

Planning and Development

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Approved Minutes

Planning Board

Tuesday, March 19, 2019

5:30 PM Workshop/6:00 PM Regular Meeting

City Hall Conference Room (First Floor)

Present for the Board: Acting Chair Don Girouard; Peter Scontras; Joyce Leary Clark; Matt Provencal; Jeff Brochu; Alyssa Bouthot

Absent for the Board: Chair Neil Shuster

Also Present: Roger Gay, City Council Liaison; Joe Laverriere, City Engineer; Dave Pendleton, Deputy Fire Chief; Emily Cole-Prescott, City Planner

Workshop – 5:30 PM

1. Flag Pond Road (Map 92 Lot 19) – Sketch Plan Review of 4 proposed lots: *Applicants Chris Hollis and Paul Hollis were present to review the sketch plan with the Planning Board.* The Board reviewed the sketch plan and offered general, non-binding feedback to the applicants. The applicants will receive a written report with comments from the PDRC, Planning Board and City Staff.
2. Review of Private Roads: The Board reviewed this matter. E. Cole-Prescott will return to the Board with additional research on this topic.

Note: Regular meeting is audio recorded. These audio records will be posted on the City's website and available for public review within one week of the meeting.

Regular Meeting – 6:00 PM

1. Minutes of March 5, 2019 Meeting: **Peter Scontras moved to approve the minutes of the March 5, 2019 meeting as presented. Joyce Leary Clark seconded the motion, and it carried unanimously.**
2. Public Hearing: 4 Cascade Road (Tax Map 62 Lot 2-1): Continued Site Plan Review of proposed 6,000 square ft. commercial building
 - Applicant: Amari Holdings
 - Zone: MU-3 & Contract ZoneE. Cole-Prescott indicated that the request is to table the application until the next meeting, as the applicant has submitted a subdivision amendment application for the Board's next meeting, to be reviewed in addition to the pending site plan review application. **Joyce Leary Clark moved to table the application for the proposed Amari commercial building to the next meeting on April 2, 2019. Peter Scontras seconded the motion, and it carried unanimously.**
3. Public Hearing: Review of proposed amendment to Contract Zone (Contract Zone Agreement by and between Park North Development LLC and Preston Properties LLC and the City of Saco)

- Applicant: Preston Properties, LLC

Elliott Chamberlain, representing Preston Properties LLC and Park North was present for this application.

Overview: E. Cole-Prescott introduced the contract zone amendment application, indicating that the purpose of the amendment request is to add the uses of “contractors” and “offices of contractors and tradesmen” to parcel 2 of the Park North Contract Zone. E. Cole-Prescott indicated that “offices of contractors and tradesmen” is a permitted use in the underlying MU-3 zoning district. E. Cole-Prescott also shared with the Board a copy of the compliance summary compiled to outline what conditions of approval of the Park North Contract Zone have been completed, in progress, and yet to be done.

Discussion: Acting Chair Girouard expressed the differences of the definitions of “contractors” and “offices of contractors and tradesmen” as found in the definitions section of the Zoning Ordinance. He noted future uses on the site could become quite large and disruptive to the residential neighborhood in the mixed-use zone environment, and mentioned this for the Board’s consideration. He noted outside storage is allowed with the contractors use but not with the offices of contractors and tradesmen use. Other Board members discussed the differences of the uses, and how the uses could potentially impact the area. Alyssa Bouthot suggested adding “contractors” as a conditional use, and “offices of contractors and tradesmen” as a permitted use. This would require “contractors” uses to be reviewed per section 230-901 of the Zoning Ordinance, along with any applicable requirements of the site plan review provisions.

Public Hearing: **Alyssa Bouthot moved to open the public hearing on this contract zone amendment request. Peter Scontras seconded the motion, and it carried unanimously.**

Roger Gay, City Council Liaison, asked questions about the progress of the trail system, and Elliott Chamberlain replied that the trail system is underway. There was no other public comment.

Alyssa Bouthot moved to close the public hearing. Jeff Brochu seconded the motion, and it carried unanimously.

Discussion: The Board discussed the proposed amendment, and Jeff Brochu clarified that “contractors” would be considered a conditional use subject to section 230-901 of the Zoning Ordinances and site plan review ordinance standards, and “offices of contractors and tradesmen” would be a permitted use, which would require applicable site plan review standards per the ordinance.

Joyce Leary Clark moved that the Board finds the proposed amendment to the contract zone agreement by and between Park North Development LLC and Preston Properties LLC and the City of Saco to add the use of “offices of contractors and tradesmen” as a permitted use and to add “contractors” as a conditional use to Parcel 2 of the Park North Contract Zone, consistent with findings previously made by the Board in the original contract zone, as amended. Matt Provencal seconded the motion. The Board discussed the motion.

Joyce Leary Clark moved to amend her motion to move that the Board finds the proposed amendment to the contract zone agreement by and between Park North

Development LLC and Preston Properties LLC and the City of Saco to add the use of “offices of contractors and tradesmen” as a permitted use and the use of “contractors” as a conditional use to Parcel 2 of the Park North Contract Zone Agreement, consistent with findings previously made by the Board in the original contract zone agreement. Additionally, the Board finds that the proposed use of “offices of contractors and tradesmen” is a permitted use in the underlying MU-3 zone of Parcel 2. These uses are intended to follow the definitions as found in the current Zoning Ordinance, on record as of March 19, 2019. Therefore, the Board makes a positive recommendation of this amendment request to the City Council. Matt Provencal seconded the amended motion, and it carried, 5-1, with Jeff Brochu in opposition.

4. Adjournment: Without objection, the Board adjourned at 7:02 PM.