
Minutes
Planning Board
Tuesday, October 29, 2019
City Hall Auditorium
5:30 PM – Special Meeting

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

Also Present: Emily Cole-Prescott, City Planner; Isabelle Oechsle, Program Coordinator; Denise Clavette, Planning & Development Director

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

Alyssa Bouthot acted as Chair for this meeting.

1. Call to order: Acting Chair Alyssa Bouthot called this meeting to order at 5:34.
2. New Business, Tabled Items & Public Hearings:

Joyce Leary Clark moved to reverse items 2a and 2b on the agenda, Peter Scontras seconded and the motion passed unanimously.

- a. Request for Planning Board Recommendation – City Street Acceptance Request: Overlook Drive (Map 88 Lots 14 & 14-2):

Emily Cole-Prescott provided an overview of the request. Rather than completing phases 2 and 3 of Heath Overlook, which the Board grant preliminary approval for in January 2019, the developer plans to donate the remaining 60 acres to the Nature Conservancy. **Peter Scontras moved, pursuant to Chapter 186 of the City's ordinances, that the Planning Board forward a positive recommendation for Overlook Drive street acceptance to the City Council, with the condition that all items on the City Engineer's review memo are resolved before City Council review. Joyce Leary Clark seconded, and the motion passed 4-1, with Jeff Brochu opposed.**

- b. Zoning Ordinance Revision: Adoption of Report to City Council on draft Zoning Ordinance Revision

Jim Katsiafakis, City's Consulting Attorney; Denise Clavette, Planning & Development Director, were present for this discussion.

Emily Cole-Prescott provided an overview of staff's work since the October 22nd public hearing. Staff is recommending that the Board wait on recommending their report to the City Council until November 5th when staff may present a redlined version of the proposed zoning ordinance based on

public comments from last week as well as edits suggested by Board and required edits found by staff.

Emily Cole-Prescott provided summary of Don Girouard's comments about the zoning ordinance received via email this afternoon and suggested next steps based on comments. Board members asked about height limitations and requirements in the proposed Dimensional Standards Table. There was also question about how height is measured in the proposed ordinances. There was also discussion of Don Girouard's comments about consistency amount several different City ordinances and the proposed ordinance, such as floodplain development.

Denise Clavette addressed the Board regarding the ordinance revision process and reiterated the additional week the Planning Board is going to provide to staff by recommending that the City Council extend their public hearing on this item until their meeting on November 12.

Jim Katsiaficus mentioned that if the zoning ordinance is not passed within 30 days of the City Council's public hearing, the process will be required to start over with additional public notification required. Jim Katsiaficus explained details of the process. There was Board discussion on the timeline of the process.

Alyssa Bouthot respectfully disagreed with Planning Board members calling for more time. Argued that it became clear, especially after the adoption of the 2018 Comp Plan update, that the current zoning ordinance was not working in the direction that the City wanted to move in. After spending time with the proposed zoning ordinance, it better aligns with what the city wants to move towards in the future and believes that any changes the public want to make can be easily addressed with subsequent amendments and minor changes before the final draft. Matt Provencal argued that the proposed zoning ordinance is not a perfect document but will certainly be a more fluid document and concurred with Alyssa Bouthot that it will better align with the direction that the City has agreed it wants to go in (based on the adoption of the 2018 Comp Plan update).

A member of the public asked the Planning Board to receive public comment at this time.

Jeff Brochu moved to open the public hearing. Peter Scontras seconded, and the motion passed unanimously.

The following members chose to speak:

- *Beth Johnston, 62 Pleasant Street*
- *Kelley Archer, 185 Bradley Street*
- *Anthony Armstrong, real estate broker*
- *Erica Johnson, 93 Pleasant Street*

Please refer to meeting recording for details.

Peter Scontras moved to close the public hearing. Jeff Brochu seconded, and the motion passed unanimously.

Emily Cole-Prescott mentioned additional revisions to the report that the Board will be receiving in their red-lined version of the zoning ordinance, including dimensional standards for Master Planner Developments, dimensional standards for Saco Island District, thorough review of the use table to

reconcile the uses with the definitions, and ensuring uses as prescribed for the zones that have been consolidated accurately reflect the types of uses that currently are permitted and conditional in existing zones.

Emily Cole-Prescott responded to public comments, clarifying that the vision for the proposed zoning ordinance resulted from the 2018 Comprehensive Plan Update.

Joyce Leary Clark moved to charge staff to report back to the Planning Board on November 5, 2019 about height standards within the various dimensional standards tables on the proposed ordinance. Jeff Brochu seconded. There was additional Board discussion. **Motion passed unanimously.**

Joyce Leary moved to forward the report as amended tonight to the City Council, with the recommendation that City Council hold its November 4th public hearing and continue said hearing until November 12th (and / or such later dates to be determined by the Council) to provide the Planning Board the ability to review red-lined text changes, with the goal of the Council holding their final reading on November 25th. Peter Scontras seconded. The motion passed, 4-1 with Jeff Brochu opposed.

Adjourned at 7:34PM.