

2017

Westbrook Maine Selected Planning Board Reports

Edward Reidman

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City of Westbrook
WESTBROOK PLANNING BOARD
EDWARD REIDMAN, CHAIRMAN

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WESTBROOK PLANNING BOARD
CHAIRMAN'S REPORT 2013

During 2013 the Planning Board conducted a review and approval or recommendation to the City Council of (6) Sketch Plans, (3) Site Plans, (1) Site Plan Amendment, (1) Extension of a Site Plan approval, (3) Subdivisions, (1) Subdivision Amendment, (4) Special Exceptions, (13) Public Hearings, (2) Village Review approval, (3) Comprehensive Plan Amendments/Updates, (1) Rezoning Request, (6) Land Use Ordinance Amendments, (1) Amendment to a Condition of Approval, (1) Contract Zone, and (1) Extension of a Non-Conforming Use in the Shoreland Zone.

Below is a list of activities of the Planning Board during 2013:

Public Hearings

Public Hearing - Contract Zone – Section 319 Contract Zone 9 - Gateway West – The City of Westbrook on behalf of Storage Realty Corporation and as owner of Saco Street for a Contract Zone that would enable a drive-thru bank as a use permitted as of right and use of a portion of Saco Street in exchange for the demolition of a dilapidated building, commonly known as “Maine Rubber”, and land necessary to construct an additional west-bound lane on William Clarke Drive. The subject property consists of approximately 1.5 acres and is generally located at 942 Main Street. Tax Map: 32, Lots: 46 and a portion of Lot 47 and Saco Street, Zone: City Center District. 02/05/2013

Public Hearing - Land Use Ordinance Amendments – Section 409 County Road Commercial Overlay Zone - To enable convenience retail/commercial uses to serve the industrial and manufacturing park surrounding County Road. Such uses would require Site Plan approval and conformance with performance standards established for the Overlay Zone. 02/05/2013

Public Hearing - Subdivision Plan – Knight's Garden Estate – Methodist Road – Sebago Technics on behalf of DWN Asset Management for review of a 4-lot cluster residential subdivision on 4 acres with the remaining 19 acres of land preserved as public open space. Tax Map: 17, Lot 23, Zone: Rural District. 05/07/2013

Public Hearing - Land Use Ordinance Amendments – Section 306 Rural District – Tina and Erik Richardson have applied for a text change to the Land Use Ordinances to enable the Private Recreation Facility use as a Special Exception in the Rural District. Such facilities would require Special Exception approval by the Planning Board. 05/21/2013

Public Hearing - Land Use Ordinance Amendments – Section 201 Definitions – Clarify the definition of Accessory Use to establish parameters for yard sales. 05/21/2013

Public Hearing - Subdivision and Site Plan – 59 Falmouth Street – Terradyn Consultants, LLC on behalf of EC Builders, LLC for review of 2 duplex condominium buildings (4 units) on 0.67 acres. Tax Map: 43, Lot 86B, Zone: Rural District. 06/04/2013

Public Hearing - Subdivision and Site Plan – 18 Haskell Street – Sebago Technics on behalf of Michael Foley for review of a 3-unit multifamily residential building located on an approximately 0.19 acre lot. Tax Map: 40, Lot 207, Zone: City Center District. 06/04/2013

Public Hearing - Land Use Ordinance Amendments – Section 309 Gateway Commercial District and Section 310 Industrial Park District – This is a text change to the Land Use Ordinances to enable the Education Facility use as a Permitted Use in the Gateway Commercial District and the Industrial Park District. 06/04/2013

Public Hearing - Land Use Ordinance Amendments – Section 303 Residential Growth Area 2 District – This is a proposal by Mr. Carl Packer and Dr. Michael Batt of 50 Park Road for a text change to the Land Use Ordinances to enable the Business Office 2 use as a Special Exception use in the RGA-2 District. This zoning district generally runs along south Saco Street, north Bridge Street, East Bridge Street, Pride Street, Brook Street [and their side streets] and south Bridgton Road. 07/16/2013

Public Hearing - Land Use Ordinance Amendment – Section 201 Definitions – Clarify the definition of Accessory Use and define Yard Sale in order to establish parameters for yard sales. 09/03/2013

Public Hearing - Comprehensive Plan Amendment – 2012 City of Westbrook Comprehensive Plan – In compliance with the Maine Growth Management Act, the City has updated its Comprehensive Plan. The City Council adopted the 2012 Comprehensive Plan and the State of Maine conducted its review and found that the plan was incomplete. The subject amendments address those comments from the State that are consistent with the vision for the City of Westbrook. The subject amendments have been found sufficient by the State of Maine and the 2012 City of Westbrook Comprehensive Plan has been found complete and consistent with the Maine Growth Management Act. 09/17/2013

Public Hearing - Site Plan & Subdivision – Harrisburg Avenue Duplex Project – 110 Harrisburg Avenue – Terradyn Consultants, LLC on behalf of Harrisburg Development, LLC for construction of seven (7) duplex buildings for a total of fourteen (14) rental homes on approximately 2 acres. The project would be located on Tax Map: 7, Lot: 10. Zone: Residential Growth Area 1. 09/17/2013

Public Hearing - Land Use Ordinance Amendment – Section 309 Gateway Commercial District – Establish Bank Class 1 (drive through) and Restaurant Class 1 (drive through) as Special Exception uses and Bank Class 2 (without drive through) as a permitted use in the Gateway Commercial District. 12/03/2013

Development Plans

Extension of Site Plan Approval – 10 Speirs Street – Legacy Publishing - Construction of a parking lot with screening on property located at 10 Speirs Street. Tax Map: 33, Lot: 196, Zone: City Center, Village Review Overlay Zone and General Development Shoreland Zone. 01/08/2013

Contract Zone – Section 319 Contract Zone 9 - Gateway West – The City of Westbrook on behalf of Storage Realty Corporation and as owner of Saco Street for a Contract Zone that would enable a drive-thru bank as a use permitted as of right and use of a portion of Saco Street in exchange for the demolition of a dilapidated building, commonly known as “Maine Rubber”, and land necessary to construct an additional west-bound lane on William Clarke Drive. The subject property consists of approximately 1.5 acres and is generally located at 942 Main Street. Tax Map: 32, Lots: 46 and a portion of Lot 47 and Saco Street, Zone: City Center District. 01/08/2013 & 02/05/2013

Subdivision Plan – Knight’s Garden Estate – Methodist Road – Sebago Technics on behalf of DWN Asset Management for review of a 4-lot cluster residential subdivision on 4 acres with the remaining 19 acres of land preserved as public open space. Tax Map: 17, Lot 23, Zone: Rural District. 03/19/2013 & 04/02/2013 & 05/07/2013

Sketch Plan – Site Plan Broadway Gardens 302 – 610 Bridgton Road – Sebago Technics on behalf of Broadway Gardens, Inc., for review of a new retail and commercial greenhouse facility on the former Storey’s Greenhouse site to include a 2-story 960 square foot building, two new greenhouses and site improvements to facilitate visitor parking and circulation. The site consists of approximately 0.83 acres and is located on Tax Map: 18, Lot 3A, Zone: Prides Corner Smart Growth Area. 03/19/2013 & 04/02/2013 & 07/16/2013

Sketch Plan – Site Plan Compressed Natural Gas Filling Station – 594 County Road – St. Germain Collins on behalf of American Natural Gas and Pine Tree Waste, Inc. for the construction of a compressed natural gas filling station that will be open to the public. The facility will be located on its own lot on the frontage of the Pine Tree Waste property. This project will take advantage of the just adopted County Road Commercial Overlay Zone. 04/02/2013 & 08/06/2013

Special Exception - Day Care Center – 15 Doyle Street – Rebecca Palmer for a 10-child day care center on approximately 0.20 acres. Tax Map: 33, Lot 87, Zone: RGA-1. 05/07/2013

Land Use Ordinance Amendments – Section 306 Rural District – Tina and Erik Richardson have applied for a text change to the Land Use Ordinances to enable the Private Recreation Facility use as a Special Exception in the Rural District. Such facilities would require Special Exception approval by the Planning Board. 05/07/2013 & 05/21/2013

Subdivision and Site Plan – 59 Falmouth Street – Terradyn Consultants, LLC on behalf of EC Builders, LLC for review of 2 duplex condominium buildings (4 units) on 0.67 acres. Tax Map: 43, Lot 86B, Zone: Rural District. 05/07/2013 & 06/04/2013

Subdivision and Site Plan – 18 Haskell Street – Sebago Technics on behalf of Michael Foley for review of a 3-unit multifamily residential building located on an approximately 0.19 acre lot. Tax Map: 40, Lot 207, Zone: City Center District. 05/21/2013 & 06/04/2013

Land Use Ordinance Amendments – Section 303 Residential Growth Area 2 District – This is a proposal by Mr. Carl Packer and Dr. Michael Batt of 50 Park Road for a text change to the Land Use Ordinances to enable the Business Office 2 use as a Special Exception use in the RGA-2 District. This zoning district generally runs along south Saco Street, north Bridge Street, East Bridge Street, Pride Street, Brook Street [and their side streets] and south Bridgton Road. 06/04/2013 & 07/16/2013

Sketch Plan – Site Plan – Village Review Overlay Heart of Downtown Streetscape Improvements – City of Westbrook for improvements in the public way in the area of Bridge and Main Streets. This public project will be constructed in conjunction with the Maine DOT project to rebuild the Bridge Street bridge and a separated pedestrian bridge. The project would include portions of land generally located on Tax Map: 32, Lot: 114 and the right of way of Bridge Street and Main Street. Zone: City Center District, General Development Shoreland Zone, Village Review Overlay Zone, Downtown Housing Overlay District. 06/04/2013 & 08/06/2013

Village Review – Demolition of a Building at 942 Main Street - The City of Westbrook on behalf of Storage Realty Corporation for the demolition of the “Maine Rubber” building. Planning Board approval is required for the demolition of buildings in the Village Review Overlay Zone. Approval of the proposed demolition would enable the construction of a new building on the property. The subject building is located at 942 Main Street. Tax Map: 32, Lot: 46, Zone: Gateway West Contract Zone, Village Review Overlay Zone and Downtown Housing Overlay Zone. 06/04/2013

Subdivision Amendment – Knight’s Garden Estate – Methodist Road – DWN Asset Management for a change to a Condition of Approval. This would change Condition 5 to require the developer to build the site improvements, such as the private roadway, before building permits are issued. No changes are proposed to the subdivision plan for the property. Tax Map: 17, Lot 23, Zone: Rural District. 07/16/2013

Special Exception – Church – 36 Patrick Drive – The International Christian Fellowship for a Special Exception for a Church to be located in an existing building located at 36 Patrick Drive. Tax Map: 42B, Lot: 4D, Zone: Gateway Commercial District. 07/16/2013

Site Plan Amendment - SIGCO – 48 Spiller Drive - An approximately 50,000 square foot building addition to the rear of an 86,000 square feet building and expansion of an existing parking lot on approximately 7.17 acres. The property is located at Tax Map: 4, Lot: 306. Zone: Manufacturing Zoning District. 09/03/2013

Sketch Plan – Site Plan – Subdivision Harrisburg Avenue Duplex Project – 110 Harrisburg Avenue – Terradyn Consultants, LLC on behalf of Harrisburg Development, LLC for construction of seven (7) duplex buildings for a total of fourteen (14) rental homes on approximately 2 acres. The project would be located on Tax Map: 7, Lot: 10. Zone: Residential Growth Area 1. 09/03/2013 & 09/17/2013

Sketch Plan – Subdivision - Elmwood Avenue Subdivision – 81 Elmwood Avenue – Sebago Technics on behalf of Flaherty Real Estate for a 9-lot single-family detached residential subdivision on approximately 7.78 acres. The project would be located on Tax Map 18, Lot 44. Zone: Residential Growth Area 3 and 2 (mostly). 09/03/2013 & 11/12/2013 & 12/03/2013

