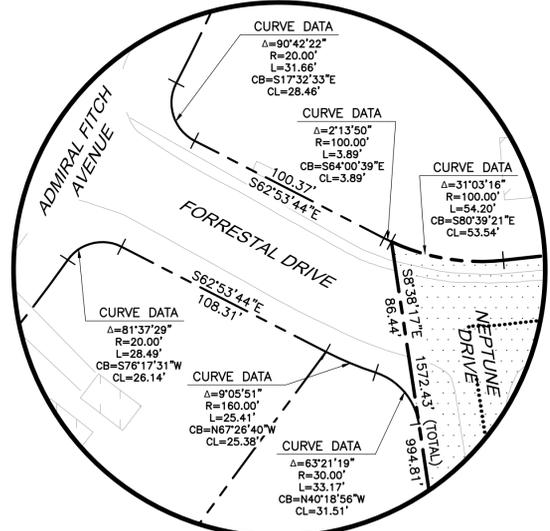


SEE DRAWING 1 OF 7 FOR PLANNING BOARD SIGNATURE BLOCK, SURVEYOR'S CERTIFICATION, LEGEND, NOTES & PLAN REFERENCES



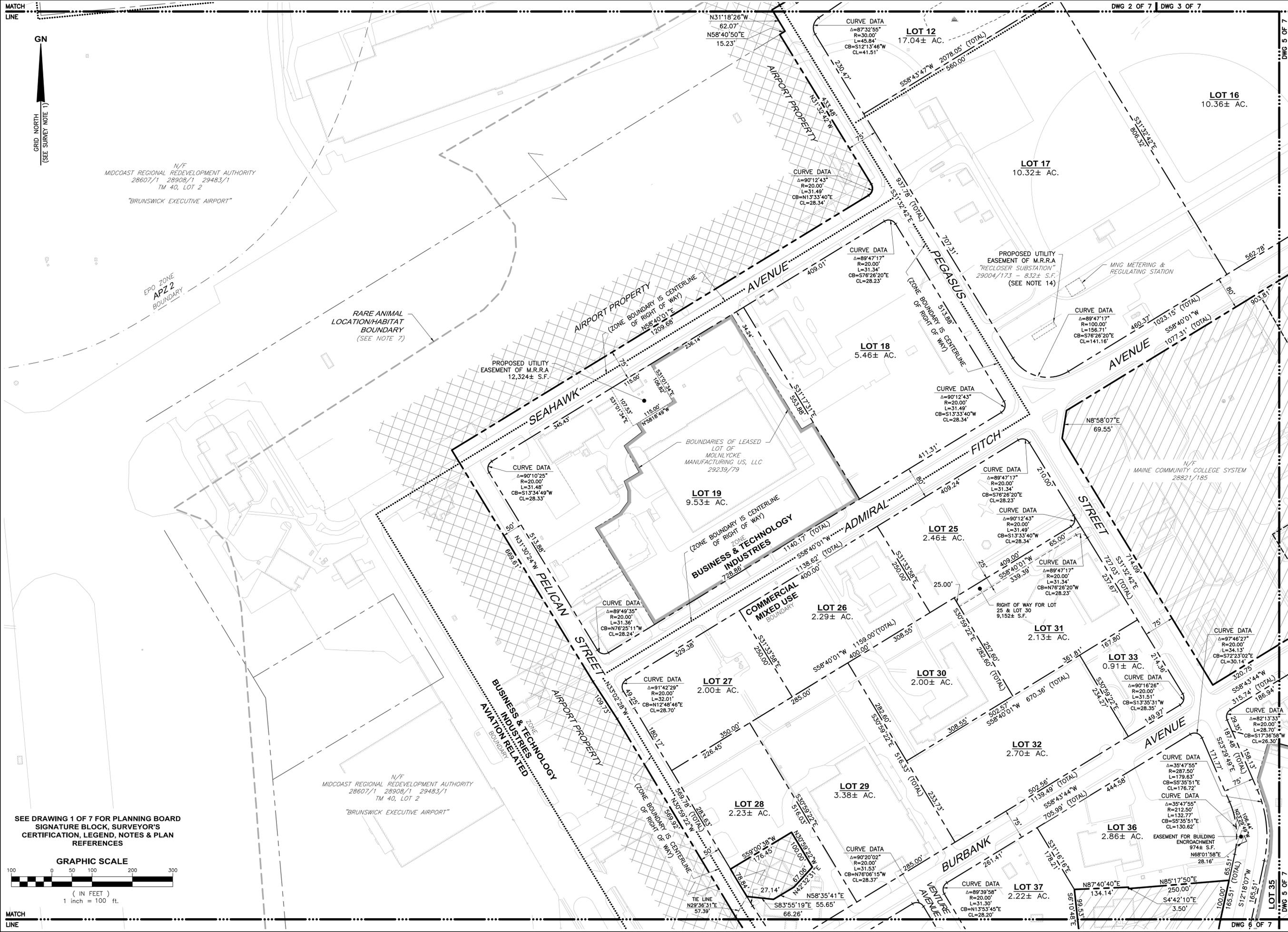
DATE	1/7/13
APP'D	JBW
RELEASED FOR FINAL SUBMISSION	
DESIGNED BY	JBW/RCC
CAD	RFB
CHECKED BY	RCC
DATE	12/17/12
APPROVED BY	JBW
DATE	12/17/12
PROJECT NO.	12218B



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FINAL SUBDIVISION PLAN
BRUNSWICK LANDING SUBDIVISION - PHASE I
BRUNSWICK LANDING
BRUNSWICK, CUMBERLAND COUNTY, MAINE
MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY
2 PEGASUS STREET, SUITE 1, UNIT 200 - BRUNSWICK, MAINE 04011
SUBDIVISION PLAN - SHEET 2

DRAWING
3 OF 7



N/F
MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY
28607/1 28908/1 29483/1
TM 40, LOT 2
"BRUNSWICK EXECUTIVE AIRPORT"

EPO ZONE
APZ 2
BOUNDARY

RARE ANIMAL
LOCATION/HABITAT
BOUNDARY
(SEE NOTE 7)

PROPOSED UTILITY
EASEMENT OF M.R.R.A.
12,324± S.F.

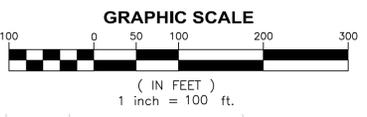
BOUNDARIES OF LEASED
LOT OF
MOLNLYCKE
MANUFACTURING US, LLC
29239/79

PROPOSED UTILITY
EASEMENT OF M.R.R.A.
"RECLOSER SUBSTATION"
29004/173 - 8,32± S.F.
(SEE NOTE 14)

MNG METERING &
REGULATING STATION

N/F
MAINE COMMUNITY COLLEGE SYSTEM
28821/185

SEE DRAWING 1 OF 7 FOR PLANNING BOARD
SIGNATURE BLOCK, SURVEYOR'S
CERTIFICATION, LEGEND, NOTES & PLAN
REFERENCES



NO.	DATE	DESCRIPTION
1	1/7/13	RELEASED FOR FINAL SUBDIVISION SUBMISSION

DESIGNED BY: JWB/RCC
CIVIL ENGINEER: RPB
CHECKED BY: RCC
DATE: 12/17/12
APPROVED BY: JWB
DATE: 12/17/12
PROJECT NO: 12218B

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FINAL SUBDIVISION PLAN
BRUNSWICK LANDING SUBDIVISION - PHASE I
BRUNSWICK LANDING
BRUNSWICK, CUMBERLAND COUNTY, MAINE
MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY
2 PEGASUS STREET, SUITE 1, UNIT 200 - BRUNSWICK, MAINE 04011
SUBDIVISION PLAN - SHEET 3

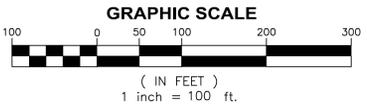
DRAWING
4 OF 7



GRID NORTH
(SEE SURVEY NOTE 1)

RARE ANIMAL
LOCATION/HABITAT
BOUNDARY
(SEE NOTE 7)

