

Planning and Development

Saco City Hall
300 Main Street
Saco, Maine 04072-1538



Emily Cole-Prescott

City Planner

Eprescott@sacomaine.org

Phone: (207) 282-3487 ext.357

Minutes

Planning Board

Tuesday, May 21, 2019

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

City Hall Conference Room (First Floor)

Present for the Board: Chair Neil Schuster; Alyssa Bouthot; Jeff Brochu; Joyce Leary Clark

Absent: Vice Chair Don Girouard; Peter Scontras; Matt Provencal

Also Present: Joe Laverriere, City Engineer; Kimberly Sawyer, Program Coordinator; Roger Gay, City Council Liaison; Emily Cole-Prescott, City Planner

5:30 PM Workshop

1. Sketch Plan Review – State Manufactured Homes on Route One (Map 74 Lot 1 & Map 59 Lot 12): *Andy Morell, BH2M Engineering, Tina Smith and Jacob Smith from State Manufactured Homes, were present for discussion.* The Board reviewed the proposed sketch plan and offered non-binding feedback. Emily Cole-Prescott will follow up with a memo outlining the Board's comments for the applicant's consideration as they prepare their application materials.

6:00 PM Workshop

1. Call to Order: Chair Neil Schuster called the meeting to order at 6:00 PM.
2. Review Minutes of Previous Meetings: May 7, 2019 & May 14, 2019: The minutes will be reviewed at a future meeting, as they were not available for review at this meeting.
3. New Business, Tabled Items & Public Hearings:
 - a. Application Review & Public Hearing: 524 Main Street (Map 41 Lots 10-1 & 11): Site Plan & Design Review – Site & Façade Improvements
 - Applicant: McDonald's Real Estate Company
 - Zone: B-2D

Eric Dubrule of Bohler Engineering was present for this discussion.

Overview: Emily Cole-Prescott introduced the proposal: Applicant, McDonald's Corporation, has applied for site plan and design review to make site improvements and façade updates. The purpose of many of these updates is to enhance ADA compliance and upgrade drive-through features. There is no proposed footprint change to the existing building. The applicant also plans interior remodeling, which does not require the Board's review.

Application Completeness & Waivers: The applicant has presented a thorough plan set in support of this project. However, because many of the site plan revisions are quite minor, the applicant has requested several waivers to the site plan application submission requirements. As always, the Board may ask the applicant questions pertaining to the reasons for the waiver requests.

- Landscaping: The applicant proposes no changes to the existing landscape. Because there are no exterior footprint renovations, and because the proposed conditions indicate that if landscape is

disturbed, it is to be replanted like for like, the applicant has requested a waiver. **Jeff Brochu moved to waive the landscaping plan (section 230-1104(9)) because there is no change proposed to the current landscaping on site. Alyssa Bouthot seconded the motion, and it carried unanimously.**

- **Drainage & Stormwater Plans:** There are no drainage changes proposed with this site plan, as the site will include redevelopment of 4,407 square feet. The applicant has been informed that the property is in the Goosefare Brook Watershed, where there is grant funding available for certain stormwater improvements, but the applicant has decided not to pursue such improvements at this time, and is not required to. The applicant does not plan any changes to existing site drainage. **Joyce Leary Clark moved to waive the drainage and stormwater plans (section 230-1104(6&17)) because no changes to existing utilities are proposed. Jeff Brochu seconded the motion, and it carried unanimously.**
- **Utility Plan:** Because there are no changes proposed to the existing site utilities, the applicant has requested a waiver. **Jeff Brochu moved to waive the utility plan (section 230-1104(8)) because no changes to existing utilities are proposed. Joyce Leary Clark seconded the motion, and it carried unanimously.**

Jeff Brochu moved to find the application for site plan and design review for 524 Main Street, McDonald's, complete. Alyssa Bouthot seconded the motion, and it carried unanimously.

