

PLANNING BOARD

Tuesday, September 10, 2024 at 4:30 PM
Room 24 (Basement Level of City Hall)
and Zoom



MEMBERS

Brandon Mazer, Vice 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://www.portlandmaine.gov/602/Agendas-Minutes> 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

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AGENDA:

PUBLIC HEARING - 4:30 PM

1. **ROLL CALL AND DECLARATION OF QUORUM**
2. **COMMUNICATION AND REPORTS**
3. **REPORT OF ATTENDANCE AT THE MEETING HELD ON AUGUST 13, 2024**
4. **REPORTS OF DECISIONS AT THE MEETING HELD ON AUGUST 13, 2024**
5. **NEW BUSINESS**
 - i. Impact Fee Modification; 75 Northport Drive; Northport Investments, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a request by Northport Investments, LLC to modify the applied transportation impact fee assessed for NXGen Fitness Center, a new 28,000 square foot gym, formerly in use as office space, that is in the process of being permitted at 75 Northport Drive. This modification is being requested under the substantially reduced demand criteria listed within the City of Portland Impact Fee Ordinance (Ch. 14, Article 16). Information regarding this request will be made available on the [City of Portland Agenda Center](#).
 - ii. Major Site Plan and Conditional Use; 482 Congress Street; Center Congress, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a proposal for a change of use at 482 Congress Street, from commercial/office use to 39 residential units, including 10 workforce units. The subject property totals 24,156 square feet, is zoned B-3 Downtown Business, and is located within the Congress Street 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-002949-2024.
 - iii. Major Site Plan; 985 Forest Avenue; AMK Investments, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a proposal to legalize 18 existing residential units, located within an existing series of connected buildings located at 985 Forest Avenue. The subject property totals 1.38 acres, and is zoned B-2 Community Business. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number PL-002918-2024.
 - iv. Conditional Use; 245 Commercial Street; 245 Commercial, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a conditional use application for hotel inclusionary zoning, submitted to facilitate a change of use at the property at 245 Commercial Street, from office use to a 50-room hotel. The subject is located within the B-3 Downtown Business zone, and is located within the Old Port 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 CU-002976-2024.