SEE DRAWING 1 OF 7 FOR PLANNING BOARD
SIGNATURE BLOCK, SURVEYOR'S
CERTIFICATION, LEGEND, NOTES & PLAN
REFERENCES



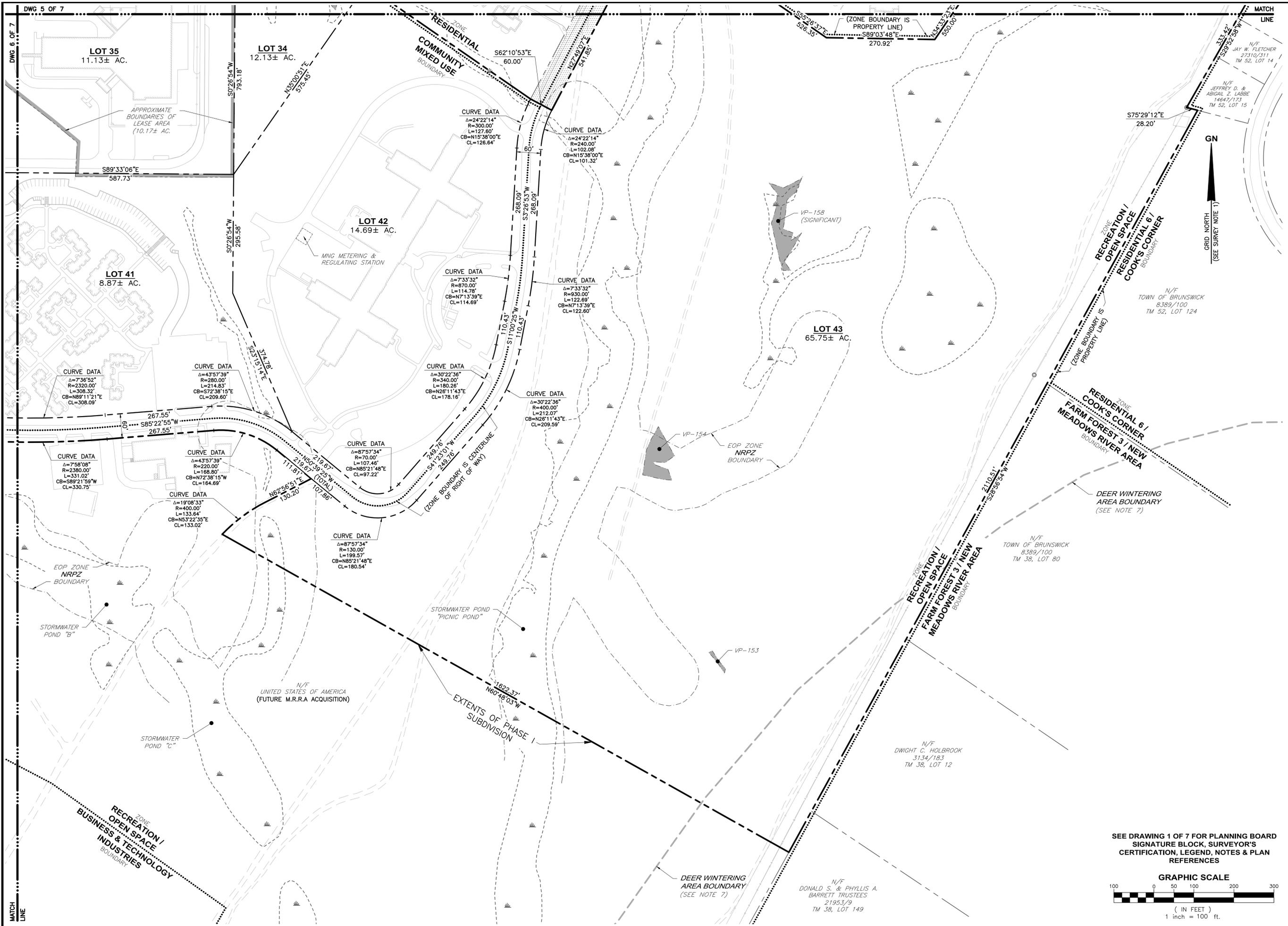
DATE	1/7/13
APP'D	JBW
RELEASED FOR FINAL SUBDIVISION SUBMISSION	
DESIGNED BY	JBW/RCC
CAD COORD.	RPB
CHECKED BY	RCC
DATE	12/17/12
APPROVED BY	JBW
DATE	12/17/12
PROJECT NO.	12218B

RYAN BEISAW
Professional Engineer
No. 8652
State of Maine

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FINAL SUBDIVISION PLAN BRUNSWICK LANDING SUBDIVISION - PHASE I BRUNSWICK LANDING BRUNSWICK, CUMBERLAND COUNTY, MAINE MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY 2 PEGASUS STREET, SUITE 1, UNIT 200 - BRUNSWICK, MAINE 04011 SUBDIVISION PLAN - SHEET 5
--

DRAWING
6 OF 7



DATE	1/7/13
APP'D	JBW
RELEASED FOR FINAL SUBDIVISION SUBMISSION	
DESIGNED BY	JBW/RCC
CAD COORD.	RPB
CHECKED BY	RCC
DATE	12/17/12
APPROVED BY	JBW
DATE	12/17/12
PROJECT NO.	12218B

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FINAL SUBDIVISION PLAN
BRUNSWICK LANDING SUBDIVISION - PHASE I
BRUNSWICK LANDING
BRUNSWICK, CUMBERLAND COUNTY, MAINE
MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY
2 PEGASUS STREET, SUITE 1, UNIT 200 - BRUNSWICK, MAINE 04011
SUBDIVISION PLAN - SHEET 6

SEE DRAWING 1 OF 7 FOR PLANNING BOARD SIGNATURE BLOCK, SURVEYOR'S CERTIFICATION, LEGEND, NOTES & PLAN REFERENCES

GRAPHIC SCALE

(IN FEET)
 1 inch = 100 ft.

DRAWING
 7 OF 7

January 3, 2013

Ms. Anna Breinich, Director
Planning and Development
Town of Brunswick
28 Federal Street
Brunswick, ME 04011

Subject: Road Maintenance at Brunswick Landing

Dear Anna:

At the Staff Review Committee meeting of January 3, 2013 regarding the Midcoast Regional Redevelopment Authority's (MRRA) proposed Subdivision Plan for Brunswick Landing, you requested information regarding MRRA's financial capacity to maintain the roads within the proposed subdivision. As you are aware, the proposed subdivision plan encompasses the majority of the historical cantonment area of the former base. Accordingly, the plan essentially memorializes the existing pattern of development and roadways on the property. MRRA currently maintains this roadway system using revenues provided by tenant leases.

As the various base properties within and outside the subdivision are eventually sold and/or conveyed to other ownership entities, MRRA will need to assess a Common Area Maintenance (CAM) fee for road maintenance to these owners to ensure that they pay their fair share of these costs. The instrument that is proposed to be used for this purpose is called a Road Maintenance Agreement that will be executed upon the transfer of the subject properties.

Please contact me with any questions.

Sincerely,


Steven H. Levesque
Executive Director

cc: Jan Wiegman, Wright-Pierce

BERNSTEIN SHUR

COUNSELORS AT LAW

207-774-1200 main
207-774-1127 facsimile
bernsteinshur.com

100 Middle Street
PO Box 9729
Portland, ME 04104-5029

Patrick J. Scully
207 228-7201 direct
pscully@bernsteinshur.com

September 11, 2012

Anna Breinich, AICP
Director of Planning and Development
Town of Brunswick
28 Federal Street
Brunswick, ME 04011

Re: Subdivision of MRRA Property

Dear Anna:

You have asked me to address whether the Planning Board could approve a preliminary subdivision plan for a proposed subdivision at Brunswick Landing, with the understanding that the plan would include preliminary lot lines based upon GPS coordinates rather than a metes and bounds description, and whether MRRA could then begin marketing the lots to entities prior to final plan approval, with the understanding that final surveyed lot lines would be included on the final subdivision plan.

