

Name of Body: Planning Board
Results for Meeting of: February 14, 2017
Meeting Begins: 7:00 p.m.
Meeting Location: Council Chambers, City Hall

RESULTS

Members Present

Kevin Carr, Chairperson
Linda Boudreau
Adrian Dowling
Taylor Neff
William Laidley
Kathleen Phillips

Staff Present

Tex Haeuser, Planning & Develop. Director
Steve Puleo, Community Planner

Absent

Isaac Misiuk

Pledge of Allegiance

Chairperson Carr opened the meeting at 7:00 p.m. and welcomed all in attendance. He reviewed the meeting's agenda and reminded the audience and Board of policies regarding a Planning Board Meeting and Public Hearings. He read into the record Planning Board Regulation #5, standard condition of approval: This approval is dependent upon and limited to the proposals and plans contained in the application and supporting documents submitted and affirmed to by the applicant. No project, plan or development previously approved by the Planning Board may be altered or modified without securing prior approval of the Planning Board in the form of an amended approval; provided however, that, if at any time it becomes necessary or desirable to make modifications to the project, plan or development, the Planning Director may approve modifications determined by the Planning Director to be de minimis in that they (i) do not amount to a waiver or substantial alteration of any condition or requirement set by the Planning Board; (ii) do not affect any approval standard; (iii) meet all applicable ordinances and laws; (iv) are reviewed and approved by all appropriate City staff and consultants; and (v) do not involve any changes to lot lines. De minimis changes include only the modifications listed in Section 24-27 of the Subdivision Ordinance and Section 27-140 of the Zoning Ordinance.

Item #1. Approval of the January 10, 2017, Planning Board minutes

A. Dowling motioned to approve the January 10, 2017, Planning Board minutes.

L. Boudreau seconded; (6-0) (I. Misiuk absent).

Item #2. Consent Calendar

No items

Item #3. PUBLIC HEARING – Special Exception Accessory Dwelling Unit Request

Dawson-ADU – 1309 Broadway – Keith & Joyce Dawson – FINDINGS

Keith & Joyce Dawson are requesting a Special Exception approval for a proposed Accessory Dwelling Unit (ADU) to be created in their home located at 1309 Broadway. The single-family home is 4,926 SF in area and the proposed ADU is 742 SF in area. The home has an existing

dwelling located above an attached two-car garage. The applicant shows at least four vehicle parking spaces available for vehicles on-site. The property is further identified as Assessor's Map 32, Lot 170A, located within the Residential District A.

Public hearing notices were mailed on February 7, 2017, to 56 property owners within 500 feet of the proposed project and the applicant, and sent via email to the Conservation Commission, Planning Board members, and City Council.

K. Phillips motioned to approve the special exception application of Keith & Joyce Dawson dated January 3, 2017, through February 7, 2017, and drawings dated December 20, 2016, for an Accessory Dwelling Unit located at 1309 Broadway with the following conditions:

Conditions:

- 1. Planning Board Regulation #5, standard condition of approval, as read by the Chair at the opening of the meeting.**
- 2. Prior to issuance of the certificate of occupancy, the applicant shall provide evidence to the Planning and Development Director that the Certificate of Approval for the ADU has been recorded in the Cumberland County Registry of Deeds.**

W. Laidley seconded; (6-0) (I. Misiuk absent).

FINDINGS

L. Boudreau motioned to accept the findings. A. Dowling seconded; (6-0) (I. Misiuk absent).

Item #4. PUBLIC HEARING – Minor Subdivision, Site Plan, and Special Exception – 14 E Street Supportive Housing Project – 14 E Street – SHI SP 2016 House Associates, LLC –

FINDINGS

Specialized Housing, Inc. (SHI) SP 2016 House Associates, LLC is requesting approval for a proposed minor subdivision, site plan, and special exception approval to renovate an existing single-family home and construct a new addition for a "congregate housing individual unit ownership facility" located at 14 E Street. The applicant obtained a zoning text amendment for Section 27-579 to allow the facility's addition. The proposal is to convert the existing structure into two staff apartments and construct a 5,000 SF addition for ten bedroom-style apartments for special needs adults. The application proposes to provide three parking spaces, two for the staff apartments and one for visitor parking. The property is further identified as Assessor's Map 15, Lot 126, located within the Village Residential District (VR).

A public hearing legal notice was published in the Portland Press Herald on February 7, 2017, and public hearing notices were mailed on February 7, 2017, to the 103 South Portland property owners within 500 feet, the applicant, Conservation Commission, Planning Board, and City Council.

A. Dowling motioned to approve the minor subdivision, site plan, and special exception application from Specialized Housing, Inc. (SHI) SP 2016 House Associates, LLC dated December 23, 2016, through February 2, 2017, and drawings dated December 23, 2016, through February 2, 2017, for the 14 E Street Supportive Housing Project located 14 E Street, with the following conditions:

Conditions for Subdivision and Site Plan Approval:

1. Prior to the release of the signed subdivision mylar, the applicant shall pay all outstanding review escrow account fees, post the necessary performance guarantee(s) in such amount(s) as established by the City, post and sedimentation control inspection escrow, and pay all compensation and/or impact fees as determined by the Planning Board.
2. Planning Board Regulation #5, standard condition of approval, as read by the Chair at the opening of the meeting.
3. The property is subject to a Stormwater Management System Maintenance Agreement that runs with the land and is binding upon the property owner and its successors and assigns as their interests may from time to time appear. Prior to the scheduling of a preconstruction meeting, said agreement shall be duly executed and recorded by the applicant at the Cumberland County Registry of Deeds, with a copy of the recorded instrument contemporaneously provided to the Director of Planning and Development.
4. Prior to the issuance of a building permit, the applicant shall provide the Planning and Development Director with satisfactory evidence that one of the first six methods set forth in Section #3(B) of the City's Site Plan application form relating to the applicant's financial capacity is in place.
5. Prior to the issuance of any sign permit, the applicant shall provide the Director of Planning and Development with details of the location, size, and materials, pursuant to Section 27-1561 of the South Portland Code of Ordinances, as may be amended.

T. Neff seconded; (6-0) (I. Misiuk absent).

FINDINGS

W. Laidley motioned to accept the findings. K. Phillips seconded; (6-0) (I. Misiuk absent).

Item #5. Public Comment on Items Not on the Agenda

None

Item #6. Comments from the Planning Board and Director of Planning & Development

K. Carr said there is a mylar to sign.

W. Laidley asked what is happening with Mr. Lunt. His absence has been noted at a few meetings. K. Carr heard he may be having hip surgery.

Item #7. Adjournment

7:50 pm L. Boudreau motioned to adjourn. A. Dowling seconded; (6-0) (I. Misiuk absent).

Please Note: No new agenda items will be begun after 11:00 p.m. If during the course of a Planning Board meeting it becomes apparent that the Board will not reach certain agenda items, the Board may, prior to its 11:00 p.m. cut-off, offer to the proponents of such items the opportunity to have their items tabled immediately to the beginning of the next regularly scheduled meeting. Agenda items remaining after the 11:00 p.m. cut-off time will automatically be tabled to the next regularly scheduled meeting.