



TOWN OF BRUNSWICK
STAFF REVIEW COMMITTEE

STAFF REVIEW COMMITTEE
- AGENDA -
BRUNSWICK TOWN HALL
85 UNION STREET
ROOM 206

WEDNESDAY, March 2, 2016, 10:00 A.M.

1. **Case # 16-002, Gathering Place:** The Committee will review and take action on a **Final Plan Minor Development Review** application submitted by authorized representatives of The Gathering Place, to replace an existing 30-foot wide by 60-foot long building with a 34-foot wide by 62-foot long building for a replacement day-shelter for the homeless, located in the **Mixed Use 2 (MU2) Zoning District (Map U16, Lots 90 and 91)**.
2. **Other Business**
3. **Adjourn**

This agenda is mailed to owners of property within 200 feet of proposed development sites. In cases where Committee action is pending this agenda serves as notice of same. In cases where the Committee's role is to advise the Planning Board, this agenda is mailed as a courtesy along with notice of the Planning Board Meeting.

The Staff Review Committee meeting is open to the public. All are invited to attend and participate. For further information call Jared Woolston at the Brunswick Department of Planning and Development (725-6660).

STAFF REVIEW COMMITTEE
Minor Development Review
DRAFT Findings of Fact
March 2, 2016

Project Location: 84B Union Street, Brunswick, ME 04011
Tax Map: Map 11-16, Lot 90, and 91
Zoning District: Mixed Use 2 (MU2) Zoning District
Case Number: 15-052
Applicant: The Gathering Place

Authorized Representatives: Dana Baer & Hope Hilton
556 Mere Point Road
Brunswick, ME 04011

Staff reviewed the application and has determined it is complete.

PROJECT SUMMARY

Staff review is based on the Minor Development Review application for The Gathering Place, dated January 19, 2016 and revised on February 17, 2016 in response to a staff review memorandum dated January 25, 2016. A response to the staff review memorandum was provided by representatives for the applicant, Dana Baer and Hope Hilton on February 10, 2016. The Gathering Place is a day shelter for the homeless which is currently operated from the Seventh Day Adventists building with frontage at 84 Union Street. The proposed activity includes demolishing an existing 30-foot wide by 60-foot long building on the Seventh Day Adventist parcel, and constructing a new 34-foot wide by 62-foot long building in place. The application includes a project narrative, floor plans and elevations, and a set of site plans. A set of site plans for the proposed activity were prepared by Inspiration By Design and are listed below:

1. Drawing COVER - SPECS entitled, "THE GATHERING PLACE" and dated April 16, 2015, and revised most recently on November 30, 2015;
2. Drawing SITE - 1 entitled, "EXISTING SITE (PER SURVEY)" and dated April 16, 2015, and revised most recently on November 30, 2015;
3. Drawing SITE - 2 entitled, "PROPOSED SITE PLAN" and dated April 16, 2015, and revised most recently on November 30, 2015;
4. Drawing A-1 entitled, "FOUNDATION PLAN" and dated April 16, 2015, and revised most recently on November 30, 2015;
5. Drawing A-2 entitled, "FIRST FLOOR PLAN" and dated April 16, 2015, and revised most recently on November 30, 2015;
6. Drawing A-3 entitled, "ATTIC/ROOF PLAN/FRAMING" and dated April 16, 2015, and revised most recently on November 30, 2015;
7. Drawing A-4 entitled, "ELEVATIONS" and dated April 16, 2015, and revised most recently on October 28, 2015;

8. Drawing D-1 entitled, "SECTIONS AND DETAILS" and dated April 16, 2015, and revised most recently on November 30, 2015;
9. Drawing D-2 entitled, "SCHEDULES AND DETAILS" and dated April 16, 2015, and revised most recently on November 30, 2015;
10. Drawing D-3 entitled, "REFLECTED CEILING PLAN" and dated April 16, 2015, and revised most recently on November 30, 2015;
11. Drawing A-2 entitled, "FIRST FLOOR PLAN" and dated April 16, 2015, and revised most recently on November 30, 2015;

Two (2) additional site plans for the proposed activity were modified by Dana Baer from survey plans developed by Sitelines, PA, the first is entitled, "Sketch of Building Location" dated January 18, 2016 and revised on January 29, 2016; and the second is entitled, "Erosion and Sedimentation Control Plan" dated February 1, 2016 and revised on February 17, 2016. On February 24, 2016, representatives for the applicant, Dana Baer and Hope Hilton provided plans for a bicycle rack, and a parking analysis via email correspondence.