As we have previously discussed, under Maine's subdivision law, 30-A M.R.S.A. § 4401 et seq., (the "Subdivision Statute") subdivision approval is required any time MRRA or any other developer divides a tract or parcel of land into three or more lots within any five year period, whether by sale or by lease. It is important to emphasize the applicability of the Subdivision Statute to divisions of land by lease. If MRRA leases space in an existing building for commercial/industrial uses, and the lease is only for space in the building, but does not create by lease a described lot that encompasses the building and associated land, there is no creation of a lot for purposes of the Subdivision Statute. If MRRA leases an existing building together with associated land through a lease that describes a land area associated with the building, a lot is created within the meaning of the Subdivision Statute.

Also, it is our opinion that where the United States conveys land to MRRA in separate conveyances, all of the combined land that is contiguous is treated as a tract or parcel of land for purposes of determining whether subsequent conveyances create a subdivision. The Subdivision Statute defines "tract or parcel of land" to mean "all contiguous land in the same ownership." The statute does not distinguish between land that came into the

current owner in one conveyance from land that came in through several deeds. Once the parcels are in the same ownership and are contiguous, they constitute a “tract or parcel of land” for purposes of the subsequent creation of a “subdivision” requiring Planning Board approval. I would note, however, that under the Subdivision Statute, portions of land that are separated by public roads or by private roads created prior to 1971 are treated as separate “tracts or parcels” for subdivision purposes. So a subdivision analysis as applied to Brunswick Landing would look separately at each tract or parcel set off by public or pre-1971 private base roads.

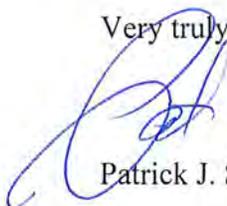
Under the Subdivision Statute, the Town by regulation may provide for a multi-stage review and approval process, including preapplication sketch plan, preliminary plan and final plan. This is consistent with the Town’s Development Review standards, which provide for review and approval at the sketch plan and final plan stages. While the Ordinance requires a surveyed plan with metes and bounds descriptions for lots, the Planning Board has the Ordinance authority (but not the obligation) to waive this requirement on a case by case basis.

However, 30-A M.R.S.A. §4406 prohibits a developer from selling, leasing, developing, building upon or conveying, or offering or agreeing to sell, lease, develop, build upon or convey any land in a subdivision unless the subdivision plan has been approved by the Planning Board and subsequently recorded in the Registry of Deeds. Thus, MRRA cannot market lots in a subdivision without both final Planning Board approval and a recorded subdivision plan.

One way to address the uncertainty of final lot lines would be for MRRA to seek subdivision approval with GPS-based preliminary lot lines shown on the plan (and a waiver of the requirement for a metes and bounds descriptions if necessary). Once the final plan is approved and recorded, MRRA could begin marketing lots. If, as a result of negotiations with potential buyers/lessees, lot lines are altered, MRRA could seek approval of the alteration of the lot lines as a plan amendment. At that time, the Town could require that the amended plan include a complete boundary survey, including a metes and bounds description of all lot lines. Depending on the scope of the changes, such an amendment could be reviewed at the Staff level as a Minor Modification under Section 403.3(B) of the Ordinance.

Please let me know if you have any questions.

Very truly yours,



Patrick J. Scully

Staff Present: Jeff Hutchinson (Codes Enforcement), Cathy Donovan (Assessing), Anna Breinich (Planning), Jeff Emerson (Fire)

Applicants Present: Steve Levesque (MRRA), Dave Markovchick (MRRA), Jan Wiegman (Wright-Pierce) and Robert Clumie (Wright-Pierce)

Case Number: 12-031 Brunswick Landing Subdivision: The Committee will review and comment on a **Final Plan** application submitted by the Midcoast Regional Redevelopment Authority to create 44 lots at Brunswick Landing (**Assessor’s Map 40, Lot 2**) in the **BNAS Reuse Zoning District**.

Jan Wiegman, applicant representative, made note that there are several parcels on the map within the subdivision that do not and will not belong to MRRA but are going directly to Family Focus and the Town of Brunswick. Steve Levesque added that parcel #39 should be cross-hatched on the plan to show this distinction, thereby reducing the number of lots to 43. Lot lines have been drawn to follow zoning lines per the Town’s request. Wetlands, vernal pools and Natural Resource Protection Zones have been mapped with on-site confirmation of specific locations as part of site plan phase. Existing stormwater detention basins will remain as such with easements shown around them. A reservation for future right-of-way has been mapped off of Admiral Fitch Drive to align with Merrymeeting Plaza, per the BNAS Reuse Master Plan. Jan stated that he is in possession of letters from both the Water District and Sewer Department and he will forward electronic copies of those to Anna.

Staff Comments:

Assessing:

- Cathy Donovan – The road shown as ‘Ryan’s Place’ off of Pegasus St was not deemed so by the Assessing Department. The name should be removed and the road should be reserved for a future right-of-way to avoid confusion. Cathy questioned what will become of housing on Lots 10, 14, and 20? Steve responded that the units on Lot 10 are up for lease, the Lot 14 units are occupied by Kestrel, and the units on Lot 20 are slated for demolition. All three lots will be commercial use.

Codes Enforcement:

- Jeff Hutchinson – Jeff clarified that there is just one significant vernal pool on the property. He noted that the Town will need one plan with the entire subdivision on it as it makes the project much easier to view as a whole. Steve noted that lot 32 is a parking lot and will be kept as a common lot and MRRA will maintain ownership of it.

Fire:

Jeff Emerson – No Comments

Planning:

- Anna Breinich – Anna questioned if MRRA is comfortable with the dedicated right-of-ways as delineated. She noted that the proposed rights-of-way exceed what is required by ordinance. Steve responded yes, MRRA prefers the wider ROWs. Jan stated that the ROWs may allow for some on-street parking. Anna agreed to forward the applicant the most recent information from the Mere Brook Watershed Study. She noted that the Airport Runway Zone (landing and take-off area) should be on the plan. Anna stated that the Town will need a copy of the Common Area Maintenance Agreement for road maintenance. Steve responded that the agreement is not yet in place – property owners are going to have to pay a charge for road maintenance based on square footage (\$.15/sqft) because of the lack of TIF money. Anna requested a memo drafted to that effect. Steve noted that the fee is for owners only as tenants already pay fees as part of their lease. He also stated that the airport pays MRRA for utilities and roads as part of a budget transfer. Anna confirmed that the subdivision would go to the Planning Board on the January 14th.

**Draft Findings of Fact
Brunswick Landing Subdivision – Phase 1
Major Subdivision Plan Final Review
Review Date: January 14, 2013**

Project Name: Brunswick Landing Subdivision – Phase 1

Case Number: 12-031

Tax Map: Map 40, Lot 2

Applicant: Midcoast Regional Redevelopment Authority
2 Pegasus Street, Unit #1, Suite 200
Brunswick , Maine 04011

Authorized Representative: Wright-Pierce
99 Main Street
Topsham, ME 04086

Motion #1 – That the major development review application is deemed complete.

PROJECT SUMMARY

The Midcoast Regional Redevelopment Authority (MRRA) has submitted a major development review application for a 43-lot final subdivision for a portion of the former Brunswick Naval Air Station. This property is located in the **BNAS Reuse Zoning District, subdistricts R-R/OS, R-R, CMU and R-PO.**

The proposed project consists of a 43-lot subdivision encompassing 399.36 acres of Brunswick Landing, which will include the establishment of rights-of-way over existing roadways and development parcels. The Phase 1 area includes most of the former BNAS cantonment area, outside of the airport facility and represents areas that have transferred or will be transferred shortly to MRRA from the federal government. Lot layout closely follows the existing road network with consideration of existing buildings and site features. Lots areas range in size from .75 acres to 65.75 acres to allow flexibility in redevelopment opportunities. No new infrastructure or construction is proposed as part of this subdivision.

Through the subdivision, MRRA will be able to market and develop parcels in an organized matter and in accordance with state subdivision law. An opinion by the Town Attorney Patrick Scully, regarding the need for the subdivision, is attached. The opinion addresses the acceptance of use of GPS coordinates in lieu of metes and bounds by survey. However, the applicant has chosen to provide metes and bounds at this time. A

final survey will be conducted for each lot will be conducted and lot monumentation completed at time of sale and/or as part of site plan or change of use approvals.