Amended Condition of Approval – American Natural Gas – County Road – Amendment to the condition of approval that requires the Performance Guarantee to be submitted prior to signature of the mylar. The change would be to enable the mylar to be signed before the Performance Guarantee is provided but not before the first permit is issued for the project. 11/12/2013

Site Plan and Special Exception – Fitzgerald Woods Condominiums – Ethel Avenue - Sebago Technics, on behalf of Empire Development, LLC, for the addition of three (3) condominium units

(one building) to an existing condominium development. The units were approved in 2005 but never built. Tax Map: 43, Lot: 45, Zone: RGA1. 11/12/2013

Special Exception – Home Day Care Provider – 208 Halidon Road – Susan Quinlan for a 6-child home day care facility on approximately 0.25 acres. Tax Map: 49, Lot 10, Zone: RGA-2. 11/12/2013

Extension of a Non-Conforming Use – 925 Main Street – Beth Bernard on behalf of Gunjan Patel for the re-establishment of a gas station on the property formerly known as LeClerc's. The Planning Board may issue an extension to allow the continuance of a non-conforming use within 2 years of its discontinuance as a legal non-conforming use. Specifically, the Shoreland Zoning provisions allow for an additional year to re-establish a non-conforming use. 11/12/2013 & 12/03/2013

Sketch Plan – Willow Drive Subdivision – Terradyn Consultants, LLC on behalf of Robie Builders, LLC for construction of six (6) single-family house lots on the south side of an approximately 800 foot dead-end roadway that would be built to City standards. There are three single-family homes on the northern side of the existing, unimproved, Willow Drive. The new development would utilize the cluster provisions of the Land Use Ordinance. The total acreage of the property is 7.41 acres and 3.79 acres would be preserved as open space. The project would be located on Tax Map: 21, Lots: 26 and 27B. Zone: RGA-3. 11/12/2013

Rezoning and Comprehensive Plan Amendment – Map 9, Lots 3A and 30 and a portion of DOT right-of-way – Kimco Realty, J.B. Brown & Sons and City of Westbrook to rezone and amend the Comprehensive Plan Future Land Use Map and text on the subject property, which includes but is not limited to a portion of the 500 Westbrook LLC Contract Zone (commonly known as "Stroudwater Place"), to the Gateway Commercial District (45 +/- acres along the Westbrook Arterial) and Residential Growth Area 2 District (15 +/- acres along Stroudwater Street). 12/03/2013

Long Range Planning

Comprehensive Plan Amendment – 2012 City of Westbrook Comprehensive Plan – In compliance with the Maine Growth Management Act, the City has updated its Comprehensive Plan. The City Council adopted the 2012 Comprehensive Plan and the State of Maine conducted its review and found that the plan was incomplete. The subject amendments address those comments from the State that are consistent with the vision for the City of Westbrook. The subject amendments have been found sufficient by the State of Maine and the 2012 City of Westbrook Comprehensive Plan has been found complete and consistent with the Maine Growth Management Act. 08/06/2013

Comprehensive Plan Amendment – 2012 City of Westbrook Comprehensive Plan – In compliance with the Maine Growth Management Act, the City has updated its Comprehensive Plan. The City Council adopted the 2012 Comprehensive Plan and the State of Maine conducted its review and found that the plan was incomplete. The subject amendments address those comments from the State that are consistent with the vision for the City of Westbrook. The subject amendments have been found sufficient by the State of Maine and the 2012 City of Westbrook Comprehensive Plan has been found complete and consistent with the Maine Growth Management Act. 09/17/2013

City Initiated Zoning Amendments

Land Use Ordinance Amendments – Section 409 County Road Commercial Overlay Zone - To enable convenience retail/commercial uses to serve the industrial and manufacturing park surrounding County Road. Such uses would require Site Plan approval and conformance with performance standards established for the Overlay Zone. 01/08/2013 & 02/05/2013

Land Use Ordinance Amendment – Section 201 Definitions – Clarify the definition of Accessory Use to establish parameters for yard sales. 05/07/2013 & 05/21/2013 & 08/06/2013 & 09/03/2013

Land Use Ordinance Amendments – Section 309 Gateway Commercial District and Section 310 Industrial Park District – This is a text change to the Land Use Ordinances to enable the Education Facility use as a Permitted Use in the Gateway Commercial District and the Industrial Park District. 05/21/2013 & 06/04/2013

Land Use Ordinance Amendment – Section 309 Gateway Commercial District – Establish Bank Class 1 (drive through) and Restaurant Class 1 (drive through) as Special Exception uses and Bank Class 2 (without drive through) as a permitted use in the Gateway Commercial District. 11/12/2013 & 12/03/2013

Sincerely,

A handwritten signature in black ink that reads "Edward Reidman" followed by a horizontal flourish line.

Edward Reidman,
Westbrook Planning Board

Cc: Mayor Colleen Hilton
Members of the City Council
Jerre Bryant, City Administrator
Planning Department



City of Westbrook

WESTBROOK PLANNING BOARD

EDWARD REIDMAN, CHAIRMAN

WESTBROOK PLANNING BOARD

CHAIRMAN'S REPORT 2014

During 2014 the Planning Board conducted the review and approval or recommendation to the City Council of (13) Public Hearings, (5) Sketch Plans, (2) Site Plans, (4) Site Plan Amendments, (2) Extensions of Site Plan approvals, (1) Subdivision, (2) Subdivision Amendments, (3) Special Exceptions, (4) Site Walks, (2) Village Review approvals, (2) Requests for Comprehensive Plan Amendments, (2) Contract Zone Amendments (1) Rezoning Request, (1) Paper Street Review, (1) Extension of a Non-Conforming Use in Shoreland Zone, (1) Joint Review - Subdivision in Gorham, (7) Land Use Ordinance Amendment recommendations.

Below is a list of activities of the Planning Board during 2014:

Public Hearings

1. **Public Hearing - Rezoning and Comprehensive Plan Amendment – Map 9, Lots 3A and 30 and a portion of DOT right-of-way** – Westbrook 1702, Inc., J.B. Brown & Sons and City of Westbrook to rezone and amend the Comprehensive Plan Future Land Use Map and text on the subject property, which includes but is not limited to a portion of the 500 Westbrook LLC Contract Zone (commonly known as “Stroudwater Place”), to the Gateway Commercial Zoning District (49 +/- acres along the Westbrook Arterial) and Gateway Mixed Use Land Use Designation and Residential Growth Area 2 District (15 +/- acres along Stroudwater Street). **01/07/2014**
2. **Public Hearing - Subdivision Amendment – Presumpscot Estates** – Sebago Technics, on behalf of Stillwater, LLC, for removal of the requirement for community facilities from the approved subdivision plan for a 39 condominium unit subdivision on an approximately 56-acre parcel generally located at 536 Cumberland Street. Tax Map: 10, Lots: 5, 6 and 10, Zone: Rural District and Resource Protection. **02/04/2014 & 04-01-2014**
3. **Public Hearing – Staff Initiated Land Use Ordinance Amendments – Sections 201, 202, 301, 306, 309 – 311 and 405 – Telecommunication Facilities and Towers and Section 404 Sign Regulations – Manufacturing Zoning District** - The subject amendments are put forward by staff and represent a complete overhaul of our telecommunications provisions in order to meet the modern day needs of the general public and municipal officials. There is also a proposal to address signage in the Manufacturing Zoning District. Signage was not addressed when this district was established. Signage provisions would mirror those for the previous and surrounding Industrial Park District. **02/04/2014**
4. **Public Hearing - Contract Zone Amendment – Millbrook Estates** – St Germain Collins, on behalf of Westbrook Housing Authority for an amendment to the Millbrook Estates Contract Zone to allow the following primary changes: (1) a change the type of units approved (but unbuilt) from 50 affordable Congregate Care units for the elderly to up to 40 independent living units for the elderly, (2) to allow a 4-story building wing instead of the 3-story approved but unbuilt wing, (3) to create a new parcel for the new wing, and (4) establish an appropriate mechanism to pay for public services necessitated by the new

residents. The property consists of approximately 100-acres located at 300 East Bridge Street. Tax Map 12, Lot 10, Zone: Millbrook Estates Contract Zone and Resource Protection Shoreland Zone. 04/15/2014

5. **Public Hearing - Citizen Petition – Contract Zoning Amendment and Comprehensive Plan Amendment – 59 acres lot on Tax Map: 9, Lot: 3A.** The Westbrook Planning Board is reviewing a suggested Contract Zoning Amendment and Comprehensive Plan Amendment for a mixed-use commercial project on an approximately 59 acre lot located on Tax Map: 9, Lot: 3A. Zone: Gateway Commercial (44+/- ac.) and Residential Growth Area 2 (15 ac.) districts. These amendments are proposed by a citizen petition submitted to the city after the City Council rezoned this parcel to GC and RGA-2 on February 10, 2014. 05/06/2014
6. **Public Hearing – Staff Initiated Land Use Ordinance Amendments – Sections 201 and 309 – Definitions and Gateway Commercial District.** The subject amendments are put forward by staff in order to allow automobile dealerships as permitted uses. Automobile dealerships that were in existence in 2004 have been operating as legal non-conforming uses since that time. Staff acknowledges the recent level of investment at some of the dealerships and would like to see continued investment to improve the appearance of the Gateway Commercial District. 05/20/2014
7. **Public Hearing - Site Plan Amendment – Animal Refuge League of Greater Portland (ARLGP) – 449 Stroudwater Street –** Sebago Technics on behalf of the ARLGP for construction of an approximately 25,000 sqf. building, parking and associated site improvements to include overflow parking for the adjacent Westbrook Middle School and Performing Arts Center. The proposed building and site improvements would be located on Tax Map 9, Lot 20. Zone: Rural. 07/01/2014
8. **Public Hearing - Land Use Ordinance and Zoning Map Amendments – Sections 201 and 410 – Definitions and Gateway Commercial District Automobile Dealership Overlay Zone.** This is a referral by the City Council to establish an overlay zone in the Gateway Commercial District to allow automobile dealerships where they currently exist in the district. The use dominates the land area in this district and there is continued investment in the dealerships. 07/01/2014 – Continued 09-02-2014
9. **Public Hearing - Site Plan and Subdivision Amendment – Millbrook Estates –** St Germain Collins on behalf of Westbrook Housing Authority for an amendment to the Millbrook Estates project to construct a 4-story building to connect to the existing building. The proposed building would consist of 38 one-bedroom independent senior housing units. The property consists of a 3-story building on 100-acres located at 300 East Bridge Street. Tax Map 12, Lot 10, Zone: Millbrook Estates Contract Zone and Resource Protection Shoreland Zone. 07/15/2014
10. **Public Hearing - Site Plan & Subdivision - 375 Prides Street, LLC – Former Prides Corner School –** Sebago Technics on behalf of 375 Pride Street, LLC for construction of approximately 46 condominium units within 23 duplex buildings on an approximately 12 acre parcel. The property is located on Tax Map 58, Lot 26. Zone: RGA-2 and Highway Services. 09/16/2014
11. **Public Hearing Staff Initiated Bulk Land Use Ordinance Amendments –** Chapter II General Provisions, Chapter III Zoning Districts, Chapter V Subdivision & Site Plan Review, Chapter VII Zoning Board of Appeals. 10/07/2014
12. **Public Hearing - Land Use Ordinance Amendments – Sections 201 and 202 – Definitions and General Provisions.** This is a referral from the City Council to amend the definition of Automobile Dealership and to allow Automobile Dealerships in the Gateway Commercial District north of the Westbrook Arterial. The Automobile Dealership use is allowed as a permitted use in the Gateway Commercial District. 12/02/2014

13. **Public Hearing - Land Use Ordinance Amendments – Sections 201, 202 and 310 – Definitions, General Provisions and Industrial Park District.** This is a referral from the City Council to establish a definition for Bottle Clubs, parameters for where they should be allowed and restrictions on their hours of operation and proximity to places of assembly and residences. **12/02/2014**

