business Zoning District.
6. **PUBLIC HEARING:** Proposed Site Plan Amendment/Site Location of Development Act Delegated Review – Fourteen new industrial cannabis cultivation and manufacturing structures located on Mystique Way (PID: 206-058) in the Industrial Zoning District.
7. **DISCUSSION:** Consider adopting language for Solar Energy Generating Systems in the Agriculture/Resource Protection District. Review ordinance language recommendations made by the Conservation Commission.



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8. PUBLIC COMMENT:

9. MISCELLANEOUS:

- a. Upcoming items for May.
- b. Planning Board Other Items for Discussion

10. ADJOURNMENT:

Next Planning Board Meeting is on May 12, 2020



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PLANNING BOARD AGENDA **Regular Meeting: May 12, 2020 – 6:00PM** **Virtual Meeting via Zoom**

1. ROLL CALL:

2. MINUTES:

April 14, 2020 Meeting Minutes – All meetings are available on YouTube.

3. PUBLIC HEARINGS:

Review Draft Ordinance Language, Discussion and Recommendations to City Council regarding the Adoption of an Ordinance Regulating Solar Energy Generating Systems in the Agriculture/Resource Protection Zoning District.

4. DISCUSSION/SCHEDULE PUBLIC HEARING:

Consider Adopting Language for Back Lots Under Chapter 60, Article II. – General Provisions

5. PUBLIC COMMENT:

6. MISCELLANEOUS:

- a. Upcoming items for June.
- b. Planning Board Other Items for Discussion

7. ADJOURNMENT:

Next Planning Board Meeting is on June 09, 2020



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PLANNING BOARD AGENDA

Regular Meeting: June 09, 2020 – 6:00PM

Virtual Meeting via Zoom – Link to Register:

https://us02web.zoom.us/webinar/register/WN_gP0cRXhUTQqd-AQhh5xMbA

1. **ROLL CALL:**
2. **MINUTES:** May 12, 2020 Meeting Minutes – All meetings are available on YouTube.
3. **SPECIAL EXCEPTION/PUBLIC HEARING:** Auburn Renewables is proposing a 35-acre, 5MW solar array on two parcels totaling approximately 82.1 acres at 1115 Riverside Drive (PIDs: 162-001 and 137-028) in the Agriculture and Resource Protection Zoning District.
4. **PLANNED UNIT DEVELOPMENT/PUBLIC HEARING:** Terradyn Consultants on behalf of Mystique Way, LLC is proposing to amend the Site Plan/Special Exception approved by the Planning Board on April 14, 2020 to develop a Planned Unit Development consisting of 18 buildings split into 10 units in the Industrial Zoning District.
5. **SPECIAL EXCEPTION/PUBLIC HEARING:** Proposed expansion of FutureGuard at 101 Merrow Road (PID: 186-015) to construct a 3,258 square foot main entrance addition with adjustments to parking on both sides, relocation of the showroom to the southerly corner of the factory and a 9,930 square foot addition for a larger showroom and reception area, a new entrance on the west end of the building and 30 new parking spaces adjacent to the entrance, a 14,846 square foot addition for an additional manufacturing area and 20 new parking spaces proposed at the rear of the site.
6. **PUBLIC COMMENT:**
7. **MISCELLANEOUS:**
 - a. Recommendation from Planning Board to City Council to Update Comprehensive Plan.
 - b. Upcoming items for July.
 - c. Planning Board Other Items for Discussion.
8. **ADJOURNMENT:**

Next Planning Board Meeting is on July 14, 2020



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PLANNING BOARD AGENDA

Regular Meeting: July 14, 2020 – 6:00PM

Virtual Meeting via Zoom – Link to Register:

https://us02web.zoom.us/webinar/register/WN_soKLfoSMTuuNVPaLla8T6Q

1. **ROLL CALL:**
2. **MINUTES:** May 12, 2020 & June 9, 2020 Meeting Minutes – All meetings are available on YouTube.
3. **SPECIAL EXCEPTION/PUBLIC HEARING:** The City of Auburn School Department is proposing construction of the new Edward Little High School building and associated parking, drives, track and field facility, tennis courts and new athletic fields on the existing site located at 77 Harris Street (PID: 240-322) in the Urban Residential Zoning District.
4. **PUBLIC COMMENT:**
5. **MISCELLANEOUS:**
 - a. Overlapping Zoning Districts (Prepare for August/September).
 - b. July 20th City Council Workshop Comprehensive Plan Discussion.
 - c. Upcoming items for August.
 - d. Planning Board Other Items for Discussion.
6. **ADJOURNMENT:**

