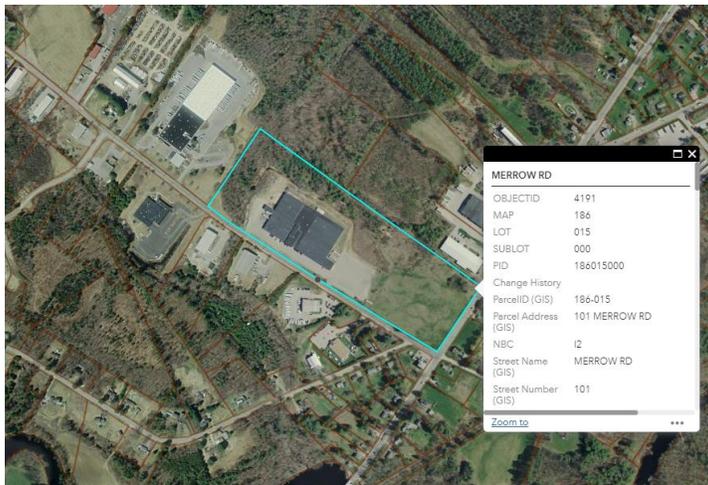


To: Auburn Planning Board
 From: Megan Norwood, City Planner II
 Re: 101 Merrow Road, (PID 186-015), Futureguard Holdings, LLC, Special Exception & Site Plan Review Amendment in the Industrial zoning district.
 Date: June 9, 2020



I. PROPOSAL – Mike Gotto, of Stoneybrook Consultants, on behalf of Futureguard Holdings, LLC, is applying for Site Plan Review and Special Exception in accordance with Sec. 60-45 and 60-578(35), expansion of 10,000 square feet or more in an Industrial Zone, for a Phase 3 Expansion of FutureGuard. The expansion is proposed to include 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. FutureGuard manufactures retractables, fixed awnings and screen solutions and since the expanded area is greater than 10,000 square feet, it requires review by the Planning Board as Special Exception.

BACKGROUND INFORMATION:

FutureGuard has been through a number of approval processes with City Staff and the Planning Board in the past few years as bulleted below:

- **October of 2017:** City Staff administratively approved a **13,104** Square Foot expansion to the southwest end of the 161,364 Square Foot Building. The expansion also included removing a portion of the existing building covering the loading ramp and adding an addition over and on both sides of the loading ramp area. The new building enclosed the loading ramp and included storage, manufacturing and vehicle storage areas.
- **October of 2018:** City Staff administratively approved a **6,380** Square Foot expansion to the front of the factory building. The expansion served as a new entrance for visitors and a showroom for the new product lines Futureguard planned to manufacture on site.
- **April of 2019:** The Planning Board approved a **14,160** Square Foot “Phase II” expansion behind the Phase I factory expansion area. The expansion provided a drive-thru unloading area for incoming materials and additional workspace to cut, mold or shape those materials for new product lines that Futureguard planned to manufacture on site.
- **October of 2019:** Phase 3 Factory Expansion of **36,094** Square Feet to the East side of the existing building in 2 “subphases” **Phase 3A:** Addition of about 18,047 Square Feet at the rear corner of the existing building to provide space for six new loading docks and additional workspace for shipping and final packaging of products ready for delivery. **Phase 3B:** Addition of about 18,047 Square Feet to add production space for product assembly and finish operations.

- **March of 2020:** Administrative approval for a small equipment shed in the rear of the property.

The total number of parking spaces approved by the Planning Board in October of 2019 is 121 with 3 designated as handicapped spaces. The current site plan contains 172 parking spaces at various locations throughout the site.

- The parking requirements for an industrial or manufacturing use is *one half per employee for combined employment of the two largest overlapping shifts*. Futureguard anticipates having up to 110 employees at the factory. Assuming a maximum of 110 Employees, the required number of parking spaces would be 55 and they meet/exceed this requirement.

Applicable Sec. 60-579 (Dimensional Requirements) Industrial District:

- *Density*. Not more than 40% of the total lot area shall be covered by buildings.
 - The total acreage for the parcel is 27 acres. Therefore, roughly 10.8 acres are allowed for lot coverage by buildings. With this addition, the building footprint is proposed to be 5.5 acres (238,124 square feet), therefore, meeting this requirement.
- *Setbacks*. Where the project is located on a corner lot, it has 2 front setbacks and 2 side setbacks. The requirements are:
 - Front: 35 Feet. 36 Feet Provided from Merrow Road and 800 Feet Provided from Hotel Road.
 - Side: 35 Feet Required. 282 Feet Provided from Merrow Road and 175 Feet Provided from Hotel Road.
- *Landscaping*.
 - Within a parking lot, landscaping shall be provided in an amount equal to 10% of the area of the parking lot. The Applicant has provided a breakdown of the landscaping in the Cover Letter. The parking areas total 44,700 square feet, 10% of this area would require 4,470 square feet of landscape area.
 - The ordinance also requires that the perimeter of a principal building, except for entrances and loading doors be landscaped in an amount equal to 20 percent of the building footprint. Emphasis shall be given to the front and sides of the building. 20% of the 238.124 square foot building footprint would require an additional 47,625 square feet of landscaping.