Development Plans

1. **Rezoning and Comprehensive Plan Amendment – Map 9, Lots 3A and 30 and a portion of DOT right-of-way – Westbrook 1702, Inc., J.B. Brown & Sons and City of Westbrook** to rezone and amend the Comprehensive Plan Future Land Use Map and text on the subject property, which includes but is not limited to a portion of the 500 Westbrook LLC Contract Zone (commonly known as “Stroudwater Place”), to the Gateway Commercial District (49 +/- acres along the Westbrook Arterial) and Gateway Mixed Use Land Use Designation and Residential Growth Area 2 District (15 +/-acres along Stroudwater Street). **01/07/2014 & 01-21-2014**
2. **Subdivision - Willow Drive – Terradyn Consultants, LLC on behalf of Robie Builders, LLC** for construction of six (6) single-family house lots on the south side of an approximately 800 foot dead-end roadway that would be built to City standards. There are four (4) single-family homes on the northern side of Willow Drive. The total acreage of the property is 7.41 acres and of that, 2.79 acres would be preserved as open space and a 50 foot wide easement would be granted to the City for a future public street connection from Bridgton Road to Duck Pond Road. Tax Map: 21, Lots: 26 and 27B. Zone: RGA-3. **01/07/2014**
3. **Subdivision Amendment – Presumpscot Estates – Sebago Technics, on behalf of Stillwater, LLC,** for removal of the requirement for community facilities from the approved subdivision plan for a 39 condominium unit subdivision on an approximately 56-acre parcel generally located at 536 Cumberland Street. Tax Map: 10, Lots: 5, 6 and 10, Zone: Rural District and Resource Protection. **01/07/2014, 02-04-2014, 04-01-2014 & 04/15/2014**
4. **Special Exception – Culinary Mushroom Production – 33 Elmwood Drive – Prides Corner, LLC,** for approval of the Industry use for production of culinary mushrooms in an approximately 3,000 square foot space at 33 Elmwood Drive. Tax Map: 59, Lot 36, Zone: Highway Services District. **01/07/2014**
5. **Extension of Site Plan Approval – Fairlane 500 Industrial Drive - 84 Warren Avenue - St. Germain Collins,** on behalf of Selden Von Herten and Hissong Development, for a commercial condominium consisting of 13 condominium units (land areas with improvements). Most of the condominium units have been developed and the project is largely constructed. The major outstanding item is the paving of the driveway. The applicant is requesting a 9-month extension, to November 20, 2014, in order to complete the site plan during this construction season. The subject property is an approximately 20 acre parcel located at 84 and 84A Warren Avenue. Tax Map: 46, Lots: 17 18 & 19 and Tax Map 47, Lots: 202, 204 & 205, Zone: Industrial Park District and Gateway Commercial. **03/04/2014**
6. **Sketch Plan – Blue Spruce Farm Subdivision – 333 Spring Street – St.Clair Associates** on behalf of Risbara Properties, LLC for construction of 59 single-family/duplex lots and 70 rental apartments in three buildings on an approximately 32.6 acre parcel that runs along Spring Street and the Stroudwater River and bisects the river on the south side of the property. The project would be served by public streets. The project would be located on Tax Map: 8, Lots: 9A, 10 and part of 10A. Zone: RGA-1 and Resource Protection Shoreland Zone. **03/04/2014**
7. **Contract Zone Amendment – Millbrook Estates – St Germain Collins,** on behalf of Westbrook Housing Authority for an amendment to the Millbrook Estates Contract Zone to allow, among other changes, a change in unit type from congregate care to independent living, a 4-story building instead of 3

and a different plan for payment in lieu of real property taxes. If the changes are approved then the building will require separate approval by the Planning Board. The property consists of approximately 100-acres located at 300 East Bridge Street. Tax Map 12, Lot 10, Zone: Millbrook Estates Contract Zone and Resource Protection Shoreland Zone. **04/01/2014 & 04-15-2014**

8. **Citizen Petition – Contract Zoning Amendment and Comprehensive Plan Amendment – 59 acres lot on Tax Map: 9, Lot: 3A.** The Westbrook Planning Board is reviewing a suggested Contract Zoning Amendment and Comprehensive Plan Amendment for a mixed-use commercial project on an approximately 59 acre lot located on Tax Map: 9, Lot: 3A. Zone: Gateway Commercial (44+/- ac.) and Residential Growth Area 2 (15 ac.) Districts. These amendments are proposed by a citizen petition submitted to the city after the City Council rezoned this parcel to GC and RGA-2 on February 10, 2014. **04/01/2014**
9. **Site Plan & Village Review Overlay Zone – 21 Ash Street** – Robert Mitchell for the development of a 4-story commercial building on an approximately .23 acre parcel located at 21 Ash Street. Tax Map 33, Lot 142B, Zone: City Center District, Village Review Overlay Zone, General Development Shoreland Zone, Downtown Housing Overlay Zone. **04/01/2014**
10. **Extension of a Non-Conforming Use in the Shoreland Zone – 212 Brown Street** - Catherine Caswell dba Barn & Table Catering for the re-establishment of the catering use in the building located at 212 Brown Street. The use may be re-established pursuant to Sec. 203.4.B.2 of the Land Use Ordinances. Tax Map 33, Lot 250: Zone: RGA-1 and General Development Shoreland Zone. **04/15/2014**
11. **Sketch Plan – Animal Refuge League of Greater Portland (ARLGP) – 449 Stroudwater Street** – Sebago Technics on behalf of the ARLGP for construction of an approximately 25,000 sqf. building, parking and associated site improvements to include overflow parking for the adjacent Westbrook Middle School and Performing Arts Center. The existing residence on the property would be demolished but the existing main facility would remain as ancillary space. The property would tie into the future Landing Road that will be built with Phase 2 of the “Stroudwater Landing” project. The proposed building and site improvements would be located on Tax Map 9, Lot 20. Zone: Rural. **05/06/2014**
12. **Special Exception – Home Day Care Provider – 33 Dunn Street** – Dawn True for an up to 12-child home day care facility on approximately 0.21 acres. Tax Map: 33, Lot 167, Zone: City Center District, Village Review Overlay Zone and General Development Shoreland Zone. **05/20/2014**
13. **Sketch Plan – 375 Prides Street, LLC** – Former Prides Corner School – Sebago Technics on behalf of 375 Pride Street, LLC for construction of approximately 46 condominium units within 23 duplex buildings on an approximately 12 acre parcel. The proposed buildings and site improvements would be located on Tax Map 58, Lot 26. Zone: RGA-2 and Highway Services. **06/17/2014**
14. **Site Plan Amendment – Animal Refuge League of Greater Portland (ARLGP) – 449 Stroudwater Street** – Sebago Technics on behalf of the ARLGP for construction of an approximately 25,000 sqf. building, parking and associated site improvements to include overflow parking for the adjacent Westbrook Middle School and Performing Arts Center. The proposed building and site improvements would be located on Tax Map 9, Lot 20. Zone: Rural. **07/01/2014 Site Walk 06/21/2014**
15. **Site Plan Amendment – Bill Dodge Auto Group** – Milone & MacBroom on behalf of the Bill Dodge Auto Group for the construction of a 28,000 sqf. BMW automobile dealership on approximately 4 acres generally located between 1 and 9 Saunders Way. Tax Map 42B, Lots 101, 103, 108, 109, 110 and 113. Zone: Gateway Commercial District. **07/01/2014**
16. **Site Plan and Subdivision Amendment – Millbrook Estates** - St.Germain Collins on behalf of Westbrook Housing Authority for an amendment to the Millbrook Estates project to construct a 4-story building to be connected to the existing building. The proposed building would consist of 38 one-

bedroom independent senior housing units. The property consists of a 3-story building with 100 units on 100-acres located at 300 East Bridge Street. Tax Map 12, Lot 10, Zone: Millbrook Estates Contract Zone and Resource Protection Shoreland Zone.

07/01/2014 & 07-15-2014

17. **Site Plan – Gray Goose Estates - Gadwell Court Condominiums** – Pinkham & Greer on behalf of Royal River Development Company for the construction of the last 3-unit condominium building originally approved with the Gray Goose Estates project in 2005. The Site Plan has since expired and this is a request to construct the last building as originally approved on Tax Map 7, Lot 217 Units K, L & M. Zone: RGA-1. **07/01/2014**
18. **Extension of Site Plan Approval - Heart of Downtown Streetscape Improvements** – This local streetscape enhancement project will be built in conjunction with the Maine DOT project to rebuild the Bridge Street bridge and a separated pedestrian bridge. Completion of the streetscape improvements will not take place until the end of the overall project. This is a request for an extension of the August 6, 2013 approval of the local streetscape project. The project will include portions of land generally located on Tax Maps: 32 and 33, Lots: 7A and 114 and 127 respectively and the right of way of Bridge Street and Main Street. Zone: City Center District, General Development Shoreland Zone, Village Review Overlay Zone & Downtown Housing Overlay District. **07/01/2014**
19. **Review of Paper Street Development – Essex Street and Whitney Avenue** – BH2M, Inc. on behalf of Christopher & Faye Wilson for the extension of Essex Street and Whitney Avenue (paper streets) to provide access to 11 lots of record for the construction of 11 single-family homes. This is consistent with Sec. 406 Review of Paper Street Development. Tax Map: 43 Lot: Part of 47. Zone: RGA-1. **07/15/2014 Site Walk 06/21/2014**
20. **Subdivision Amendment – Knight's Garden Estate – Methodist Road** – DWN Asset Management for a change to a Condition of Approval governing development of a 4-lot subdivision. The applicant would like to construct Lot 4 on Methodist Road separate from the 3 lots on the proposed Private Way. This would require a change to Condition of Approval number 5. No changes are proposed to the subdivision plan for the property. Tax Map: 17, Lot 23, Zone: Rural District. **08/05/2014**
21. **Site Plan & Village Review Overlay Zone – 925 Street** – Horizons Engineering for Mr. Gunjan Patel for the complete renovation of the former LeClerc's gas and service station into a gas station and redemption facility across from Friendly Discount which is also owned by Mr. Patel. The redemption facility would be moved from Friendly Discount to the new Friendly Gas and Redemption. No building additions are proposed. The façade would be replaced and the site would be improved and defined by a sidewalk with granite curbing (on Main Street), a landscape island (easterly side) and perimeter curbing (westerly side). The subject property is an approximately 0.29 acre parcel located at 925 Main Street. Tax Map 32, Lot 104, Zone: City Center District, Village Review Overlay Zone, General Development Shoreland Zone, Downtown Housing Overlay Zone. **08/05/2014**
22. **Site Plan & Subdivision - 375 Prides Street, LLC** – Former Prides Corner School – Sebago Technics on behalf of 375 Pride Street, LLC for construction of approximately 46 condominium units within 23 duplex buildings on an approximately 12 acre parcel. The proposed buildings and site improvements would be located on Tax Map 58, Lot 26. Zone: RGA-2 and Highway Services. **09/02/2014 & 09-16-2014 Site Walk 06/21/2014**
23. **Joint Review – 11 Lot Subdivision in Gorham - Longfellow Woods.** The Town of Gorham has received a request for Subdivision approval for an 11 lot subdivision on Longfellow Road. There would be 11 residential lots located on 22 acres with 3 acres of open space at the back of the subdivision. The back corner of the subdivision, less than one acre of undeveloped proposed open space, is located in Westbrook, beyond the end of Harrisburg Avenue. For that reason the City of Westbrook is reviewing this item on a preliminary basis. **09/02/2014**