At time of site development, the applicant will provide all detailed information as required for the level of development review.

Upon approval of the final plan, a common development plan may be submitted by MRRA at a later date, detailing intended uses in accordance with the approved BNAS Reuse Master Plan.

The applicant requests Final Subdivision approval by the Planning Board.

The following waivers have been requested by the applicant:

1. Section 412.2.B.3 – Lot Monumentation: boundaries of all lots and tracts with accurate distances and bearings, locations of all permanent monuments properly identified as existing or proposed.
2. Section 412.2.B.8. – Profiles and cross sections and curve radii of existing streets.
3. Section 412.2.B.14. – Profile and cross section of existing sewers.

Staff recommends approval of the requested waivers.

Review Standards from Section 411 of the Town of Brunswick Zoning Ordinance

411.1 Ordinance Provisions

This property is located in the BNAS Reuse Zoning District, subdistricts R-R/OS, R-R, CMU and R-PO. Adherence to all dimensional and lot configuration requirements will be verified upon such time when development occurs. *The Board finds that the provisions of Section 411.1 are satisfied.*

411.2 Preservation of Natural Features

No new development is proposed, nor any disturbances to existing natural features or resources. It is not within a flood hazard area and all natural features have been noted for subdivision purposes. Further on-site investigation will be required as needed when development occurs. *The Board finds that the provisions of Section 411.2 are satisfied.*

411.3 Surface Waters, Wetlands and Marine Resources

No disturbances to water bodies, streams, wetlands or vernal pools have been identified on the plan. Any future development activities will require an evaluation of impacts to surface waters, wetlands, and marine resources. *The Board finds that the provisions of Section 411.3 are satisfied.*

411.4 Flood Hazard Areas

According to the Federal Emergency Management Agency, there are no floodplains on the Phase 1 subdivision property. *The Board finds that the provisions of Section 411.4 are satisfied.*

411.5 Stormwater Management

The stormwater system on the site consists of a collection system and several stormwater attenuation ponds with discharges in several locations along the perimeter of the property. Stormwater from the site flows to several watersheds including two urban impaired stream watersheds. Because no new construction is proposed with this phase of the subdivision, no changes to the stormwater system are required. Any future development will require further evaluation and possible mitigation of stormwater impacts. *The Board finds that the provisions of Section 411.5 are satisfied.*

411.6 Groundwater

The Town has designated 2 Aquifer Protection Zones within the Brunswick Landing site, however no activities are proposed or anticipated that will extract groundwater for commercial or residential purposes. In addition, institutional land use controls imposed by deed by the U.S. Navy restricts any groundwater extraction, without Navy approval. Any future development must meet the APZ requirements. The Board finds that the proposed subdivision will not - alone or in conjunction with existing activities - adversely affect the quality or quantity of groundwater. *The Board finds that the provisions of Section 411.6 are satisfied.*

411.7 Erosion and Sedimentation Control

The subdivision submittal provides for all future development designed to incorporate Best Management Practices as outlined in the Maine Erosion and Sediment Control BMPs as published by the Maine DEP, current edition. This includes silt fencing and other measures to minimize transport of sediment from the site. Specific provisions for permanent and temporary erosion control features have been provided on the Final Plan. The proposed development will not cause unreasonable soil erosion or reduction in the land's capacity to hold water so that a dangerous or unhealthy situation results. *The Board finds that the provisions of Section 411.7 are satisfied.*

411.8 Sewage Disposal

The sewer collection system, including existing sewer lines, manholes, and pump stations, is operated by MRRA and the wastewater is discharged to the Brunswick Sewer District through a trunk line that leaves the site at the main entrance. Because no new development is proposed, there will be no impacts to existing capacity. A letter from the Brunswick Sewer District confirming capacity to serve future development will be required for individual projects. A waiver for profile and cross section of existing sewers has been requested. *The Board finds that the provisions of Section 411.8 are satisfied.*

411.9 Water Supply

The water system on the site, including fire hydrants, is operated by MRRA. Water is supplied to the system via two connections to the Brunswick Topsham Water District water distribution system. A letter from the Brunswick-Topsham Water District confirming capacity to serve future development will be required for individual projects. *The Board finds that the provisions of Section 411.9 are satisfied.*

411.10 Aesthetic, Cultural and Natural Values

The proposed subdivision will not have any undue adverse effect on the scenic or natural beauty of the area, historic sites, or significant wildlife habitat identified by the Maine Department of Environmental Protection and Inland Fisheries & Wildlife or by the Town of Brunswick, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline. Any future development of lots must consider and such features at time of proposal in accordance with ordinance standards. *The Board finds that the provisions of Section 411.10 are satisfied.*

411.11 Community Impact

Because no new development is proposed, the subdivision will not adversely impact community services. No solid waste impact fee is required as waste is privately contracted by MRRA. Upon such time when new development occurs, the review and permitting process will identify impacts to emergency services and school enrollment. Overall, municipal resources are currently available to service the existing uses on the site. *The Board finds that the provisions of Section 411.11 are satisfied.*

411.12 Traffic

The existing streets are proposed to remain as a private road network that will be maintained by MRRA through a common area maintenance agreement with all Brunswick Landing landowners. The Board finds that the proposed subdivision will not adversely affect the traffic conditions on Bath Road or other public rights-of-way. Any future development requiring site plan approval will be required to evaluate traffic impacts. *The Board finds that the provisions of Section 411.12 are satisfied.*

411.13 Pedestrian and Bicycle Access and Safety

Bicycle riding are permitted on existing streets within Phase 1 of the Brunswick Landing site. A Recreation, Trails, Open Space Management Plan now under development for primarily those lands being conveyed to the Town of Brunswick, also includes a concept for a perimeter trail to traverse Brunswick Landing. Upon approval of the management plan by Town Council, any future development of lots created by this subdivision will incorporate the trail system as appropriate. The Board finds that the proposed subdivision will not impact existing accommodations for bicyclists and pedestrian access, safety and circulation within the site. *The Board finds that the provisions of Section 411.13 are satisfied.*

411.14 Development Patterns

No new development is proposed, and any future development will be required to evaluate impacts to development patterns. *The Board finds that the provisions of Section 411.14 are satisfied.*

411.15 Architectural Compatibility

No new development is proposed, and any future development will be required to evaluate architectural compatibility, in accordance with Brunswick Landing Design Guidelines administered by MRRA. *The Board finds that the provisions of Section 411.15 are satisfied.*

411.16 Municipal Solid Waste Disposal

No solid waste impact fee is required as waste is privately contracted by MRRA. As no new development is proposed, there will be no need for additional solid waste disposal at this time. *The Board finds that the provisions of Section 411.16 are satisfied.*

411.17 Recreation Needs

No development at this time. Any future residential development will necessitate a determination for recreation impact fees by the Recreation Commission at the time of development review. Presently, the subdivision will not impact the Town’s ability to provide recreational services. *The Board finds that the provisions of Section 411.17 are not applicable.*

411.18 Access for Persons with Disabilities

As no new development is proposed, additional access for persons with disabilities is not required at this time. Any future development proposal will require an evaluation of impacts to access for persons with disabilities. *The Board finds that the provisions of Section 411.18 are satisfied.*

411.19 Financial Capacity and Maintenance

As no new development is proposed, evidence of financial capacity is not required at this time with the exception of existing roadway maintenance. As mentioned previously, existing roads will be maintained by MRRA, financed through a common area maintenance agreement with all Brunswick Landing landowners. Any future development proposals requiring site plan approval will be required to include evidence of financial capacity. *The Board finds that the provisions of Section 411.19 are satisfied.*

411.20 Noise and Dust

The subdivision will not generate any additional noise and or fugitive dust. Any future development must meet ordinance standards. *The Board finds that the provisions of Section 411.20 are satisfied.*

411.21 Right, Title and Interest

MRRA owns the subject properties giving them sufficient right, title and interest to subdivide the land. *The Board finds that the provisions of Section 411.21 are satisfied.*

411.22 Payment of Application Fees

The applicant has paid all applicable development review application fees. *The Board finds that the provisions of Section 411.22 are satisfied.*

DRAFT MOTIONS
BRUNSWICK LANDING SUBDIVISION – PHASE 1
MAJOR SUBDIVISION PLAN FINAL REVIEW
CASE#: 12-031

Motion 2: That the Board waives the following requirements:

1. Section 412.2.B.3 – Lot Monumentation: boundaries of all lots and tracts with accurate distances and bearings, locations of all permanent monuments properly identified as existing or proposed.
2. Section 412.2.B.8. – Profiles and cross sections and curve radii of existing streets.
3. Section 412.2.B.14. – Profile and cross section of existing sewers.