The applicants request the following waivers in accordance with Section 410 of the Brunswick Zoning Ordinance:

1. Class A Soil Survey – *the proposed developed areas will be located on previously developed land with a replacement building of comparable size to the existing building. Further, a subsurface wastewater (septic) disposal system is not proposed. Based on these supporting facts, the staff recommends approving the requested waiver in accordance with Section 410.*

Review Standards from Section 411 of the Town of Brunswick Zoning Ordinance

411.1 Ordinance Provisions

The property is located in the Mixed Use 2 (MU2) Zoning District. The proposed development complies with all applicable standards for the MU2 Zoning District. *The Committee finds that the provisions of Section 411.1 are satisfied.*

411.2 Preservation of Natural Features

The proposed activity will preserve existing natural features to the greatest extent practicable. The project site is an existing developed area with limited natural features. The applicant identified areas of existing vegetated land, including all trees greater than 10 inches within the project vicinity, specifically, two (2) maple trees, and four (4) oak trees. None of the trees are proposed to be removed during construction. *The Committee finds that the provisions of Section 411.2 are satisfied.*

411.3 Surface Waters, Wetlands and Marine Resources

The proposed activity is located in the watershed of an urban impaired stream that drains to the Androscoggin River (near Water Street). The activity is entirely within existing developed areas, and is not located in direct proximity to any surface waters, wetlands, or marine resources. Therefore, the proposed activity is not expected to result in an

unreasonable impact to wetlands or waterbodies within the urban impaired stream watershed.

The Committee finds that the provisions of Section 411.3 are satisfied.

411.4 Flood Hazard Areas

The application indicates that the development activity does not occur within a FEMA flood hazard area and therefore minimizes any risk of flooding.

The Committee finds that the provisions of Section 411.4 are satisfied.

411.5 Stormwater Management

The project is located within the watershed of an urban impaired stream that drains to the Androscoggin River (near Water Street). Stormwater from the parcel is currently directed as sheet flow towards an abutting parcel to the south; and as sheet flow to a stormwater catch basin system north of the proposed building. No changes are proposed to existing stormwater management. *The Committee finds that the provisions of Section 411.5 are satisfied.*

411.6 Groundwater

The Committee finds that the development will not, alone or in conjunction with existing activities adversely affect the quality or quantity of groundwater.

The Committee finds that the provisions of Section 411.6 are satisfied.

411.7 Erosion and Sedimentation Control

The project has been designed to incorporate Best Management Practices as outlined in the Maine Erosion and Sediment Control BMPs as published by the Maine DEP. Specific provisions for erosion control features have been provided on the plan. The proposed development will not cause unreasonable soil erosion or reduction in the land's capacity to hold water so that a dangerous or unhealthy situation results. *The Committee finds that the provisions of Section 411.7 are satisfied.*

411.8 Sewage Disposal

The project will not create any additional burden on the town's sewer facilities.

The Committee finds that the provisions of Section 411.8 are satisfied.

411.9 Water Supply

An existing two-inch private water service line (water line) is shared by the Seventh Day Adventists' church building and the building that is proposed to be demolished. The location of the water line is shown on "Sketch of Building Location". In email correspondence received on February 29, 2016, Dana Baer indicated that the existing water line may be connected to the proposed building without Brunswick and Topsham Water District (BTWD) approval provided the site is inspected by BTWD. However, the applicant may decide to install a new separate water line instead of the existing water line which would require BTWD approval. Any written approval from BTWD must be provided to the Department of Planning and Development in order to demonstrate that the project will not create any additional burden on the town's water facilities.

The Committee finds that the provisions of Section 411.9 are satisfied provided that any written approval from the Brunswick and Topsham Water District (BTWD) is provided to the Director of Planning and Development.

