



PLANNING BOARD MINUTES

April 14, 2026

1. **ROLL CALL:** Ed Bearor (Chair), Riley Bergeron, Tim DeRoche, Chelsea Eaton, Bob Hayes, Maureen Hopkins, Bilal Hussein, Kathy Shaw, and Andrea Westbye

Staff members present: Eric Cousens (Public Services Executive Director) and Sam Peikes (Planning Coordinator)

2. **MINUTES:** Acceptance of the March 10, 2026 meeting minutes.

Motion made by Bob Hayes and seconded by Maureen Hopkins to approve the March 10, 2026 minutes. Vote 7-0 Motion Carries

3. **OLD/CONTINUED BUSINESS**

A. CONTINUED PUBLIC HEARING FINAL SITE PLAN/SUBDIVISION REVIEW:

Danville Corner Housing Development, Danville Corner Road (PID 122-004 and 122-005) – Application by Terradyn Consultants, LLC on behalf of Timothy Millett for a housing development with 68 single family homes and 3 multi-family buildings with 8 apartments each. The property is located in the General Business (GB) district and will be reviewed under Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 4 – Subdivision. This item is continued from the March 10, 2026 meeting.

Sam Peikes gave a staff report stating that this item is continued from the March 10, 2026 meeting. Since that time, the applicant has responded to prior comments regarding the traffic analysis, revised the open space calculation to exclude the stormwater pond, provided an updated plan identifying fire truck and emergency vehicle turning areas, added designated snow storage locations on the site plan, and submitted a revised condominium declaration. The applicant also shifted Delish Drive 25 feet north to allow additional grading area and eliminate the need for retaining walls. In addition, the previously proposed 5,000-square-foot warehouse building on Lot 3 has been removed, and the lot will now be used for snow storage. Five additional parking spaces have been added at the end of Lot 3 for access to the trail system.

Craig Sweets of Terradyn Consultants reviewed the updated plan. He pointed out that dumpsters were added on each of the parking lots to replace the previously proposed trash storage and that the plan was sent to the Recreation Department and they sent a letter saying it meets their open space goals for the City.

The applicant's attorney was present and answered questions on the condo documents, maintenance and repairs, when the association takes over, and personal gardens.

Concern was expressed about not receiving supporting documents confirming the condition is safe with the slope and vehicles queuing at the proposed stoplight at the Danville Junction Road and Washington Street intersection.

The public hearing was opened.

Stephen Beale - 575 Johnson Road pointed out that the Danville Corner Road traffic light is not part of the development, and that intersection safety isn't affected by added traffic. He said he had raised concerns about MDOT's design and that his suggestion for a turn lane was not adopted. He also warned that keeping water and sewer lines privately owned could create risks if the developer or condo association faces financial issues and a lien is imposed.

Steve Warren - 241 Danville Corner Road expressed concern about the lack of open space and feels that funds should go to the City to enhance the recreation in the neighborhood. He also expressed concern about accessibility for school buses, lack of street lights on the main artery, and suggested having some protection to prevent the developer from controlling the association and maintenance.

Spencer Dunn - 530 Court St – expressed concern about the project being stalled for a year and encouraged the board to approve the development tonight.

Craig responded to concerns stating the applicant provided financial capacity and there are performance guarantees that will address the utility concerns and protect the homeowners, that they are doing what the Recreation Department wants them to do for open space, and that there will be street lights on the main road.

The public hearing was closed.

Riley Bergeron moved to approve the application proposal from Terradyn Consultants, LLC on behalf of Timothy Millett for the proposed housing development consisting of 69 single-family homes, three multi-family buildings with eight units each an accessory 5,000 square foot warehouse on Danville Corner Road (PID- 122-004 and 122-005) pursuant to Chapter 60 Article XVI, Division 2 – Site Plan and Division 4 – Subdivision with the following conditions (1) The Final Subdivision Plan must be recorded at the Androscoggin County Registry of Deeds prior to the issuance of building permits, (2) Water and Sewer easements must be granted to the Auburn Water and Sewer District prior to activation of the mains, (3) A revised subdivision plan be provided to staff showing the street lights.

