



**TOWN OF BRUNSWICK**

**PLANNING BOARD**

85 UNION STREET  
BRUNSWICK, ME 04011

**PLANNING BOARD**

**AGENDA**

**BRUNSWICK TOWN HALL**

**COUNCIL CHAMBERS**

**85 UNION STREET**

**TUESDAY, JANUARY 13, 2015, 7 P.M.**

1. **Case # 14-038 Sketch Plan for Professional Office Buildings and Lot Line Adjustments to Brunswick Landing Subdivision (Case # 14-017):** The Board will review and take action on a Sketch Plan Major Development Review application submitted by Priority Real Estate Group to adjust lot lines delineating Lots 6A, B, & C of the previously approved Amended Brunswick Landing Subdivision and to develop a 10,000 sf footprint office building, a 15,000 sf footprint office building, a 4,000 sf footprint financial institution with a drive through, a 195 space parking lot, along with associated site improvements, on 3 contiguous lots (6A, 6B, 6C) totaling 5.61 acres, located at 4-16 Admiral Fitch Drive, in the BNAS Reuse District (R-CMU Land Use District), and also within the previously Planning Board-approved Brunswick Landing Common Development Plan area. Assessor's Map 40, Lot 37.
2. **Zoning Ordinance Rewrite Committee (ZORC) Update**
3. **Other Business**
4. **Approval of Minutes**
5. **Adjourn**

This agenda is mailed to owners of property within 200 feet of the above referenced development proposals as well as others upon request. It is the practice of the Planning Board to allow public comment on development review applications and all are invited to attend and participate.

Please call the Brunswick Department of Planning and Development (725-6660) with questions or comments. Individuals needing auxiliary aids for effective communications please call 725-6659 or TDD 725-5521. This meeting will be televised.



# TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT  
85 UNION STREET  
BRUNSWICK, ME 04011

ANNA BREINICH, FAICP  
DIRECTOR OF PLANNING & DEVELOPMENT

PHONE: 207-725-6660  
FAX: 207-725-6663

## MEMORANDUM

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TO: The Planning Board  
FROM: Jeremy Doxsee, Town Planner  
DATE: January 8, 2015  
RE: Sketch Plan Review of Professional Office Buildings for Lot 6 of Common Development Plan and Lot Line Adjustment for Lot 6

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### PROJECT SUMMARY

Staff reviewed the sketch plan application and has made a determination of completeness.

Priority Real Estate Group is requesting approval of their Sketch Plan Major Development Review application to adjust lot lines delineating Lots 6A, B, & C of the previously approved Amended Brunswick Landing Subdivision and to develop a 10,000 sf footprint office building, a 15,000 sf footprint office building, a 4,000 sf footprint financial institution with a drive through, a 195 space parking lot, along with associated site improvements, on 3 contiguous lots (6A, 6B, 6C) totaling 5.61 acres, located at 4-16 Admiral Fitch Drive, in the BNAS Reuse District (R-CMU Land Use District).

The plan has been developed in accordance with Common Development Plan approved by the Planning Board in July of 2014. An application packet, including project narrative, is included in your packet. Please note that the CDP Development Standards and footnote shown on Drawing C-101 are incorrect. Attached are the correct, approved dimensional standards for the CDP.

The applicant has indicated that the Final Plan submission will contain lighting, landscaping, architectural elevations and other site features that are consistent with the CDP approval.

Comments from the January 7<sup>th</sup> Staff Review Committee meeting are attached.

### DRAFT MOTIONS

#### **SKETCH PLAN REVIEW OF PROFESSIONAL OFFICE BUILDINGS AND LOT LINE ADJUSTMENTS FOR LOT 6 OF THE COMMON DEVELOPMENT PLAN FILE # 14-038**

**Motion 1.** That the Board deems the Sketch Plan to be complete.

**Motion 2.** That the Board approves the Sketch Plan.



# TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING & DEVELOPMENT

TOWN HALL - ROOM 216

85 UNION STREET

BRUNSWICK, ME 04011

ANNA BREINICH, FAICP  
DIRECTOR OF PLANNING & DEVELOPMENT

PHONE: 207-725-6660  
FAX: 207-725-6663

January 7, 2015

## STAFF REVIEW COMMITTEE NOTES

### Staff Present:

Anna Breinich (Planning), Jeff Hutchinson (Codes), John Foster (Public Works), Cathy Jamison (Assessing), Dick Rizzo (Police), Jeff Emerson (Fire), Jeremy Doxsee (Planning, non-voting member)

**Case # 14-038 Sketch Plan for Professional Office Buildings and Lot Line Adjustments to Brunswick Landing Subdivision (Case # 14-017):** The Committee will review and provide a recommendation to the Planning Board regarding a Sketch Plan Major Development Review application submitted by Priority Real Estate Group to adjust lot lines delineating Lots 6A, B, & C of the previously approved Amended Brunswick Landing Subdivision and to develop a 10,000 sf footprint office building, a 15,000 sf footprint office building, a 4,000 sf footprint financial institution with a drive through, a 195 space parking lot, along with associated site improvements, on 3 contiguous lots (6A, 6B, 6C) totaling 5.61 acres, located at 4-16 Admiral Fitch Drive, in the BNAS Reuse District (R-CMU Land Use District), and also within the previously Planning Board-approved Brunswick Landing Common Development Plan area. Assessor's Map 40, Lot 37.

### Present for Applicant:

Wes Thames (Priority Real Estate Group), Tom Saucier (Site Design Associates),  
Bob Rocheleau (MRRA)

### Staff Comments:

Dick Rizzo

- No comments.

Jeff Hutchinson

- No comments.

Jeff Emerson

- No comments.

Cathy Jamison

- Addressing and map & lot numbers will need to be assigned. Internal parking lot drive may need to be named for addressing purposes. Will follow up with applicant.

John Foster:

- The curb line along Admiral Fitch weaves in and out, and creates confusion – cars may think there is a turning lane. Alignment should be consistent.
  - Tom S.: agreed. We will look at this for final submission, and likely pull the curb line out. We may need to relocate the storm drain on the plan.
- What will become of the diagonal crosswalk on Admiral Fitch?
  - Wes: it will be removed.
- Will there be any other crosswalks, aside from one at intersection with Bath Rd?
  - Tom: none others planned. The sidewalk ends on east side of Admiral Fitch and there isn't anything on that side of street that would necessitate a crosswalk.
- Add a crosswalk for entrance into site off of Admiral Fitch.
- The drive through lane for the proposed financial institution is very wide – consider narrowing. The parking lot shows several bump-outs for vehicles backing up. Not needed – consider eliminating.

Anna Breinich:

- Will the lots be individually sold? If so, it is incumbent upon new owners / developers to follow the approved plans. Field changes during construction will require site plan amendments.
- Remove the footnote under the dimensional table – it was not included in the final, approved CPD. Add 2 other approved footnotes (Jeremy will provide).
- All of the buildings appear to face the internal parking lot. Concerned about the appearance of building elevations from Bath Road and Admiral Fitch.

Jeremy Doxsee

- Tom had mentioned that each lot (6A, B, & C) could address stormwater separately or collectively under one stormwater permit. Town would prefer that stormwater be addressed collectively.

END

# Site Design Associates

## Consulting Engineering and Land Planning

January 2, 2015

Jeremy Doxsee, Town Planner  
Town of Brunswick  
85 Union Street  
Brunswick, Maine 04011

RE: **Priority Real Estate Group (PREG)**  
**Proposed Development**  
**4-16 Admiral Fitch Avenue - Lot 6 – Brunswick Landing**  
**Sketch Plan Submission**

Dear Jeremy:

On behalf of PREG, Site Design Associates is pleased to submit the enclosed plans and documentation in support of a Sketch Plan Review Application for the construction of a two office buildings and a financial institution at 4-16 Admiral Fitch Avenue, Lot 6 at Brunswick Landing. The proposed development would consist of an approximately 10,000 sf footprint two story professional office building, a 15,000 sf footprint two story professional office building, and a 4,000 sf two story building with two drive through lanes housing a financial institution.

The main access to the property will be via Admiral Fitch Avenue, with secondary access points to Allagash Drive and to the proposed development on lot 5.

We have included ten copies of the following information for your review:

- Sketch Plan Application
- Drawing C-100 – Existing Conditions Plan
- Drawing C-101 – Sketch Plan
- Drawing SK-101 – Approved Common Development Plan

PREG will be submitting a check for the application fee under separate cover.

