

**BRUNSWICK PLANNING BOARD
OCTOBER 8, 2013**

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

STAFF PRESENT: Anna Breinich and Jeremy Doxsee

A meeting of the Brunswick Planning Board was held on Tuesday, October 8, 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.

Update on Zoning Ordinance Rewrite consult selection and work program.

Anna Breinich stated that Clarion Associates, LLC has been selected to complete the comprehensive rewrite of the Brunswick Zoning Ordinance. Anna stated that there were ten applications with four of the applicants chosen for interviews; it was a unanimous decision to hire Clarion Associates, LLC to complete the Zoning Ordinance rewrite. Charlie Frizzle noted that local firms were given the opportunity to participate, but that they did not rise to the level that Clarion Associates did. Margaret Wilson added that what distinguished Clarion Associates was Don Elliot's, willingness to engage the public through the process and to conduct the final wrap up. Anna stated that Gary Brown, the Town Manager, signed the contract today, 10/7/13, and it has been sent to Clarion Associates. Anna stated that they will begin the rewrite this month and are looking at a timeline of one year and one month.

Anna reviewed the Town Council concern over Task 3.2, Public Meetings and Engagement (Week of August 4, 2014), and stated that if the date is an issue with members of the Committee to please notify her. Anna added that the month of August will be open to public comment and that they can have the meetings televised more frequently if they wanted to. Anna stated that she would be meeting with IT on Friday, 10/10/13 to discuss the click-to-comment feature listed in the Agreement for Professional Services to make sure it is set up early on. Anna stated that the first meetings with Don Elliot will be December 3rd, 4th & 5th and that at that time they will be finalizing the Public Engagement Plan. Anna stated that there will be a ½ day workshop with Don Elliot which will be open to the public.

Regarding the Agreement for Professional Services, 1. Scope of Services, Charlie Frizzle asked if the work previously completed on the Zoning Ordinance over the past three years will be included. Anna Breinich replied that the work already done will be included and that the Village Review changes that were just adopted will also be included.

Anna Breinich reviewed the timeline and dates of adoption.

Steve Walker asked who the stakeholders will be comprised of. Anna Breinich replied that the rewrite committee will be determining this, but suggested that if there are any groups not at the table to notify the committee.

Appointment of Planning Board's Zoning Ordinance Rewrite Committee.

Charlie Frizzle and Margaret Wilson volunteered to stay on the Zoning Ordinance Rewrite Committee to see the process through to fruition. Charlie Frizzle noted that he had spoken to Richard Visser who has agreed to be a member of the committee as well.

MOTION BY BILL DANA TO ELECT CHARLIE FRIZZLE, MARGARET WILSON AND RICHARD VISSER AS MEMBERS OF THE ZONING ORDINANCE REWRITE COMMITTEE. SECONDED BY STEVE WALKER, APPROVED UNANIMOUSLY.

Staff members of the ZORC will be Anna Breinich, Jeremy Doxsee and Jeffrey Hutchinson.

Other Business

- Upcoming plan submittal for November and possibly early December.

Minutes

MOTION BY MARGARET WILSON TO APPROVE THE MINUTES OF APRIL 2, 2013 AS AMENDED. SECONDED BY BILL DANA, APPROVED UNANIMOUSLY AMONG THOSE PRESENT.

MOTION BY DALE KING TO APPROVE THE MINUTES OF APRIL 9, 2013. SECONDED BY BILL DANA, APPROVED UNANIMOUSLY.

MOTION BY RICHARD VISSER TO APPROVE THE MINUTES OF APRIL 23, 2013. SECONDED BY BILL DANA, APPROVED UNANIMOUSLY.

MOTION BY DALE KING TO APPROVE THE MINUTES OF APRIL 30, 2013. SECONDED BY BILL DANA, APPROVED UNANIMOUSLY.

MOTION BY BILL DANA TO APPROVE THE MINUTES OF MAY 7, 2013. SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

Adjourned

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

Attest



Tonya D. Jenusaitis
Recording Secretary