The motion was amended by Riley Bergeron and seconded by Bilal Hussein to approve the application proposal from Terradyn Consultants, LLC on behalf of Timothy Millett for the proposed housing development consisting of 68 single-family homes, three multi-family buildings with eight units each on Danville Corner Road (PID- 122-004 and 122-005) pursuant to Chapter 60 Article XVI, Division 2 – Site Plan and Division 4 – Subdivision with the following conditions (1) The Final Subdivision Plan must be recorded at the Androscoggin County Registry of Deeds prior to issuance of building permits, (2) Water and Sewer easements must be granted to the Auburn Water and Sewer District prior to activation of the mains, (3) A revised subdivision plan be provided to staff showing the street lights. Vote 6-1 (Ed opposed). Motion Carries

4. NEW BUSINESS

A. PUBLIC HEARING SITE PLAN/SPECIAL EXCEPTION REVIEW: Auburn Public Safety Facility, 550 Minot Ave (PID 209-035) – Application by Woodard & Curran on behalf of the City of

Auburn to construct a new 44,000 square foot public safety facility for the Auburn Police and Fire Department. The property is located in the General Business II (GB II) district and will be reviewed under Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception.

Bilal said he is going to step down due to his personal bias of the project.

The board voted to honor Bilal’s request to step down for the Public Safety Building project. Vote 6-0-1 (Bilal abstained) Motion carries.

Ed Bearor elevated Chelsea Eaton to be a full voting member on this item.

Sam Peikes gave a staff report stating that the project is for a new public safety facility that will house the police and fire departments. She said the applicant is requesting a variance on the building height and a waiver on the driveway spacing.

Megan McDevitt of Woodard and Curran gave an overview of the project, the conditions of the current police and fire stations that warrant the need for a new facility, and reviewed the plans. She explained the waiver for the driveway spacing is due to the need to have two entrances but the total width of the site does not allow enough space between them to meet the requirement. She explained the need for the building height variance is due to the fire training tower exceeding the 45-foot maximum building height and that the building height is dictated by the Fire Department’s operation requirements to properly drain full length fire hoses. She noted the current tower is 5 to 6 feet taller than what is being proposed.

The public hearing was opened.

Stephen Beale of 575 Johnson Rd – asked to see the plan showing the front elevation to see the sloped roofs and asked about drainage.

Bilal Hussein of 40 Weaver St – suggested the board make it a condition of approval that the applicant consult the LA Complete Streets Committee per the ordinance since the peak trips anticipated triggers a Traffic Movement Permit, requested the lights be less intrusive for abutting neighbors, and said the 500 and 100 year floodplain needs to be evaluated for potential impacts and how they will be addressed.

Megan reviewed the plan showing where the FEMA 100-year flood elevation is, stating that retaining walls are being added, the grade is being significantly elevated, and that they will be 12 feet above flood elevation in the floodway. She said the lighting plan uses full cut-off fixtures and will be adjusted, with possible vegetative screening, to minimize light trespass on adjacent properties.

Dan Goyette said that the project was presented to the Complete Streets Committee 6 months ago, that they received comments as part of the traffic movement plan, and those have been incorporated in MDOT’s traffic moving permit.

The public hearing was closed.

Motion made by Riley Bergeron and seconded by Tim DeRoche to approve the applicant’s waiver request from Sec. 60-526 Building Height. Vote 7-0 Motion Carries

Motion made by Riley Bergeron and seconded by Tim DeRoche to approve the applicant's waiver request from Sec 60-800 Driveway Spacing. Vote 7-0 Motion Carries.

Motion made by Riley Bergeron and seconded by Bob Hayes to approve the application for the Auburn Public Safety Facility located at 550 Minot Ave (PID 209-035) in the General Business (GB II) district pursuant to Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception with the condition that an updated site plan including screening be submitted to staff.

Riley withdrew his motion.

