

PLANNING BOARD

Tuesday, January 9, 2024 at 4:30 PM
Hybrid Meeting, Room 24 (Basement
Level of City Hall) and Zoom



MEMBERS

Brandon Mazer, Chair
Justin Barker, Vice Chair
Marpheen Chann
Sean Murphy
David Silk
Austin Smith
Maggie Stanley

The Planning Board invites the public to attend the meeting in person or Zoom pursuant to the Remote Meeting Policy adopted by the Planning Board. Prior to the meeting, please check the Agenda Center (<https://portlandme.portal.civicclerk.com>) to view memos and reports which will be posted by the end of the day on the Friday before the Planning Board meeting. To submit written public comment on an agenda item, email planningboard@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Planning Board meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

REMOTE PARTICIPATION

Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/84922156977>

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Webinar ID: 849 2215 6977

International numbers available: <https://portlandmaine-gov.zoom.us/j/84922156977>

AGENDA:

WORKSHOP - 4:30 PM

- i. Major Site Plan and Site Location of Development; 716 Stevens Avenue; University of New England, Applicant. The Planning Board will hold a hybrid workshop to consider a proposal by the University of New England to improve and expand an existing carriage road which connects the University's Portland Campus to its intermodal transportation facility located at 172 Bishop Street. Expansion of the carriage road will permit the Campus Shuttle, as well as students, staff, and faculty to drive, cycle or walk between the University's primary parking facility and campus without using public street facilities, and will reduce university related traffic through Morrill's corner. The subject property totals 28.1 acres, and is located in the R-3 and R-5 Residential Zones. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number PL-002666-2023.

PUBLIC HEARING - 5:30 PM

1. ROLL CALL AND DECLARATION OF QUORUM

2. COMMUNICATION AND REPORTS

3. REPORT OF ATTENDANCE AT THE MEETING HELD ON DECEMBER 12, 2023

Public Hearing

Planning Board Officer Elections: Chann, Mazer, Murphy, Silk, Smith and Stanley present. Barker absent.

477 Congress Street: Chann, Mazer, Murphy, Silk, Smith and Stanley present. Barker absent.

15 Crescent Street: Chann, Mazer, Murphy, Smith and Stanley present. Barker absent, and Silk recused.

66 Eighth Street: Chann, Mazer, Murphy, Smith and Stanley present. Barker and Silk absent.

4. REPORTS OF DECISIONS AT THE MEETING HELD ON DECEMBER 12, 2023

- i. Record of Decision for 19 Willis Street Appeal, Application PL-000807-2019 Mazer motioned, and Stanley seconded a motion to approve the supplemental approval letter as drafted and authorize the Board Chair to sign the letter as drafted. Vote 5-0, Barker absent and Murphy Recused.
- ii. Planning Board Elections Silk motioned, and Murphy seconded a motion to nominate Brandon Mazer as the Planning Board Chair and Justin Barker as the Vice Chair. Vote 6-0, Barker absent.
- iii. Major Site Plan; 477 Congress Street; GreenMars Real Estate Company, Applicant. Stanley motioned, and Murphy seconded a motion to approve the conditional use application for inclusionary zoning. Vote 6-0, Barker absent. Stanley motioned, and Silk seconded a motion to approve the major site plan application. Vote 6-0, Barker absent. Stanley motioned, and Silk seconded a motion to adopt the draft approval letter as drafted as the Planning Board's decision, and authorize the Board Chair to sign the letter as drafted. Vote 6-0, Barker absent.
- iv. Major Site Plan; 15 Crescent Street; Developers Collaborative, Applicant. Stanley motioned, and Murphy seconded a motion to the major site plan application. Vote 5-0, Barker absent, and Silk Recused. Stanley motioned, and Murphy seconded a motion to adopt the draft approval letter as drafted as the Planning Board's decision, and authorize the Board Chair to sign the letter as drafted. Vote 5-0, Barker absent and Silk Recused.
- v. Subdivision; 66 Eighth Street; Laurie Sirois, Applicant. Stanley motioned, and Murphy seconded a motion to waive Ch. 14, Sec. 15.5.4.J, which requires that sidewalk be constructed along all street frontages within a subdivision. Vote 5-0, Barker and Silk absent. Stanley motioned, and Murphy seconded a motion to waive Ch. 14, Sec. 15.5.4.K, which requires that curbing be installed along all street frontages within a subdivision. Vote 5-0, Barker and Silk absent. Stanley motioned, and Murphy seconded a motion to waive Ch. 14, Sec. 15.7.11.H, which requires that overhead utility lines be placed underground within a subdivision. Vote 5-0, Barker and Silk absent. Stanley motioned, and Murphy seconded a motion to approve the subdivision application. Vote 5-0, Barker and Silk absent. Stanley motioned, and Murphy seconded a motion to adopt the draft approval letter as drafted as the Planning Board's decision, and authorize the Board Chair to sign the letter as drafted. Vote 5-0, Barker and Silk absent.

5. NEW BUSINESS

- i. Conditional Use; 1901 Forest Avenue; M and G Auto Repair, Applicant. The Planning Board will hold a hybrid public hearing to consider a conditional use application to operate an

automotive dealership at a 0.75-acre property, located at 1901 Forest Avenue, in the B-2 Community Business zone. The automotive dealership is a conditional use in the B-2 zone, subject to Planning Board review per Ch. 14, Sec. 6.5.6.A. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number CU-002683-2023.

- ii. Major Site Plan and Conditional Use; 19 West Street; Carleton West, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a proposal to redevelop an 8,360 square foot medical office building as a five-unit residential building, and construct two separate duplex structures on a 0.86-acre property addressed at 19 West Street, with frontage on Carleton Street. The project also involves the construction of 18 new parking spaces, and would further retain 23 existing parking spaces for use by neighborhood residents. The property is zoned R-6 residential, and is also located within the West End Historic District. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number PL-002614-2023 and CU-002693-2023.