PREG has a purchase and sale agreement with MRRA to purchase the subject parcel.

The project is located in the BNAS Reuse District, in the Community Mixed Use (CMU) Land Use District. This application reflects development in accordance with the Admiral Fitch Common Development Plan (CDP) approved by the planning board on July 22, 2014. (copy of Lots 5 and 6 plan enclosed)

In June of 2014 the planning board approved a further subdivision of lot 6 into lots 6A, 6B, and 6C. The project as proposed by PREG will require a slight readjustment of the internal lot lines to accommodate the development. These adjustments are shown on the drawings. Therefore, in addition to site plan approval for development of each lot, the project will require planning board approval of an amended subdivision plan.

You will note on the existing conditions plan a small finger of wetlands and a drainage course are located on the site. A portion of the drainage course extending approximately 75 feet from Allagash Drive meets the Maine Department of Environmental Protection (DEP) definition of a stream, and is regulated as such by DEP. Soil disturbances within 75 feet of the stream require a permit from the DEP. In order to meet DEP requirements for a permit by rule, a 25 foot no disturb buffer will be maintained between soil disturbances and the stream.

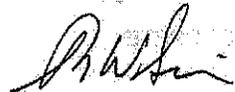
The channel does not meet the town definition of a stream, nor do the mapped wetlands meet the definition of freshwater wetlands per the town's definition, as they are forested wetlands. Correspondence with DEP and our biologist supporting the above information is included in this submission.

The following waivers from the final plan submission requirements will be requested:

- Profiles of proposed drainage facilities;
- Profiles of sanitary sewers, as the site will be serviced by a private force main;
- Class A high intensity soil survey, as the site is served by municipal water and sewer, and the soils are suitable for the development.

We are in hopes that you will find the application materials complete. Please let us know if you have any questions or comments, or require additional information.

Sincerely,  
Site Design Associates



Tom Saucier, P.E.  
President

C: Jim Howard, Priority Real Estate Group, LLC

**MAJOR DEVELOPMENT REVIEW  
SKETCH PLAN APPLICATION**

1. Project Name: Proposed Retail and Professional Office Development

2. Project Applicant  
 Name: Priority Real Estate Group  
 Address: 2 Main Street  
Topsham, Maine 04086  
 Phone Number: 207-837-6198

3. Authorized Representative  
 Name: Tom Saucier, P.E.  
 Address: 23 Whitney Way  
Topsham, Maine 04086  
 Phone Number: 207-449-4275

3. List of Design Consultants. Indicate the registration number, address and phone number of any engineer, surveyor, architect, landscape architect or planner used:

1. Tom Saucier, Site Design Associates 23 Whitney Way, Topsham, Maine 04086 P.E. #6095
2. Peter Blegel, Site Design Associates, RLA #2624
3. Stellnes, PA, Surveyors

5. Physical location of property being affected: 4-16 Admiral Fitch Avenue

6. Lot Size: 5.61 Acres

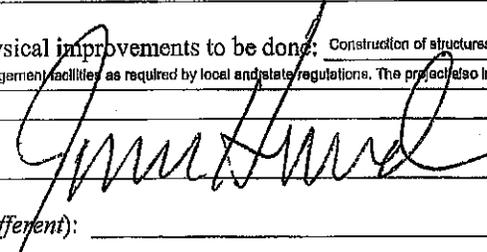
7. Zoning District: BNAS Reuse -CMU

8. Indicate the interest of the applicant in the property and abutting property. For example, is the applicant the owner of the property and abutting property? If not, who owns the property subject to this application? Purchase and Sale Agreement with MRRA

9. Assessor's Tax Map 40 Lot Number 37 of subject property.

10. Brief description of proposed use: Approximately 4,000 sf footprint retail space, 2 story, approximately 25,000 sf footprint of professional office space, 2 buildings, possibly 2 story, 192 parking spaces

11. Describe specific physical improvements to be done: Construction of structures, parking, circulation areas, access drives, and construct stormwater management facilities as required by local and state regulations. The project also includes a gazebo and bicycle repair station.

Owner Signature:  PTs manager

Applicant Signature (if different): \_\_\_\_\_

**Required Attachments (by Applicant):**

- Sketch Plan Check List
- Sketch Plan Requirements for Open Space Developments (if applicable)
- Request for Waivers (if applicable)
- Required Copies of Sketch Plan

**Required Attachment (by Planning and Development Department):**

- Listing of all owners of property within 200-foot radius of property under review.

**SKETCH PLAN REQUIREMENTS**

Key: "O"= omit; "S"=submit; "NA"=not applicable; "W" = waiver; "P"=pending

Item	O	S	NA	W	P	Comments
Indicate Variances Granted			<del>XX</del>			
Indicate Special Permits			<del>XX</del>			
Indicate Special Exceptions			<del>XX</del>			
Date, north point, scale		X				
Land area, existing use of the property, location of proposed development, locations reserved for future development		X				
Tentative rights-of-way locations, lot lines, lot numbers, lot areas		X				
Estimated soil boundary locations from the Soil Conservation Service Medium Intensity Soil Survey noting areas of severe and very severe soil limitations		X				
Existing natural, topographical, and cultural features including areas of steep slopes, bedrock outcrops, ponds, streams, aquifers, and other water bodies, wetlands, groundwater recharge areas, slumps, flood hazard areas, trees, and other vegetation, excavation sites, stone walls, net site area, historic and archeological sites, structures, or districts, and any other pertinent features.		X				
Tentative locations of proposed structures, owners of existing structures, and neighboring land uses		X				
Special conservation and recreation areas			X			
Location map		X				
Zoning information, including the zoning district(s) in which the property is located and the location of any overlay zones depicted on the plan.		X				
Any conditions imposed by previous development on the site.		X				
Other information Planning Board/Staff Review Committee deems necessary to conduct an informed review.					X	
Letter of consent signed by property owner authorizing the development review application in cases where applicant is not the owner of the property.			X			
Application Fee					X	
For Open Space Developments, sketch plan design review requirements indicated in Section 308.1			X			
Open Space Development: Request for Bonus Density			X			

**Tom Saucier**

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**To:** 'Tom Saucier'  
**Subject:** FW: Lot 6 NRPZ  
hi Tom,

I re-visited the wetland this afternoon. I offer the following in terms of the Town of Brunswick's definition for a stream.

- A- I do not believe the wetland flows for a period of at least 6 months. I believe this wetland discharges stormwater and remains stagnant during drier periods. It is intermittent and therefore does not meet this item.
- B- The channel (at least the first 75') is composed of a mineral bottom, mostly scoured silt that has been deposited as stormwater exits the culvert under Admiral Finch Road. It does meet this item.
- C- I collected 4 sediment samples within the first 75' of the culvert. The substrates are composed of mostly silt. No aquatic insects were noted within the sediments or the water itself. The channel does not contain aquatic animals (fish, aquatic insects or mollusks) therefore it does not meet this item.
- D- The channel does not contain any aquatic vegetation, therefore it does not meet this requirement.

While the site does not meet the Town standard to be classified as a stream, it does meet the State standard and any soil disturbance within 75' of the stream channel would require at a minimum a Permit-By-Rule from the DEP.

Regards,

Tim Forrester, Biologist  
ECO-ANALYSTS, INC.  
Environmental Consultants  
P.O. Box 224  
Bath, ME 04530  
207-837-2199 (Cell) "Primary Contact"  
207-386-0450 (Office)  
207-386-0451 (Fax)  
[timforrester@comcast.net](mailto:timforrester@comcast.net)

**Tom Saucier**

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**From:** Green, Robert [Robert.Green@maine.gov]

**Sent:** Monday, September 08, 2014 10:43 AM

**To:** 'Tom Saucier'

**Subject:** RE: Brunswick Landing Lot

Good morning,

I agree with what have stated below.

Bob.

Robert L. Green, Jr., Project Manager  
Division of Land Resource Regulation  
Bureau of Land and Water Quality  
Phone #207-615-2214  
fax: 207-822-6303

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**From:** Tom Saucier [mailto:[tsaucier@sitedesignassociates.biz](mailto:tsaucier@sitedesignassociates.biz)]

**Sent:** Monday, September 08, 2014 10:40 AM

**To:** Green, Robert

**Subject:** Brunswick Landing Lot

Hi Bob

Meant to get back to you on the stream determination. I talked with Jim Pellerin at IF and W. He indicated to me that IF and W would defer to DEP regarding whether a drainage channel was indeed a stream.

