

**BRUNSWICK PLANNING BOARD  
APRIL 30, 2013**

**MEMBERS PRESENT PLANNING BOARD:** Chair Charlie Frizzle, Bill Dana, Dale King, Richard Visser and Steve Walker

**MEMBERS PRESENT VILLAGE REVIEW BOARD:** Chair Emily Swan, Jane Crichton, Elizabeth Marr, and Brooks Stoddard

**STAFF PRESENT:** Anna Breinich, Jeremy Doxsee

A meeting of the Brunswick Planning Board was held on Tuesday, April 30, 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.

**WORKSHOP** – The Planning Board and the Village Review Board will hold a joint workshop session to discuss potential amendments to the Town Zoning Ordinance, Chapter 2, Section 216, Village Overlay Zone. The goal of this workshop will be to finalize proposed demolition criteria and standards.

Anna Breinich began by stating that the draft document before the Planning Board and Village Review Board members was created by taking the previous format with the intent that the rest of the formatting can be revamped later on during a more comprehensive rewrite. Anna noted that in addition to the packet materials, Jeremy Doxsee prepared a new map of the Village Review Zone with the expansion as recommended by the 2008 Comprehensive Plan. Anna stated that Union Street is the border to the west, Pleasant Street to the north, Maine Street to the east and Page Street to the south with one lot in so that both sides of Page Street are included.

Chairman Charlie Frizzle opened the meeting to public comment.

Claudia Knox, resident of 36 Cumberland Street, commended the joint Boards on their work on Section 216 of the zoning ordinance. Claudia reviewed her notes to the Planning Board.

Catherine Longley, representative from Bowdoin College, reviewed her notes to the Planning Board dated 4/30/2013.

Curt Neufeld, Sitelines, stated that in terms of process, it would be helpful if the application could be reviewed concurrent with either the staff of the Planning Board regarding the provision that *an application shall not be review by any other body until the VRB determination is complete* as it would be helpful.

**216 Village Review Zone (VRZ)**

Anna Breinich began by reviewing the purpose and noted that the comments were more questions for the Village Review Zone and stated that the purpose at this time was very broad. Charlie Frizzle agreed with Anna and asked what makes this any different from any other part of town, what is it that sets the VRB apart from any other part and gives it a purpose that is not

shared in the other zones within the town. Emily Swan replied that having a strong and protected historic downtown area is economically beneficial to the whole town and stated that the benefits, architectural and historic, go beyond the boundaries of the zone. Elizabeth Marr agreed with Emily, and also agreed that the purpose does need rewording.

### **216.2 Duties of the Village Review Board**

Anna Breinich stated that staff tried to clean this section up and noted that they attempted to make 216.2.F more active and suggested deleting G. Emily Swan replied that 216.2.G could be removed, but suggested adding additional resources that applicants can go to in another section.

### **216.3 Village Review Board Membership**

Elizabeth Marr suggested moving 216.3.F to follow 216.3.A. Anna Breinich stated that she asked the Town Attorney if they need to keep the language in regarding initial appointments and he replied that it is language that they do not need.

### **216.4 Certificate of Appropriateness**

Anna Breinich stated that this section will need more work and pointed out that the Town Attorney was leery with leaving in “the creation of new impervious Surfaces” under 216.4.A.3. Emily Swan replied that they do not encounter this often and is not for or against this. Charlie Frizzle stated that he could see an instance occurring if someone wants a Change of Use to convert a residence to a business. Anna stated that this could also occur if someone wants to change their green space and suggested using “in conjunction with”. It was decided to leave as is for this time.

Anna Breinich suggested that the Boards wait on reviewing 216.4.B at this time. Anna stated that she is going to ask the Town Attorney and the Codes Officer to review 216.4.C again to assure that what needs to be included is.

### **216.5 Limitation on Granting of Other Permits**

Anna Breinich reviewed that wording changes per discussion with the Town Attorney.

### **216.6 Application for Certificate of Appropriateness**

Anna Breinich stated that there was quite a bit of clean-up in this section. Anna stated that the items listed in this section are what is needed to deem an application complete.

