

Planning and Development

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Minutes

Planning Board

Tuesday, July 30, 2019

5:30 PM – Special Meeting

City Hall Conference Room (First Floor)

Present for the Board: Chair Neil Schuster; Matt Provencal; Joyce Leary Clark; Jeff Brochu

Absent: Vice Chair Don Girouard; Alyssa Bouthot; Peter Scontras

Also Present: Roger Gay, City Council Liaison; Emily Cole-Prescott, City Planner

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

1. Call to Order: Chair Neil Schuster called the meeting to order at 5:40 PM.
2. Minutes of Previous Meetings: The Board reviewed the minutes of the July 9th meeting. **Joyce Leary Clark moved to approve the minutes of the July 9th Planning Board meeting as presented. Jeff Brochu seconded the motion, and it carried unanimously.**
3. New Business, Tabled Items & Public Hearings:
 - a. Application Review & Public Hearing: 94 Lincoln Street (Map 38 Lot 234-1): Final Subdivision Review
 - Applicant: KB Building Contractors LLC
 - Zone: R-3 & Saco River Overlay

Kevin Bedard, KB Building Contractors LLC, was present for this discussion.

Overview: Emily Cole-Prescott presented an overview of the application: Applicant, KB Building Contractors LLC, received preliminary subdivision approval on July 2, 2019. Since that meeting, the applicant has updated the plan to indicate “final subdivision plan” to accurately reflect the parking lot as constructed.

Application Completeness: With the information submitted for site plan, conditional use, and subdivision review, Staff considers the application complete. **Jeff Brochu moved to find the application for subdivision review for 94 Lincoln Street complete. Joyce Leary Clark seconded the motion, and it carried unanimously.**

Public Hearing: **Jeff Brochu moved to open the public hearing. Joyce Leary Clark seconded the motion, and it carried unanimously.** Roger Gay, City Councilor, asked a question about the proposed number of units. **Jeff Brochu moved to close the public hearing. Joyce Leary Clark seconded the motion, and it carried unanimously.**

Discussion: The Board reviewed the proposal, and asked the applicant about the application. It was noted that this project had already received conditional use and site plan review approval.

Action: Matt Provencal moved to approve the final subdivision plan for 94 Lincoln Street per the findings of fact and conditions of approval dated July 30, 2019. Joyce Leary Clark seconded the motion, and it carried unanimously.

Adjournment: Without objection, the Board adjourned at 6:15 PM.