So, with that onion, we will proceed with a permit application based on your and my field visit. My understanding is we agreed the area westerly of Allagash Drive was a stream, and also, about 75 feet easterly of Allagash Drive could also be a stream. The stream ends where the limits of the water was on the date of our site visit.

If your recollection differs from mine, please let me know.

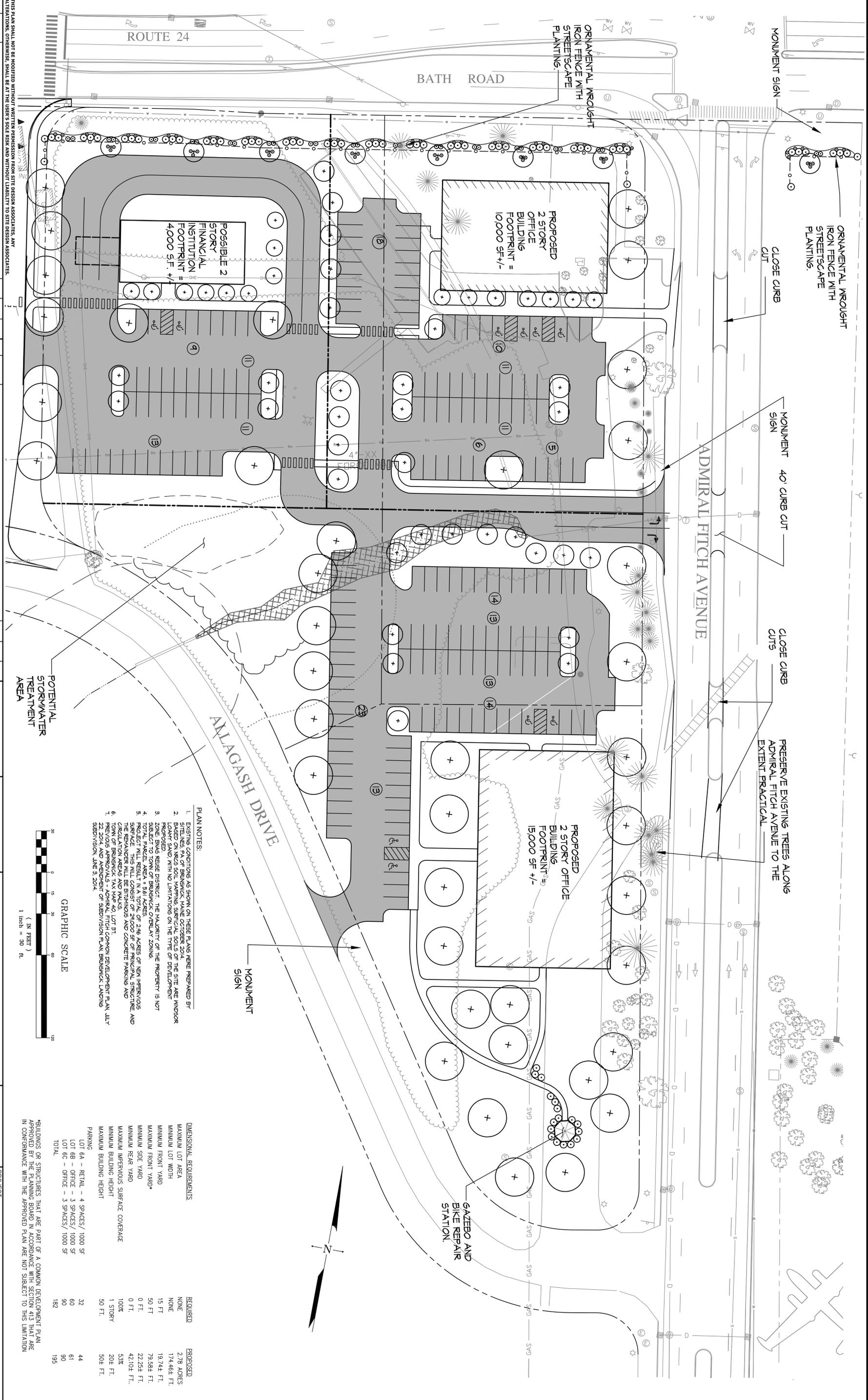
thanks  
tom

thanks  
tom

Tom Saucier, P.E.  
Site Design Associates  
23 Whitney Way  
Topsham, Maine 04086

ph: 207-449-4275  
cell: 207-756-0068  
email: [tsaucier@sitedesignassociates.biz](mailto:tsaucier@sitedesignassociates.biz)





THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SITE DESIGN ASSOCIATES. ANY ALTERATIONS, OMISSIONS, OR OTHERS, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SITE DESIGN ASSOCIATES.

REV.	DATE	BY	CHKD.	APPD.	REV.	DATE	BY	CHKD.	APPD.	STATUS
B	01/02/15									REVISED PER STAFF COMMENTS
A	12/23/14									FOR SKETCH PLAN REVIEW

DEPT.	TWS	TWS	TWS	TWS	TWS	TWS	TWS	TWS	TWS	TWS
BY	CHKD.	APPD.	REV.	DATE	BY	CHKD.	APPD.	REV.	DATE	STATUS

DESIGN:	TWS	PROJECT:	LOT 6
DRAWN:	DEPT.	BRUNSWICK LANDING, 4-16 ADMIRAL FITCH DRIVE, BRUNSWICK, ME	
CHKD:	TWS		
DATE:	NOV. 2014		
SCALE:	1" = 30'		

PROJ.	NO.	DWG.	NO.	REV.

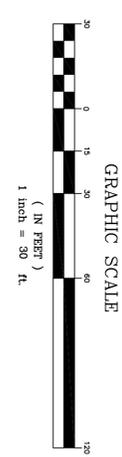
  

**Site Design Associates**  
 Consulting Engineering & Land Planning  
 23 Whittier Way  
 Topsham, Maine 04086  
 Tel: (207) 449-2725

**PRIORITY REAL ESTATE GROUP, LLC**  
 2 MAIN STREET, TOPSHAM, MAINE 04086

**SITE PLAN AND AMENDED SUBDIVISION PLAN**  
 C-101

- PLAN NOTES:**
- EXISTING CONDITIONS AS SHOWN ON THESE PLANS WERE PREPARED BY SITE LINES, PA OF BRUNSWICK MAINE OCTOBER 2014.
  - BASED ON NICKS SOIL VAPORING SURVEILANCE REPORT OF THE SITE ARE WINDSOR LOAMY SAND WITH NO LIMITATIONS ON THE TYPE OF DEVELOPMENT.
  - ZONE BING RESE DISTRICT. THE MAJORITY OF THE PROPERTY IS NOT SUBJECT TO TOWN OF BRUNSWICK OVERLAY ZONING.
  - TOTAL PARCEL AREA = 5.61 ACRES.
  - PROJECT WILL RESULT IN A TOTAL OF 2.96 ACRES OF NEW IMPERVIOUS SURFACE AREA TO BE ADDED TO THE PARCEL.
  - TOWN OF BRUNSWICK TAX MAP 40 LOT 31.
  - PREVIOUS APPROVALS - ADMIRAL FITCH COMMON DEVELOPMENT PLAN, JULY 2014 AND SUBDIVISION PLAN OF BRUNSWICK, MAINE, JULY 2014.



