

UNAPPROVED MINUTES
Town of Auburn
Planning Board
PUBLIC HEARING
September 4, 2019

Present: Ron Poltak, Chairman. Steve Grillo, Vice-Chairman. Michael Rolfe & Jeff Porter (7:11pm), Members. Paula Marzloff, Tom Lacroix, Alternate. Keith Leclair, Selectmen's Representative. Minutes recorded by Denise Royce.

Absent: Jess Edwards, Alternate.

Mr. Poltak called the meeting to order at 7:05pm. Mr. Poltak moved on to approval of the August 21st meeting minutes.

MINUTES

Mr. Rolfe moved to approve the minutes for August 21st, 2019, Mr. Leclair seconded the motion. A vote was taken; all were in favor, the motion passed.

GENERAL BUSINESS

Capital Improvement Plan 2020 to 2025 (CIP)

Mr. Poltak began with the approval of the Capital Improvement Plan (CIP) and explained to everyone present what had transpired and stated that, they went through it at the last meeting of which Mr. Tatem was present. Mr. Poltak went on to say that, they did not make final approval on it based on Parks and Recreation had not submitted their numbers yet. Since then, they have brought their number forward and that the CIP is now complete and they have the final CIP before them tonight. Mr. Poltak went through the numbers associated with the CIP from 2020 to 2025 and asked the Board members that, if there were no concerns from the Board that, he would entertain a motion to approve the CIP would be in order.

Mr. Grillo made a motion to approve the CIP for 2020 to 2025. Mr. Rolfe seconded the motion. All were in favor, the motion passed unanimously.

At this time, Mr. Poltak moved on to the Elderly Ordinance discussion.

Discussion on Elderly Ordinance

Mr. Poltak went through a list outlined as follows:

- 55 and over
- 10 acres minimum
- Allowed in every zone existing in our community
- Single units to quads (4 units)
- Every unit limited to 2 bedrooms
- 35-feet height limit
- 2 car garage and off-street parking for each unit for 1 or more
- Roads and sidewalks would be privately owned
- Roads 20 feet, 22 feet or 24 feet of width of pavement (needs discussion)
- Architectural standards with PB approval – color renderings of the units presented to the Planning Board
- Minimum/Maximum square footage (thinking 970-1,512 square feet but suggesting 900-2,000 square feet)
- Landscaping Plan required – Native Species by a CLA (Certified Landscape Architect)
- 50-foot setbacks from pavement requirement and 25-foot no touch zone from the house out to the street; 30-foot side setbacks from structures
- Sprinklers (need to talk to the Fire Department)
- Accessory Structures (i.e. Sheds)
- Buffers – 100 feet required and can be reduced to 50 feet if existing trees are in place (At the discretion of PB dependent on density of growth)
- Require an internal storage area for Vehicles, Boats, Trailers & Motor Home storage area
- Off street mailboxes (center)
- Clubhouse required
- Homeowners Association documents to be reviewed & approved by PB & Town Counsel
- Wetland setbacks – Waivers – 75-feet Level One and 50-feet Level Two

Mr. Poltak commented that, these are the big-ticket items to be discussed and that he hoped to come out of tonight's meeting with a consensus on these or a direction that would frame the new ordinance. Mr. Poltak talked about the sub committee and possibly getting together and get this done by the end of the month and ready for town meeting.

At this time, the Board began by going through each point noted above. The Board needed to discuss further the number for minimum acreage as the Board could not come to a decision with regard to minimum acreage needed for development of elderly housing units. The Board discussed having garages and having carports. A lengthy discussion ensued with regard to the list above.

Mr. Poltak asked Ms. Royce to speak with the Fire Department to see what the requirements would be for width of road for emergency access. Ms. Royce noted the request. It was also suggested that they require each unit be sprinkled no matter if the

units were close together or require the minimum setback already in place in our ordinance.

The Board went over the 50-foot setback from the edge of pavement and thought that maybe it should be closer to the road in this type of development. Also, the Board talked about having a 15-foot no touch zone in the front of each unit which would limit what each unit is able to do within the front setbacks. Mr. Poltak stated that they would take a look at this further as 50-feet may be too much.

The Board moved on to discuss the architectural standards along with the landscaping of each unit. Next was the accessory structures such as shed's in this type of development. It was noted that this would be something that would be handled through the homeowner's association. Basically, all of these things would be self-policed by the association and that the condominium documents would be pre-approved by town counsel and the Planning Board.

Mailbox area shall be governed by the postmaster. Storage area for boats, trailers and Motor Homes will be decided on by the developer along with a potential clubhouse and/or pool would be dependent on the number of units.

In conclusion, Mr. Poltak asked Mr. Porter about the wetland setbacks and that the Board has Conditional Use Permit authority and read a section as follows: *"A conditional use permit may be granted by the Planning Board for the construction of buildings and areas designated as buffer areas to wetlands closer than the standards found in the town article but in no case closer than 25 feet from Hydric B soils (Level Two) or 50 feet from Hydric A soils (Level One)."* Mr. Porter suggested that 75 feet for a Level One and 50 feet for a Level Two and that would keep us in line with the rest of the town and follows in line with state standards.

Mr. Poltak read a section of the Elderly Housing Regulations for the Town of Auburn which can be found in the Zoning Ordinance Regulations, Article 8 which says, ***"The Elderly Housing Regulation is designed to permit an increased residential density, greater than allowed with conventional development in the Rural (R) , Residential One (R1), and Commercial Two (C2) districts. This section is intended to set criterion than assure a project for the elderly will address the needs specific to the residents of the project. These Elderly Housing regulations supersede conflicting regulations as to dimensional requirements, (including but not limited to lot size, frontage requirements, setbacks and buffer zones) etc...."*** Mr. Poltak stated that, basically this ordinance in relation to other ordinances such as wetlands that, the other ordinances are released. This ordinance is specific to Elderly Housing. A brief discussion ensued with regard to this ordinance. Mr. Villeneuve agreed and believed that this type of development is a lot different than a single-family home that will have a swing set or have grass clippings in the buffer. Mr. Poltak also agreed and believed the wetlands in this type of development would be far more protected than in any other development because you have the homeowner's association doing the mowing of the lawns and there aren't going to be any grass clippings dumped in the woods near the wetland.

In Conclusion, Mr. Poltak thanked the Board for their input and indicated that he would be checking with Mr. Tatem with regard to setback of 50-feet and size of development, meaning number of units and storage facilities onsite.

The Board discussed the Growth Ordinance and that developers are able to obtain 7 permits per year and can come back before the Planning Board in September to request more permits if they are available. Mr. Poltak did not believe the Growth Ordinance should apply to this section regarding Elderly Housing and read a portion of the ordinance that says *"The total number of elderly housing units approved under the provisions of this Ordinance shall not exceed ten (10%) percent of the total number of non-elderly housing units then currently existing in the Town."* Mr. Poltak suggested possibly bringing the total to fifteen (15%) percent as opposed to ten (10%) percent. The Board all agreed to leave it at ten (10%) percent.

The Board needed to discuss further the minimum acreage required for the ability to build Elderly Housing and decided to do so at another meeting. With that said, Mr. Poltak asked for a motion to adjourn.

OTHER BUSINESS

None noted.

ADJOURN

Mr. Rolfe moved to adjourn the Hearing. Mr. Porter seconded the motion. All were in favor, the motion passed unanimously and the meeting stood adjourned at 9:25p.m.

The next Planning Board meeting will be held on Wednesday, September 18th, 2019 at 7:00 p.m. at the Town Hall, 47 Chester Road unless otherwise noted.