

**UNAPPROVED MINUTES  
Town of Auburn  
Planning Board  
PUBLIC HEARING  
March 15, 2017**

**Present:** Paula Marzloff, Vice Chairman; Michael Rolfe, Steve Grillo, Members. Jeff Porter, Jess Edwards & Tom LaCroix, Alternates Dale Phillips, Selectmen's Representative. Minutes recorded by Denise Royce.

**Absent:** Ron Poltak, Chairman

Mrs. Marzloff called the meeting to order at 7:00 p.m. and the Board members introduced themselves to everyone present for tonight's meeting.

At this time, Mrs. Marzloff moved on to the acceptance of the minutes for February 15, 2017.

**MINUTES**

**Mr. Grillo moved to approve the minutes for February 15<sup>th</sup>, 2017 as written, Mr. Rolfe seconded the motion. A vote was taken; all were in favor, the motion passed.**

**ANNOUNCEMENTS/CORRESPONDENCE**

➤ None were reviewed at this time.

At this time, Mrs. Marzloff elevated Mr. Porter to a full voting member for tonight's hearing in the absence of Mr. Poltak.

**GENERAL BUSINESS**

**Informal – George Chadwick  
On Behalf of LKB, LLC  
50 Raymond Rd, Tax Map 26, Lot 13  
Discuss Potential Use of Property**

Mr. George Chadwick of Bedford Design introduced himself and indicated he is here tonight representing Mike Joy the owner of Mill City Energy. Mill City Energy does residential energy audits and Mr. Joy purchased 50 Raymond Road from the town to conduct his business. Mr. Chadwick displayed a proposed plan for the property and noted that the property is a small parcel in the Village District with Commercial 2 Zoning.

This Zoning District requires 1 acre minimum and this parcel is an existing non-conforming lot with .729 acres. Mr. Chadwick noted that the lot has the required frontage. Mr. Chadwick went on to inform the Board that topography and survey of the property have been done and showed the Board on the Plan the adjacent wetland which is # 75 and is classified as tier 3, level which required 125 foot setback. Mr. Chadwick stated that Building Inspector, Carrie Rouleau-Cote has classified the proposed use of the building as a Commercial Service Establishment, the building will be used as office and storage space. Mr. Chadwick described the lot indicating that the septic is located in the back, there is a well on the property and the flood plain does not extend on to the property. The owner would like to stay within the confines of the existing pavement and with 4 employees the plan has allotted 6 parking spaces. Mr. Chadwick indicated that per his conversation with the Building Inspector the proposed use is a permitted use and Mr. Joy would like to submit a change of use with no additional lighting.

Mr. Rolfe asked if customers would be coming to the establishment. Mr. Joy stated no. Mr. Rolfe also asked Mr. Joy what he planned on storing in the building. Mr. Joy stated that it would be insulation and tools. Mrs. Marzloff asked about outside storage. Mr. Chadwick indicated that there are trailers parked on the property now but the applicant understands that they need to be moved. Mr. Joy agreed that the trailers will be moved and there will be no outside storage. Mrs. Marzloff asked if the property owner could shield the outside light, it is quite bright and was installed prior to regulations. Mr. Grillo commented that if the proposed use is a permitted use as long as the owner follows the site plan checklist with the town's ordinance, that he should not have issues identifying with which items are required for this change of use. Mr. Chadwick asked what kind of waivers the Planning Board would be willing to give. Mrs. Marzloff asked what kind of waivers the applicant would be asking for. Mr. Chadwick provided landscaping requirements for example. Mr. Porter discussed the properties slope toward the wetland and the necessary vegetation needed to prevent run off. Mr. Grillo commented that some things are not required with a change of use. Mrs. Marzloff stated that she would like to see the applicant present a recordable plan and schedule a formal public hearing. Mr. Rolfe asked if a sign would be proposed. Mr. Joy stated not at this point and added that the lighting will be upgraded. Mr. Joy continued that at some point he would like to go to a net zero building but for now he is just trying to get into the building. The Board agreed that they would like to schedule a public hearing on the change of use for the next public hearing date of April 19<sup>th</sup>. Mr. Chadwick stated that he would submit the application. The Board noted that hours of operation and what is being stored in the building should be listed in the notes section on the submitted plan.