**DIMENSIONAL REQUIREMENTS**

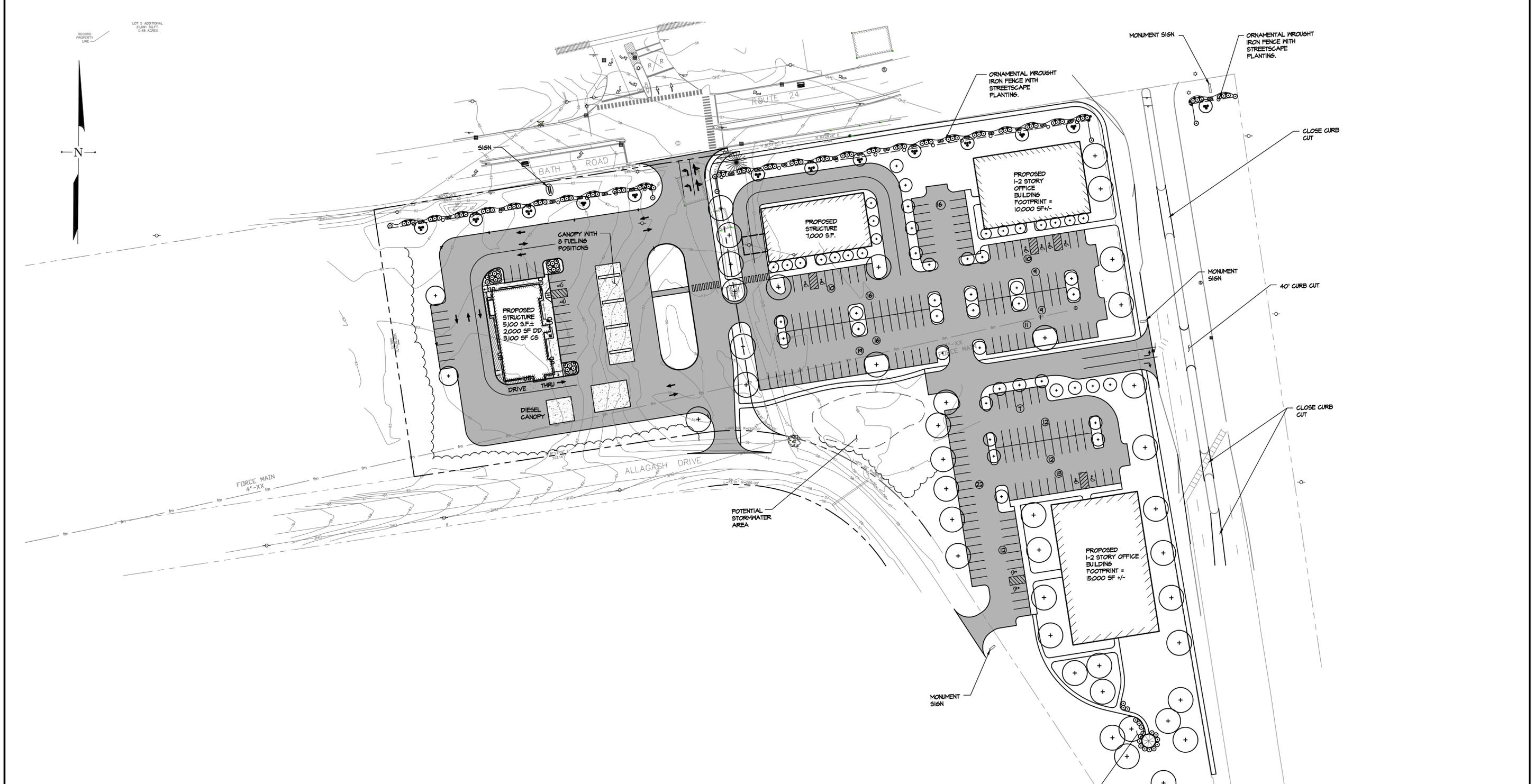
REQUIRED	PROPOSED
MAXIMUM LOT AREA	2.78 ACRES
MINIMUM LOT WIDTH	174.464 FT.
MINIMUM FRONT YARD	19,744 FT.
MINIMUM SIDE YARD*	79,584 FT.
MINIMUM REAR YARD	0 FT.
MINIMUM SURFACE COVERAGE	42,104 FT.
MINIMUM IMPERVIOUS SURFACE COVERAGE	53%
MINIMUM BUILDING HEIGHT	20+ FT.
MINIMUM BUILDING HEIGHT	50+ FT.

**PARKING**

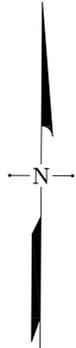
LOT	TYPE	SPACES	1000 SF	44
LOT 6A	RETAIL	4 SPACES	1000 SF	32
LOT 6B	OFFICE	3 SPACES	1000 SF	60
LOT 6C	OFFICE	3 SPACES	1000 SF	90
TOTAL				182

\*BUILDINGS OR STRUCTURES THAT ARE PART OF A COMMON DEVELOPMENT PLAN ARE NOT SUBJECT TO THE ABOVE DIMENSIONAL REQUIREMENTS. ALL OTHERS SHALL BE IN CONFORMANCE WITH THE APPROVED PLAN ARE NOT SUBJECT TO THIS LIMITATION.



LOT 5 ADDITIONAL  
21,091 SQ.FT.  
0.48 ACRES

RECORD  
PROPERTY  
LINE



FORCE MAIN  
4'-XX

POTENTIAL  
STORMWATER  
AREA

PARKING:

TOTAL SPACES REQUIRED	178 (IF OFFICE IS 2 STORY)
TOTAL SPACES PROVIDED	196
HANDICAP ACCESSIBLE SPACES	10

GRAPHIC SCALE



( IN FEET )  
1 inch = 50 ft.

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SITE DESIGN ASSOCIATES, ANY ALTERATIONS, OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SITE DESIGN ASSOCIATES.

REV.	DATE	STATUS	BY	CHKD.	APPD.	REV.	DATE	STATUS	BY	CHKD.	APPD.
C	07/08/14	REVISED PER OWNER COMMENTS		DEPT	TWS	TWS					
B	07/02/14	FOR PLANNING BOARD APPROVAL		DEPT	TWS	TWS					
A	07/01/14	FOR PLANNING BOARD WORKSHOP		DEPT	TWS	TWS					

**Site Design Associates**  
Consulting Engineering & Land Planning

23 Whitney Way Topsham, Maine 04086 Tel: (207) 449-4275

CLIENT:  
**PRIORITY REAL ESTATE GROUP, LLC**  
2 MAIN STREET, TOPSHAM, MAINE 04086

DESIGN:	TWS
DRAWN:	DEPT.
CHKD:	TWS
DATE:	FEB 2014
SCALE:	1"=50'

PROJECT:	<b>LOTS 5 &amp; 6</b> BRUNSWICK LANDING, BATH ROAD, BRUNSWICK, ME
<b>COMMON DEVELOPMENT PLAN</b>	
PROJ. NO.	
DWG. NO.	<b>SK-101</b>
REV.	C

Drawing Name: P:\2014 Projects\14-204-00 Priority Group Lot 6\DWG\CDP-submittal 07-10-14 1 Plot Date / Time: Jul 10, 14 / 8:22 AM

<b>Standard</b>	<b>CDP</b>
Maximum Lota Area	None
Maximum Residential Density	24 units per acre
Minimum Lot Width	None
Minimum Building Frontage	None
Maximum Building Frontage	None
Minimum Front Yard <sup>1</sup>	15 Feet
Maximum Front Yard <sup>2</sup>	50 Feet
Minimum Rear Yard	0 Feet
Minimum Side Yard	0 Feet
Maximum Impervious Coverage	100%
Minimum Building Height	1 Story
Maximum Building Height	4 stories or 50 Feet
Maximum Building Footprint per Structure	20,000 Square Feet

<sup>1</sup> Setback must include landscaping and shall not include parking.

<sup>2</sup> Applies to Admiral Fitch Avenue and Pegasus Street only.

**BRUNSWICK PLANNING BOARD**  
**July 01, 2014**

**MEMBERS PRESENT:** Chair Charlie Frizzle, Vice Chair Margaret Wilson, Dann Lewis, Richard Visser, Bill Dana, and Soxna Dice

**MEMBERS ABSENT:** Dale King

**STAFF PRESENT:** Anna Breinich, Director of Planning & Development; and Jeremy Doxsee, Town Planner

A meeting of the Brunswick Planning Board was held on July 1, 2014 in Council Chambers, Town Hall, 85 Union Street.

Tonight's agenda includes a Major Review Final Plan application for a subdivision on Harpswell Road submitted by Habitat for Humanity, and secondly, a workshop for a Common Development Plan being submitted by the combination of Priority Real Estate Group, LLC, and Midcoast Regional Redevelopment Authority centered along Admiral Fitch Avenue.

**Case # 14-012 – Habitat for Humanity Subdivision:** The Planning Board will review and take action on a Major Review *Final Plan* application submitted by Habitat for Humanity, for a residential four (4) lot subdivision and associated private drive located at 89 Harpswell Road, in the Residential 7 / McLellan – Garrison St Zoning District. Assessor's Map U02, Lots 58B & 58C.

Jeremy Doxsee, Town Planner, explained that this application is a Major Development Review project and requires a two step review process. The applicant's sketch plan application was submitted to the Staff Review Committee. Comments were forwarded to the Planning Board, which approved the sketch plan without conditions. The final plan was then submitted to the Staff Review Committee, and their conditions of approval are found in the draft findings of fact.