24. **Site Plan – Northland Enterprises, LLC – 200 Larrabee Road –** Sitelines P.A. on behalf of Northland Enterprises, LLC for the interior and exterior renovation of the Coastal Fitness gym for reuse as a Goodwill retail store. The project would include a 4,000 sqf building expansion on the street side of the building and site improvements on the 1.78 acre parcel. The approximately 17,000 sqf building is proposed on Tax Map 42A, Lot 11A. Zone: Gateway Commercial District. **09/16/2014**
25. **Site Plan Amendment - IDEXX Laboratories – One IDEXX Drive – FST, Inc.,** on behalf of IDEXX Laboratories for a previously approved but not constructed parking lot adjacent to Calpine Drive and approval of a new parking lot to connect existing lots on the west side of the site, closest to the building. The parking expansion would be located on an approximately 56 acre site located at One IDEXX Drive. Tax Map: 5B, Lot 5. **10/07/2014**
26. **Sketch Plan – Blue Spruce Farm at 333 and 275 Spring Street –** St.Clair Associates on behalf of Risbara Properties for construction of over 50 single-family/duplex units on individual lots, 98 market rate rental multifamily units (7 buildings) and 32 condominium units (8 buildings) on an approximately 48.81 acre parcel assemblage. The property straddles the Stroudwater River and no development is proposed on the south side of the river. The development would be served by public streets that would intersect with Spring Street in two locations; the northern intersection would be across from the future Landing Road that is to be built as part of the Stroudwater Landing project that extends from Spring Street to Stroudwater Street. The subject property is located on Tax Map 8, Lots 11, 10 & 10A pt. and 9. Zone: RGA-1 and Resource Protection Shoreland Overlay Zone. **Amended Sketch Plan 10/07/2014 Site Walk 11/08/2014**
27. **Sketch Plan – Westbrook Public Works Facility – 371 Saco Street –** Sebago Technics on behalf of the City of Westbrook for construction of new and renovation. The subject property is located on Tax Map 4, Lot 25. Zone: RGA-2. **10/21/2014**
28. **Extension of Site Plan Approval – Compressed Natural Gas Filling Station – 594 County Road –** American Natural Gas for the construction of a compressed natural gas filling station that will be open to the public. The extension is requested so that the initial supply of compressed natural gas may be coordinated with the construction of the facility. The applicant is requesting a 12-month extension, to November 12, 2015. Tax Map: 2, Lot: 24F. Zone: Industrial Park District and County Road Commercial Overlay Zone. **11/18/2014**
29. **Special Exception – 869 Main Street – Black Dinah Chocolatiers** for approval of the Industry use for production of chocolates and other candies in an approximately 2,500 sqf. space within the building known as The Edwards Block. Within this space there would be a small retail component. The retail use is a Permitted Use in the City Center Zoning District. Tax Map: 32, Lot 117, Zone: City Center District, Village Review Overlay Zone, Downtown Housing Overlay District and General Development Shoreland Zone. **12/02/2014**

City Initiated Zoning Amendments

1. **Land Use Ordinance Amendments – Sections 201, 202, 301, 306, 309 – 311 and 405 – Telecommunication Facilities and Towers.** The subject amendments are put forward by staff and represent a complete overhaul of our telecommunications provisions in order to meet the modern day needs of the general public and municipal officials. **01/07/2014**
2. **Land Use Ordinance Amendments – Sections 201, 202, 301, 306, 309 – 311 and 405 – Telecommunication Facilities and Towers and Section 404 Sign Regulations – Manufacturing District.** The subject amendments are put forward by staff and represent a complete overhaul of our telecommunications provisions in order to meet the modern day needs of the general public and municipal officials. There is also a proposal to address signage in the Manufacturing Zoning District. Signage was

not addressed when this district was established. Signage provisions would mirror those for the previous and surrounding Industrial Park District. 02/04/2014

3. **Land Use Ordinance Amendments – Sections 201 and 309 – Definitions and Gateway Commercial District.** The subject amendments are put forward by staff in order to allow automobile dealerships as permitted uses. Automobile dealerships that were in existence in 2004 have been operating as legal non-conforming uses since that time. Staff acknowledges the recent level of investment at some of the dealerships and would like to see continued investment to improve the appearance of the Gateway Commercial District. 05/06/2014
4. **Land Use Ordinance Amendments – Sections 201 and 410 – Definitions and Gateway Commercial District Automobile Dealership Overlay Zone.** The subject overlay zone is referred to the Planning Board by the City Council in response to a proposal put forward by staff in order to allow automobile dealerships as permitted uses. Automobile dealerships that were in existence in 2004 have been operating as legal non-conforming uses since that time. Staff acknowledges the recent level of investment at some of the dealerships and would like to see continued investment to improve the appearance of the Gateway Commercial District. 06/17/2014, 07/01/2014 & 09/02/2014
5. **Land Use Ordinance Amendments – Chapter II General Provisions, Chapter III Zoning Districts, Chapter V Subdivision & Site Plan Review, Chapter VII Zoning Board of Appeals.** 09/02/2014 & 10/07/2014 & 10/21/2014
6. **Land Use Ordinance Amendments – Sections 201 and 202 – Definitions and General Provisions.** This is a referral from the City Council to amend the definition of Automobile Dealership and to allow Automobile Dealerships in the Gateway Commercial District north of the Westbrook Arterial. The Automobile Dealership use is allowed as a permitted use in the Gateway Commercial District. 11/18/2014 & 12-02-2014
7. **Land Use Ordinance Amendments – Sections 201, 202 and 310 – Definitions, General Provisions and Industrial Park District.** This is a referral from the City Council to establish a definition for Bottle Clubs, parameters for where they should be allowed and restrictions on their hours of operation and proximity to places of assembly and residences. 11/18/2014 & 12-02-2014

Sincerely,



Edward Reidman,
Westbrook Planning Board

Cc: Mayor Colleen Hilton
Members of the City Council
Jerre Bryant, City Administrator
Planning Department



**City of Westbrook
WESTBROOK PLANNING BOARD
EDWARD REIDMAN, CHAIRMAN**

**WESTBROOK PLANNING BOARD
CHAIRMAN'S REPORT 2015**

During 2015 the Planning Board conducted (5) Workshop, (3) Sketch Plan, (15) Site Plans, (10) Site Plan Amendment, (2) Extension Site Plan, (2) Subdivision, (4) Subdivision Amendments, (7) Special Exceptions, (1) Special Exception Amendment, (6) Site Walks, (8) Public Hearings, (1) Village Review, (4) (1 Pending) Land Use Ordinance Amendment recommendations to City Council

Below is a list of activities of the Planning Board during 2015:

Public Hearings

1. **Public Hearing - Subdivision, Site Plan & Special Exception – Blue Spruce Farm at 333 and 275 Spring Street** – St. Clair Associates on behalf of Risbara Properties for construction of over 50 single-family/duplex units on individual lots on new public streets, 98 market rate rental multifamily units (7 buildings) and 32 condominium units (8 buildings) on an approximately 37-acre parcel assemblage. The subject property is located on Tax Map 8, Lots 10, 10B, and 11 (part). Zone: RGA-1 and Resource Protection Shoreland Overlay Zone. **07-07-15**

2. **Public Hearing - Land Use Ordinance Amendments – Sections 201, 202, 203, 310, and 311 - Definitions, General Provisions, Nonconforming Use Provisions, Industrial Park District, and Manufacturing District.** This is a proposal by staff to amend the definition of accessory use to provide more clarity on where farm animals are allowed, to more clearly define the difference between types of “childcare” facilities, to relocate for clarity the provisions for nonconforming uses in the Shoreland Zone, and to allow the Greenhouse and Warehouse uses as a matter of right in the Industrial Park and the Manufacturing Zones. **07-07-15**

3. **Public Hearing – Section 401 Land Use Ordinance and Zoning Map Amendments – Stroudwater River** - This is a proposal by staff and the Administration to review the Shoreland Zoning Designation for properties in or near the Resource Protection Shoreland Zoning Overlay. Some parcels along the Stroudwater River will be rezoned to General

Development Shoreland Zoning Overlay and some to a new designation of Limited Residential District Shoreland Zoning Overlay. The balance would retain their existing Resource Protection designation. The underlying zoning

07-07-15

4. **Public Hearing – Section 401 Land Use Ordinance and Zoning Map Amendments – Summit Circle** - This is a proposal by staff and the Administration to review the Shoreland Zoning Designation of properties in or near the Resource Protection Shoreland Zoning Overlay. Parcels along Summit Circle that currently have the Resource Protection Shoreland Zoning Overlay designation will be rezoned to a new designation of Limited Residential District Shoreland Zoning Overlay. The underlying zoning designation would not change. **07-07-15**
5. **Public Hearing – Section 401 Land Use Ordinance and Zoning Map Amendments – Near Mast Road** - This is a proposal by staff and the Administration to review the Shoreland Zoning Designation of properties in or near the Resource Protection Shoreland Zoning Overlay. Some parcels close to Falmouth and on or near Mast Road will be added to the Resource Protection Shoreland Zoning Overlay and others to a new designation of Limited Residential District Shoreland Zoning Overlay. The underlying zoning designation would not change. **07-07-15**
6. **Public Hearing - Riverwalk North** – Sebago Technics on behalf of the City of Westbrook for the planned construction of a riverwalk along the north side of the Presumpscot River, from Bridge Street to the Black Bridge, and on Brown Street from that point. The project includes a redesigned streetscape along the 350 feet of Brown Street from the Black Bridge to Cumberland Street. Construction is not budgeted for at this time and so an extended approval period will be requested. The Riverwalk North will be located on Map 32, Lot 223 and Map 39, Lot 31. Zone: Residential Growth Area-1. **10-06-15**
7. **Public Hearing - Subdivision Amendment, Site Plan & Special Exception** – 434 Cumberland Street – Terradyn Consultants, LLC on behalf of MTR Development LLC and Christopher Wilson for review of a 7-unit multifamily residential development in 2 buildings on a 1.1 acre parcel. The project also includes the creation of 1 new lot. Tax Map 43, Lot 47, Zone: Residential Growth Area – 1. **10-20-15**
8. **Public Hearing - 290 Bridgton Road – Chase Custom Homes** – Sebago Technics, on behalf of Chase Custom Homes, for the construction of a 3,600 sqf. Storage space at the rear of the parking lot for the 3-story office building approved in 2012 and located on an approx. 3.5 acre property. Tax Map: 58, Lot: 1D & 1E, Zone: Highway Services. **10-20-15**

Development Plans

1. **Special Exception – Home Day Care Provider – 213 West Valentine Street** – Laura Groves for an up to 5-child home day care facility on approximately 0.22 acres. Tax Map: 28, Lot 95, Zone: Residential Growth Area 1. **02-03-15 & 06-02-15 (Amendment)**
2. **Site Plan – Westbrook Public Works Facility – 371 Saco Street** – Sebago Technics on behalf of the City of Westbrook for construction of a new 22,632 sqf building for fleet, maintenance and administrative space.. The subject property is located on Tax Map 4, Lot 25. Zone: RGA-2 and Resource Protection Shoreland Zone. **03-03-15**
3. **Site Plan Amendment – Airtemp, Inc. – 20 Thomas Drive** – Sebago Technics, Inc. on behalf of Airtemp, Inc. for construction of a screened outdoor storage area and parking lot expansion. Airtemp is an HVAC fabrication and installation contractor currently located in South Portland. The subject property consists of approx. 3 acres and is located on Tax Map 3, Lot 107. Zone: Industrial Park. **04-07-15 & 05-05-15**
4. **Site Plan Amendment – Dead River Company Terminal Expansion – 14 Terminal Street** – St. Germain Collins on behalf of Dead River Company for installation of an additional rail spur and three liquid propane unloading stations. The subject property consists of approximately 4 acres and is located on Map 42B, Lot 12C. Zone: Gateway Commercial. **04-07-2015 & 05-05-15**
5. **Site Plan Amendment – Animal Refuge League of Greater Portland (ARLGP) – 449 Stroudwater Street** – Sebago Technics, Inc. on behalf of the ARLGP for construction of an approximately 26,500 sqf. building, parking and associated site improvements to include overflow parking for the adjacent Westbrook Middle School and Performing Arts Center. The subject property consists of approximately 22 acres and is located on Tax Map 9, Lot 20. Zone: Rural. **04-07-15 & 05-05-15**
6. **Special Exception Amendment, Subdivision Amendment & Site Plan Amendment – Stroudwater Landing Phase II – Across from 320 Spring Street** - Sebago Technics, Inc., on behalf of Stroudwater Landing, LLC for an amendment to Phase II of Stroudwater Landing. The original approval for Phase II included a 120-room assisted living facility and the applicant now proposes a 95-unit assisted living facility. The subject property consists of approximately 16 acres and is located on Tax Maps 8 and 9, Lots 3B, 3D and 21 (part), respectively. Zone: Residential Growth Area 1. **04-07-15 & 05-05-15 & 06-02-15**