Next Planning Board Meeting is on August 11, 2020



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PLANNING BOARD AGENDA

Regular Meeting: August 11, 2020 – 6:00PM

Virtual Meeting via Zoom – Link to Register:

https://us02web.zoom.us/webinar/register/WN_RdPVytMhQs2dGL6LXcL3WQ

1. **ROLL CALL:**
2. **MINUTES:** May 12, 2020 & July 14, 2020 Meeting Minutes – All meetings are available on YouTube.
3. **HOUSING GROWTH DISCUSSION:** Update from Staff on August 3rd City Council Workshop
4. **COMPREHENSIVE PLAN UPDATE DISCUSSION:** Update from Staff on August 3rd City Council Workshop Regarding Planning Board Correspondence to City Council
5. **COMPREHENSIVE PLAN DISCUSSION:** How the Comprehensive Plan Impacts Planning Board Decisions
6. **STAFF REPORT FORMAT UPDATE DISCUSSION:** How Items Under Review Relate to the Comprehensive Plan and Underlying Zoning Districts
7. **CREATION OF SUBCOMMITTEES:** Updating Policies and Procedures and Creating Reference Materials for Planning Board Internal Use:
 - a. **Update Policies and Procedures:** Meeting Preparation, Placing Items on Future Agendas, Dress Code, Creation of Guided Notes for Public Hearing Items
 - b. **Creation of a Land Use Matrix:** For Planning Board Internal Use
 - c. **Creation of a FAQ Sheet for Guided Notes:** Special Exception, Subdivision, Site Plan Review for Planning Board Internal Use
8. **PUBLIC COMMENT:**
9. **MISCELLANEOUS:**
 - a. Upcoming items for September
 - b. Planning Board Other Items for Discussion
 - I. In-Person September Meeting: Discussion of Meeting Protocols
10. **ADJOURNMENT:**

Next Planning Board Meeting is on September 8, 2020



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PLANNING BOARD AGENDA

Regular Meeting: September 15, 2020 – 6:00PM

City Council Chambers, Auburn Hall

1. **ROLL CALL:**
2. **MINUTES:** August 11, 2020 Meeting Minutes – All meetings are available on YouTube.
3. **SITE PLAN/SPECIAL EXCEPTION:** Lewiston Auburn Water Pollution Control Authority (LAWPCA) proposal to change current City Agreements and 1992 Planning Board Approvals after a successful pilot project with the Maine DEP to evaluate how the facility may be operated with composting only LAWPCA-produced, anaerobically digested solids with no odor control system. The changes proposed do not include changes to the originally approved Site Plan but do include:
Operating the facility with less volume, using material derived only from the LAWPCA treatment facility and eliminating an odor mitigation system that has impacted groundwater at the facility, located at 230 Penley Corner Road, PID: 137-032 in the Agriculture and Resource Protection Zoning District.
4. **REVIEW/DISCUSSION:** Planning Board Policies and Procedures.
5. **COMPREHENSIVE PLAN AD-HOC COMMITTEE:** Vote on Planning Board Members to be appointed to Ad-Hoc Committee. Update from September 8, 2020 City Council meeting.
6. **PUBLIC COMMENT:**
7. **MISCELLANEOUS:**
 - a. Upcoming items for October
 - b. Planning Board Other Items for Discussion
8. **ADJOURNMENT:**