411.10 Aesthetic, Cultural and Natural Values

The proposed project will not have any undue adverse effect on the aesthetic, natural beauty of the area, historic sites, or significant wildlife habitat. *The Committee finds that the provisions of Section 411.10 are satisfied.*

411.11 Community Impact

The proposed project will not have an undue adverse impact on community facilities. *The Committee finds that the provisions of Section 411.11 are satisfied.*

411.12 Traffic

The proposed activity does not include modifications to traffic in and out of the facility and therefore will not cause unreasonable public road congestion or unsafe conditions. *The Committee finds that the provisions of Section 411.12 are satisfied.*

411.13 Pedestrian and Bicycle Access and Safety

The applicant depicted the locations of pedestrian and vehicle traffic movement on-site. Pedestrian benches near the entrance to the proposed building are proposed. The proposal was reviewed by Brunswick's Bicycle and Pedestrian Advisory Committee (BBPAC) on February 18, 2016. The proposal was revised by the applicant to include a bicycle rack as a result of the BBPAC review. *The Committee finds that the provisions of Section 411.13 are satisfied.*

411.14 Development Patterns

As proposed, the development is respectful of Brunswick's historic development pattern and will have no adverse impact on adjacent residential areas. A parking agreement executed on February 1, 2003 exists between Mid Coast Hunger Prevention Program, Inc. (MCHPP), Weedco, Northern New England Conference of Seventh-Day Adventists, Inc. (Seventh Day Adventists) and by extension, The Gathering Place. The total parking spaces controlled by each entity are as follows: Seventh Day Adventists, 11 parking spaces; Weedco, 13 parking spaces; and MCHPP, 18 parking spaces. In accordance with the shared parking agreement, Weedco reserves seven (7) parking spaces that may not be used by the two (2) other entities.

In total, the parking agreement entitles Seventh Day Adventists and by extension, The Gathering Place to at least 10 parking spaces during normal working hours from 8AM – 6PM, and 35 shared parking spaces on a “first come first serve” basis. A parking analysis is provided to demonstrate compliance with Section 512.2 of the Zoning Ordinance. *The Committee finds that the provisions of Section 411.14 are satisfied.*

411.15 Architectural Compatibility

The application states that the buildings have been designed to keep with the architecture of the existing building. The proposed building floor plans and profiles are included in the application.

The Committee finds that the provisions of Section 411.15 are satisfied.

411.16 Municipal Solid Waste Disposal

The applicant anticipates that the project will produce minimal additional solid waste.

The Committee finds that the provisions of Section 411.16 are satisfied.

411.17 Recreation Needs

The proposed project is not a residential project and is therefore not subject to Section 411.17.

The Committee finds that the provisions of Section 411.17 are not applicable.

411.18 Access for Persons with Disabilities

The application states that the site and buildings are currently accessible to persons with disabilities and no changes to site access are proposed. *The Committee finds that the provisions of Section 411.18 are satisfied.*

411.19 Financial Capacity and Maintenance

In correspondence dated February 29, 2016, Dana Baer and Hope Hilton indicated that fundraising for the new building, and operating costs is currently underway (see response, #8). *The Committee finds that the provisions of Section 411.19 are satisfied provided evidence of financial capacity is demonstrated to the satisfaction of the Director of Planning and Development.*

411.20 Noise and Dust

The applicant submitted an Erosion and Sedimentation Control Plan to be utilized during construction. Erosion and sedimentation controls may serve to control any unreasonable dust if encountered during construction. Noise associated with construction must be limited by operating within the standard hours of construction in accordance with Section 524.1. *The Committee finds that the provisions of Section 411.20 are satisfied provided the operation of all construction, drilling and demolition tools is limited to the standard hours of construction in accordance with Section 524.1.*

411.21 Right, Title and Interest

The building to be demolished (“existing building”) is owned by The Gathering Place, and referenced by a deed dated October 7, 2015, and recorded at the Cumberland County Registry of Deeds in Book 32698, on Page 246. The parcel is comprised of two (2) land areas owned by the Northern New England Conference of Seventh Day Adventists, Inc., and referenced by a deed dated June 6, 2002, and recorded at the Cumberland County Registry of Deeds in Book 17729, on Page 129; and the Maine Conference Association of Seventh Day Adventists, Inc., and referenced by a deed dated April 1, 1996, and recorded at the Cumberland County Registry of Deeds in Book 12431, on Page 332, respectively. The Gathering Place and the Northern New England Conference of