Applicant's Presentation: Eric Dubrule presented the proposal and answered the Board's questions. There were a number of concerns raised about the design review aspect of the application, including how the design of the exterior fit into the design standards of section 230-729. The Board reviewed the design analysis, and indicated particular concern about the proposed flat roof and the monotone color and texture of the building with the modern design aspects of the façade updates. E. Cole-Prescott suggested that the Board refer to the design standards in the ordinance to provide the applicant feedback. The Board also asked for consideration of exposed brick rather than gray brick to more closely align with a New England design, as the ordinance standards indicate.

Public Hearing: **Joyce Leary Clark moved to open the public hearing. Jeff Brochu seconded the motion, and it carried unanimously.** Roger Gay, City Council Liaison, asked about whether the seating count would increase with this proposal. Eric Dubrule responded through the Chair that the seating count would not be increased with the proposed renovations. No other member of the public chose to speak about the application. **Alyssa Bouthot moved to close the public hearing. Jeff Brochu seconded the motion, and it carried unanimously.**

Action: The Board asked the applicant to return with revisions to the proposed design. **Joyce Leary Clark moved to continue this application review to a future meeting. Jeff Brochu seconded the motion, and it carried unanimously.**

- b. Application Review & Public Hearing: 193 Flag Pond Road (Map 92 Lot 19): Preliminary Subdivision Review – four lot subdivision
 - Applicant: Great Lots of Maine
 - Zone: C-1

Paul and Chris Hollis, Great Lots of Maine, were present for the application discussion.

Overview: Emily Cole-Prescott introduced the application: Applicant, Great Lots of Maine, LLC, has applied for preliminary plan review for a four-lot subdivision on Flag Pond Road. An existing

house sits on the current property, which is approximately 30 acres in the C-1 zone. The applicant plans to retain the existing structures shown on the plan as lot 4. The applicant has completed a sketch plan review with the Planning Board earlier this year.

Application Completeness: Emily Cole-Prescott indicated that the applicant has submitted much of the documentation and has submitted an updated plan, but some additional items have yet to be submitted. The Board may provide additional feedback to the applicant about any of the submission items received to date.

Applicant's Presentation: Paul Hollis explained that he had realized this site abuts a superfund site only after he was under purchase and sale agreement. He has provided information from DEP about testing that has been done on site, which in general, indicates that the site drains away from the proposed lots. Paul Hollis also reviewed the sight distance information Bill Bray had completed for the proposal, and Diane Morabito peer reviewed for the City.

Public Hearing: **Jeff Brochu moved to open the public hearing. Alyssa Bouthot seconded the motion, and it carried unanimously.** Roger Gay, City Council Liaison, asked a question about the application. No other member of the public chose to speak about the application. **Jeff Brochu moved to close the public hearing. Alyssa Bouthot seconded the motion, and it carried unanimously.**

Emily Cole-Prescott reviewed the list of outstanding items to be completed for the application to be considered complete, included in the plan review memo dated May 16, 2019.

Action: **Joyce Leary Clark moved to continue application review to a future meeting. Alyssa Bouthot seconded the motion, and it carried unanimously.**

- c. Application Review & Public Hearing: 941 Portland Road (Map 62 Lot 1): Site Plan & Design Review – Lumber/Retail Facility Construction with associated site improvements
 - Applicant: Hancock Lumber Company, Inc.
 - Zone: Cascade Contract Zone & MU-3

Craig Burgess, Sebago Technics, Mark Hopkins and Mike Hall, Hancock Lumber, were present for application review.

Overview: Emily Cole-Prescott introduced the application: Applicant, Hancock Lumber, has submitted application for site plan and design review. The proposal includes development of a vacant 10.39-acre parcel with an approximate 29,960 square ft. structure with two pole-barn sheds, and five lumber structures. The site will be served by an approximately 700' long private drive with an additional access on Waterfall Drive.