7. **Sketch Plan – Larrabee Commons – 10 Liza Harmon Drive - St. Germain Collins** on behalf of Larrabee Commons LP for construction of a 38-unit affordable independent senior living building on 4-stories consisting of approximately 32,000 sqf. The building will be located behind the Larrabee Woods building on the Westbrook Housing campus. The subject property will consist of approximately 2.38 acres and will be located on Tax Map 42A, Lot 14. Zone: Gateway Commercial. **04-07-15 & 05-05-15**
8. **Site Plan – Westbrook Public Works Facility – 371 Saco Street – Sebago Technics** on behalf of the City of Westbrook for construction of a new 22,632 sqf building for fleet, maintenance and administrative space, a new 14,000 sqf covered salt and sand shed, a new 1,750 sqf transportation building, renovation of the existing maintenance building for storage, and expansion of parking on the property. The subject property is located on Tax Map 4, Lot 25. Zone: RGA-2 and Resource Protection Shoreland Zone. **05-19-15 & 06-02-15**
9. **Subdivision, Site Plan & Special Exception – Blue Spruce Farm at 333 and 275 Spring Street – St. Clair Associates** on behalf of Risbara Properties for construction of over 50 single-family/duplex units on individual lots on new public streets, 98 market rate rental multifamily units (7 buildings) and 32 condominium units (8 buildings) on an approximately 37-acre parcel assemblage. The subject property is located on Tax Map 8, Lots 10, 10B, and 11 (part). Zone: RGA-1 and Resource Protection Shoreland Overlay Zone. **06-02-15**
10. **LANCO Assembly – Site Plan Amendment – 14 Thomas Drive – Sebago Technics** on approved in 1995 and amended in 2012. Tax Map: 3, Lot: 106, Zone: Industrial Park District. **06-02-15**
11. **Site Plan – 8 Spiller Drive – FST** on behalf of 8 Spiller Drive, LLC for construction of a 9,000 sqf office/laboratory on a 1.28 acre parcel at 8 Spiller Drive. Tax Map: 4, Lot: 304, Zone: Manufacturing. **07-07-15**
12. **Site Plan – Woodlawn Cemetery Columbarium – 300 Stroudwater Street – Sebago Technics** on behalf of the City of Westbrook for the construction of a columbarium along Stroudwater Street, to include a landscaped area for visitors. The improvements would be to a 2,500 sqf area of the cemetery. Tax Map: 9, Lot 999, Zone: RGA-1. **07-07-15**
13. **Site Plan & Special Exception – 499 Cumberland Street Condominiums – BH2M, Inc.,** on behalf of Empire Development, LLC, for the construction of seven (7) condominium units on a 0.86 acre parcel of land located at 499 Cumberland Street

(subdivision previously approved as Fox Knoll). Tax Map: 43, Lot: 114, Zone: RGA1. **08-04-15**

14. **Site Plan – 398 Bridgton Road – Stoneledge Animal Hospital** – Sebago Technics on behalf of the Stoneledge Animal Hospital for construction of a 4,102 square foot addition to an existing building located at 398 Bridgton Road. Stoneledge Animal Hospital would relocate from their current leased space at 607 Bridgton Road. The subject property is located on Tax Map 57, Lot 11. Zone: Highway Services. **08-04-15**
15. **Site Plan Amendment - IDEXX Laboratories – One IDEXX Drive** – Woodard & Curran, on behalf of IDEXX Laboratories for a previously approved but not constructed parking lot with approximately 213 spaces just south of Clark Brook and adjacent to Calpine Drive. The parking expansion and overall IDEXX campus is located on an approximately 56 acre site located at One IDEXX Drive. Tax Map: 5B, Lot 5. **08-08-15**
16. **Site Plan Amendment & Village Review Overlay Zone – 925 Street – Don’s Lunch Van at Friendly Gas** – Craig Bernier for the addition of Don’s Lunch Van in the eastern back corner of the Friendly Gas site. The subject property is an approximately 0.29 acre parcel located at 925 Main Street. Tax Map 32, Lot 104, Zone: City Center District, Village Review Overlay Zone, General Development Shoreland Zone, Downtown Housing Overlay Zone. **09-01-15**
17. **Site Plan Amendment - SIGCO – 22 Spiller Drive** – FST on behalf of Lake Creek Properties for a 40 space parking lot on their vacant property located at 22 Spiller Drive (2.38 acres), abutting their main building on its northeast lot line. There would be no new curb cut on Spiller Drive. The property is located at Tax Map: 4, Lot: 305. Zone: Manufacturing Zoning District. **09-01-15**
18. **Village Review Overlay Zone – Demolition at 660 Main Street** – Eric Higgins for demolition of an existing home and garage. Demolition requires Village Review Overlay Zone Committee review and Planning Board approval in the Village Review Overlay Zone. The subject property consists of approximately 0.13 acres. Tax Map 33, Lot 29, Zone: City Center District and Village Review Overlay Zone. **09-01-15**
19. **Site Plan – 59 Falmouth Street** – Terradyn Consultants, LLC on behalf of Balsam Ridge, LLC for review of 1 previously approved but unbuilt duplex building (2 units) on 0.67 acres. Tax Map: 43, Lot 86B, Zone: Residential Growth Area - 1. **09-15-15**

20. **Subdivision Amendment, Site Plan & Special Exception** – 434 Cumberland Street – Terradyn Consultants, LLC on behalf of MTR Development LLC and Christopher Wilson for review of a 7-unit multifamily residential development in 2 buildings on a 1.1 acre parcel. The project also includes the creation of 1 new lot. Tax Map 43, Lot 47, Zone: Residential Growth Area – 1. **09-15-15 & 10-20-15**
21. **Site Plan Amendment – 290 Bridgton Road – Chase Custom Homes** – Sebago Technics, on behalf of Chase Custom Homes, for the construction of a 3,600 sqf. storage space at the rear of the parking lot for the 3-story office building approved in 2012 and located on an approx. 3.5 acre property. Tax Map: 58, Lot: 1D & 1E, Zone: Highway Services. **09-15-15 & 10-20-15**
22. **Site Plan - Riverwalk North** – Sebago Technics on behalf of the City of Westbrook for the planned construction of a riverwalk along the north side of the Presumpscot River, from Bridge Street to the Black Bridge, and on Brown Street from that point. The project includes a redesigned streetscape along the 350 feet of Brown Street from the Black Bridge to Cumberland Street. Construction is not budgeted for at this time and so an extended approval period will be requested. The Riverwalk North will be located on Map 32, Lot 223 and Map 39, Lot 31. Zone: Residential Growth Area-1. **09-15-15 & 10-06-15**
23. **Site Plan – 39 Warren Avenue** – Casco Bay Engineering on behalf of Warren Mechanical for site improvements and an approx. 5,000 sqf. building addition onto the back of the existing building fronting on Warren Avenue. The subject property consists of 2.03 acres on Map 46, Lots 9, 10, & 10A. Zone: Industrial Park District **10-06-15**
24. **Site Plan Amendment – 55 Bradley Drive** – Sebago Technics on behalf of Two Eisenhower Drive, LLC for an approx. 16,200 sqf building addition on the back of an existing 25,700 sqf. building that consists of multiple tenants that are engaged in light manufacturing and warehousing. The subject property consists of 3.08 acres on Tax Map 5B, Lot 29, Zone: Manufacturing. **10-20-15**
25. **Subdivision Amendment – Gray Goose Estates** – Pinkham & Greer on behalf of The Smith Family Revocable Trust for the division of 0 Grebe Way (off of Merganser Street) which is a part of the Gray Goose Estates subdivision, approved in 2006. The proposal is to split the subject property into two lots for subsequent development. The subject property consists of 6.8 acres and is located on Tax Map: 7, Lot: 230, Zone: Residential Growth Area-1. **10-20-15**
26. **Subdivision Amendment & Site Plan – Snow Goose Estates** – Pinkham & Greer on behalf of The Smith Family Revocable Trust for Site Plan approval of 12 duplex units in

6 buildings on an area of the Gray Goose Estates project that was approved for 10 units in 2 multifamily buildings. The subject property consists of 2.82 acres and is located on Tax Map: 7, Lot: 230, Zone: Residential Growth Area-1. **10-20-15**

27. **Special Exception – 40 Park Road – Mercy Hospital** – Mercy Hospital requests a Special Exception to allow the Business Office 2 use on the subject property. This use is allowed by Special Exception in the subject zoning district. The subject property consists of 4.3 acres and located on Tax Map: 44, Lot: 68, Zone: Residential Growth Area – 2. **10-20-15**
28. **Site Plan & Special Exception – 920 Main Street – Northeast Civil Solutions** on behalf of Storage Reality Corp. requests a Special Exception to allow the change in use from office to a micro-brewery. Additionally, an accessory use of a Tasting Room is part of the operation. Located on tax Map: 32 Lot: 38 Zone: City Center District. **11-17-15**
29. **Sketch Site Plan – Dirigo Plaza – Jones & Beach Engineers, Inc.** on behalf of J & J Gove Development, LLC has proposed a 495,915 sq ft regional retail shopping center. The current owner is Pike Industries. Located on Larrabee Road and Main Street Tax Map: 42B Lots: 9, 10, 11, & 14. **11-17-15**
30. **Extension of Site Plan Approval – 594 County Road – American Natural Gas** - This project received Site Plan approval on November 12, 2013. ANG is requesting a second one (1) year extension. The current owner is Pine Tree Waste. Tax Map: 2 Lot: 24D. Zone: Industrial Park District **12-01-15 & 12-15-15**
31. **Sketch Site Plan and Subdivision – Merganser Street Duplex Project – CJL Investments, LLC** – Proposed development of ten (10) duplex buildings off Merganser Street and Wigeon Lane. The parcel is part of the Gray Goose Subdivision. Part of Tax Map: 7 Lot: 23. Zone: Residential Growth Area 1 **12-01-15**
32. **Request Land Use Amendment – Section 303.2 – RGA2 Special Exception Uses – 50 Park Road – Michael Batt, M.D.** – requesting an amendment to the RGA2 Zone to allow by Special Exception a “Service Business”. Tax Map: 44 Lot: 68A. Zone: Residential Growth Area 2. **12-01-15**
33. **Special Exception – 9 Cumberland Street – Union Bagel Comp.** – Proposed Light manufacturing special exception for wholesale bagel production with retail bagel, sandwich, and coffee sales. Located on Tax Map: 40 Lot: 13. Zone: City Center District **12-15-15**

