

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 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, 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.

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

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 Sitalines, 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 have 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 they would 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 RICHARD VISSER, AND THE VOTE WAS UNANIMOUS OF THOSE PRESENT.

Adjourn

Mr. Frizzle adjourned the meeting.

Attest

Debra L. Blum
Recording Secretary