Motion made by Maureen Hopkins and seconded by Riley Bergeron to approve the application for the Auburn Public Safety Facility located at 550 Minot Ave (PID 209-035) in the General Business (GB II) district pursuant to Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception with the following conditions: the applicant provide an updated site plan showing additional screening to mitigate light pollution on the adjacent parcel and final sewer and water easements are in place prior to activation. Vote 7-0 Motion Carries

B. PUBLIC HEARING PRELIMINARY SITE PLAN/SUBDIVISION REVIEW: Hampshire Commons Apartments, 143 Hampshire Street (PID 250-311, 250-310, 250-309) – Application by Gorrill Palmer on behalf of Auburn Residential Development Corp to construct a 32-unit housing first residential development. The property is located in the Traditional Downtown Neighborhood (T-4.2) district and will be reviewed under Chapter 60, Article XVI, Division 2 – Site Plan Review, Division 3 – Special Exception and Division 4 – Subdivision.

Sam Peikes gave a staff report stating that an updated plan was submitted showing the driveway location moved closer to Western Prom to meet ordinance requirements, that the applicant is requesting waivers for lot width, building width, and front yard fence, and that Staff is requesting the applicant present a waiver from Sec 60-554 parking spaces due to the requirement being 2 parking spaces for every three dwelling units and the applicant is proposing only 14.

Marty Sidlowski of Auburn Housing Authority gave background of Auburn Housing Authority and introduced the team working on the project.

Amanda Bartlett of Developer's Collaborative gave a brief overview of the project.

Stephen Bushey of Gorrill Palmer presented the site plans, landscape plan, and explained the need for the waivers. The parking waiver is being requested due to the ordinance requiring a maximum of 2 spaces for every 3 units and they are providing 14. The waiver for lot width is being requested due to the requirement being 120 ft, however the lot they are building on is 137 ft and combined with the lots on Gamage St it is 193 ft. The waiver for the maximum building width is being requested due to the maximum width allowed being 110 ft and the proposed building is 112 ft. The fence waiver is being requested due to the ordinance indicating a minimum of 2 feet in height and a maximum of 4 feet in height is encouraged for the front yard fences and that they are proposing landscaping instead for the front and 6 ft tall fences on the sides.

Virginie Stanley of Invivid Architecture reviewed the building and elevation plans.

The public hearing was opened.

Joe Maley of 82 Webster St – expressed concerns regarding traffic, lighting, and encouraged the board, police, and code to make sure the project is happening the way it's supposed to be. He also wanted to know if the project was going to be for transient people coming and going or a live-in situation.

Marty assured Joe that the project is permanent supportive housing and that the residences will have leases.

The public hearing was closed.

Motion made by Ed Bearor and seconded by Tim DeRoche that the parking as proposed meets the standard of our ordinance and a waiver is not necessary. Vote 7-0 Motion Carries.

Motion made by Tim DeRoche and seconded by Bob Hayes that the waiver request for the fence is unnecessary as it refers to a front yard fence and this fencing would be on the side and the rear and therefore does not apply.

Amended Motion by Tim DeRoche and seconded by Andrea Westbye that the waiver request for the fencing is not necessary due to the fence height and that the fence proposed is for the side and rear of the building when our section of the ordinance is referring to the front which does not apply. Vote 7-0 Motion Carries

Motion by Maureen Hopkins and seconded by Bob Hayes to approve the applicant's waiver request from Sec 60-549 building width. Vote 7-0 Motion Carries

Motion by Maureen Hopkins and seconded by Bob Hayes to approve the applicant's waiver request from Section 60-549 lot width. Vote 7-0 Motion Carries

Motion by Maureen Hopkins and seconded by Tim DeRoche to approve the preliminary plan for Hampshire Commons Apartments located at 143 Hampshire Street (PID 250-311, 250-310, 250-309) in the Traditional Downtown Neighborhood (T-4.2) district pursuant to Chapter 60, Article XVI, Division 2 – Site Plan Review, Division 3 – Special Exception and Division 4 – Subdivision with the condition that final sewer and water easements are in place prior to activation. Vote 7-0 Motion Carries

Ed requested an ongoing condition that landscaping be maintained for final plan approval.

