

**BRUNSWICK PLANNING BOARD
MARCH 26, 2013**

MEMBERS PRESENT PLANNING BOARD: Chair Charlie Frizzle, Dann Lewis, Richard Visser and Steve Walker

STAFF PRESENT: Anna Breinich, Jeremy Doxsee

A meeting of the Brunswick Planning Board was held on Tuesday, March 26, 2013 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

Case #13-009 – Unitarian Universalist Church of Brunswick – The Planning Board will review and take action on a Certificate of Appropriateness for a Demolition Application for the 1,660 SF Pennell House located at 5 Middle Street and Major Review Application submitted by Unitarian Universalist Church of Brunswick to construct a 8,652 square foot church to be located at 15 Pleasant Street and 5 Middle Street (Tax Map U13, Lots 73 & 74), in the Town Center 1 (TC1) Zoning District.

Anna Breinich, in dealing with the Certificate of Appropriateness, pointed out the draft Village Review Board (VRB) minutes for March 14, 2013 relating to the COA for demolition of the Pennell House. Anna stated that a site walk of Pennell House was completed and noted that the VRB commended the UUC for attempting to keep the Pennell House as this is the second time that the plan has been reviewed; the first time the UUC attempted to keep the Pennell House, but once pricing estimates were submitted costs well exceeded what they had to work with. Anna stated that the VRB reviewed the demolition based on the criteria listed in the ordinance and stated that for all three criteria the VRB voted in favor of the applicant. Anna stated that the VRB voted unanimously to recommend to the Planning Board that the demolition be granted.

Kevin Clark, Sitalines design team representative, reiterated Anna Breinich's comments and stated that after the original May 2012 approval, cost estimates and engineering studies, it was determined that the Pennell House would need to be demolished.

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

MOTION BY STEVE WALKER TO APPROVE THE CERTIFICATE OF APPROPRIATENESS FOR THE DEMOLITION OF PENNELL HOUSE. SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY.

Jeremy Doxsee stated that the Planning Board granted Major Development Review Approval to the UUC in September of 2012 for construction of a new church on 15 Pleasant Street to be integrated with the existing continuing education building (Pennell House) located at 5 Middle Street. Jeremy stated that the UUC is concurrently seeking Final Major Development Review approval for construction of a 8,652 square foot building on 15 Pleasant Street and 5 Middle Street, which would include the church, office and continuing education space.

Kevin Clark stated that the revised plan calls for construction of an 8,652 square foot building with a full lot when construction is complete; similar to previous impervious site and not significant impact to water and sewer services. Kevin stated that per John Foster's (Public Works) suggestion, they have labeled and designated two parking spaces along Middle Street for loading and unloading and added a bicycle rack. Kevin stated that there are no issues with the easements and the drainage easement is for a catch basin being installed on the adjacent property to assist in their drainage in exchange for the use of some parking area. Charlie Frizzle asked if the recess lane designs had been coordinated with Public Works; Kevin replied that Kurt Neufeld has been working with John on how to design the tip down in that area. Charlie stated that a condition that John Foster approve the ADA recess lane needs be added to the approval. Charlie asked, in reference to the catch basin, if John has reviewed those plans; Kevin stated that Kurt is working with John on the plan for the basin as well. Charlie stated that another condition for approval would be that John approve the catch basin design.

Richard Visser stated that he was concerned about the parking around the proposed building and reviewed the parking requirements in the Zoning Ordinance; Jeremy Doxsee replied that because the building will be demolished and replaced within two years, the prior non-conforming parking status is grandfathered. Jeremy stated that he had spoken with the Codes Enforcement Office about the parking for this project and noted that the previous application was approved with the understanding that parking was grandfathered. Jeremy stated that the parking non-conformance continues to be grandfathered and Anna Breinich noted that staff has a letter to this effect dated April 12, 2012 when the determination was made. Richard stated that he was still concerned about parking; Jeremy replied that he understands his concern and noted that peak usage will be on Sundays when nearby businesses are closed and parking will be at its lowest.

Charlie Frizzle stated that he had read the article in the Times Record and believes that there was a misunderstanding and noted that this meeting is for approval of the final design; if the congregation chooses, because of funding or decides to change the design, the new design would need to come back for approval.

Charlie Frizzle pointed out that the packet contained the approval from the Water and Sewer District as well as the parking document which were all dated for a year ago and noted that no substantive changes were made but that a few comments had been added.

Chairman Charlie Frizzle opened the meeting to public comment.

Sylvia Stocker, Minister for the UUC, clarified that the correct address for Pennell House is both 5 and 7 Middle Street. Sylvia stated that she was confused about signage and asked if the additional condition only applied to the parking; Jeremy Doxsee replied that it was regarding only the loading and unloading spaces. Sylvia stated that she wanted to clarify this and noted that the church has a sign that they refer to as the Wayside sign. Sylvia stated that the church went to great lengths a few years ago to assure that it was grandfathered. Charlie Frizzle replied that if the church wishes to retain that sign and they have paperwork to grandfather it then there are no issues.

Chairman Charlie Frizzle closed the public comment period.

MOTION BY STEVE WALKER THAT THE COMBINED SKETCH PLAN AND MAJOR DEVELOPMENT FINAL PLAN APPLICATION IS DEEMED COMPLETE. SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

MOTION BY DANN LEWIS THAT THE BOARD WAIVES THE FOLLOWING REQUIREMENTS:

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 STEVE WALKER, APPROVED UNANIMOUSLY.

MOTION BY STEVE WALKER THAT THE COMBINED SKETCH PLAN AND MAJOR DEVELOPMENT FINAL PLAN APPLICATION 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. Provision of bicycle parking, to the satisfaction of the Director of Planning.
3. Label on the plan that the two on-street parking spaces are for vehicle loading and unloading only. Signage to be coordinated with the Director of Public Works.
4. Design of the loading and unloading zone, including integration with the sidewalk, shall be ADA compliant.
5. Prior to issuance of a Building Permit, provision of fully executed construction, drainage, and sidewalk easements.
6. Prior to issuance of a Building Permit, provision of a Street Opening Permit from the Department of Public Works.
7. Prior to issuance of a Building Permit, the design of the catch basin to the east of the structure shall be reviewed and approved by the Director of Public Works.
8. Prior to the issuance of the Certificate of Occupancy, the design of the screening of the rooftop mechanicals shall be reviewed and approved by the Director of Planning.

SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY.

Other

- April 9th will be a joint workshop with the Village Review Board.

Minutes

None minutes were reviewed at this meeting.

Adjourned

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

Attest

A handwritten signature in blue ink that reads "Tonya D. Jenusaitis". The signature is written in a cursive style.

Tonya D. Jenusaitis
Recording Secretary