Motion 3: That the Final Subdivision Plan is approved with the following conditions:

1. That the Board’s review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification shall require a review and approval in accordance with the Brunswick Zoning Ordinance.

* Please note that site plan approvals by the Planning Board shall expire at the end of two years after the date of Final Plan approval unless all construction has been completed by that date (Section 407.4.B of the Brunswick Zoning Ordinance).

**BRUNSWICK PLANNING BOARD
SEPTEMBER 25, 2012**

MEMBERS PRESENT: Chairman Charlie Frizzle, Vice Chair Margaret Wilson, Dann Lewis, Jeff Peters, Dana Totman, Richard Visser and Steve Walker

STAFF PRESENT: Anna Breinich

A meeting of the Brunswick Planning Board was held on Tuesday September 25, 2012 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chairman Charlie Frizzle called the meeting to order at 7:00 P.M.

Case Number: : 12-030 Brunswick Police Station: The Board will review and take action on a **Final Plan** application submitted by the Town of Brunswick to construct a police station at 1 & 3 Stanwood Street and 81 & 85 Pleasant St (**Assessor's Map U15, Lots 74,75,76,77**) in the **Town Residential 1 Zoning District.**

Anna Breinich stated that this is a Final Plan for a police station to be constructed at the corners of Stanwood and Pleasant Streets. She stated that the Board had a joint workshop with the Village Review Board and since that time, the Village Review Board has issued a Certificate of Appropriateness for the design.

Brett Donhm, of Donham and Sweeney Architects, stated that the plan is essentially the same since their last meeting. Brett presented views of what the police station is proposed to look like from Stanwood and Pleasant Streets and reviewed the proposed site plan and cross section. Brett stated that the stimulus for the design was based on the other prominent buildings on Pleasant Street such as the Post Office and the Curtis Memorial Library. Brett stated that they are in full compliance with the zoning requirements and have submitted a stormwater management plan. Brett stated that they have porous paving and that the building does not have any gutters but noted that there is crushed stone going around the building to assist in drainage; there are catch basins and a hydro system for runoff before it enters the sewer system which has sufficient capacity to handle the building. Brett stated that they have submitted an erosion control plan with the application. Brett reviewed the site lighting and stated that it has been designed to not have any off-site casting and to shed all the light down. Brett pointed out that there was a condition that they provide an alternate photometric plan; the Town Engineer has since reviewed and given the approval of the alternate plan. The traffic study has determined that there is no adverse impact and that parking needs are spread out during the course of the day. The landscaping has conditions attached by the Town Arborist, Peter Baecher; the applicant is willing to work with Peter to address these conditions such as adding pruning of existing trees and protection of the trees before work is initiated on the site.

Charlie Frizzle asked if a decision had been made on whether or not the communications tower had to be part of the building or if it could stand alone as this was brought up in the Staff Review discussions. Brett Donham stated that it will be attached to the building as required by the zoning ordinance.

Richard Visser asked for clarification on the request made by the Town Engineer. Brett Donham explained that a photometric plan is how the foot candles fall on the site; the new submittal was approved.

Margaret Wilson asked if the traffic study was included in the packet. Charlie Frizzle replied that it was not but that he was comfortable since it is apparent that the Town Engineer has reviewed it and commented on it. Margaret asked if the traffic study was based on the new slip lane being added on Stanwood Street and Brett Donham replied that it was based on this change. Margaret asked if there was reference to the current letter grade on Stanwood Street and Pleasant Street and also if either letter grade will change once the building is completed. Anna Breinich replied that the level of service prior to the additional lane overall at this intersection is a Level F and remains at a Level F post development. Anna Breinich read a portion of the traffic study to the Board suggesting that traffic going into the police station enter and exits so that they are turning right.

Dana Totman asked if the Soil Survey was not applicable as noted on the application or is a waiver being requested. Anna Breinich replied that she believed it is a waiver being requested. Brett Donham replied that the reason they are asking for a waiver is because they will not have sewage disposal on site and will be using the Town's sewage system and because they have very good sand drainage. Brett replied that non applicability was an assumption on his part.

Jeff Peters asked if the police station was being designed for roughly double the size of the current police force. Brett replied that it was not; the projection was made for the potential needs over 25 years. He stated that a few of the offices have room for a second desk and there is room in the locker room for additional lockers. He stated that the design was based on his study and in working with the police department. Jeff asked if the traffic study took into consideration the projected impacts; Brett replied that the study was based on his projections with 15 to 20 officers. He stated that in the parking count which includes personal cars and cruisers was based on future expansions. Jeff clarified by stated that his concerns were not just parking but traffic going into and out of the department. Anna Breinich replied that the study was based on need to 2030.

Steve Walker asked if the issue with the abutter's driveway/right-of-way had been resolved. Brett Donham replied that it has been resolved by leaving the easement in place.

Chairman Charlie Frizzle opened the meeting to public comment. No public comments made; Chairman Charlie Frizzle closed the public comment.

Dana Totman agreed with Margaret Wilson's earlier concern that there was no traffic study included in the packet. Jeff Peters stated that given the volume of the packet and the importance of the site, he is disappointed that the traffic study was not included. Curt Neufeld replied that the application was submitted to Kris Hultgren who noted that the traffic study was missing; Curt added that copies of the traffic study were made but did not make it into the packet. Margaret stated that she does not want to hold this application up as this has been a long community process and the Town Engineer, John Foster, has reviewed the study. She stated that she is willing to move forward but reluctantly; Charlie Frizzle agreed. Town Manager, Gary Brown,

replied that he wants the Planning Board to be fully comfortable with their decision with no unanswered questions. Manager Brown asked staff if the only missing piece is the traffic study, when could this come back to the Board and would the architect need to be present? Manager Brown stated the Town Engineer could be present as well as Curt Neufeld to answer any questions. Anna Breinich stated that they could review the traffic study and come back on October 2, 2012 to make a motion on the Final Plan.

A decision was made amongst the Board to review the traffic study portion and table the motion for the Final Plan approval until their meeting of October 2, 2012.

**MOTION BY DANN LEWIS TO DEEM THE APPLICATION COMPLETE.
SECONDED BY STEVE WALKER, APPROVED UNANIMOUSLY.**

MOTION BY RICHARD VISSER TO APPROVE THE FOLLOWING WAIVERS:

1. Section 412.2.B.8 – Name, location and width of paving for proposed roads
2. Section 412.2.B.14 – Location of proposed cross section of sanitary sewers
3. Section 412.2.B.16 – Class A Soil Survey

SECONDED BY MARGARET WILSON, APPROVED UNANIMOUSLY.

Case Number 12-031 Brunswick Landing Subdivision: The Board will review and take action on a **Sketch Plan** application submitted by the Midcoast Regional Redevelopment Authority to create 43 lots at Brunswick Landing (**Assessor’s Map 40, Lot 2**) in the **BNAS Reuse Zoning District**.

Anna Breinich stated that this is a Sketch Plan for 43 lots. The proposed subdivision is coming about now for future redevelopment leasing or sales of any structures with land attached to it or vacant lots. Anna stated that there may be changes to the Final Plan after it is approved, but these will be part of the site plan reviews and to keep in mind that this is only the Sketch Plan. Anna stated that at the Final Plan, Midcoast Regional Redevelopment Authority (MRRA) will be requesting a waiver to the Town’s ordinance standard for metes and bounds survey for each individual lot. Anna has checked with the Town Attorney, Pat Scully, who has stated that this is not a state requirement; this can be done via GPS coordinates and at such time that it goes through the actual development this will be when each individual survey will be conducted. Charlie Frizzle clarified by saying that “for purpose of approving this Sketch Plan and the Final Subdivision Plan,” Mr. Scully has stated that the Board can rely on the GPS mapping coordinates. Charlie added that when individual lots within this subdivision come before the Board, or any other entity for review and approval, that will be when formal on the ground surveys will be conducted. Dana Totman, in reading Pat Scully’s letter to the Board, stated that he believes that the Board should make a motion to waive the normal metes and bounds to allow the GPS lot lines to be accepted; Anna Breinich and Charlie state that this does not need to be done for the Sketch Plan but can wait until the Final Plan. Margaret Wilson stated that Mr. Scully’s language is not that it would meet the requirements but that it could require it, it is not absolute. Anna replied that the Board could require it as a condition.