Curt Neufeld of Sitelines represented Habitat for Humanity and made a short presentation about the application. Habitat is proposing to divide 1.1 acres into four lots accessed by a single private lane, with public water and sewer. They are requesting several waivers, and the applicant is seeking a reduction in fees for creating affordable housing.

Mr. Frizzle asked if the plans reflected a change in the length of the road requested by John Foster, Public Works Director, and Mr. Neufeld responded in the affirmative.

Ms. Wilson asked if the road would not be paved, and Mr. Neufeld responded that it would be a gravel drive as one of the sustainable aspects of the project, and although there is a slight increase in the impervious surface area, there is a net decrease in the drainage into the Town's drainage system.

Mr. Frizzle opened the meeting to the public for comments. There were no comments, so Mr. Frizzle closed the meeting to public comments.

**MOTION BY DANN LEWIS THAT THE BOARD DEEMS THE APPLICATION TO BE COMPLETE. SECONDED BY BILL DANA, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

Mr. Frizzle had questions related to the draft findings of fact. He could not find the note from the Director of Public Works regarding the profile of proposed sidewalk waiver on the plans. Mr. Doxsee did not believe it was on the plans, so it will be added as condition #8.

Mr. Frizzle reiterated that the applicant would be requesting a reduction in recreation and solid waste impact fees offered for affordable housing in, but the applicant would be filing that paperwork with staff.

Mr. Visser questioned whether the motion needed to be changed, but Mr. Frizzle replied it would not; they would still be collecting those fees, but the amount of the fees may change.

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

1. Class A High Intensity Soil Survey.
2. Profile, cross-section dimensions, curve radii of existing streets.
3. Profile of water and sewer service lines.
4. Profiles of proposed sidewalks.

**SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

**MOTION BY MARGARET WILSON THAT THE MAJOR DEVELOPMENT REVIEW FINAL SUBDIVISION PLAN IS APPROVED WITH THE FOLLOWING CONDITIONS. SECONDED BY BILL DANA, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

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, its 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 review and approval in accordance with the Brunswick Zoning Ordinance.
2. Prior to issuance of a Building Permit, the applicant shall secure a Street Opening Permit, to the satisfaction of the Director of Public Works.
3. Prior to issuance of a Building Permit, the Solid Waste Impact fee shall be determined and paid, to the satisfaction of the Director of Public Works.

4. Prior to issuance of a Building Permit, the Recreation Impact Fee shall be determined and paid, to the satisfaction of the Director of Parks and Recreation.
5. In accordance with §310.2 of the Zoning Ordinance, the applicant shall file an indenture with the Cumberland County Registry of Deeds, guaranteeing the level and duration of affordability, and provide a certified copy to the Planning Department, to the satisfaction of the Director of Planning and Development.
6. Pursuant to §521 of the Zoning Ordinance, the applicant shall provide a performance guarantee, in form and substance satisfactory to the Director of Public Works, if construction of the sidewalk, lane, and utilities is not completed prior to issuance of a Building Permit.
7. Prior to issuance of final Certificates of Occupancy for each house, the applicant shall submit executed Road Maintenance/Easement Agreements, to the satisfaction of the Director of Planning and Development.
8. Prior to the recording of the plan, a note shall be added to the plan stating that the new sidewalk on Harpswell Road must be constructed in accordance with Town specifications.

Mr. Frizzle asked a question about condition 5, which Ms. Breinich answered.

**Workshop: Common Development Plan:** The co-applicants, Priority Real Estate Group, LLC and Midcoast Regional Redevelopment Authority, have requested a workshop with the Planning Board, prior to resubmission of their Major Review Common Development Plan application. Centered along Admiral Fitch Avenue, and located in the BNAS Reuse & CMU Land Use Districts; Assessor's Map 40, Lots 1, 10, 16, 32, 34, 37, 48, 50, 52, 52, 72, 76, 84, & 103.

Jeremy Doxsee, Town Planner, introduced a workshop for a Common Development Plan requested by co-applicants Priority Real Estate Group, LLC, and the Midcoast Regional Redevelopment Authority. The applicants have requested this workshop in advance of a resubmission of their Common Development Plan. At the Staff Review Committee some feedback was given and questions raised about bicycle and pedestrian amenities and signage. They have met with staff a few times, and are here tonight to give a presentation and answer questions and take comments before their resubmission of the Plan.

Curt Neufeld from Sitelines, who is representing the applicants, gave a presentation about their Common Development Plan and how it adheres to the zoning ordinance. It is designed to create a gateway presentation coming into Brunswick Landing, where many of the landscapes and hardscape elements are common among the different lots. Each parcel will still need Site Plan Review. They are seeking some changes to the zoning ordinance for lot frontage, and are working with staff on this issue. Mr. Neufeld showed similar building designs built by Priority Group, and explained the term streetscape. He said they would like monument signs at each

parcel, with a maximum height of 8 feet and width of 6 feet, and showed examples of similar signs. They will seek a waiver for entrance signage, which they would like to be a little larger, but similar to the parcel signs. He spoke about the bicycle and pedestrian amenities the applicant has planned, such as bicycle racks and a repair station.

Tom Saucier, Site Design Associates, is working on developing the first two lots in the Development Plan. He presented the site design, and the idea to preserve as many of the large trees as possible. The site design at this point includes retail space, a one or two-story office building next to the retail space, a parking lot, and another office building in lot 6, and a convenience store with a drive-thru on lot 5. As a result of meetings with town staff, the applicants changed the location of access points away from the intersection at Bath Road, and has conferred with MDOT on turn lanes and adjustment of traffic lights.

Mr. Neufeld then discussed plans for the other side of the road, which included a possible banquet hall/convention center, office or professional buildings, and parking in the back. The applicants welcome comments, and will next come back for a public hearing and possible approval of the CDP.

Mr. Frizzle asked if, in the future, a franchise or chain store moved into the development, how would they handle the sign issues.

Jim Howard of Priority Group replied that other than the convenience store and gas station, which will come back to the Planning Board for specific signage along the Bath Road, which has different sign standards than Admiral Fitch, they have no plans for national chain stores. They are not looking at retail, other than a bank and a restaurant, rather professional or office space, and possibly warehouse space.

Ms. Wilson asked about sidewalks, since she believed that would be a priority in the Common Development Plan, and Mr. Neufeld showed the sidewalk locations on the plan.

Ms. Dice asked about the plan that showed a great amount of asphalt without trees or islands, and Mr. Frizzle responded that he thought they had done a good job being sensitive with what is seen from Bath Road, and that it was appropriate.

Ms. Dice asked about the possibility of having a row of trees breaking up the long row of asphalt. Mr. Neufeld responded that these are comments they are looking for as they make changes to the plan; there are opportunities to add trees in islands or along the access road. Mr. Howard also responded that they were going to leave every tree they can, and will plant new trees along the street side. There were more challenges with that lot, due to safety issues with access, but they will try to keep as much space open as possible.

Ms. Breinich explained that the purpose behind a CDP was to lay out the big picture; the appearance and the standards that will be coordinated throughout the development, like the signs and the landscaping. The site plan review, which they would normally do at this stage, will come later. She has been talking to the developer about the process, and the possibility of having

a sketch final submittal when the plan comes forward, because they will be seeing the plan again in much more detail, by lot.

Ms. Wilson asked about the advantage of presenting a Common Development Plan, and Ms. Breinich responded that advantage is only to Brunswick Landing, because the developer is creating the dimensional standards. Staff had recommended that Priority Group and MRRA unite to use a Common Development Plan because the dimensional standards in place did not lend themselves to development in the Admiral Fitch Boulevard area. The CDP permits flexibility and allows for larger lawn areas and more streetscape, instead of building to the road.

Mr. Frizzle opened the meeting to public comment.

**Fred Blanchard, Harpswell Road**, read a statement he had prepared. He believes the Town of Brunswick has no jurisdiction over Brunswick Landing, and that land use and zoning ordinances do not apply there.

*(A copy of the statement will be attached to the minutes.)*

Mr. Frizzle closed the public comment section of the meeting.

Jeremy Doxsee, Town Planner, talked about the next step in this process, given the workshop tonight and the delays while the applicants worked with town staff, and asked if the Planning Board was comfortable with a combined Sketch Final, which would then allow the applicant to move forward with the Site Plan for the proposed two buildings fronting on Bath Road.

Mr. Frizzle was comfortable with that, as long as the developer agreed, because the Sketch Plan has allowed them to present rough sketches to the Planning Board and gather information that they can use in the Final Design without investing a lot of money.