Application Completeness: **Jeff Brochu moved to find the application for site plan and design review complete, for 941 Portland Road. Joyce Leary Clark seconded the motion, and it carried unanimously.**

Applicant's Presentation: Craig Burgess presented details of the site plan and design review application and answered the Board's questions.

Public Hearing: **Alyssa Bouthot moved to open the public hearing. Jeff Brochu seconded the motion, and it carried unanimously.** Roger Gay, City Council Liaison, spoke in support of the

project. No other member of the public chose to speak about the application. **Jeff Brochu moved to close the public hearing. Alyssa Bouthot seconded the motion, and it carried unanimously.**

Discussion:

- Parking: The Board reviewed the requested number of parking spaces, and based on the evidence presented by the applicant and the information on how the Hancock Lumber facility in Kennebunk operates with a similar number of parking spaces, the Board found the use of lumber yard to be a unique use and found the number of parking spaces presented to be adequate for the proposal. The applicant agreed to not enter into any agreements with the current parking on site, indicating that the parking will be dedicated to this business only. **Jeff Brochu moved to prescribe 42 parking spaces for Hancock Lumber, finding that this proposal presents a unique use not specifically addressed in Section 230-708-2. The lack of on-site parking will not create hazardous and unsafe conditions in the neighborhood based on the information presented by the applicants. Additionally, the applicant will not enter into any easement agreements to serve any other developments in the future. Joyce Leary Clark seconded the motion, and it carried unanimously.**
- Traffic: Emily Cole-Prescott stated that the proposal is expected to generate 205 trips during the AM peak generator and 151 trips per the PM peak generator. This site is part of the Park North/Cascades Traffic Movement Permit application recently filed by Elliott Chamberlain, currently under review with the DOT. Additionally, Denise Clavette, Director, has worked with the businesses and DOT, and funding for some off-site improvements anticipated in the originally issued TMP has been secured through the DOT's Business Partnership Initiative (BPI). The applicant is fully aware of the ongoing TMP application, and knows that the Certificate of Occupancy will not be issued until TMP approval. The Board discussed the TMP and traffic considerations with the applicant. The traffic peer review memo from Randy Dunton was reviewed. The applicants agreed to make any required adjustments and modifications to the plan based on the outcome of the updated Traffic Movement Permit application.
- Landscaping: Emily Cole-Prescott indicated that Milone and MacBroom has completed a peer review of the landscaping plan. In general, the proposed landscaping plan needs some minor revisions to be compliant with the ordinance standards.
- Lighting: Emily Cole-Prescott noted that lighting peer review has been completed by Terradyn Consultants. The only concern raised is that "the applicant should consider lighting the site driveways or explain why no lighting is necessary."
- Engineer's Review: Joe Laverriere has completed engineering review and has provided comments. As a potential condition of approval, the applicant will be required to respond to and address these comments to the satisfaction of city staff.
- Other Permits: The Park North/Cascade subdivision was approved by the DEP for a Site Law permit. Generally, the DEP maintains reviewing authority over the site. The proposal will require a Maine Construction General Permit and a condition compliance to the Site Location Permit #L023663-39-A-N.

The Board discussed the potential need for the applicant possibly having to return for review if the TMP application requires certain improvements. The applicant agreed.

Action: Joyce Leary Clark moved to approve the site plan and design review application for Hancock Lumber, Map 62 Lot 1, with the additional condition that the City Engineer's comments [and any outstanding comments] be addressed to the satisfaction of city staff. Jeff Brochu seconded the motion, and it carried unanimously.

4. Old Business: None.
5. Other Discussion and Presentations
 - a. MS4 Community – Stormwater Presentation by City Engineer Joe Laverriere: Joe Laverriere presented information about the MS4 permitting requirements. He reviewed the standards in Saco relative to the MS4 permit.
6. Updates from City Planner/Planning Department
 - a. Continued Process Discussion: None.
7. Adjournment: Without objection, the meeting ended at 8:45 PM.