Steve Levesque, Executive Director of Midcoast Regional Redevelopment Authority, stated that in reference to the metes and bounds, it will be difficult to sell property without the metes and

bounds. He stated that they are fully prepared to meet the requirements. Steve stated that about five years ago they went through a robust planning process to develop the Master Reuse Plan for the base property. He stated that what they want to do is now implement that reuse plan and need to put lot lines around this property. Steve reviewed a map of the transfer property; one large parcel which is conveyed in pieces from the Navy. Steve handed out copies of the deed transfer for the Economic Development Conveyance (EDC) and stated that roughly 75% of the EDC piece has been conveyed. Steve stated that they have tried to memorialize what lots would have looked like had they been plotted using the existing buildings as guides.

Jan Wiegman, Engineer with Wright Pierce, stated the phase 1 subdivision consists of roughly 400 acres which have been broken down into zones for Professional Office, Community Mixed Use, Business Technologies and Industries and Recreation. Jan reviewed the proposed zoning map for the Master Reuse Plan and stated that they have made some adjustments to more closely reflect what the actual uses may be (please refer to Case Number 12-023). Jan stated that the proposed Phase 1 consisting of 43 lots utilizes roughly five miles of existing roadways, and has taken into consideration existing wetlands. Jan stated that they have included an Executive Summary, Traffic Study and noted that they are following Alternative 1. He stated that the summary lists improvement based on the anticipated traffic with this redevelopment plan with the first date being 2016. He stated that they recognize improvements that are needed such as a new roadway to line up opposite Merrymeeting Plaza on Bath Road. He stated that the roadway does not follow the Master Reuse Plan exactly but it did follow existing roadways and tried to be practical in approach. He stated that another improvement in the future will need to be a connection to Route 1 which has not been accommodated yet, but will be as the lots develop. Jan stated that lots in Phase 1 will be sewerred and that roughly 17% of the land will be set aside for Open Space and recreation and will be developed as such. Jan stated that they have included a Vernal Pool Study and noted that there are no significant vernal pools located on the property. Jan stated that this plan does not propose any new streets but is using existing streets and are not creating new development but the potential for new development in the future. MRRRA has had discussions with the Sewer District and the Water District who have stated that they have existing capacity leftover from the base closing and until that capacity is used up they still have a fair amount; there is existing electricity, Natural Gas which can be utilized. Jan stated that the base has some detention basins for stormwater and that the direction that they are heading in is smaller watersheds for treatment and will be developed as the lots are developed.

Jeff Peters asked if all the land was turning into a subdivision or if it was only pieces; Steve Levesque replied there are additional properties that they do not have control over yet that will be added as an amendment to this subdivision. Anna Breinich referred Jeff to Section 6 in the application and the proposed subdivision map.

Steve Walker noted that the consultant for the Vernal Pool Study had pool 158 on Lot 43 as significant and asked that this be clarified for the Final Application. Steve asked if the Rare Community Overlay Zone was a new designation; Steve Levesque replied that it is not a formal zone it is self-implied at this time. Steve Walker asked that other resources be listed for the Final Application such as stream channels that may be NRPZ.

Chairman Charlie Frizzle opened to public comment; no comment made, the comment period was closed.

Margaret Wilson asked if there were areas of the plan that were troublesome or had conflicting considerations. Steve Levesque replied that they had the Reuse Plan and noted that for the most part, it was a built infrastructure. Steve stated that there is one area that is a large parking lot, Lot 32 that will most likely be shared by the surrounding lots for shared parking.

Charlie Frizzle asked, in reference to the Section titled Waivers Requested of the Applicant, that Survey was included; Anna Breinich stated that Survey shouldn't be included and not needed until the Final Plan. Charlie asked if the applicant is asking that the Sketch Plan Application Fee be waived; Anna replied that they are asking that this be waived and is include in their application cover letter. Steve Levesque replied that the fee for the Sketch and Final Plan are roughly \$10,000 and noted that they have already paid the fee. Jeff Peters asked what the criteria were for waiving a fee; Anna replied that there are no criteria and that she believes that the Board has never been requested to waive a fee. Anna noted that when a Town application is submitted for the Board to review, the Town pays all application fees. Dana Totman asked how much the application fee was for the proposed Police Station; Anna replied that she could get that information but noted that the fee for Stowe Elementary was roughly \$35,000. Charlie reiterated that the Town pays the fees required and that it is no more wealthy then MRRA. Anna replied that the fee for the Police Station Site Plan was \$2,120. Dana stated that he was trying to connect the fee to the level of work. Charlie replied that Stowe Elementary was one lot versus an entire subdivision. Dann Lewis replied that this plan is to lease or market the property which he believes is their primary source of income and sees this as a problem of cash flow and the fee can be obtained as they go forward and are able to lease and sell properties. Anna replied that she cannot recall that they have ever waived a survey request and noted that they are allowing this survey to be done at a later date; the survey will be costly and they do recognize this and want to move forward.

MOTION BY DANN LEWIS TO WAIVE THE SKETCH PLAN FEE FOR THE TIME. SECONDED BY DANA TOTMAN, APPROVED BY DANN LEWIS AND DANA TOTMAN, UNAPPROVED BY JEFF PETERS, RICHARD VISSER, MARGARET WILSON, CHARLIE FRIZZLE AND STEVE WALKER. MOTION FAILS 2-5

MOTION BY MARGARET WILSON THAT THE SKETCH PLAN BE DEEMED COMPLETE. SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY.

Jeff Peters asked if the Board needed to make a motion to approve surveying; Charlie Frizzle replied that they will make this motion at the Final Plan.

MOTION BY DANN LEWIS TO APPROVE THE SKETCH PLAN. SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

Case Number 12-023 Workshop - Midcoast Regional Redevelopment Authority Subdistrict Amendments: The Board will hold a workshop to review and comment on proposed subdistrict zoning amendments at Brunswick Landing (**Assessor's Map 40, Lot 2**) in the **BNAS Reuse Zoning District**.

Anna Breinich stated that the Midcoast Regional Redevelopment Authority would like to request several amendments to the Brunswick Naval Air Station (BNAS) as what it is known in Appendix 3 of the Brunswick Zoning Ordinance as the BRU District. She stated that MRRA has been working with staff in the development of the proposed amendments. Anna reviewed the zoning map amendments and proposed changes as outlined in her Memo to the Board dated September 24, 2012. Dave Markovich stated that there are five amendments being requested:

1. Rezone a portion of the R-R (Residential) subdistrict to R-CMU (Community Mixed Use) subdistrict (see attached map), approximately 27 acres.
2. Provide for interim uses in the R-PO (Professional-Office) subdistrict.
3. Allow for a new use in the R-CMU subdistrict, Light Industrial Business, and provide definition for said use.
4. Allow for a new use in all subdistricts excluding R-R, Special Event Use, and provide definition for said use.
5. Amend definitions of "Industry Classifications I and II" in a portion of the R-AR (Aviation-Related) subdistrict.

Dave reviewed the history and reasons why MRRA is requesting these zone changes and the addition of the definition for *Light Industrial Business and Special Event Facility*. Dave stated that they believe that these changes make good economic sense and will have minimal impact because of the way the property is currently zoned.

Jeff Peters asked why MRRA needs the Special Use definition added; Anna Breinich replied that part of the reason is because of the Zoning Ordinance and the capability of using a building for a continued Special Events Use longer than two weeks. She stated it is becoming a Use not just an event.

Anna Breinich noted a change in the definition of Special Event Use.