**Steve Levesque, Executive Director of MRRA**, said that the idea of the plan was to get a consistent look and feel for the development as different entities buy lots, regardless of property owner. He responded to Soxna Dice's question by stating that anyone buying property would need to conform to these standards.

**Jim Howard, Priority Group**, said they could not come to the Planning Board without approval of the CDP because they cannot meet the applicable standards.

Mr. Frizzle asked about limits to this CDP for other developers. Mr. Levesque replied that MRRA owns all the parcels except one, which is owned by George Schott. Properties will be bought based on vision, because they will want to be part of something that looks nice. They will be actively marketing this development plan.

Ms. Breinich clarified which lots the CDP applied to, but said that it may be amended at any time.

Mr. Visser asked about the possibility of a site walk, and Ms. Breinich replied that she had spoken with both Mr. Howard and Mr. Levesque, and they were working on a time to do this.

Mr. Frizzle thanked the applicants for presenting this first Common Development Plan, and he is looking forward to seeing the result.

**Zoning Ordinance Rewrite:**

Ms. Breinich reported that staff has been working with the consultant on a draft clean up, and they anticipate the draft going to ZORC later this week. It will then be reviewed in a workshop with Don Elliott from Clarion, on July 15, 2014, at 9:00 am. Their goal is to have the draft released by the end of July, after ZORC is done readying it for public viewing.

Mr. Frizzle mentioned the summer schedule:

- No Planning Board business for the July 8, 2014 meeting; that night will be used for the second installment of a training seminar
- No meeting scheduled for the third Tuesday, July 15, 2014
- Meeting on Tuesday, July 22, 2014
- No meeting on Tuesday, July 29, 2014, unless it is needed
- Meeting on Tuesday, August 5, 2014; this is the only meeting in August
- Meeting Tuesday, September 9, 2014

**Minutes:**

There were three sets of minutes. Mr. Frizzle is treating April 8, 2014 as Draft 1, as he has some comments. There is a Draft 1 of the May 27, 2014 meeting. He asked the Board to give comments about these meetings to Jeremy. There is a Draft 2 of the May 13, 2014 minutes ready for approval.

**MOTION BY MARGARET WILSON TO APPROVE MINUTES OF THE PLANNING BOARD MEETING HELD MAY 13, 2014, SECONDED BY BILL VISSER, AND THE VOTE WAS UNANIMOUS OF THOSE PRESENT.**

**Adjourn**

Mr. Frizzle adjourned the meeting.

Attest

Debra L. Blum  
Recording Secretary

**BRUNSWICK PLANNING BOARD**  
**July 22, 2014**

**MEMBERS PRESENT:** Chair Charlie Frizzle, Vice Chair Margaret Wilson, Dann Lewis, Richard Visser, Dale King, Bill Dana, and Soxna Dice

**MEMBERS ABSENT:** Margaret Wilson, Vice Chair

**STAFF PRESENT:** Anna Breinich, Director of Planning & Development; and Jeremy Doxsee, Town Planner

A meeting of the Brunswick Planning Board was held on Tuesday, July 22, 2014 in Council Chambers, Town Hall, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

Tonight's agenda includes a combined Sketch/Final Major Review Site Plan application submitted by Hammond Lumber Company for an expansion of their site on Spring Street, and secondly, the first ever Brunswick Common Development Plan being submitted by the combination of Priority Real Estate Group, LLC, and Midcoast Regional Redevelopment Authority.

**Case # 14-014 – Hammond Lumber Site Expansion:** The Planning Board will review and take action on a combined Sketch/Final Major Review Site Plan application submitted by Hammond Lumber Company, for development of a gravel storage area adjacent to the existing Hammond Lumber facility at 20 Spring Street, in the Mixed Use 2 Intown Railroad Corridor (MU2) Zoning District. Assessor's Map U15, Lot 130.

Jeremy Doxsee, Town Planner, explained that this application was submitted in April, and was first in front of the Staff Review Committee on May 1, 2014. It is a major development review because it creates more than 5,000 square feet of new impervious surface. As part of a major development review, it first goes before the Staff Review Committee first, and with their comments and review at the May 1 meeting, two issues were discussed that the Staff Review Committee felt needed additional analysis. The first issue was storm water treatment for the project. Initially, it was proposed that the additional storm water runoff would be directed into the right of way, but the town engineer indicated that he did not want to see a net increase in storm water. The second issue was the clearing of the 1.8 acre site by the applicant, which is allowed to do without a permit, but a gravel lay down area had been put down, which our ordinance treats as impervious, which triggered the need for development review. Since the landscaping had been cut down to the property area, some abutting neighbors expressed concern about visual impact. Sitelines has revised the plans and resubmitted. During that time as well, the applicant was working with the State Department of Environmental Protection on a storm water permit, which would be required. After resubmission, the project went back before the Staff Review Committee on July 10, 2014. There were few comments from the SRC at the July

meeting, and the town engineer has not yet reviewed the revised storm water plan, but that has been added as a condition of approval. The applicant has received their storm water by rule permit approval. The applicant has not yet received the Tier 1 Natural Resource Protection Act permit, so that has also been added as a condition of approval.

Mr. Frizzle explained that the Natural Resource Protection Act permit is required because, as part of clearing and backfilling this site, a small amount of wetlands was filled in. They have submitted their application for that permit, and it is a condition that the permit is received as a condition of approval.

Curt Neufeld from Sitelines, is here representing Hammond Lumber. He gave a presentation explaining the project, the permits they were waiting for, and the fence that was going to be put up as a buffer to abutting land owners. There are no lights proposed, no structures, and no increase in traffic expected. He suggested a change to condition 3 to read that they submit a plan to meet the storm water requirements, rather than the storm water treatment. Other than that, he is satisfied with Jeremy's conditions.

Mr. Dana asked if any water checks were made after the big rain storms we have had recently.

Mr. Neufeld is unaware of any checks. The calculations are based on future work being impervious, and now it is just disturbed earth with mulch, so he doesn't believe it is producing the same amount of runoff as a finished commercial development.

Mr. Frizzle opened the public comment period, although it was not required. Seeing no public wishing to speak, he closed the public comment period.

Soxna Dice noticed that the provision of no lights offered by Sitelines was not written anywhere, and would like to make sure it's enforceable. She would like to see a note on the plan or stronger wording than "no lighting is proposed".

Mr. Neufeld responded that they would need to come back before the Board if lights were needed in the future. The lighting plan would need to show its compliance with the ordinance.

Ms. Breinich responded that a condition cannot be made for something that hasn't been proposed.

Mr. Visser didn't see the need of making a notation about the lighting.

Mr. Frizzle was concerned with the precedent of putting something on the note to the negative, and they have never done that before. They are not putting a note on for other aspects of the plan, such as no sheds are proposed for the plan, or other possible future needs.

After speaking with Mr. Lewis, Mr. Frizzle announced that the majority did not favor adding the condition.

Mr. Doxsee spoke about the conditions attached to the plan.

Mr. Frizzle would like to clarify the impervious surface requirement and the calculation of that requirement, and Mr. Doxsee explained how the impervious surface was calculated. He explained that none of the site elements were ever looked at previously, since it was built out prior to 1972. Staff made the decision to review only the 1.8 acres, which triggered the “permit by rule” because it disturbs over an acre and tree removal was involved, but there is less than an acre of new impervious surface, so that triggers the “storm water permit by rule”. Initially the DEP was going to treat both lots as an entire development, but they also decided that since there were no historical records on this property, they also only considered the 1.8 acres. The State and the town have taken a consistent approach to this review.

Mr. Frizzle asked Mr. Doxsee if he followed up with the Fire Department about access to the laydown area should there be a fire, and Jeremy replied he had talked with Chief Brilliant, who felt there was adequate emergency access.

**MOTION BY BILL DANA THAT THE BOARD DEEMS THE APPLICATION TO BE COMPLETE. SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

There were no comments on the draft finding of facts as presented.

**MOTION BY DALE KING THAT THE BOARD WAIVES THE FOLLOWING REQUIREMENTS:**

1. Class A High Intensity Soil Survey.
2. Profile, cross-section dimensions, curve radii of existing streets.
3. Profile of water and sewer service lines.

**SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.**

**MOTION BY SOXNA DICE THAT THE MAJOR DEVELOPMENT SKETCH PLAN AND FINAL SITE PLAN IS APPROVED WITH THE FOLLOWING CONDITIONS. SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

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, its 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 review and approval in accordance with the Brunswick Zoning Ordinance.