## **PUBLIC HEARING**

**Access Ambulatory Surgery Center, LLC  
Auburn Medical Properties, LLC (Owner)  
45 Dartmouth Drive, Tax Map 6, Lot 18-4  
Major Site Plan Review  
Ambulatory Surgery Center  
Medical Facility (Phased)  
Continued from February 15, 2017**

Mr. Jason Lopez of Keach-Nordstrom Associates provided copies of the signage designs to the Board members. Mrs. Marzloff noted that the design was just received this evening and Stantec has not reviewed the designs, she would be open to polling the Board about tabling the matter until the next meeting. Mr. Porter stated that the proposed signage meets the size requirements and asked how far off Dartmouth Drive the sign would be placed. Mr. Lopez depicted the area on the displayed plan. Mrs. Marzloff asked about removing some landscaping from the snow storage area. Mr. Lopez indicated that the plan would be amended to reflect the Planning Boards recommendations about this; however they were not going to redo the plan until they had the Planning Boards determination on all of the waivers. Mr. Grillo pointed out that the Planning Board is only meeting tonight on the sign waiver. Mr. Porter suggested that the sign be moved to the south end corner, this would eliminate some of Mrs. Marzloff's concerns about the vegetation blocking the sign in the future. The applicant was ok with that. The Planning Board agreed that Stantec should weigh in on the placement. Mr. Grillo indicated that the purpose of this discussion was not to change site plan features, but to satisfy the condition placed on the approval of providing a sign package for the Planning Boards' review. The sign package provided met that requirement.

Mr. Rolfe added that the requested square footage is for multiple signs not one big sign and none are digital. Mr. Lopez noted that the requested waiver is for an increase from the permitted 40 square feet to 60 square feet, the proposed main sign will be 32 square feet and the building sign will be a 14 square foot wall mounted sign. The remaining 14 square feet is proposed for another wall mounted sign on the future second building.

**Mr. Grillo made a motion to grant approval of the waiver request from Section 3.10 (5) (a) Signs Permitted in the Commercial and Industrial Districts for an additional 20 square feet (an increase from 40 square feet of signage to 60 square feet) conditioned upon satisfactory review of the sign designs by Stantec and 14 square feet of the 60 square feet to be retained for signage on a future building for Tax Map 6, Lot 18-4, Dartmouth Drive. Mr. Porter seconded the motion. A vote was taken; all were in favor, the motion passed.**

## **OTHER**

**Maverick Homes, Inc.  
Haven Drive, Tax Map 5, Lots 29 & 36  
Discuss Release of Temporary Reclamation Bond**

The Board reviewed a recommendation from Stantec Consulting to release the reclamation surety for Phase I and II in the amount of \$79,112.00 since the developer has provided surety in the amount of \$809,568.75. Mr. Rolfe clarified that the developer is currently double-bonded. Ms. Lafond stated that was correct. Mr. Grillo pointed out that Stantec's letter indicates that the developer should also have provided another surety in the amount of \$336,562.50 for Phase I, the \$809,568.75 is for Phase II. Ms. Lafond indicated that she would have to look into if that has been done or if the \$809,568.75 was inclusive of the \$336,562.50 and the letter was written incorrectly.

**Mr. Grillo made a motion to table the release of the reclamation bond until the next meeting. Mr. Porter seconded the motion. A vote was taken; all were in favor, the motion passed.**

## **ADJOURN**

**Mr. Porter moved to adjourn the Hearing. Mr. Rolfe seconded the motion. All were in favor, the motion passed unanimously and the meeting stood adjourned at 7:45 p.m.**

***The next Planning Board meeting will be held on Wednesday, April 5<sup>th</sup>, 2017 at 7:00 p.m. at the Town Hall, 47 Chester Road unless otherwise noted.***