City Initiated Zoning Amendments

- 1. Land Use Ordinance Amendments – Sections 201, 202, 203, 310, and 311 - Definitions, General Provisions, Nonconforming Use Provisions, Industrial Park District, and Manufacturing District.** This is a proposal by staff to amend the definition of accessory use to provide more clarity on where farm animals are allowed, to more clearly define the difference between types of “childcare” facilities, to relocate for clarity the provisions for nonconforming uses in the Shoreland Zone, and to allow the Greenhouse and Warehouse uses as a matter of right in the Industrial Park and the Manufacturing Zones. **07-07-15**
- 2. Section 401 Land Use Ordinance and Zoning Map Amendments – Stroudwater River -** This is a proposal by staff and the Administration to review the Shoreland Zoning Designation for properties in or near the Resource Protection Shoreland Zoning Overlay. Some parcels along the Stroudwater River will be rezoned to General Development Shoreland Zoning Overlay and some to a new designation of Limited Residential District Shoreland Zoning Overlay. The balance would retain their existing Resource Protection designation. The underlying zoning designation would not change. **07-07-15**
- 3. Section 401 Land Use Ordinance and Zoning Map Amendments – Summit Circle -** This is a proposal by staff and the Administration to review the Shoreland Zoning Designation of properties in or near the Resource Protection Shoreland Zoning Overlay. Parcels along Summit Circle that currently have the Resource Protection Shoreland Zoning Overlay designation will be rezoned to a new designation of Limited Residential District Shoreland Zoning Overlay. The underlying zoning designation would not change. **07-07-15**
- 4. Section 401 Land Use Ordinance and Zoning Map Amendments – Near Mast Road -** This is a proposal by staff and the Administration to review the Shoreland Zoning Designation of properties in or near the Resource Protection Shoreland Zoning Overlay. Some parcels close to Falmouth and on or near Mast Road will be added to the Resource Protection Shoreland Zoning Overlay and others to a new designation of Limited Residential District Shoreland Zoning Overlay. The underlying zoning designation would not change. **07-07-15**

Sincerely,

Edward Reidman,
Westbrook Planning Board

Cc: Mayor Colleen Hilton
Members of the City Council
Jerre Bryant, City Administrator
Planning Department

WESTBROOK PLANNING BOARD CHAIRMAN'S REPORT 2016

During 2016 the Planning Board conducted (14) Workshop, (10) Sketch Plan, (8) Site Plans, (11) Site Plan Amendment, (5) Subdivision, (3) Subdivision Amendments, (5) Special Exceptions, (1) Special Exception Amendment, (12) Public Hearings, (1) Contract Zone Amendment, (2) Shoreland Zoning, (5) Site Walk (1) Service Business Overlay (Referred by City Council), (2) School Expansion Projects, (1) Referral by City Council Review Building Standards, (1) Land Use Ordinance Amendment recommendations to City Council

Below is a list of activities of the Planning Board during 2016:

2016.01 – Public Hearing & Land Use Ordinance Amendment – Section 303.2 – RGA2 Special Exception Uses - requesting an amendment to the RGA2 Zone to allow by Special Exception a “Service Business”. Zone: Residential Growth Area 2 – Applicant: Michael Batt, M.D. (50 Park Road Tax Map: 44 Lot: 68A.) **01-05-2016**

2016.02 – Public Hearing & Final Subdivision/Site Plan Review– Merganser Street Duplex Project – CJL Investments, LLC – Proposed development of ten (10) duplex buildings off Merganser Street and Wigeon Lane. The parcel is part of the Gray Goose Subdivision. Tax Map: 7 Lot: 230. Zone: Residential Growth Area 1 **01-05-2016**

2016.03 - Amendment to previously Approved Subdivision – Running Brook Subdivision - 7 Running Brook Road – Richard Eaton on behalf of Alexander Juniewicz -proposes to split an approved lot in this subdivision. Tax Map: 22 Lot: 110 Zone: Residential Growth Area 2 **01-05-2016**

2016.04 – Public Hearing & Site Plan and Subdivision Review – Snow Goose Estates – Royal River Development – Proposed development of 12 units on 2.82 acres off Merganser Street. Two buildings are single story structures; four are duplex buildings. Tax Map: 7 Lot: 230B Residential Growth Area 1 **01-19-2016**

2016.05 – Amended Site Plan – Proposed Laydown Area – 65 Bradley Drive – Alderbrook, LLC has proposed a small laydown area to the back of the existing building. The existing building is currently leased to CCB, Inc. for office and warehouse space. The company is currently consolidating their Old Town facility to this location and will require additional laydown area for parking vehicles and storing the materials associated with a general contracting business. Tax Map: 5B Lot: 28 Zone: Manufacturing Zoning District **01-19-2016**

2016.07 – Sketch Plan Review – Proposed Medical Office – 942 Main Street – Storage Realty Corp. NCS Proposed a medical office approximately 1.65 acres. Please note that the property is to be split into two lots with Mast Landing Brewing Company and Convenient MD medical office building. Tax Map: 32 Lots: 38, 46, 47 Zone: City Center District **01-19-2016**

2016.07 – Contract Zone #10 Amendment – 942 Main Street – On behalf of Convenient MD, Richard Uchida has proposed an amendment to Gateway West Contract Zone #10 regarding

building signage for the Convenient MD medical office building. Tax Map: 32 Lots: 38, 46, 47
Zone: Contract Zone #10 **02-02-2016 Public Hearing 03-01-2016**

2016.07 –Public Hearing & Site Plan – Convenient MD – 942 Main Street - Storage Realty Corp. NCS has proposed the development of a 5,000 sq. ft. Convenient MD, Medical Office Building. The subject property, approximately 1.65 acres is located at 942 Main Street with access off William Clarke Drive & Main St. Tax Map: 32 Lots: 38, 46, & 47. Zone: Contract Zone #10. **03-01-2016 & 03-15-2016**

2016.08 – Shoreland Zoning Permit - Site Plan Amendment – Subdivision & Special Exception Amendment – Blue Spruce Farm – 6 Jacqueline Way – Waterside Apartments, LLC has proposed revisions for their approved site plans located at 6 Jacqueline Way. This site is part of Blue Spruce Farm Subdivision. Specifically addressing changes to the layout of the Apartments. Tax Map: 8 Lot: 256 Zone: Residential Growth Area 1. **03-01-2016**

2016.11 – Site Plan Amendment – Bill Dodge Infinity – 1 Saunders Way – Bill Dodge Auto Group and WWs Properties, LLC has proposed building and site renovations to the property located at 1 Saunders Way. The property is currently home to the Bill Dodge Used Vehicle Superstore, and is proposed to be occupied by Bill Dodge Infinity following a building expansion and minor site redevelopment. Tax Map: 42B Lot: 113 Zone: Gateway Commercial. **03-01-2016**

2106.12 – Site Plan, Subdivision & Special Exception – Dirigo Plaza – 58 & 80 Main Street Jones & Beach Engineers, Inc. on behalf of J & J Gove Development, LLC has proposed a 495,915 sq. ft. regional retail shopping center. The current owner is Pike Industries. Located on Larrabee Road and Main Street Tax Map: 42B Lots: 9, 10, 11, & 14. Zone: Gateway Commercial. **03-01-2016 & 03-15-2016 (Workshop) & 04-15-2016 (Workshop) & 05-03-2016 (Workshop) & 05-17-2016 (Workshop joint meeting with City of Portland) & 07-19-2016 (Public Hearing) & 09-20-2016 (Workshop) & 10-18-2016 (Final)**

2016.18 –Special Exception Permit – Rusco, Inc. – 50 Park Rd Unit 1: Rusco, Inc is proposing to operate a service business (hair salon) in the previous medical office space at Unit 1 50 Park Rd. Applicant has a P&S with Dr. Michael Batt, the current owner. Tax Map: 44 Lot: 68A Zone: Residential Growth Area 2. **03-15-2016**

2016.14 – Amended Site Plan – Two Eisenhower Drive, LLC (Maine Uniform Rental) – 2 Eisenhower Drive: The proposed project consists of the construction of a 7450 +/- square foot building addition along the western side of the facility and associated site improvements. Tax Map: 005B Lot: 001 Zone: Manufacturing Zoning District. **04-15-2016**

2016.16 – Amended Site Plan – Matheson Tri-Gas – 75 Scott Drive: The proposed project consists of the construction of concrete pads along the northerly side of the existing building to support the installation of five gas storage tanks with associated site improvements. Tax Map: 002 Lot: 043 Zone: Industrial Park District. **04-15-2016**

2016.24 – Amended Site Plan – Woodfords Family Service – 15 Saunders Way: The proposed project consists of a two story 4,680 sq. ft. building addition to an existing building on the site with associated

parking improvements, re-striping, landscaping and minor drainage relocations. Tax Map: 042B Lot: 013 Zone: Industrial District. **05-03-2016**

2016.23 – Amended Site Plan – Willow Creek Condominiums – 59 Falmouth Street: The proposed amendment a request to leave the existing utility pole and overhead utilities in place to install a light fixture on the existing pole. Tax Map: 043 Lot: 086B Zone: Residential Growth Area 1. **05-03-2016**

2016.27 – Amended Site Plan, Subdivision and Special Exception – Risbara Properties, LLC – 121 Blue Spruce Farm Road: The applicants are proposing to convert the previously approved 32 unit condominium project to 48 apartments, (four building, each with 12 apartments). In addition, four free standing garages will be constructed to offer enclosed parking for some of the units. Tax Map: 008 Lot: 257 Zone: Residential Growth Area 1. **05-03-2016**

2016. 35 – Amended Site Plan – Sigco Inc. – 22 Spiller Drive: The proposed project consists of a parking lot expansion to create 185 parking spaces and a new primary site entrance off of Spiller Drive. Tax Map: 004 Lot: 305 Zone: Manufacturing Zoning District **06-07-2016**

2016. 40 –RGA2 – Service Business Overlay: Referral from the City Council – To create a specified area within the RGA2 zone to allow “Service Business” as a Special Exception Use and remove Service Business from the general RGA2 zone. (Park Street/Bridge St/Cumberland St area) Proposed lots 44/56, 44/56A, 44/68A, 44/67, 44/68, 10/29B **06-07-2016 & 07-05-2016 (Public Hearing)**

2016.36 – Site Plan – 2 Story, 4 Unit Commercial Building – 688 Main Street: The applicant is proposing to remove the current residential and commercial structures on the site to build a new 2 story, 4-unit commercial building approximately 4,000 square feet. Tax Map: 33(1) Lot: 33 Zone: City Center District. **06-07-2016 & 07-23-2016 (Site Walk) 08-02-2016**

2016.37 – Sketch Plan – Blue Spruce Phase 2 – Risbara Properties, LLC: This project is proposing a mix of single family homes, duplexes and multi-family units including market rate apartments and condominiums. Approximately 275 dwelling units are proposed. Tax Map: 26 Lots: 20, 14A & Map: 36 Lot: 3 Zone: Residential Growth Area 1. **06-07-2016 & 08/02/2016 (Workshop) & 11-05-2016 (Site Walk)**

Saccarappa School Expansion Project: The Westbrook School Department is presenting concept designs for potential renovations and additions to Saccarappa School and associated site improvements. Tax Map: 7 Lots: 19 & 20A Zone: Residential Growth Area 1. **06-21-2016**

Middle School Expansion Project: The Westbrook School Department is presenting concept designs for potential additions to Westbrook Middle School (6 new classrooms on the second floor) and associated site improvements. Map: 9 Lot 19 Zone: Contract Zone 7. **06-21-2016**

2016.44 – Site Plan Amendment – 920 Main Street – Mast Landing Brewery: The applicant has acquired an adjacent lot to the current manufacturing building to accommodate a small fenced in outdoor seating for the associated Mast Landing tasting room. Tax Map: 032 Lots: 037, 038, 046, & 047. Zone: Contract Zone 10, City Center District. **07-05-2016 & 07-19-2016 (Public Hearing)**

2016.41 – Sketch Plan & Workshop – 855 Bridgton Road: The applicant is proposing to split the lot into two lots and construct a two story duplex on each lot. The lots will share a common driveway off Bridgton Road. Tax Map: 021 Lot: 033. Zone: Prides Corner Smart Growth **07-05-2016 & 08-20-2016 (Site Walk)**

