



# CITY OF SACO, MAINE

**Planning**  
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Minutes  
Planning Board  
March 15, 2017

### Attendance Record

✓ = Present / A = Absent / E = Excused

Members	Present
Costis, Vangel - Member	✓
Devlin, Marty - Member	E
Girouard, Donald – Vice Chair	✓
Ittenbach, Rene - Member,	E
Schuster, Neil – Chair	E
Scontras, Peter – Member	✓
O’Toole, Michael – Member	✓
Staff	
Hamblen, Bob - Planning Director	✓
Laverriere, Joe – City Engineer	E
Mann, William – Economic Dev. Dir.	✓
Other:	

**NOTE: 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.**

5:00 p.m.  
Workshop

Sketch plan review of a proposed Office of Tradesmen or Contractors on the parcel at 1010 Portland Road. Applicant is Cary Seamans. Tax map 64, lot 12 and a portion of lot 13. Zoned MU-3.

5:30 p.m.  
Regular Meeting

- Minutes of Feb. 7, 2017 – **motion by Vangel to accept the minutes as submitted, seconded by Peter, and so voted, 4-0.**

2. Old Business: site plan review of a proposed Health and Fitness Club off Cascade Road. Applicant is Amari Holdings, Inc. Tax map 62, Lot 1-2. Zoned MU-3 and contract zone. Item was tabled at the Feb. 7, 2017 meeting.

**Hamblen:** the Board reviewed this application at its Feb. 7 meeting, and after a public hearing and discussion with the applicant, voted to table pending more information on several items:

- a. Provide the internal volume of the building, at request of Fire Department.
- b. Respond fully to the Feb. 3, 2017 comments from City Engineer Joe Laverriere.
- c. Demonstrate to the City's satisfaction that this site has the legal right to direct stormwater drainage to the existing detention pond.
- d. Three of the four members present agreed that building location should be returned to fronting on Cascade Road as in original site plan reviewed on Jan. 3, and the building's front entrance should face Cascade Road.
- e. An amended landscaping plan that complies with Sections 708-3(9)B, C and D shall be submitted.
- f. Demonstrate to the City's satisfaction the building's compliance with Sec. 729. Design Standards.

Lot C-5 in the Cascade subdivision/contract zone is at the corner of Portland Road and Cascade Road, owned by Town and Country Federal Credit Union, envisioned at one time as being their flagship office building. It never came to pass, and now a 2.37 acre portion of the property is proposed as the site of a 'Health and Fitness Club,' a permitted use per the contract zone agreement.

The building would have a 9,600 s.f. footprint, 48 parking spaces, with access from private drives off both an existing right in/right out curb cut on Rte. One, and a "Common Access Drive" from Cascade Road. The site, as is true of the commercial building on neighboring lot C-6, will be dependent on an off-site detention/treatment pond in the northeast corner of Lot C1. The project awaits a Condition Compliance from the Maine DEP.

A March 10 letter from project manager Bill Thompson addressed several of the above issues.

**Peter: I move that the Board accept public comments, seconded by Vangel, and so voted, 4-0.** Elliott Chamberlain: is this the final site plan tonight? Yes. How about a lighting plan? Sidewalk location? Where are the heating units going? Will they be screened? This building does not meet design standards. The drainage and sewer are not the final issues. I stand behind my lawyer's letter submitted earlier. Some effort has been made by the applicant, but this is not a finalized plan. This is a perfect building for the use, but not on this site. **Michael: I move to close the public comment, seconded by Peter, and so voted, 4-0.**

**Vangel: I move that the Board approve the site plan application submitted by Amari Holdings, LLC based on the plans and supporting materials submitted, and on the Findings of Fact and Conditions of Approval dated March 15, 2017 with the condition that the applicant shall submit the appearance and location of specific mechanical units on the northerly and easterly sides of the building, visually screened, to the satisfaction of City staff, seconded by Michael, and so voted, 3-1 (Peter).**

3. Public Hearing: site plan review of a proposed expansion on the U-Haul site at 492 Main Street, including a 27, 259 s.f. self-storage building and a 2,497 s.f. storage building. Applicant is U-Haul Company of Maine. Tax map 40, Lot 33. Zoned B-2d, R-2 and contract zone.

Michael recused himself from review of this item. **Hamblen:** As the Board is aware, the local U-Haul is proposing a significant expansion of its business at 492 Main Street, a 3.68 acre parcel located between Thornton Academy and Hutchins Street. The contract zone that allows the expansion of this nonconforming use was approved by the City Council on Sept. 6, 2016 – there is a copy in tab 2C of the application.

Two buildings are proposed: a two-story self-storage building with a 27,259 s.f. footprint, and a one-story 2,497 s.f. “U-box” building. Lighting and landscaping comments are being addressed and hopefully will be finalized by the meeting. The expanded use does not trigger the need for a traffic study, but a projected trips estimate has been submitted, and reviewed by Diane Morabito on behalf of the City; her comments are attached.

The contract zone does not modify setbacks, lot coverage, or building height, and each, as proposed, complies with B-2d requirements. A good faith effort has been put forth to screen the proposed buildings from neighbors and from Main Street, and to limit foot traffic from the site into neighboring residential properties, via landscaping around much of the perimeter, and a 6 foot chainlink fence along the northerly and westerly property lines.

Find exterior elevations in the plan set, as the building is subject to design review; the applicant’s responses to design standards are found in Tab 1 in the bound application. The City is also reviewing the DEP Stormwater Permit, which will be acted on by the Board. A Tier 1 NRPA permit application has gone to the DEP.