Next Planning Board Meeting is on October 13, 2020



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PLANNING BOARD AGENDA

Regular Meeting: October 13, 2020 – 6:00PM

City Council Chambers, Auburn Hall

1. **ROLL CALL:**
2. **MINUTES:** Approval Request of the August 11, 2020 & September 15, 2020 Meeting Minutes
– All meetings are also available on YouTube.
3. **SITE PLAN/SPECIAL EXCEPTION:** Lewiston Auburn Water Pollution Control Authority (LAWPCA) proposal to change current City Agreements and 1992 Planning Board Approvals after a successful pilot project with the Maine DEP to evaluate how the facility may be operated with composting only LAWPCA-produced, anaerobically digested solids with no odor control system. The changes proposed do not include changes to the originally approved Site Plan but do include: Operating the facility with less volume, using material derived only from the LAWPCA treatment facility and eliminating an odor mitigation system that has impacted groundwater at the facility, located at 230 Penley Corner Road, PID: 137-032 in the Agriculture and Resource Protection Zoning District. *Item was Tabled at the September 15, 2020 Meeting – Request Coming Off Table*
4. **SPECIAL EXCEPTION/PUBLIC HEARING:** Proposed expansion of FutureGuard at 101 Merrow Road (PID: 186-015) to construct a 47,456 sf of additional space with adjustments to parking on both sides, relocation of the showroom and new parking spaces proposed at the rear of the site. This will increase total building size to approximately 285,580 square feet.
5. **PRIVATE ROAD NAME** – 448 Youngs Corner Road
6. **ELECTION OF OFFICER:** Election of a Vice Chairperson
7. **REVIEW/DISCUSSION:** Planning Board Policies and Procedures. Delayed until November
8. **PUBLIC COMMENT:**
9. **PLANNING BOARD ITEMS FOR DISCUSSION**
10. **MISCELLANEOUS:**
 - a. Upcoming items for November include Policies and Procedures
11. **ADJOURNMENT:**

Next Planning Board Meeting is on November 10, 2020



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PLANNING BOARD AGENDA

Regular Meeting: November 10, 2020 – 6:00PM

City Council Chambers, Auburn Hall

1. **ROLL CALL:**
2. **MINUTES:** October 13, 2020 Meeting Minutes – All meetings are also available on YouTube
3. **SITE PLAN/SPECIAL EXCEPTION:** Proposed minor subdivision of the parcel at 101 Merrow Road, (PID 186-015), Futureguard Holdings, LLC, to create 3 Industrial parcels pursuant to Chapter 60, Article XVI, Division 4, Subdivision of the City of Auburn Ordinances.
4. **ZONING ORDINANCE UPDATE/FORM BASED CODE:** To expand the T-4.2 - Traditional Downtown Neighborhood to the Downtown Enterprise district in the area adjacent to Academy, Elm, Maple, Pleasant, High, Drummond and a portion of Spring Streets and the Multi-Family Urban district in the Laurel Avenue and Newbury Street neighborhood.
5. **REVIEW/DISCUSSION:** Planning Board Policies and Procedures.
6. **PUBLIC COMMENT:**
7. **PLANNING BOARD ITEMS FOR DISCUSSION**
8. **MISCELLANEOUS:**
 - a. Upcoming items for December
9. **ADJOURNMENT:**

Next Planning Board Meeting is on December 08, 2020



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PLANNING BOARD AGENDA

Regular Meeting: December 08, 2020 – 6:00PM

ZOOM Video Conferencing

1. **ROLL CALL:**
2. **MINUTES:** November 10, 2020 Meeting Minutes – All meetings are also available on YouTube
3. **SITE PLAN/SPECIAL EXCEPTION:** Proposed 18.9 acre, 4.995 solar array at 1040 Perkins Ridge Road (PID 295-004), Borrego Solar Systems, Inc. on a parcel split between the Agriculture and Resource Protection and Low Density Country Residential Zoning Districts.
4. **ORDINANCE AMENDMENT/PUBLIC HEARING:** Consider proposed amendments to Chapter 60, Article IX – Home Occupation Regulations, Section 60-738 of the Ordinances of the City of Auburn to limit the size of medical marijuana caregiver cultivation in Home Occupations.
5. **ORDINANCE AMENDMENT:** Consider proposed amendments to the form-based code to add a provision in the ordinance to allow the Planning Board to move parcels on a zoning district line into the adjacent form-based code zone upon application of an applicant, if it fits the character of the neighborhood.
6. **ORDINANCE AMENDMENT/PUBLIC HEARING:** Proposed expansion of the form-based code zoning district T-4.2 Traditional Downtown Neighborhood, to replace the current zoning in the Multi-Family Urban district in the New Auburn neighborhood consisting of the streets from Riverside Drive to Ninth St. and portions of Broad and South Main St., pursuant to Chapter 60, Article XVII Amendments, of the City of Auburn Ordinances.
7. **REVIEW/DISCUSSION:** Planning Board Policies and Procedures
 - a. Roberts Rules of Order
 - b. Attendance Policy



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c. Findings

8. PUBLIC COMMENT:

9. PLANNING BOARD ITEMS FOR DISCUSSION

10. MISCELLANEOUS:

- a. Upcoming items for January

11. ADJOURNMENT:

Next Planning Board Meeting is on January 12, 2020