

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

Present: Ron Poltak, Chairman. Steve Grillo, Vice-Chairman. Michael Rolfe & Jeff Porter, Members. Tom Lacroix & Paula Marzloff, Alternates. Minutes recorded and prepared by Denise Royce.

Absent: Jess Edwards, Alternate. Keith Leclair, Selectmen's Representative.

Mr. Poltak called the meeting to order at 7:06pm. Mr. Poltak pointed out that, there was one thing on the agenda that they were dealing with and that was what we were going to call it, age appropriate, age friendly, 55 and older or senior housing and what would be the finality of this ordinance.

Mr. Poltak moved on to approval of the November 20th meeting minutes.

MINUTES

Mr. Porter moved to approve the minutes for November 20th, 2019 as written. Mr. Grillo seconded the motion. A vote was taken; all were in favor, the motion passed.

GENERAL BUSINESS

Discuss Zoning Ordinance Changes

- **Senior Housing**

Mr. Poltak began by saying that, they sent out a draft of the now called "55 and Older Housing Regulations" after it has been reviewed by town counsel. Mr. Poltak explained that, they took everyone's comments and incorporated them into the text and then they finalized that text and sent it to Steve Bennett, Town Counsel. Attorney Bennett reviewed it all and everyone received the redline copy of the changes made in front of them. Mr. Poltak commented that, the draft that begins with "Purpose" is the old one with the redline copies from Town Counsel and can be put aside as it is history. Mr. Poltak indicated that, he has communicated with Town Counsel to eliminate all the redline areas and that everyone should now have a revised copy which begins with "Authority Statement" is the newest version.

Mr. Poltak went on to say that, there were two (2) major issues that they have to go through tonight and they are as follows:

- 1) Minimum lot size and useable land that will go with the lot size; and,
- 2) What is the number of multi units that the Board will allow to be contiguous to one another?

Mr. Poltak indicated that these two (2) things tie in together. Mr. Poltak directed the Board members to the bottom of page 2 – Project size and the other one relates to the top of Page 3 – Maximum Allowable Attached Units and we continue to say the maximum allowable attached units shall be four (4), with single and duplex units preferred then the rest can be eliminated. Mr. Poltak and the Board discussed whether to have it with the maximum of four (4) or six (6) which was in the second paragraph. Mr. Poltak wanted to point out to the Board members that it states within this ordinance that, *“The Auburn Planning Board, under the authority of this Article, may grant the Applicant relief from the requirements of this article as they deem appropriate and necessary.”*

Mr. Poltak also mentioned the other area in question which was regarding the “Project Size” which says “The minimum size of tract land for a 55 and older housing development shall be ten (10) acres of useable land. Mr. Poltak stated that, the attorney and Mr. Leclair would like to see the ten (10) acres reduced to five (5) or six (6) useable acres. A lengthy discussion ensued with regard to the useable acreage.

Mr. Poltak stated that, he was ready to take a vote on these two (2) issues and the first one was with regard to the Maximum Allowable Attached Units.

Mr. Grillo made a motion to endorse the language on page 3 associated to the Maximum Allowable Attached Units – “The maximum allowable attached units shall be four (4), with single and duplex units preferred”. Mr. Rolfe seconded the motion. A vote was taken; all were in favor with Mr. Porter abstaining, the motion passed.

Mr. Poltak moved on to ask for a vote on the next issue which was regarding “Project Size” – “The minimum tract of land for 55 and older housing development shall be ten (10) acres of land of which they would be crossing out the word “Useable”. Mr. Poltak went on to the second sentence of that paragraph which reads “The minimum amount of useable land shall be five (5) acres. The Board members were okay with this language and moved to a vote.

Mr. Grillo made a motion to endorse the language on page 2, Section 8.07 Regulations and Design Criteria, (2) Project Size – “The minimum size tract of land for 55 and older housing development shall be ten (10) acres of land with a minimum of five (5) acres of useable land”. Mr. Rolfe seconded the motion. A vote was taken; all were in favor, the motion passed.

Mr. Porter wanted to make a comment with regard to item #6 “Wetlands Setbacks” and requested that they include the language of “that the wetland buffer area shall have no

disturbance at all and shall be delineated with placards.” Mr. Poltak indicated that he did not have a problem with that language. Mr. Poltak further added that, the language would be given to Town Counsel for inclusion in the final version of the draft “55 and older housing regulations”. A brief discussion ensued with regard to placards and no disturb buffer which shall include no mowing of any sort.

In conclusion, Mr. Poltak reviewed the final version of item #6 “Wetlands Setbacks” to read; “The wetland setbacks shall be reduced to the following:

- a. Level 1 wetlands =50’
- b. Level 2 & 3 wetlands =25’

“The wetlands noted above shall have No disturbance allowed within any buffer zone and all wetlands shall be delineated with placards.”

With that said, Mr. Poltak asked the Board to make that into a motion.

Mr. Porter made a motion to include the language on page 3, Section 8.07 (6) “Wetland Setbacks” to read “The wetlands noted above shall have No disturbance allowed within any buffer zone and all wetlands shall be delineated with placards”. Mr. Rolfe seconded the motion. A vote was taken; all were in favor, the motion passed.

Mr. Poltak asked the Board members to review and proofread the draft “55 and older housing regulations” to make sure everything is what the Board has been working on for the past 8 months or if something doesn’t read right.

Also, the Board moved on to discuss what they would be calling this ordinance. Mr. Poltak asked the Board for suggestions. The Board discussed possible names such as “55 and Older Housing Regulations” and “Age Appropriate” or “Elderly Housing Regulations”. The Board decided on “55 and Older Housing Regulations”. Mr. Porter liked “Age Appropriate” and Mr. Grillo suggested “Regulatory 321” and Mr. Rolfe, Mrs. Marzloff, Mr. Lacroix and Mr. Poltak liked “55 and Older Housing Regulations”. Therefore, a motion was made.

Mr. Grillo made a motion to vote to replace Article 8 which is now known as “Elderly Housing Regulations” to be replaced by “55 and Older Housing Regulations”. Mr. Rolfe seconded the motion. A vote was taken; all were in favor, the motion passed.

Again, Mr. Poltak asked the Board to proofread the new zoning regulation and to let him know if there are any changes.

OTHER BUSINESS

Mr. Poltak moved on to ask for a motion to adjourn.

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 8:25p.m.

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