2. Prior to a signature of the mylar by the Planning Board the applicant shall provide a copy of the Tier 1 Natural Resource Protection Act permit approval to the satisfaction of the Director of Planning & Development.
3. Prior to signature of the mylar by the Planning Board, the storm water management plan shall be approved by the Director of Public Works, with the finding that storm water management has been designed in accordance with the latest Maine DEP Best Practices Design Manual.

**Case # 14-021 Common Development Plan:** The Planning Board will review and take action on a combined Sketch/Final Plan Major Review Common Development Plan application submitted by Priority Real Estate Group, LLC and Midcoast Regional Redevelopment Authority. Located in the BNAS Reuse District; Assessor's Map 40, Lots 1, 10, 16, 32, 34, 37, 48, 50, 52, 52, 72, 76, 84, &103.

Jeremy Doxsee, Town Planner, is presenting the Board's first review of a Common Development Plan from co-applicants Midcoast Regional Redevelopment Authority and Priority Real Estate Group. This combined sketch/final plan was presented to the Staff Review Committee on May 1, 2014. Since this was the first time a Common Development Plan has gone through the review and approval process, there were a number of elements in the CDP ordinance that staff felt needed additional clarification. Since that time, the applicant has met with various staff on several occasions, and the Code Enforcement Officer has met with members of the Bicycle & Pedestrian Advisory Committee. A workshop with the Planning Board was held a few weeks ago, and after that meeting, the Board was able to tour the site of the project. Mr. Doxsee noted seven waivers requested by the applicant.

Curt Neufeld from Sitelines, represents the joint applicant, and gave a brief presentation of the plan, including conceptual layouts.

Mr. Frizzle commented that Note 1 in the modified dimensional standards did not apply, and Ms. Breinich concurred.

Mr. Neufeld pointed out some revisions in the plan, in part due to the Board's comments previously. These included better access to some lots and the redesign of parking lots to preserve additional green space. The mature trees lining Admiral Fitch Avenue will be retained.

Mr. Frizzle mentioned that the Board would not be approving any specific site plans as part of this Common Development Plan. What is scheduled to be approved tonight are those features that will define this project as a Common Development Plan, and the individual site plans, which need to be in conformance with the CDP, will come to the Board as the sites are developed.

Mr. Visser had a question about the entrance from Bath Road, and Mr. Neufeld explained that they would have to go through a permitting process with DOT, and consultants bring in an engineer to estimate traffic counts and to look at existing traffic. They are anticipating that a left turn lane will be required, the road may need to be widened to accommodate the lane, and signals modified.

Ms. Dice had a question about footnotes, which Ms. Breinich answered.

Mr. Frizzle opened the meeting to the public for comments; seeing none, he closed the public comment period.

**MOTION BY DALE KING THAT THE BOARD DEEMS THE APPLICATION TO BE COMPLETE. SECONDED BY SOXNA DICE, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

**MOTION BY BILL DANA THAT THE BOARD WAIVES THE FOLLOWING REQUIREMENTS:**

1. Section 413.3 (a) – Waiver requested to the maximum scale of 1”=50’
2. Waiver to show buildings on all lots.
3. Section 413.3 (D) – Waiver requested to showing location for all signs.
4. Section 413.3 (E.2 & 4) – Waiver requested to show site plan of lighting treatment and the mounting height of fixtures.
5. Section 413.3 (F) – Waiver requested for a master landscaping plan.
6. Appendix III.9.1 – Waiver is requested to the 8-foot maximum height for the Brunswick Landing entrance sign.
7. Appendix III.10.2 – Waiver requested for the requirement of on-street parking on Admiral Fitch Avenue.

Mr. King asked to have waiver 7 explained. Mr. Frizzle believed the applicant was trying to maintain Admiral Fitch Avenue as a boulevard, with wide esplanades on each side, and Mr. Neufeld agreed.

Steve Levesque, Midcoast Regional Redevelopment Authority, added that until a connector is built from Route 1 into the property, Admiral Fitch is the main entrance. It is four lanes and getting busier, so they are limiting parking to the less congested side roads.

Mr. Frizzle spoke about signage, and a comment that had been received from a resident. Mr. Levesque responded that they were going to put in an information kiosk and a phone in a centralized location near the former guard house help people find businesses, but in the interest of aesthetics of the area, not every business was going to have its own sign. They will also have maps available.

Jeremy Doxsee suggested condition 6, which would clarify footnotes, and it was added below.

**SECONDED BY DANN LEWIS, APPROVED UNANIMOUSLY OF THOSE PRESENT.**

That the Major Development Review Final Common Development 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, its 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 an easement be preserved for the existing bicycling/walking path, the intent being that relocation of the path will only occur if no other site development alternative is available for Lots 8, 9, 10, 11, 12 and 14.
3. That new sidewalks shall be provided along Pegasus Street consistent in width and materials of existing sidewalks.
4. That the dimensional and density standards as approved shall be placed on the common development plan.
5. That the size and materials for business identification signs on Lot 5 shall be determined at the time of Development Review.
6. That footnotes 1-6 in the dimensional and density table for the Common Development Plan shall be removed to the satisfaction of the Director of Planning and Development.

**MOTION BY DALE KING TO APPROVE THE COMMON DEVELOPMENT PLAN, SECONDED BY DANN LEWIS, AND APPROVED UNANIMOUSLY OF THOSE PRESENT.**

**ZORC Update:**

Ms. Breinich gave an update on the progress of the Zoning Ordinance Rewrite Committee. There is a schedule of meetings, and they are in the process of notifying boards, committees and commissions of their respective meetings. All meetings are open to the public.

- There will be a "soft opening" of the proposed draft ordinance on July 31, 2014 in the Council Chambers. Don Elliott of Clarion Associates will be giving a presentation.
- The committee will be meeting with the Planning Board, Village Review Board and the Zoning Board of Appeals on August 5, 2014.
- On August 11, 2014, the committee will be meeting with the Master Plan Implementation Committee and the Brunswick Bicycle & Pedestrian Advisory Committee.
- On August 12, 2014, they will meet with Marine Resources, Recreation Commission, Conservation Commission, and the Rivers and Coastal Waters Commission. These meetings are to introduce the ordinance and give highlights of the changes geared specifically to the groups present.
- Public forums will be held on September 17, 2014, and September 24, 2014, and according to the amount of input the committee is getting, will decide on further public forums.
- The tentative plan is to use October, November and December to prepare the final draft for review and adoption.

**Other business:**

Ms. Breinich asked if any of the Board would like to meet on the 29<sup>th</sup> for training, pending TV3's approval. At Soxna's request, the training time would be 6:30 pm.

**Minutes**

There is one set of Draft 1 minutes for the June 3, 2014 meeting, which Mr. Frizzle asked Board members to review and give and changes or comments to Jeremy as soon as possible. There are 3 sets of Draft 2 minutes; April 8, 2014, April 29, 2014 and May 27, 2014.

**MOTION BY BILL DANA TO APPROVE MINUTES OF THE PLANNING BOARD MEETING HELD APRIL 8, 2014, SECONDED BY SOXNA DICE, AND THE VOTE WAS UNANIMOUS OF THOSE PRESENT.**

**MOTION BY BILL DANA TO APPROVE MINUTES OF THE PLANNING BOARD MEETING HELD APRIL 29, 2014, SECONDED BY DANN LEWIS, AND THE VOTE WAS UNANIMOUS OF THOSE PRESENT.**

**MOTION BY DICK VISSER TO APPROVE MINUTES OF THE PLANNING BOARD MEETING HELD MAY 27, 2014, SECONDED BY BILL DANA, AND THE VOTE WAS UNANIMOUS OF THOSE PRESENT.**

**Adjourn**

Mr. Frizzle adjourned the meeting.

Attest

Debra L. Blum  
Recording Secretary

**BRUNSWICK PLANNING BOARD  
NOVEMBER 13, 2014**

**MEMBERS PRESENT:** Chair Charlie Frizzle, Vice Chair Margaret Wilson, Bill Dana, Soxna Dice, Dale King, and Richard Visser

**MEMBERS ABSENT:** Dann Lewis

**STAFF PRESENT:** Director of Planning Anna Breinich; Town Planner Jeremy Doxsee

A meeting of the Brunswick Planning Board was held on Thursday, November 13, 2014 in Council Chambers, 1<sup>ST</sup> Floor, 85 Union Street. Vice Chair Margaret Wilson called the meeting to order at 7:00 P.M.