**Peter: I move that the Board find the application for site plan review to be complete, seconded by Vangel, and so voted, 3-0. Peter: I move that the Board find the application for design review to be complete, seconded by Vangel, and so voted, 3-0.**

The City engineer has signed off on the engineering aspects of the plan. The Board agreed that though there are no specific requirements for off-street parking for a self-storage facility, the sixty spaces proposed are reasonable given a look at two other self-storage facilities in the city. The public hearing included three speakers, each in favor of the project.

**Peter: I move that the Board grant approval under the provisions of the Saco Zoning Ordinance, for the proposed Self-Storage and U-Box Facility site plan, and for the Maine Stormwater Permit application, based on the Conditions of Approval and Findings of Fact dated March 15, 2017, seconded by Vangel, and so voted, 3-0.**

4. Public Hearing: preliminary plan review of the proposed Clarks Hill Lane five lot subdivision off Ferry Road. Applicant is JW Group, LLC. Tax Map 18, Lot 8. Zoned R-1a.

Hamblen: This 5 lot subdivision (one existing house, four new lots) was reviewed as a sketch plan by the Board on Oct. 4, 2016. Applicant JW Group, LLC is represented by Josh Waterhouse, who calls 202 Ferry Road home – the subdivision is taking place at 210 Ferry Rd. Members may recall that there is already activity at 202 – the applicant has created a back lot, and constructed a single family home this past summer and fall. That activity is separate from the subdivision.

Lots would be served by public sewer and water, and underground electric, cable, and telephone. Project engineer Paul Gadbois has designed a stormwater management plan that incorporates capturing runoff from roof drip edges, a Best Management Practice promoted by the Maine DEP, and a filter pond just east of the turn-around at the end of the street.

Issues the Board should be aware of:

- Open space required is 7.5% of the overall parcel, or 11,140 s.f. No open space is proposed, and the applicant proposes to pay both the open space and the recreational facilities impact fees.
- Traffic: a single family dwelling generates an average of 9.57 trips per day, so 39 new trips are projected, falling well short of the need for a traffic study. All residential lots proposed in Saco are subject to a traffic impact fee, addressed in the conditions of approval.
- The wetland delineation by Mark Hampton has been reviewed by a City consultant, and found acceptable.

**Peter: I move that the Board find the application for the Clark’s Hill Lane preliminary subdivision plan to be complete, seconded by Vangel, and so voted, 4-0.**

**Hamblen:** The applicant is requesting a waiver of two standards for street construction found in the Subdivision Regulations. Note in Joe’s comments that DPW is supportive of the waivers:

- Sec. 11.11: a five foot wide esplanade is required between curb and sidewalk. Mr. Gadbois is requesting that the Board allow the esplanade to be reduced to zero
- Sec. 11.8.1: “Embankments outside of the street right of way shall be evenly graded and pitched at a slope of not greater than three (3) horizontal to one (1) vertical...” Mr. Gadbois is requesting that the Board allow the side slopes to be reduced to 2:1.

**Michael: I move that the Board waive Sections 11.11 and 11.8.1 as requested in order to reduce wetland impacts, said waivers having no discernible impact on the public health, safety and welfare as required by Article 12 of the Subdivision Regulations, seconded by Peter, and so voted, 4-0.**

A public hearing was held, with no comment.

**Peter: I move that the Board grant approval under the provisions of the Saco Subdivision Regulations for the preliminary plan submitted for the five lot subdivision proposed by applicant JW Group LLC, based on the Findings of Fact and Conditions of Approval dated March 15, 2017, seconded by Michael, and so voted, 4-0.**

5. Public Hearing: review of a proposed amendment to the subdivision and site plan for Saco Island West, Building 3. Applicant is Saco Island West, LLC. Tax map 37, Lot 1. Zoned B-4.  
**Item was postponed to April 4 meeting.**
6. Public Hearing: review of a proposed Integrated Sign Plan for the Mill Building 4 property on Saco Island. Applicant is Chinburg Properties. Tax Map 37, Lot 8-1.

Hamblen: Chinburg Properties proposes an integrated sign plan (ISP, Sec. 707-5.3) in order to identify the Mill, its tenants, and to provide wayfinding for visitors. As noted in 707-5.3, an ISP is available to multi-occupancy properties in certain districts but required for "...any commercial development over five acres subject to site plan review in any business district" and for developments in the B-4 zone – this project meets both criteria.

Attachments include:

- Plan set with graphic representations of the proposed freestanding and building signs and sign locations;
- Copy of 707-5.3;
- Staff comments from Code Enforcement office.

An ISP allows "additional flexibility as to the size and number of signs on a property in the B-1, B-2, B-4, B-6 and I-2b districts." However, 707-5.3 goes on to state that an ISP "...may permit up to 50 percent more signs or up to 50 percent more aggregate footage in the B-1, B-2, B-6 and I-2b districts." The B-4 district is absent from the list of districts that benefit from more signs or more sign area, and staff review has proceeded accordingly.

Vangel: **I move that the Board find the application for an Integrated Sign Plan to be complete, seconded by Michael, and so voted, 4-0.**

Vangel: **I move to approve the Integrated Sign Plan proposed by Chinburg Properties based on Conditions of Approval and Findings of Fact dated March 15, 2017, with the condition that Richard Lambert's determination be that the two vertical signs on the east and of the building are not by definition banners, but, should Richard Lambert determine that the proposed signs are banners, then only the banners are excluded from this approval, seconded by Michael, and so voted, 3-1 (Peter).**

Meeting was adjourned at approximately 8:50 p.m.

Submitted by,

Bob Hamblen, City Planner