It was suggested that the Board take the Myrtle Street application out of order and that they consider that there is no evidence of right title and interest in the property and the application is not complete.

C. PUBLIC HEARING SITE PLAN/SPECIAL EXCEPTION REVIEW: 26 Myrtle Street Mixed-Use Convenience Store, 26 Myrtle Street (PID 230-139-002). Application submitted by Victor Ali to change the use of the existing residential building to a mixed-use building with a convenience store on the first floor and a residential apartment on the second floor. The property is located in the Traditional Downtown Neighborhood (T-4.2) district and will be reviewed under Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception.

Motion made by Tim DeRoche and seconded by Bob Hayes to postpone the Myrtle Street application to a date uncertain. Vote 6-0-1 (Maureen was out of the room). Motion Carries

D. PUBLIC HEARING MINOR SUBDIVISION REVIEW: Poland Road Subdivision, 506 Poland Road (PID 188-016). Application submitted by Frank Perry to subdivide the property located at 506 Poland Road to create a third lot division. The property is located in the Traditional Neighborhood (T-4.2B) district and will be reviewed under Chapter 60, Article XVI, Division 4 – Subdivision.

Sam Peikes gave a staff report stating that 502 Poland Road was split last year to create a .2-acre lot, that the applicant is creating a third lot that will be accessed via shared common driveway, and that he will need to provide language for a driveway easement.

Frank Perry said he intends to have a house on the lot, that the driveway will be shared, and there will be an easement for utilities as well as the driveway included in the deed

The public hearing was opened.

There were no comments

The public hearing was closed.

Motion made by Tim DeRoche and seconded by Bob Hayes to approve the application for the Poland Road Subdivision located at 506 Poland Road, PID 188-016 pursuant Chapter 60, Article XVI, Division 4 - Subdivision with the condition that prior to recording the subdivision plan, the deed is updated to include language for the common driveway easement. Vote 7-0 Motion Carries

The Board unanimously agreed to hear 276 River Rd.

E. PUBLIC HEARING SITE PLAN/SPECIAL EXCEPTION REVIEW: Limitless Towing, 276 Riverside Drive (PID 202-006). Application submitted by Erica Flagg to operate a towing and recovery business. The property is located in the General Business (GB) district and will be reviewed under Chapter 60, Article XVI, Division 2 – Site Plan Review and Division 3 – Special Exception.

Sam Peikes gave a staff report stating that the applicant for the tow yard and recovery business has been operating without permits and they are before the board to ensure they can continue operating while being in compliance with our ordinance. She recommended the board votes as a condition of approval the applicant discontinue all operation until all permits are in place and a sewer connection to the building is established.

Erica Flagg reviewed photographs illustrating the distance between the site and the river to address concerns regarding potential fluids and debris from salvage vehicles. She also outlined the vehicle management plan, noting that the business is proactive in removing vehicles as quickly as possible. Additionally, she stated that improvements to the building's appearance are planned, that impounded and towed vehicles will be stored within a fenced area behind the building, and she provided an overview of the snow-removal plan.

The public hearing was opened.

There were no comments.

The public hearing was closed.

The Board requested a revised survey and site plan that accurately shows the location of the screening.

Motion made by Tim DeRoche and seconded by Riley Bergeron to postpone the Site Plan/Special Exception public hearing for 276 Riverside Drive Limitless Towing to a date certain of May 12, 2026. Vote 7-0 Motion Carries

5. PUBLIC COMMENT: None

6. MISCELLANEOUS

Motion by Bilal Hussein and seconded by Maureen Hopkins to open the Miscellaneous item to focus on CIP Feedback from last month and a potential workshop for the board. Vote 6-0 (Tim opposed) and was not unanimous. Motion Did Not Carry.

7. ADJOURNMENT

The board unanimously agreed to adjourn at 9:27 p.m.

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