The landscaping requirements mean there should be a total of 52,095 square feet of landscaping on the site, which has been provided around the building. It is also important to note that a large portion of this building was constructed in the 1960's before the landscaping requirements were in effect (152,734 square feet) so the landscaping shown on the plan is accounting for 20% of the new addition area, previously approved additions and the building that existed before the ordinance requirements. There are also forested buffer areas surrounding the site.

- Side and rear lot lines between nonresidential uses shall be planted with evergreen trees in the same manner as discussed above, except the width of the screened buffer cannot be less than 15 feet.
 - There are no rear lot lines because the parcel is located on a corner lot. The side lot lines both have greater than 100 feet of natural tree buffers.

The proposed improvements result in an increase in impervious area of 23,406 square feet (total impervious area: 359,358 square feet). During the October of 2019 approval, DEP required a calculation of the stormwater treatment requirements for the project as a redevelopment project. With the proposed expansion, no stormwater treatment is required based on the calculations.

At the October 2019 Planning Board meeting, there were concerns raised by abutters about the potential impact to the Hotel/Merrow Road intersection. The Planning Board drafted a recommendation to the City



Council to look at this intersection and identify any needed improvements. This has been moving forward through the City Council and Staff anticipates some improvements either this year or next year to the area.

II. DEPARTMENT REVIEW-

- a. **Police**- No Comments Received.
- b. **Auburn Water and Sewer** – No comments Received.
- c. **Fire Department/Code Enforcement** – Will Review during Building Permit Phase.
- d. **Engineering** – No Comments Received.
- e. **Public Services**- No comments.
- f. **Airport** – The Airport noted with previous approvals that this project is on the Approach to Runway 22. A notification of cranes used for construction is required to be submitted 5-7 days in advance of construction as well as the length of time they will be used for construction. This was also a Condition of Approval on the last Site Plan Amendment for FutureGuard and unfortunately the Airport stated that they were never notified when the cranes were used.

III. PLANNING BOARD ACTION- The proposed project requires review and findings for approval of Sections 60-1277, 60- 1336 and 60-771:

A. Site Plan Review, Section 60-1277:

1. Does the site plan protect adjacent areas against detrimental or offensive uses on the site by provision of adequate surface water drainage, buffers against artificial and reflected light, sight, sound, dust and vibration; and preservation of light and air?
2. Is the convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent areas adequately addressed?
3. Are the proposed methods of disposal for wastes adequately addressed?
4. Does the site plan provide adequate protection of environment features on the site and adjacent areas?

B. Special Exception, Section 60-1336. - The board shall require evidence of the following:

1. That the special exception sought fulfills the specific requirements, if any, set forth in the zoning ordinance relative to such exception.
2. That the special exception sought will neither create nor aggravate a traffic hazard, a fire hazard or any other safety hazard.
3. That the special exception sought will not block or hamper the master development plan pattern of highway circulation or of planned major public or semipublic land acquisition.
4. That the exception sought will not alter the essential characteristics of the neighborhood and will not tend to depreciate the value of property adjoining and neighboring the property under application.
5. That reasonable provisions have been made for adequate land space, lot width, lot area, stormwater management in accordance with section 60-1301 (14), green space, driveway layout, road access, off-street parking, landscaping, building separation, sewage disposal, water supply, fire safety, and where applicable, a plan or contract for perpetual maintenance of all the common

green space and clustered off-street parking areas to ensure all such areas will be maintained in a satisfactory manner.

6. That the standards imposed are, in all cases, at least as stringent as those elsewhere imposed by the city building code and by the provisions of this chapter.
7. That essential city services which will be required for the project are presently available or can be made available without disrupting the city's master development plan.

IV. STAFF RECOMMENDATIONS- The Staff recommends the Planning Board find that the Site Plan for the proposed development, meets the requirements of Sec. 60-1277, and further that the application meets the requirements of Special Exception Law, Sec. 60-1336, and APPROVE the project application. Staff recommends the following conditions:

- a. *No development activity until any bonding or inspection fees is determined by the Auburn Engineering Department.*
- b. *The Auburn Airport shall be notified a minimum of five days in advance of any crane higher than 75-feet in height used on-site: 1-207-786-0631.*

Suggested Motion for Proposed Expansion: I make a motion to approve the Site Plan for a Phase 3 expansion of Futureguard at 101 Merrow Road (PID: 186-015) for 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 with the following conditions:

- a. No development activity until any bonding or inspection fees is determined by the Auburn Engineering Department.
- b. The Auburn Airport shall be notified a minimum of five days in advance of any crane higher than 75-feet in height used on-site: 1-207-786-0631.

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