

PLANNING BOARD

Tuesday, November 12, 2024 at 4:30 PM
Room 24 (Ground 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://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

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 next meeting.

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Webinar ID: 815 2557 8980

International numbers available: <https://portlandmaine-gov.zoom.us/j/81525578980>

AGENDA:

WORKSHOP - 4:30 PM

- i. Institutional Overlay Zone; 716 Stevens Avenue; University of New England, Applicant. The Planning Board will hold a hybrid workshop to consider a new institutional overlay zone and zoning map amendment for the University of New England's Portland Campus. The subject property totals approximately 75 acres, and is located within the R-3 and R-5 Residential zones, the I-L and I-H Industrial zones, and the B-2 Community Business zone. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number ZN-003059-2024.
- ii. Major Site Plan and Conditional Use; 197 Oxford Street; Reveler Development and Avesta Housing Corporation d/b/a Avesta Oxford Street, LP, Co-Applicants. The Planning Board will hold a hybrid workshop to consider a three-phased major site plan, which would involve the construction of an affordable housing development at 197 Oxford Street with 48 affordable and "housing first" residential units, a 24-unit market rate housing project at 50 Cedar Street, and a 24-unit market rate housing project at 158 Lancaster Street. The subject properties are located in the R-6 Residential Neighborhood, and together, total approximately 1.58 acres across a two-block area in the Bayside Neighborhood. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number PL-002885-2024 and CU-002904-2024.

PUBLIC HEARING - 7:00 PM

1. COMMUNICATION ITEM

- i. Monthly Communication - October 2024

2. REPORT OF ATTENDANCE AT THE MEETING HELD ON 10/22/2024.

Workshop

1 Hope Ave: Barker, Chann, Silk, Smith, and Stanley present. Murphy recused, Mazer absent.

Public Hearing

MSHA Letter: Barker, Chann, Murphy, Silk, Smith, and Stanley present. Mazer absent.

400 Commercial Street: Barker, Chann, Murphy, Silk, Smith, and Stanley present. Mazer absent.

2 Riverton Park: Chann, Murphy, Silk, Smith, and Stanley present. Barker recused, Mazer absent.

3. REPORTS OF DECISIONS AT THE MEETING HELD ON 10/22/2024.

- i. Letter to Maine State Housing. Silk motioned, and Stanley seconded a motion to have the Planning Board Chair sign the letter drafted by staff and amended by the Board, and sent to the Maine State Housing Authority, requesting reconsideration of their funding stipulation for 165 Lambert Street/622 Auburn Street, requiring a parking ratio of 0.75 spaces per unit. Vote 6-0 (Mazer absent).
- ii. Major Site Plan; 400 Commercial Street; 400 Commercial Street, LLC, Applicant. Stanley motioned, and Silk seconded a motion to waive Technical Manual Sec. 1.10.3 to reduce the minimum driveway aisle width to 22 feet. Vote 6-0, Mazer absent. Stanley motioned, and Silk seconded a motion to waive Site Plan Standard Sec. 14.6.2.C requires site and parking lot landscaping. Vote 6-0, Mazer absent. Stanley motioned, and Silk seconded a motion to approve the major site plan application. Vote 6-0, Mazer absent. Stanley motioned, and Silk seconded a motion to adopt the draft approval letter as amended as the Planning Board's

decision, and to authorize the Board Chair to sign the approval letter as drafted and amended. Vote 6-0, Mazer absent.

- iii. Major Site Plan Amendment; 2 Riverton Drive; Portland Housing Authority, Applicant. Chann motioned and Murphy seconded a motion to waive Technical Manual Sec. 1.14 to allow for the provision of no EV-ready off-street parking. Vote 5-0, Barker recused, Mazer absent. Chann motioned, and Murphy seconded a motion to approve the major site plan amendment. Vote 5-0, Barker recused, Mazer absent. Chann motioned, and Murphy seconded a motion to adopt the draft approval letter as amended as the Planning Board's decision, and to authorize the Board Chair to sign the approval letter as drafted and amended. Vote 5-0, Barker recused, Mazer absent

4. NEW BUSINESS

- i. Remand of Level III Site Plan and Subdivision; 19 Willis Street/33 Montreal Street; 37 Montreal, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider reopening application PL-000807-2019 in order to make additional findings of fact pursuant to orders from the Maine Supreme Judicial Court and Maine Superior Court related to height, setback, and design review requirements in connection with the approved application for a four-story, 12-unit residential building at 19 Willis Street. The development site is located within an R-6 zone. The application associated with the remand order, PL-000807-2019, was originally approved by the Planning Board at its December 14, 2021 meeting. No public comment will be taken for this item.
- ii. Conditional Use; 465 Congress Street; Monument Hotel, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a hotel inclusionary zoning application to facilitate the redevelopment of the former office building at 465 Congress Street into a 92-room hotel with restaurant and bar. The subject property totals 19,477 square feet and is located in the B-3 Downtown Business zone, and 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 CU-003095-2024.
- iii. Major Site Plan and Conditional Use; 100 W Commercial Street; New Yard, LLC, Applicant. The Planning Board will hold a hybrid public hearing to consider a proposal to construct a new 45,000 square foot vessel storage and maintenance building (Building H) within the Portland Yacht Services property. The subject property totals 17.77 acres, is zoned Waterfront Port Development Zone (WPDZ), and is within the shoreland zone. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number PL-003033-2024 and CU-003037-2024.