*"Special Event Use: A temporary outdoor or indoor activity that extends beyond the normal uses and standards allowed by the zoning ordinance, sponsored by a for-profit, non-profit or government entity, lasting 14 consecutive calendar days or less for each event held. Activities include, but are **not** limited to, auto, boat and air shows, trade shows, fairs, exhibitions, or other assembly-type event for 200 or more people.*

Other

Minutes

MOTION BY MARGARET WILSON TO APPROVE THE MINUTES OF JUNE 26, 2012. SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY AMONG THOSE PRESENT.

MOTION BY MARGARET WILSON TO APPROVE THE MINUTES OF JULY 10, 2012. SECONDED BY RICHARD VISSER APPROVED UNANIMOUS AMONG THOSE PRESENT.

MOTION BY RICHARD VISSER TO APPROVE THE MINUTES OF JULY 24, 2012. SECONDED BY MARGARET WILSON APPROVED UNANIMOUSLY.

Adjourned

This meeting was adjourned at 8:39 P.M.

Attest

Tonya D. Jenusaitis
Recording Secretary

BRUNSWICK PLANNING BOARD
OCTOBER 2, 2012

MEMBERS PRESENT: Chairman Charlie Frizzle, Vice Chair Margaret Wilson, Jeff Peters, Dana Totman, Richard Visser and Steve Walker

STAFF PRESENT: Anna Breinich

A meeting of the Brunswick Planning Board was held on Tuesday October 2, 2012 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chairman Charlie Frizzle called the meeting to order at 7:00 P.M.

Case Number: : 12-030 Brunswick Police Station: The Board will continue its review from the September 25, 2012 meeting and take action on a **Final Plan** application submitted by the Town of Brunswick to construct a police station at 1 & 3 Stanwood Street and 81 & 85 Pleasant St (**Assessor's Map U15, Lots 74,75,76,77**) in the **Town Residential 1 Zoning District**.

Anna Breinich reminded the Board that they had tabled the Final Plan review pending review of the traffic study which has since been provided. Anna stated that since the last meeting, staff has also received an email from Matt Phillips which addresses the tree protection plan and this has also been provided for review; this was previously listed as a condition of approval. Charlie Frizzle noted that one of the determinants in the traffic study classified as "F" is the delay times and noted that although the intersection itself will remain an "F"; the delay time due to the new lane is being reduced significantly. Margaret Wilson noted that she was happy to see that this intersection does not have a high number of accidents and noted that the slip lane being added on Stanwood is going to be straight ahead and right turning. Jeff Peters asked if the number of estimated trips just included the employees and the number of people going to the station or does it include the cruisers in and out during the day. Curt Neufeld, from Sitelines, stated that he understood that it was the peak hours generated by the cruisers and employee shift changes. Jeff noted that the report recommends that access to the property always be from taking a right hand turn and asked if the report address how the traffic will be impacted in the neighborhood and not just at the corner. Curt replied that this studies focus is probably more on the intersection. Dana Totman stated that he watched part of the Town Council meeting of 10/1/12 and there was discussion about the Baribeau Drive/McKeen Street intersection and the school bus accident; he stated that the concern is the domino effect this traffic will have and worth noting. Town Manager, Gary Brown, stated that there was no discussion with the Town Engineer and Town Council as to whether or not they think that McKeen Street warrants any improvements at this time. Manager Brown suggested that in terms of the patrol vehicles being out on patrol, you will never see all cruisers coming from the same direction as they will be returning from one of the Town's four quadrants. Margaret stated that she felt and still feels that the speed limit on McKeen should be 25mph from Harriet Beecher Stowe Elementary to Baribeau Drive. Manager Brown replied that the speed limit is decided by the State; Margaret suggested that they request this change. Richard Visser agreed with Margaret about reducing the speed limit beginning at Baribeau Drive. Anna reminded the Board that in the past this lot has been retail which tends to generate more traffic than the police station will and noted that the traffic report gives no credit to the existing turning movements.

Charlie Frizzle suggested that the tree protection condition remain as it provides assurance that the trees will be protected before construction commences. Charlie stated that the photometric condition can be removed as the plan has been reviewed by the Town Engineer.

MOTION BY STEVE WALKER THAT THE SKETCH AND FINAL PLAN BE APPROVED WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification shall require a review and approval in accordance with the Brunswick Zoning Ordinance.
2. That tree protection measures as detailed on sheet L1 be implemented before site work commences, and necessary pruning of existing trees and new plantings be performed in consultation with the Town Arborist.

SECONDED BY RICHARD VISSER.

Dana Totman stated that he had read that there were some soil challenges the police station was currently facing; Charlie Frizzle replied that they have found more organics in the soil than what was anticipated which makes it less stable in terms of the foundation. Charlie stated that they have decided to use a solid slab foundation instead of a perimeter foundation. Dana Totman pointed out that the board was not requiring a soil study in terms of drainage and sewage, but asked if the town had what they needed to make their decisions. Charlie replied that they do now in respects to the building.

MOTION APPROVED UNANIMOUSLY.

Other

- Charlie Frizzle stated that the Town Council has asked that the Planning Board review and make recommendation to demolition permits within the Village Review Zone. He stated that the request is towards the demolition aspect only. A workshop will be scheduled with the Village Review Board (VRB) to get their comments as to what the Town Council has charged the Planning Board to do. Jeff Peters asked what exactly it is that they are being charged to do; Charlie replied that they are to look at the ordinance that guides the VRB; the manner in which they conduct their business and the guidelines they are given via the ordinance. Charlie stated that there have been complaints that the process is too long and too cumbersome so the Board will want to look at the process and also the guidance which guides the VRB. Dana Totman stated that it feels as though they are heading towards a governance towards the ordinance with this issue. Margaret Wilson stated that this doesn't fit into the process in bits and pieces but it is something we have been asked to do. Margaret stated that part of the Comprehensive Plan asks that the Board review the VRB boundary; Anna replied that all of the overlays need to be

reviewed and the VRB overlay is part of Section 216.10 in the Ordinance. Dana stated that he understands the boundary aspect but just not the process. Charlie asked that the Board members review this section of the ordinance in preparation for the joint workshop. Margaret replied that she needs to know what some of the problems are; Curt Neufeld replied that in an application he had submitted, there was debate on some of the criteria as some is difficult to meet or too subjective. Curt suggested that either an applicant or representative be invited to a workshop so that they can voice what they perceive to be some of the issues. Manager Brown stated that the Board will be provided with the dates of some of the VRB meetings so that they can view the interaction between the VRB and the applicants and how they are both struggling. Jeff Peters stated that it would be helpful if they received bullet points from council as to exactly what it is that the Board is to be looking at. Charlie replied that it is limited to the process of demolition only. Dana replied that if they can assist to tighten up the standard then great but noted that some issues may still drag on. (Please also refer to the Town Council meeting of 10/1/12)

Minutes

MOTION BY MARGARET WILSON TO APPROVE THE MINUTES OF JULY 31, 2012. SECONDED BY STEVE WALKER, APPROVED UNANIMOUSLY.

Adjourned

This meeting was adjourned at 7:36 P.M.

Attest

Tonya D. Jenusaitis
Recording Secretary

**BRUNSWICK PLANNING BOARD
OCTOBER 9, 2012**

MEMBERS PRESENT: Chairman Charlie Frizzle, Vice Chair Margaret Wilson (arrived at 7:02), Dann Lewis, Jeff Peters (arrived at 7:02), Richard Visser and Steve Walker

STAFF PRESENT: Anna Breinich

A meeting of the Brunswick Planning Board was held on Tuesday October 9, 2012 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chairman Charlie Frizzle called the meeting to order at 7:00 P.M.

Public Hearing: The Planning Board will hold a public hearing to consider proposed subdistrict zoning amendments affecting the subdistrict zoning map and permitted uses at Brunswick Landing (**Assessor's Map 40, Lot 2**) in the **BNAS Reuse Zoning District**.

Anna Breinich began by reviewing her Memo to the Board dated 9/26/12 and stated that at the Planning Board meeting of 9/25/12, the Midcoast Regional Redevelopment Authority zoning amendments were reviewed and changes were made. Anna reviewed the map and text changes as noted in her Memo.