2016.41 – Sketch Plan – 855 Bridgton Road: The applicant is proposing a 4-unit residential subdivision. Tax Map: 021 Lot: 033. Zone: Prides Corner Smart Growth Area. **07-05-2016 & 08-02-2016 (Workshop) & 08-20-2016 (Site Walk) & 09-06-2016 (Public Hearing)**

2016.49 – Sketch Plan – 91 Spiller Drive: The applicant is proposing to install a solar panel system between Spiller Drive and Saco Street. Tax Map: 4 Lot: 303. Zone: Manufacturing Zoning District. **08-02-2016 (Workshop) & 09-06-2016 (Public Hearing)**

2016.48 – Sketch Plan – 645 East Bridge Street: The applicant is proposing a 5-unit residential subdivision. Tax Map: 13 Lot: 13 Zone: Residential Growth Area 2. **08-02-2016 (Workshop) 08/20/2016 (Site Walk) & 10-04-2016 (Public Hearing)**

2016.42 – Sketch Plan – 388 Austin Street: The applicant is proposing to construct 96-unit condominium development. Tax Map: 55 Lot: 2 Zone: Residential Growth Area 2. **08-02-2016 (Workshop)**

2016.53 – Special Exception – 18 Constitution Drive – Julie Higgins: The applicant is proposing to open a day care facility within their home. Tax Map: 52 Lot: 193. Zone: Residential Growth Area 2. **09-06-2016**

2016.56 – Special Exception – 235 Pride Street – Danielle Hodgkins: The applicant is proposing to operate a preschool in the classroom space at Prides Corner Congregational Church. This would be a three hour a day, morning program, providing Nursery school only. Tax Map: 55 Lot: 22. Zone: Residential Growth Area 2. **09-06-2016**

2016.55 – Site Plan – 165 Warren Avenue – Delta Realty, LLC: The applicant is proposing a 12,000 square foot warehouse project. Tax Map: 46 Lot: 2A. Zone: Industrial Park District. **09-06-2016 & 10-04-2016 (Public Hearing)**

2016.54 – Amended Site Plan – 15 Saunders Way – JB Brown & Sons: The applicant is proposing a 60,000 square foot one story warehouse building. This plan modifies a site plan that was approved in May 2016. Tax Map: 42B Lot: 13. Zone: Industrial. **09-06-2016 & 10-04-2016 (Public Hearing)**

2016.52 – Sketch Plan – 290 Bridgton – John Chase: The applicant is proposing a modular home sales office and display. The site is located on the west side of Bridgton Road (Route 302). Tax Map: 58 Lot: 1E. Zone: Highway Services. **09-06-2016 & 10-04-2016 (Public Hearing)**

2016.58 – Special Exception – 609 Main Street, Suite 2 – Yes Brewing: The applicant is proposing a brewery and tasting room. Tax Map: 33(1) Lot: 206 Zone: City Center District. **10-04-2016 (Public Hearing)**

2016.57 – Sketch Plan – 95 Maple Street & 95 Blue Spruce Farm Road – Risbara Properties: The applicant is proposing to build (9) new 12-unit apartment buildings in addition to two existing dwelling units on the parcel. Access to the project is from Blue Spruce Farm Road off Spring St. Tax Map: 26 Lot: 20 & 14A and Tax Map: 8 Lot 216 Zone: Residential Growth Area 1. **10-18-2016 (Workshop)**

2016.63 – Sketch Plan – Extension of Berkshire Way Subdivision – Tim Flaherty:

The applicant is proposing a subdivision of 13 single-family, residential lots and an approximately 1,200 foot extension of Berkshire Way that will connect into Wildwood Circle. Tax Map: 19 Lot: 33 & 34 Tax Map: 59 Lot: 42 & 49. Zone: Residential Growth Area 2. **11-01-2016 & 11-19-2016 (Site Walk)**

2016.57 – Final Site Plan, Final Subdivision Review and Special Exception Review – 95 Maple Street & 95 Blue Spruce Farm Road – Risbara Properties: The applicant is proposing to build (9) new 12-unit apartment buildings and continue the use of two existing dwelling units on the parcel. Access to the project is from Blue Spruce Farm Road and Jacqueline Way, off Spring St. Tax Map: 26 Lot: 20 & 14A and Tax Map: 8 Lot 216 Zone: Residential Growth Area 1. **11-15-2016 & 12-06-2016**

Referral from the City Council: Request to review the Land Use Ordinance and provide a recommendation back to the City Council on any proposed changes, including but not limited to dimensional requirements and review standards. **11-15-2016**

Shoreland Zoning Ordinance: Zoning Ordinance changes per MDEP State updates and subsequent Zoning Map amendments. (Introduction to the proposal.) **11-15-2016**

Referral from the City Council – Request to review the following items and provide a recommendation back to the City Council on any proposed changes:

- a. SPECIAL EXCEPTION*
- b. DESIGN STANDARDS*
- c. BOARDING HOMES / GROUP HOMES 12-02-2016*

Sincerely,



Edward Reidman,
Westbrook Planning Board

Cc: Mayor Michael Sanphy
Members of the City Council
Jerre Bryant, City Administrator
Planning Department

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**WESTBROOK PLANNING BOARD
CHAIRMAN'S REPORT 2017**

During 2017 the Planning Board conducted – (29) Workshops, (6) Sketch Plans, (9) Site Plans, (4) Site Plan Amendments, (5) Subdivision, (2) Subdivision Amendments, (4) Special Exceptions, (4) Conditional Uses, (30) Public Hearings, (1) Shoreland Zoning, (9) Site Walks, (2) School Expansion Projects, (4) Referral by City Council, (6) Land Use Ordinance Amendment recommendations to City Council

Below is a list of activities of the Planning Board during 2017:

2016.12 – Amended Site Plan, Subdivision & Special Exception – Dirigo Plaza – 58 & 80 Main Street – J & J Gove Development: Jones & Beach, Inc. Tax Map: 42B Lots: 9, 10, 11, & 14. Zone: Gateway Commercial. 01/03/17, 03/21/17 A 7-0, 06/06/17, 9/5/17 (A 6-0)

2016.69 – Site Plan Change of Use – Child Care Facility – Applied Behavior Consultants, Inc. – 39 Mechanic Street: Tax Map: 28 Lot: 84, 102, & 17. Zone: City Center. 01/03/17 (A 7-0)

2016.63 – Subdivision – Extension of Berkshire Way Subdivision 13 Single Family residential lots – Tim Flaherty: Tax Map: 19 Lot: 33 & 34 Tax Map: 59 Lot: 42 & 49. Zone: Residential Growth Area 2. 01/03/17 Workshop, 03/07/17, 04/04/17 Pubic Hearing (A 5-0 1 Recused J. Marden)

Referral from the City Council – Request to review the following items and provide a recommendation back to the City Council on any proposed changes:

a. BOARDING HOMES / GROUP HOMES.

01/03/17 Workshop

2016.07 – Site Plan Amendment – 942 Main Street – Convenient MD: Tax Map: 32 Lots: 38, 46 & 47. Zone: Contract Zone 10 02/07/17 (A 4-0)

2017.02 – Sketch Site Plan – 381 Bridgton Road – Delta Realty, LLC: Tax Map: 58(2) Lot: 22 Zone: Highway Services. 02/07/17 Workshop (No Action)

2017.15 Referral from the City Council – Downtown Standards: The intent of this ordinance is to establish design and development standards for the Downtown district. 02/07/17 Workshop 04/18/17 Public Hearing (A 7-0)

Continuation of a Public Hearing from December 6, 2016 – Final Site Plan, Final Subdivision Review and Special Exception Review – 95 Maple Street & 95 Blue Spruce

Farm Road – Autumn Woods – Risbara Properties: Tax Map: 26 Lot: 20 & 14A and Tax Map: 8 Lot 216 Zone: Residential Growth Area 1. **02/21/17 Public Hearing Continued from 12-6-16 (A 4-1 Dennis Isherwood Opposed) (Rene Daniel unavailable at time of vote)**

Referral from the City Council: Changing the term Special Exception to Conditional Use throughout the Code of Ordinances **Public Hearing 02/21/17 (A 3-2)**

Referral from the City Council: Proposed definitions and permitted zones to be added to the Westbrook Land Use Ordinance for the following uses: Community-Based Residential Facilities, Boarding house or Lodging home, boarding home for sheltered care, Treatment facilities **Public Hearing 02/21/17(A 5-1) (Definition D&C (A 6-0)) (Definition A (A 4-2))**

2016.45 – Sketch Site Plan - Saccarappa School Expansion – 110 Huntress Avenue – Westbrook School Department: Tax Map: 7 Lots: 19 & 20A Zone: Residential Growth Area 1 **03/07/17 Workshop 04/04/17 Public Hearing, 05/02/17 (A 7-0)**

2016.46 – Sketch Site Plan – Middle School Expansion – 471 Stroudwater Street – Westbrook School Department: Tax Map: 9 Lot: 19 Zone: Contract Zone 7. **03/07/17 Workshop 04/04/17 Public Hearing, 05/02/17 (A 7-0)**

2017.05 – Special Exception – Theater Use – 907 Main Street, Transformation Project – Owner, Ken Hawley: Tax Map: 32 Lot: 111 Zone: City Center District. **03/07/17 Workshop, 06/06/17 Public Hearing (A 6-0)**

2017.07 – Ordinance Change – Shoreland Zoning: The proposal is to change the current Shoreland Zoning Ordinance to meet Maine Department of Environmental Protection law and related Zoning Map amendments. **03/21/17 Public Hearing (A 7-0)**

2017.04 – Sketch Site Plan – 20 School Street Commercial Building – Chris Wilson: Tax Map: 33 Lot: 277 Zone: City Center District. **03/21/17 Workshop, 05/02/17 Public Hearing (A 7-0)**

2017.11 – Sketch Site Plan/Subdivision/Special Exception – 127 Saco Street 5 new duplexes – Owner, Kelley Development, LLC: Tax Map: 28 Lot: 23 Zone: Residential Growth Area 1. **04/04/17 Workshop, 05/02/17 Public Hearing, 06/06/17 (A 6-0)**

****Training workshop presented by the City Solicitor and Planning Staff about the roles and responsibilities of the two boards. 04/11/17**

2017.16 – Subdivision – Mitchell Farms Properties – discussion of a joint planning board meeting with the Town of Falmouth 622 Brook Road: Tax Map: 22 Lot: 1 Zone: Residential Growth Area 2. **04/18/17, 05/02/17 (A 7-0 Waive Joint Meeting) 08/01/17 Workshop**

2017.20 – Final Site Plan Amendment – 10 Liza Harmon Drive – Larrabee Village: install utility poles along the back side of the property - Tax Map: 42A Lot: 14 Zone: Gateway Commercial. 06/06/17(A 6-0)

2017.19 – Final Site Plan Amendment – 30 Liza Harmon Drive – Larrabee Commons: modify their construction - Tax Map: 42A Lot: 12 Zone: Gateway Commercial. 06/06/17 (A 5-1 (E. Reidman opposed))

2017.22 – Final Conditional Use (Home Daycare Provider) – 15 Madison Street (Kimberly Clark): Tax Map: 7 Lot: 6 Zone: Residential Growth Area 1. 06/06/17

2017.18 – Conditional Use & Shoreland Zoning (General Development) - (CBRF Use) 907 Main Street – Transformation Project: Tax Map: 32 Lot: 111 Zone: City Center District/Village Review Overlay Zone/SZ-GD. 06/06/17 Workshop, Site Walk 06/24/17, 07/18/17 Public Hearing (A 7-0)

2017.28 – Amendment to the Land Use Ordinance – Chapter 9 Section 900 General Provisions, Impact Fees: Discussion on establishing general language and requirements for any impact fee enacted by the City. 06/20/17 Workshop, 08/01/17 Public Hearing (A 6-0)

