

**BRUNSWICK PLANNING BOARD
MEETING MINUTES
MAY 5, 2015**

MEMBERS PRESENT: Chair Charlie Frizzle, Bill Dana, Soxna Dice, Jeremy Evans, and Richard Visser

STAFF PRESENT: Director of Planning and Development, Anna Breinich

A meeting of the Brunswick Planning Board was held on Tuesday, May 5, 2015, in Council Chambers, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

1. Case # 15-002 Chamberlain Woods Final Subdivision: The Board will review and take action regarding a Final Plan Major Review application, submitted by Coastal Buildings and Investments, Inc., for the development of a 9-lot residential subdivision, a 225-foot private drive, and associated site improvements, on a 7.22+ acre parcel with frontage on Barrows Street and the end of Boody Street. The proposed subdivision is located in the Town Residential 5 – Columbia Avenue – Spring Street (TR5) Zoning District. Assessor’s Map U27, Lot 6.

Charlie Frizzle introduced the Chamberlain Woods final Subdivision application and asked that the staff and the applicant bring the Board up to date on the list of conditions that needed approval at the April 14, 2015, meeting. Kevin Clark from Sitelines reviewed the red balloons located on the plan that were comments from the Town Engineer and Sebago Technics. Charlie stated two conditions needed to be added, as Section 411.8 of the Zoning Ordinance asks for a letter for sewage capacity and Section 411.9 asks for a letter from the Water Department for capacity to serve, neither of which are included in the packet. Soxna Dice asked for clarification on the two dates listed in Condition 7, and Anna replied that the Town Manager has placed a 30-day limit on renewal of the outstanding consent agreement with a deadline of June 4, 2015. Soxna suggested language changes. Charlie pointed out that there has been some confusion over whether this is a 10-lot subdivision or a 9-lot subdivision and he believes that this is a 10-lot subdivision; one previously developed lot, one 4.35 acre lot to be retained by the applicant and 8 new lots. Anna agreed and stated that they described it in the project summary as such. Bill Dana pointed out that there was a discrepancy over the length of the private drive cul-de-sac; staff to clarify upon approval.

Bill Dana and Charlie Frizzle suggested language changes/updates to the Findings of Fact. Charlie explained the reason behind Condition 11 and the pre-construction meeting. Bill replied that this meeting along with the sitewalk helped alleviate some of the concerns that he originally had. Soxna Dice suggested linking the waiver to the provision in the Ordinance that the requested waivers apply to. Anna Breinich replied that sometimes waivers can apply to more than one provision. Soxna stated that she would rather link the waivers to their corresponding review standard and reviewed what provisions apply to the requested waivers.

Chairman Charlie Frizzle opened the meeting to public comment.

Colleen Congdon, resident of 56 Boody Street, asked how the radius changes will affect the abutting lot sizes. Charlie Frizzle replied that the lot sizes will lose a little bit within the right-of-way. Kevin Clark replied that the lot sizes did not change, just the pavement; a little less on the shoulder. Colleen asked that staff review all the math on this plan again as she is concerned that some of the calculations may not be correct.

Charlie Frizzle closed the public comment period.

MOTION BY BILL DANA THAT THE MAJOR DEVELOPMENT REVIEW FINAL SUBDIVISION PLAN APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY SOXNA DICE, APPROVED UNANIMOUSLY.

MOTION BY RICHARD VISSER THAT THE BOARD WAIVES THE FOLLOWING REQUIREMENTS:

1. Class A Soil Survey.
2. Profiles, cross-section dimensions, curve radii of existing streets.
3. Waiver for the requirement to show all trees over 10 inches in diameter.

MOTION SECONDED BY JEREMY EVANS, APPROVED UNANIMOUSLY.

MOTION BY BILL DANA THAT THE MAJOR DEVELOPMENT REVIEW FINAL SUBDIVISION 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 review and approval in accordance with the Brunswick Zoning Ordinance.
2. Prior to issuance of Building Permits, concurrence by the Town Engineer that all engineering comments have been adequately addressed.
3. Prior to issuance of Building Permits, the applicant shall show proof of payment of the solid waste impact fee.
4. Prior to issuance of Building Permits, the applicant shall show proof of payment of the recreation impact fee.
5. Prior to issuance of Building Permits, the applicant shall show proof of payment of the street light impact fee of \$296.03.

6. Prior to issuance of Building Permits, recorded stormwater drainage easements to the Town shall be provided, in form and substance satisfactory to the Town Engineer.
7. The plan shall not be recorded until the applicant file with the Town Manager a renewed letter of credit conditioned by the 2010 Wood Pond Village consent agreement. This filing shall occur no later than June 4, 2015, in order to fulfill financial capacity requirements per section 411.19.
8. Prior to the commencement of road construction or installation of any utilities, the developer shall provide the Town with a performance guarantee in the amount of \$292,500 for all subdivision infrastructure, as required under Section 411.19.
9. Prior to the commencement of construction of the road or installation of any utilities, the applicant shall establish an escrow account with the Town for a construction inspection escrow fee of \$5,100.
10. Prior to the commencement of any construction, a Street Opening Permit for the proposed subdivision road construction shall be obtained from the Public Works Department.
11. At least one week prior to the commencement of any construction, a pre-construction conference with Public Works staff, the engineering consultant and the roadway site work contractor is required.
12. Prior to the commencement of any construction, a digitized electronic drawing file (CAD file and PDF) of the approved plans, in an approved format, shall be furnished to Public Works Department.
13. Prior to acceptance by the Town of the private street and utilities, an "as-built" or set of record drawings shall be submitted in a form acceptable to the Public Works Department upon completion of the project.
14. Prior to the issuance of Building Permits, the applicant shall obtain capacity to serve the subdivision letters from the Brunswick Sewer District and Brunswick-Topsham Water District.

MOTION SECONDED BY SOXNA DICE, APPROVED UNANIMOUSLY.

2. Zoning Ordinance Rewrite Committee (ZORC) Update

Anna Breinich reviewed the upcoming ZORC meeting schedule.

3. Approval of Minutes

No minutes were reviewed at this meeting.

4. Other

5. Adjourn

This meeting was adjourned at 7:51 P.M.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Tonya Jenusaitis". The signature is written in a cursive style with a large initial 'T'.

Tonya Jenusaitis

Recording Secretary