

## PLANNING BOARD

Tuesday, January 13, 2026 at 4:30 PM  
Room 24 (Basement of City Hall) and  
Zoom



## MEMBERS

Joseph Zamboni, Chair  
Kelsey Robertson, Vice Chair  
Michael Joseph Fox  
Brandon Mazer  
Nicholas Messina  
David Silk  
Austin Smith

The Planning Board will conduct this meeting in a hybrid format via Zoom pursuant to the Remote Meeting Policy adopted by the Planning Board. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the Agenda Center following the meeting. For more information on how to use zoom, please go here: <https://content.civicplus.com/api/assets/18148b5d-f26e-472f-8d2c-245db97e5c27>. For public comment via Zoom, you will need to use the “raise your hand” feature. To raise your hand via the telephone, please hit \*9. You will be un-muted by the host when it is time for public comment. Please note that the placement of items on this agenda are subject to change – please check the agenda center prior to the meeting for the item start time.

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## PUBLIC COMMENT INFORMATION:

To submit written public comment on an agenda item, email [planningboard@portlandmaine.gov](mailto: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).

## **AGENDA:**

### **PUBLIC HEARING - 4:30 PM**

#### **1. ROLL CALL AND DECLARATION OF QUORUM**

#### **2. COMMUNICATION AND REPORTS**

2025 Planning Board Yearly Accomplishments

#### **3. REPORT OF ATTENDANCE AT THE MEETING HELD ON DECEMBER 9, 2025**

##### Public Hearing

45 Union Street: Mazer, Messina, Robertson and Silk present. Smith recused. Fox and Zamboni absent.

#### **4. REPORTS OF DECISIONS AT THE MEETING HELD ON DECEMBER 9, 2025**

- i. Major Site Plan and Traffic Movement Permit; 45 Union Street; Kowtower, LLC., Applicant. Silk motioned and Robertson seconded a motion to approve the major site plan application. Vote 4-0 (Smith recused, Fox and Zamboni absent). Silk motioned and Robertson seconded a motion to approve the traffic movement permit. Vote 4-0 (Smith recused; Fox and Zamboni absent). Silk motioned and Robertson seconded a motion to adopt the staff report and draft the approval letter as the Planning Board's decision, and to authorize the board chair to sign the approval letter as drafted. Vote 4-0 (Smith recused; Fox and Zamboni absent).

#### **5. NEW BUSINESS**

- i. Subdivision; 138 Auburn Street; DBA First Lutheran Church, Applicant. The Planning Board will hold a hybrid public hearing to consider a subdivision application to create three new lots in the Residential Neighborhood RN-1 zone. Two new lots would have frontages along Washington Avenue with the remaining land for the existing Lutheran Church would continue to have frontage on Auburn Street. A project and plan summary are available for viewing on the city's CSS Portal (<https://css.portlandmaine.gov/>) by referencing Plan Number PL-003437-2025.