2017.29 – Amendment to the Land Use Ordinance – Section 910 School Expansion Impact Fee: Discussion on establishing an impact fee system towards the school expansion projects at the Middle School and Saccarappa Elementary School. 06/20/17 Workshop, 08/01/17 Public Hearing (A 6-0)

2017.30 – Amendment to the Land Use Ordinance – Section 920 Sewer Impact Fee: Discussion on establishing a sewer impact fee system to offset costs associated with increasing capacity at the City's Wastewater treatment plant facility. 06/20/17 Workshop, 08/01/17 Public Hearing (F 3-3)

2017.31 – Amendments to the Land Use Ordinance – Medical Marijuana (Cultivation/Dispensary): Discussion on establishing requirements for operations of medical marijuana cultivation and dispensaries as well as proposing zone locations. 06/20/17 Workshop, 08/01/17 Workshop, 10/03/17 Workshop

2017.32 – Conditional Use (Home Daycare Provider) – 51 Presidential Way – Tamara Gallagher: Tax Map: 24 Lot: 134 Zone: Residential Growth Area 3. 07/18/17 Workshop, 08/15/17 Public Hearing (A 6-1)

2017.34 – Sketch Subdivision – 261 Pride Street – 3 lot subdivision – Daigle Financial & Development: Tax Map: 55 Lot: 20 Zone: Residential Growth Area 2. 07/18/17 Workshop, 07/29/17 Site Walk, 08/15/17 Public Hearing (A 7-0)

2017.36 – Amendment to the Land Use Ordinance – Chapter III, Sec. 300 – Prohibited Uses: Discussion on establishing an ordinance statement whereby if a use is not expressly stated

in our ordinance as allowed , it is determined to be prohibited, if it's not definitive in our ordinance, it's prohibited. **07/18/17 Workshop, 08/15/17 Public Hearing (A 7-0)**

2017.45 – Amended Subdivision – 0 Beechwood Avenue – 4-Unit Multifamily Building – Chris Wilson: Tax Map: 44 Lot: 8 Zone: Residential Growth Area 1 09/05/17 Workshop, 09/23/17 Site Walk, 11/21/17 Public Hearing, 12/05/17 Continued Public Hearing (A 6-1 Rene Daniel Opposed)

2017.46 – Site Plan – 742 Main Street – Dunkin' Donuts – ESW Realty, LLC: Tax Map: 33 Lots: 101 & 102 Zone: City Center District 09/05/17 Workshop, 10/03/17 Public Hearing (A 7-0)

2016.54 – Site Plan Approval Extension – 15 Saunders Way – JB Brown & Sons: Tax Map: 42B Lot: 13 Zone: Industrial. 10/03/17 (A 7-0)

2017.48 – Conditional Use – 23 Highland Street – Class 1 Bed &Breakfast – Axel Christensen: Tax Map: 33 Lot: 79 Zone: Residential Growth Area 1 10/03/17 Workshop, Public Hearing 11/21/17, Continued Public Hearing 12/05/17 (A 7-0)

2017.54 – Site Plan – 1 Idexx Drive – Parking Lot Expansion – Idexx: Tax Map: 5B Lot: 5 Zone: Manufacturing Zoning District. 11/21/17 Public Hearing (A 4-0)

2017.45 – Amended Subdivision – 0 Beechwood Avenue – 3-Unit Multifamily Building – Chris Wilson: Tax Map: 44 Lot: 8 Zone: Residential Growth Area 1 11/21/17 Public Hearing, 12/05/17 (A 7-0)

2017.53 – Subdivision, Site Plan Approval Extension – Merganser St. - Snow Goose Estates – SGE, LLC: Tax Map: 7 Lot: 230 Zone: Residential Growth Area 1 11/21/17 (A 5-0)

2017.62 - Amended Subdivision - Berkshire Way - HTM Partners LLC Tax Map: 19 Lot: 33 & 34 and Tax Map: 59 Lot: 42 & 49 Zone: Residential Growth Area 2. 11/21/17, 12/05/17 Public Hearing (A 7-0 Joe Marden Recused)

2017.57 – Amended Site Plan – 7 Hardy Road – garage expansion – Nelson Properties: Tax Map: 23 Lot: 8E Zone: Highway Services District 11/21/17 Workshop

2017.56 – Subdivision/Site Plan Review – 500 Spring Street – Twin Falls – 38 single family house lots and 3 commercial lots – Westbrook Housing Group, LLC: Tax Map: 8 Lot: 8 Zone: Residential Growth Area 1 11/21/17 Workshop

2017.60 – Site Plan – 590 County Road – new 7,450 sq. ft. building Rickett Bros. LLC: Tax Map: 2 Lot: 24C Zone: Industrial Park District. 11/21/17 Workshop, 12/05/17 Public Hearing (A 7-0)

2017.63 – Conditional Use – 529 Main Street - theater use – James & Mary Ernst: Tax Map: 40 Lot: 195 Zone: City Center District 11/21/17 Workshop, 12/05/17 Public Hearing (A 7-0)

2017.04 – Amended Site Plan – 20 School Street Commercial Building amend previous approval to construct 3,285 sq. ft. single story building – Owner, MTR Development, LLC: Tax Map: 33 Lot: 277 Zone: City Center District. 12/05/17 Workshop

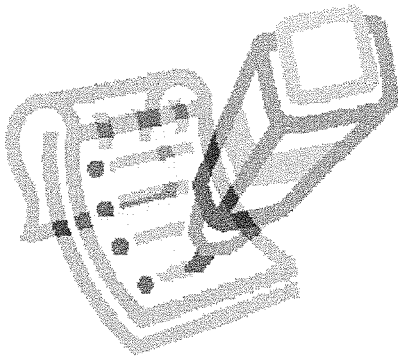
Sincerely,



Edward Reidman,
Westbrook Planning Board

Cc: Mayor Michael Sanphy
Members of the City Council
Jerre Bryant, City Administrator
Planning Department

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If I want to testify what should I do?

The public hearing is your opportunity to present your opinion and/or relevant facts on the matter under consideration. Testimony can be made in person, by telephone, or in written form through letters or e-mail. Appearing in person may have the most impact, but requires patience. There is no way to predict accurately the number of persons who may wish to speak at a public hearing.

Planning Board decisions cannot be made on the basis of numerical popularity but on the law as defined in the City's ordinances and State statutes. An example of testimony that is not legally persuasive: "I've talked to everybody in the neighborhood and nobody wants to see this land developed." However, an example that does have legal weight: "The applicant has presented flawed [or insufficient] data for stormwater runoff [or traffic safety, etc.] such that the Board cannot reasonably make a positive finding for that standard." In general the Board has to follow the ordinances in deciding on projects.

Organizing your presentation

Your presentation may be restricted to a limited amount of time so having your message organized is important. The following are some things to consider when preparing your testimony:

- Prepare notes of what you would like to say, or read from a written statement.
- Identify yourself with your name, address, and any affiliation you may have with a relevant group.
- If you have expertise in a particular field relevant to your testimony, advise the hearing body of that expertise.
- If pictures or drawings will help explain the issue, have them available either in a form all can see or in quantities to give to each Board member and project applicant.
- Back up your testimony with factual evidence if it is available. Avoid exaggerations. If you are speculating, say so. If your testimony is your opinion let the hearing body know.
- Try to present information that has not been presented by others.
- In your presentation do not attack any person or group on a personal level. Personalities and motives are not at issue.

Hearing Decorum

Public hearings are official meetings. Such hearings must be fair and impartial. It is important that proponents and opponents to a particular matter conduct themselves with respect and restraint. The Chair is in charge of the public hearing. It is the job of the Chair to make sure that anyone who desires to present testimony has an opportunity to do so comfortably. The Chair cannot allow disruptive behavior, cheering, booing, clapping, waving placards, or anything else that would have the effect of intimidating a person from testifying.

If the audience at a hearing exceeds the seating capacity of the room, the Chair may direct those persons without a seat to leave the room temporarily. As seats become available, people will be allowed to return.

Lobbying

The Planning Board must always be seen as "fair and impartial." Under most circumstances, to achieve a fair due process hearing, no contact with Board members outside the public hearing is allowed.¹

A GUIDE TO PUBLIC PARTICIPATION IN THE PLANNING BOARD PROCESS

The Westbrook Planning Board is pleased that you are participating in making Westbrook a better community. We hope that you find this brochure helpful in explaining the role the public plays in the Planning Board process.

Jurisdiction of the Planning Board

The Planning Board is vested by the Code of Ordinances with the following powers and duties:

- Prepare a comprehensive plan for the development of the community. In the preparation of a comprehensive plan, the public shall be encouraged to participate. The plan must be given a public hearing prior to its being adopted by the planning board.
- Exercise such powers and perform such duties and functions as are authorized and provided for under the city's Code and the laws of the state pertaining to zoning, subdivisions, and land development throughout the community.
- Subject to the approval of the city council, make and enter into such contracts as it may deem advisable to carry out the objectives and purposes of the board, and shall have such other powers and perform such other duties as may be necessary for the administration of its affairs on behalf of the city, and may obtain goods and services necessary for its proper function as approved by the city council within the limits of its budget or as otherwise supplemented by the city council. (Ord. of 12-3-73)

The Planning Board is vested by the Code of Ordinances with the following reviewing and recommendation authority:

- Site Plan Review (see Section 505)
- Subdivision Review (see Section 502)
- Special Exception Review (see Section 204)
- Recommendations to the City Council regarding:
 - Elements of the Comprehensive Plan
 - Zoning Text / Map Changes
 - Conditional / Contract Zoning

(For a complete listing of the authority of the Planning Board, see Article VI of the Code of Ordinances)

Workshop Meetings

The purpose of the workshop is to determine the completeness of the application, to identify questions for the applicant to address, and to allow the Planning Board to provide feedback to the applicant concerning the status of the application. Once an application is deemed sufficiently complete, a public hearing can be scheduled at the discretion of the Chair of the Planning Board.

As a member of the public, you are invited to comment on the application. If you do choose to speak, please keep the following in mind:

- The Board is not allowed to arrive at a final determination at the workshop. With this in mind, the public is asked to refrain from advocating for or against an application. The public will have an opportunity to advocate for or against an application at the public hearing to be held at a later date.
- Each member of the public will have time to present questions or issues for the Board and the applicant's consideration. These questions and issues will be used to prepare the application for a final decision. Questions asked during the workshop may not be answered until the public hearing.

Public Hearings

The public hearing is scheduled at the discretion of the Chair, this is the point in the process where the Board takes final action on the application before it. The format for the hearing is more formal than the workshop and generally follows the following sequence:

- Applicant presents their proposal
- Staff identifies questions or issues and potential conditions of approval for the Board
- The Board asks clarifying questions of the applicant and the staff
- Comments are received from the public
- Answer session for questions from the public
- Board deliberations and final action

Each member of the public will have time to comment on the application. If you choose to ask a question during your comments, keep in mind that your question will not be answered until after all members of the public have spoken.

Once the public comment period has been closed, the public is not allowed to speak unless requested to by the Board.

Regular Meeting

A regular business meeting is a time for the Board to discuss and deliberate the application. Typically there is no public comment accepted at this time.

- Applicant presents their proposal
 - Staff identifies questions or issues and potential conditions of approval for the Board
 - The Board asks clarifying questions of the applicant and the staff
 - Board deliberations and final action
-
- The Board is allowed to arrive at a final determination at this time. With this in mind, the Board is not allowed to schedule a public hearing to be held at a later date.

Written comments are encouraged. Please submit them to the Planning Department staff by the Wednesday of the week before the Board meeting.

By mail:

Planning Department
2 York Street
Westbrook, ME 04092

By e-mail:

Jennie Franceschi, City Planner
JFranceschi@westbrook.me.us

Alex Kee, Assistant City Planner
Akee@westbrook.me.us

For More Information

Code Enforcement and Planning Department
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Westbrook, ME 04092
Phone: (207)854-0638
Fax: 1-866-559-0642