- Rezone a portion of the R-R (Residential) subdistrict to R-CMU (Community Mixed Use) subdistrict, approximately 27 acres.
- Rezone a portion of the R-CMU subdistrict to R-B&TI (Business and Technology Industries) subdistrict, approximately 5 acres.
- Amend Appendix III, Section A-III.6, Use Table for the Land Use Districts to include new Note 4 and indicate applicable uses in R-PO.
- Amend Appendix III, Section A-III.6, Use Table for the Land Use Districts to add two new uses, Light Industry Use and Special Event Use, as proposed.
- Amend Appendix III to add new Section A-III.11 Definitions for Light Industry Use and Special Event Use.

Dave Markovchick, from Midcoast Regional Redevelopment Authority (MRRA), stated that he agreed with Anna's memo as it states what they are requesting clearly. Richard Visser asked for an example of Interim Use: Dave replied that it would be small assembly, warehousing and cold storage (does not require heating).

Chairman Charlie Frizzle opened the meeting to public hearing; hearing none, the public hearing was closed.

MOTION BY DANN LEWIS TO FORWARD THE RECOMMENDED ZONING CHANGES TO TOWN COUNCIL FOR CONSIDERATION. SECONDED BY MARGARET WILSON, APPROVED UNANIMOUSLY.

Other

- Anna Breinich stated that there will be a joint workshop between the Planning Board and the Village Review Board on 10/16/12 at 6:00 P.M.
- Meeting on 10/23/12 with Bowdoin College and a change of use application for Longfellow.

Minutes

No minutes reviewed.

Adjourned

This meeting was adjourned at 7:10 P.M.

Attest

Tonya D. Jenusaitis
Recording Secretary

BRUNSWICK PLANNING BOARD
OCTOBER 23, 2012

MEMBERS PRESENT: Vice Chair Margaret Wilson, Dann Lewis, Dana Totman, Richard Visser and Steve Walker

STAFF PRESENT: Anna Breinich

A meeting of the Brunswick Planning Board was held on Tuesday October 23, 2012 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Vice Chair Margaret Wilson called the meeting to order at 7:00 P.M.

Case Number: 12-034 Longfellow Arts Building: The Board will review and take action on a joint **Sketch and Final Plan** application submitted by Bowdoin College to renovate the former Longfellow School for the Bowdoin College Longfellow Arts Building (**Assessor's Map U12, 33**) in the **College Use 7 (CU7) Zoning District**.

Anna Breinich began by stating that the applicant is applying for a Change-of-Use and by ordinance, due to the scale requires that the application must come before the Board for Major Development Review. Anna stated that there will be little changes to the exterior of the building and noted that as clarification, even though this building was used in the past as an elementary school it was a municipal facility. The applicant requires a Change-of-Use now because it is no longer a municipal facility.

Katie Longley, Bowdoin College Senior Vice President of Finance, stated that in 2011 Bowdoin College acquired the former Longfellow Elementary School. She stated they have decided not to demolish the building but to substantially renovate the building to be an educational facility that will house studio arts and dance; estimated cost to be approximately six million dollars. Katie stated that they have a modest landscape plan and the main entrance will be relocated to the south side. Katie stated that there will be some parking, 11 spots; students will be coming from campus and will not be bringing in any new traffic and noted that less than a block away there is the newly paved Coffin Street parking lot. Katie stated that they will be putting in place a path on the west side of the building; they are working with the neighbors to make a formal path with lighting, surface is still to be determined. Katie pointed out that the Staff Review minutes of 10/15/12 state that the building will be strictly academic in nature and that it will have no performance space; Katie clarified that there will be performance in this space for independent studies and will be small and informal. Katie noted that there may also be some art exhibits, but no intense use. If approved, it is hoped that they will begin renovations in November and be complete by the opening of school in September 2013. Katie stated that the new building will house the existing arts program under one roof and include studios at Fort Andros Studio, Maine Street Station, McLellan Building, Digital Media, Burnett House and the Visual Arts Center.

Berton Bremer, Architect with Cambridge Seven Associates, reviewed the floor plan and building construction history. Berton stated that there are two big moves that need to be made to get the dance portion into the building. Berton stated that they are inserting a second floor in the gymnasium and the rest of the building will be using existing partitions and spaces. Berton

stated that the second major change is reworking the entrance so that the main entrance will be located on South Street; they are going to cut down the stairs, lower the ramp and install an elevator. Berton stated that they will be bringing the entrance on Longfellow Street closer to grade and removing the smaller Longfellow entrance completely. They will replace the deteriorating gymnasium single glaze windows with double glaze windows. Berton stated that the chain link fence currently in place to keep people off the roof will be replaced with a wrought iron picket fence. They plan to put an attractive store front on the garage; the college does not have a plan for this space at this time. Berton stated that the blank white panels under the windows will be replaced with windows to allow more light in.

Richard Visseer asked where they will be reducing the impervious surface as mentioned in their plans; Berton replied that they will be removing the asphalt that is currently on the front of the building and replacing it with lawn and trees. Richard asked about the east side; Berton replied that they have no plans at this time. Richard asked if the playground will be remaining; Katie Longley replied that the Town has a nine year lease left for the playground. Margaret Wilson asked what would be happening to the west of the playground that is currently a paved area; Katie replied that for now it is going to be left alone as it is still used by the community. Berton stated that they will be cutting the curbing on Longfellow per neighborhood requests. Steve Walker asked if the access on Longfellow will be for emergencies; Berton stated that it will be Fire Department access only. Margaret asked if there will be much machinery noises from the woodworking shop and if they could buffer or isolate it; Berton replied that it is mostly table saws and sanders and stated that there are small windows and do not anticipate much noise bleed. Dana Totman asked if the plot has changed since it has been purchased from the Town; Katie replied "no". Dana asked if the paper street Hawthorn Street was still used; Katie replied that the street was abandoned by the Town after the purchase, it is gone now and it is the property of Bowdoin. Margaret asked about the second noted paper street; Anna replied that she will need to confirm that it is no longer a paper street. Margaret stated that if the two streets are no longer paper streets then it should not be shown as such on the plan. Dana asked Katie what the college plans to do when the playground lease expires; Katie replied that for now both parties have left it as is and that they will determine it in the future. If the playground is no longer used, Bowdoin will probably green it over.

Margret Wilson opened the meeting to public comment; hearing none, public comment was closed.

Anna Breinich stated that there was a notice of discontinuance on April 25, 2012 by the Town for Hawthorne Street that lies northerly along Longfellow Avenue, southerly of South Street, easterly of Lots 40 and 18 and westerly of Lots 39 and 19 (on the playground side). Margaret Wilson suggested making a condition that Hawthorne be removed from the plan.

Dana Totman pointed out that Staff Review had no comment from the Fire Department. Anna Breinich replied that when Bowdoin goes through the building permit process, the Fire Department will review Life Safety.

MOTION BY STEVE WALKER THAT THE SKETCH AND FINAL PLAN BE DEEMED COMPLETE. SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY.

MOTION BY RICHARD VISSER THAT THE BOARD WAIVES THE FOLLOWING REQUIREMENTS:

1. Section 412.2.B.8 – Profiles, cross section dimensions, curve radii of existing streets
2. Section 412.2.B.13 – Profiles of existing water and sewer lines
3. Section 412.2.B.16 – Class A Soil Survey
4. Section 412.2.B.19 – Profile of sidewalks

SECONDED BY DANA TOTMAN, APPROVED UNANIMOUSLY.

MOTION BY DANN LEWIS THAT THE SKETCH AND FINAL PLAN IS APPROVED WITH THE FOLLOWING CONDITIONS:

1. That the Board’s review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification shall require a review and approval in accordance with the Brunswick Zoning Ordinance.
2. The applicant will verify existing paper streets indicated on the plan and revise the plan accordingly to the satisfaction of the Director of Planning and Development.

SECONDED BY STEVE WALKER, APPROVED UNANIMOUSLY.

Other

- Next meeting to be 11/5/12.

Minutes

No minutes were reviewed at this meeting.

Adjourned

This meeting was adjourned at 7:37 P.M.

Attest

Tonya D. Jenusaitis
Recording Secretary