**WORKSHOP:** The Planning Board will hold a workshop to offer comment regarding a conceptual 16-lot open space subdivision plan submitted by Robert Muller for properties located in the Farm Forest 1 (FF1) Zoning District and Rural Brunswick Smart Growth Overlay. Assessor's Map 7, Lots 36, 37, 38, 39, 40, 41, and 42.

Jeremy Doxsee introduced the application and said that he had met with the applicant about a year ago to look at a preliminary subdivision plan. Jeremy noted that this subdivision is in the Smart Growth Overlay and the Farm and Forestry 1 Zoning District.

Applicant Representative Amy Bell Segal of Terrance J. DeWan & Associates reviewed a PowerPoint presentation and concept plan. Margaret Wilson asked if there was any impact in the numbers because they are in a forest block and may need mitigation procedure factored into the plan. Amy replied that they have looked at this and in discussions with Jeremy Doxsee they believe that they are in the 1 to 1 mitigation. Charlie Frizzle noted that they will need to research precedence in terms of rounding up or rounding down in terms of the number of units that will be allowed. Jeremy replied that he has discussed this with the Codes Enforcement officer and it has been precedence that they round down. Amy pointed out that per the sketch, they have 16 units. Soxna Dice asked for clarification on the different lot sizes and houses with regards to 16 units versus 19 units if the proposed Zoning Ordinance is accepted as currently drafted. Robert Muller replied that they have several different house models that will vary. Robert discussed lot sizes and explained the back yard and the want to make the backyard appear bigger as it borders conservation area; the houses will not be as close as the Two Echo Community is. Richard Visser asked if the road would eventually become a public road and Amy replied that the intent is that it will remain private with a homeowners association.

Vice Chair Margret Wilson opened the meeting to public comment.

**Werner Wellman, resident of 227 Hacker Road,** asked why there were highlighted green areas on the plan and what the purpose was. Amy Bell replied that they are highlighted for potentially agricultural use and have generally flat areas. Mr. Wellman stated that his concern is that this area drains down towards his well and would have great impact. He asked where they plan to place the common leach field. Amy referenced the yellow dots on the plan that have viable

disposal system soil that still needs to be tested and clarified that there won't be one system, but several smaller systems.

**Alan Carter, resident of 152 Hacker Road**, asked what the precedence would be for this area of Hacker Road if they allow this development and noted that there is another area of roughly 40 acres that could be potentially be developed. Alan asked about aquifer protection/damage for surrounding areas. Alan stated that he is concerned about sewage disposal for this area. Alan noted that they will be removing a lot of trees. Robert Muller replied that the area where the houses will be is clear with the backside more wooded. Mr. Muller added that he has had a wildlife management plan in place since he has purchased the land and that he has cut twice; originally this land was part of the Douglass Farm and was all field. Margaret Wilson reviewed the Rural Smart Growth, Section 217 of the Brunswick Zoning Ordinance.

**Jilda Izzo, resident of 227 Hacker Road**, stated that her concern is how long this development will be from beginning to end and expressed that what drew her and her husband to the area was nature. Jilda said that she understands that people can do with their land what they want, but said that this will be a disruption. Robert Muller stressed the fact that this plan is only a concept and that this may not happen. Robert said that he has several different options, but that this plan is only going to happen after a targeted market test is done as it is a big investment.

Vice Chair Margret Wilson closed the meeting to public comment.

### **Zoning Ordinance Rewrite Committee (ZORC) Update**

Anna Breinich reviewed the tentative meeting schedule thru January, 2015.

### **Approval of Minutes**

**MOTION BY BILL DANA TO APPROVE THE MINUTES OF SEPTEMBER 9, 2014.  
SECONDED BY RICHARD VISSER, APPROVED UNANIMOUS AMONG THOSE  
PRESENT.**

### **Other Business**

None.

### **Adjourned**

This meeting was adjourned at 8:06 P.M.

Attest

Tonya D. Jenusaitis  
Recording Secretary

**BRUNSWICK PLANNING BOARD  
DECEMBER 9, 2014**

**MEMBERS PRESENT:** Chair Charlie Frizzle, Vice Chair Margaret Wilson, Bill Dana, Soxna Dice, Dale King, and Richard Visser

**MEMBERS ABSENT:** Dann Lewis

**STAFF PRESENT:** Director of Planning Anna Breinich

A meeting of the Brunswick Planning Board was held on Tuesday, December 9 2014 in Council Chambers, 1<sup>ST</sup> Floor, 85 Union Street. Vice Chair Margaret Wilson, called the meeting to order at 7:00 P.M.

**Case # 14-022 C.N. Brown Convenience Stores and Gas Station :** The Board will review and take action on a Sketch Plan Major Development Review application submitted by C.N. Brown, for development of a 5,100 sf convenience store, gas station, and Dunkin Donuts with a drive-thru, along with associated site improvements, on the 2.67 acre property located at 146 Bath Road, in the BNAS Reuse District & R-CMU Land Use District. Assessor's Map 40, Lot 40.

Anna Breinich began by pointing out that the Common Development Plan (CDP) that was approved in July, 2014 is what the condition requirements fall under for this development plan. Anna said that this application is for a 5,100 sf convenience store, gas station and convenience store and will also have a Dunkin Donuts. The applicant is not required to come to planning board for approval because the application is under 9,999 square feet which is the case in Brunswick Landing, but they have volunteered to do so. Anna said that the final plan will show building elevation. The applicant has the MMRA Design Standards and are working with staff in regards to the Cook's Corner Design Standards.

Tom Saucier of Site Design Associates, stated that he believes that the application was presented to the Board because of the proposed new impervious area. Tom presented a PowerPoint presentation and noted that following this meeting the applicant will be seeking a permit from the DEP for stormwater. With respects to the Department of Transportation, Charlie Frizzle asked if they are taking into account the eventual build out of section; Lot 6 and the surrounding lots. Tom replied that they are considering the impact of Lot 6 as there is a connection there to Admiral Fitch and they have included the counts for that in their application. Charlie asked if they want to consider a permanent speedbump into what will eventually become access to the base given that this is going to become a heavily trafficked area. Anna Breinich replied that this was not meant to be a permanent access as discussed as part of the Reuse Master Plan, but if MMRA decides at some point that they want to amend the Reuse Master Plan to include this as another ingress and egress, then it would be considered. At this time, Allagash Road is not designed to be or in the plan to be and access road which is why staff is asking for the traffic calming methods. Soxna asked if it would make any sense to change the outlet to Allagash Road to the opposite corner to make it less likely for people to go through. Tom replied that he didn't believe so and pointed out that if you use this entrance you still have to use Admiral Fitch. Tom said that as part of their traffic movement plan, they will need to adjust the lights so that they

operate better and move better at Admiral Fitch and the entrance to Shaws Plaza. Richard Visser stated that he would think you would want the traffic to move counter clockwise. Tom replied that the majority of traffic will move one way with employee parking in the back. Margaret Wilson asked what the purpose is of the impervious surface on the east part of the lot. Tom replied that it is to maintain traffic for those going to the convenience store and in preparation for the eventual development of Lots 5 and 6. Richard asked how the trucks would go to the diesel canopy and Tom reviewed the site plan; Richard again expressed his concern of having two-way traffic. Margaret asked if this is a template that they have used in other facilities and Tom replied that it is with the most recent being on in August on Riverside Drive.

Margaret Wilson opened the meeting to public comment. No comments made, the public comment period was closed.

**MOTION BY BILL DANA THAT THE SKETCH PLAN BE DEEMED COMPLETE. SECONDED BY DALE KING, APPROVED UNANIMOUSLY.**

**MOTION BY DALE KING THAT THE PLANNING BOARD APPROVE THE SKETCH PLAN. SECONDED BY CHARLIE FRIZZLE, APPROVED UNANIMOUSLY.**

#### **Zoning Ordinance Rewrite Committee (ZORC) Update**

Anna Breinich reviewed the upcoming meeting schedule.

#### **Approval of Minutes**

**MOTION BY CHARLIE FRIZZLE TO APPROVE THE MINUTES OF OCTOBER 14, 2014. SECONDED BY BILL DANA, APPROVED UNANIMOUS AMONG THOSE PRESENT.**

#### **Other Business**

None.

#### **Adjourned**

This meeting was adjourned at 7:33 P.M.

Attest

Tonya D. Jenusaitis  
Recording Secretary