



PLANNING BOARD MINUTES

August 19, 2025

- 1. ROLL CALL:** Ed Bearor, Riley Bergeron, Tim DeRoche, Darren Finnegan, Bob Hayes, Paul Jacques (Acting Chair), and Bilal Hussein

Absent: Stacey LeBlanc, Maureen Hopkins, and Ngengele Adlophe (Student Representative)

Staff members present: David Hediger (*Planning Director*)

Paul Jacques elevated Bilal Hussein and Ed Bearor to full voting members.

- 2. MINUTES:** Review the June 18 and July 8 meeting minutes.

Motion to approve the June 18 minutes: Ed Bearor **Second:** Bob Hayes
Paul noted that on the motion to accept Bob's abstention from the Brickyard Circle discussion the vote was 2-0-2 but he believes the vote should be 3-1. David suggested the Board postpone the vote so that staff can review the video.

Ed Bearor withdrew his motion to approve the minutes of June 18

Motion to approve the July 8 minutes: Riley Bergeron **Second:** Bob Hayes

David pointed out on the third page staff did not capture who made the motions to open and close the public comments for Kittyhawk and the adjournment due to the recording stopping.

Riley withdrew his motion due to him not being in attendance.

Motion to approve the July 8 minutes including the omission of specifics regarding the public comment motions and second.: Tim DeRoche **Second:** Bob Hayes **Vote:** 5-0-2 (Paul and Riley abstained)

- 3a. PUBLIC HEARING 45 Flightline Drive: UPS Temporary Overflow Parking Lot:** The Planning Board held a public hearing review and acted on a Special Exception application submitted by Wentworth Partners & Associates on behalf of UPS and Marc Blais General Contractor, Inc. to establish a temporary gravel overflow parking lot to support UPS peak seasonal demand. The site is

located at 45 Flightline Drive (Parcel ID 131-007) within the Industrial zoning district and is subject to Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception.

David Hediger gave a staff report stating the proposal is for the construction of a 36,293 sq ft temporary gravel parking lot on property owned by the Auburn Lewiston Municipal Airport. He said the current parking lot they are utilizing is slated for redevelopment into a new T-Hangar facility. The applicant seeks a 2-year temporary use of this parking area while they design permanent improvements to the facility across the street. Due to it being temporary, the applicant is requesting paving, curb, and landscape requirements be waived. The airport has requested that once UPS is no longer using this site that they be able to continue to use it as a material laydown, material storage, and contractor parking area. That use is allowed as an accessory use however any permanent use such as future buildings, commercial use, or permanent parking would need approval. PW & Engineering has been working with them on stormwater improvements.

Steve of Wentworth Partners & Associates reviewed the site plan. When asked if a lease was in place and when the 2 years would start, he said the lease will go into place once it is permitted and the 2 years will start when it goes into service.

Motion to open to public comment: Riley Bergeron **Second:** Bob Hayes **Vote:** 7-0 **Motion Carries**

Stephen Beal - 93 Shelpley St suggested the approval should be limited to a 2-year period from effective date of lease.

Mark Blais, a contractor for UPS and an Airport Board member explained that UPS is requesting a temporary 2-year parking lot due to a delay with UPS seeking approvals for their own site parking lot because of engineers retiring and having to find replacements. He said once this is approved and permitted it still must go through the process of getting funds approved and contracts lined up. He expressed concern that it could take months, which would shorten the lease and only give them 18 months of parking.

Motion to close the public hearing: Bob Hayes **Second:** Darren Finnegan **Vote:** 7-0 **Motion Carries**

Motion by Tim DeRoche that the proposal meets the requirements of Sections 60-1277 and 60-1336 and approve the Site Plan by Wentworth Partners & Associates, on behalf of United Parcel Service (UPS), for the construction of a temporary gravel overflow parking lot and associated site improvements at 45 Flightline Drive (Parcel ID 131-007) as off-street parking, accessory to a permitted use whether or not located on the same lot pursuant to Sec. 60-578. The proposed project has met the standards pursuant to Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception, with the following conditions:

- 1. No development activity until any bonding or inspection fees are determined by the Auburn Engineering Department.**

2. **Blasting permit in advance of blasting from the City of Auburn, Planning, Permitting, and Code Department.**
3. **Given the temporary use of the site as off-street parking, accessory to a permitted use pursuant to Sec. 60-578, the Planning Board acknowledges the relaxation of Off-Street Parking and Loading requirements of Chapter 60, Article V, pursuant to Section 60-607(17).**
4. **The use of this area by the Airport for construction material laydown, material storage area access, and contractor parking area accessory to airport operations is allowed pursuant to Sec. 60-578 of the Code of Ordinances as an accessory use. Any stormwater-associated improvements will be required to be maintained by the Airport. Any permanent use, such as future buildings in support of the Airport Master Plan, a non-aeronautical commercial use, or permanent parking, would need to be permitted through the prescribed process first through the FAA and then through State and City regulation.**
5. **The email dated 8- 14-25 from Wentworth Partners and Associates regarding stormwater sheet flow is accepted as part of the permanent record.**
6. **This special exception will begin its 2-year temporary time framing beginning at the placed in service date as deemed by city staff.**

Second: Riley Bergeron **Vote:** 6-1 (Ed opposed) **Motion Carries**

3b.170 Main Street: Honeybee Healing Hive Yoga: The Planning Board held a public hearing, review, and acted on a Site Plan Review and Special Exception application submitted by Melissa St. Pierre to operate a yoga studio at 170 Main Street, within the Downtown Traditional Center (T-5.1) zoning district pursuant to Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception.

David Hediger gave a staff report stating that Melissa St. Pierre has submitted an application for a Special Exception Use to operate a yoga studio at 170 Main Street. The proposed use is categorized under “Halls, Private Clubs, and Indoor Amusement.” He said it is an existing building, renovations will be internal only, and parking is not required. He said it is before the Board due to the change of use and that no departments have any concerns.

Melissa St. Pierre owner of Honey Bee Healing Hive Yoga Studio said the space was a commercial space and was used for a chocolate shop. She said it is open to the public and that there will be drop-in classes as well as the option to purchase 5 or 10 class passes.

Motion to open public hearing: Riley Bergeron **Second:** Bob Hayes **Vote:** 7-0 **Motion Carries**

Motion to close public hearing: Riley Bergeron **Second:** Bilal Hyssein **Vote:** 7-0 **Motion Carries**

Motion by Riley Bergeron that the proposal meets the requirements of Sections 60-1277 and 60-1336 and Honeybee Healing Hive Yoga for the property located at 170 Main Street (Tax Map: 241-024), within the Downtown Traditional Center (T-5.1) zoning district. The proposed project has met the standards pursuant to Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception.

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

3. PUBLIC COMMENT: No public comment

4. MISCELLANEOUS:

David Hediger said they received proposed revisions to Stetson Road Apartments and reviewed the proposed changes. The ordinance does allow staff to approve this but he brought it before the Board to keep them informed.

There was discussion about how the Board prefers to receive their packets. They all agreed they prefer hard copies.

5. ADJOURNMENT

Motion to adjourn at 7:04: Bilal Hussein: **Second:** Darren Finnegan **Vote:** 7-0 **Motion Carries**

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