### **216.7 Section Skipped**

Anna Breinich explained that in the last revision this section was removed but to avoid renumbering the section was left blank. Anna stated that they are going to remove this and renumber.

### **216.8 Application Review Process**

Anna Breinich asked for clarification on Section 216.8.B.1 and asked if they still need to determine the review level of any roof-top appurtenances. Emily Swan replied that if it is not visible from the street it should be minor and if it is visible from the street then it should be major or reviewable by the Board.

Anna Breinich asked, as discussed at the previous workshop, that Section 216.8.B.2.a.3, any alterations or new placement of walks or driveways, will remain in the ordinance. Anna stated that this section still needs to be cleaned up.

**216.9 Standards for Review of Application of Certificate of Appropriateness**

Anna Breinich reviewed the changes to this section. Anna stated that she wants to speak with the Town Attorney because they may be able to clear some of the ambiguity with definitions. Anna suggested defining streetscape and compatibility.

Anna Breinich stated that Section 216.9.D, Specific Standards for New Buildings and Major Additions in the TC1 (Maine Street) and TC2 (Fort Andross) Districts, was interesting and pointed out that it should apply to the entire VRZ. Emily Swan replied that they do not usually see these come before the Board, but stated that she would like the ordinance to be less restrictive in terms of rooftop screening and suggested wording that “the design shall either screen or incorporate alternative energy concepts into the design”.

**216.10 Certificate of Appropriateness for Demolition and Relocation**

Anna Breinich stated that staff took what was drafted since the last meeting and tried to clean it up. Anna said that the Town Attorney agreed that they could take out Section 216.10.C.b. Emily Swan asked if there was a way to adjust the delay period. Charlie Frizzle stated that he was reluctant to allow too much flexibility and stated that a 90 day delay is fairly short for relocation.

Anna Breinich stated that they need to work more on non-contributing structures and stated that they need to clarify what would be needed for a Certificate of Appropriateness and what is needed if No Certificate of Appropriateness is required if the proposed demolition is not visible from the public right-of-way. Anna reiterated that this section is still a work in progress.

Charlie Frizzle clarified that Section D. Demolition of a Replacement Project of Special Public Merit is not demolition of, but should read “demolition to allow”. Charlie stated that in response to Claudia Knox’s thoughts in terms of Special Public Merit, he agreed that it will be very difficult to define and suggested inserting a phrase to the effect “as determined by the Town Council” and leave it to them. Anna Breinich pointed out that Jeremy Doxsee prepared a definition for their review from the Narragansett ordinance. Emily Swan stated that she is uncomfortable with further politicizing something that does not need to be politicized.

Anna Breinich stated that the next section is to discuss whether they want to separate from or have the same process with minimal specifics added. Charlie Frizzle replied that this may be a good time to discuss whether they want to have a one stop process for major projects that require construction of and demolition. Steve Walker replied that since they have worked so hard on the standards, there should be some benefit even if the applicant is coming before two bodies. Anna pointed out that any demolition will need to have a plan included which will eliminate one step. Emily Swan replied that she is sympathetic but stated that it seems that what the VRB is looking at is very different than what the Planning Board is looking at. Claudia Knox stated that she is sympathetic to the applicant and pointed out that often times the applicant will also have to pay the fees for an Architect, Landscape Architect, Attorney, all at a great expense; Claudia thinks it

is worth taking the time to look into this to see if there is another way. Curt Neufeld reiterated that both Boards could review the plans concurrent and noted that both Boards do look at different things, but that both are equally important. Anna stated that staff will continue to research.

**216.11 Appeal to Zoning Board of Appeals**

Anna Breinich stated that she needs to review this with the Town Attorney and reviewed any changes that have been made.

Other

No other business.

Minutes

No minutes were approved at this meeting.

Adjourned

This meeting was adjourned at 8:44 P.M.

Attest



Tonya D. Jenusaitis  
Recording Secretary