Seventh-Day Adventists, Inc. (f/k/a/ Maine Conference of Seventh-Day Adventists, Inc.) entered into a forty (40) year lease, which commenced on January 7, 2015, with one (1) extension of twenty (20) years on October 7, 2015. Further, the applicant provided a letter of authorization from the owner to allow the proposed activity. A copy of the right, title and interest documentation is included in the application. *The Committee finds that the provisions of Section 411.21 are satisfied.*

411.22 Payment of Application Fees

The Minor Project Development Review fees are paid in the full amount. *The Committee finds that the provisions of Section 411.22 are not applicable.*

DRAFT MOTIONS
CASE #16-002

Motion 1: That the Final Plan is deemed complete.

Motion 2: That the Final 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, his 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 any written approval for water service from the Brunswick and Topsham Water District (BTWD) is provided to the Director of Planning and Development.
3. That evidence of financial capacity is demonstrated to the satisfaction of the Director of Planning and Development prior to the issuance of a building permit.
4. That the operation of all construction, drilling and demolition tools is limited to the standard hours of construction in accordance with Section 524.1.

Town of Brunswick
Department of Planning and Development
85 Union Street
Brunswick, ME 04011

February 17, 2016

Re: The Gathering Place: Minor Development Review Application
84B Union Street Map U-16, Lots 91 and Portion of Lot 90

Dear Sir/Madam:

Enclosed for your review is a Minor Development Review Application for The Gathering Place, a Maine nonprofit corporation (the "TGP") that provides a drop in day shelter for the homeless in Brunswick. An initial submittal of these materials was made on January 19, 2016 along with filing fees in the amount of \$170.00. This package includes all of the materials provided in the January 19 submittal with the changes and clarifications requested by the Town.

TGP currently operates out of a building belonging to the Northern New England Conference of Seventh Day Adventists (the "Church") located at the front of 84 Union Street. Last fall TGP purchased the rear building of the Church, located on the back portion of their lot (Tax Map U-16, Lot 91). A copy of that deed is attached to this Application and is of record in the Cumberland County Registry of Deeds in Book 32698, Page 246. At the same time, they entered into a 40 year lease with the Church for the rear portion of Lot 91 and a 30 foot strip of what was then Lot 90. A Memorandum of that Lease is recorded in said Registry in Book 32698, Page 248 (copy attached with sketch of leased area).

The project lands are also depicted on a 2015 survey of the Midcoast Hunger Prevention Program ("MCHPP") lands on file with your office and depicted on Tax Map U-16 Lots 90 and 95 (reduced scale copy attached). That survey depicts the Church's remaining lands in the southeast corner of the survey. The Church sold Lot 90 to the MCHPP last spring, excluding and retaining a 30 foot strip of Lot 30 along its common boundary line with Lot 91. The Church then leased the 30 foot strip to TGP along with the back portion of Lot 91.

TGP hopes to remove the existing TGP building and replace it with a new building as depicted on the project plans submitted with this Application. We have also included an Applicant's sketch depicting the proposed location and improvements contemplated under the Application.

The engineer for this project is Helen Watts, Maine engineer license number 5261. Alan Mooney, Maine engineer license 2934, is assisting with the environment assessment issues. TGP is also being assisted by a number of volunteers, including Ed Bradley (841-1738 overall project), Dana Baer (319-4992 engineering) and Hope Hilton (833-6196 legal). Please contact any of them if you have questions.

Thank you for the opportunity to meet with your staff several weeks ago to review the application process and relevant needed documents and steps. We look forward to working with you and hope that you will contact us with any questions or concerns.

Very truly yours,

A handwritten signature in black ink, appearing to read 'D. Baer', with a horizontal line extending to the right.

Dana Baer
The Gathering Place
319-4992

W/ attachments:

Minor Development Review Application with Applicant Sketch of Building Location
Quitclaim Deed to Improvements
Memorandum of Lease
Sketch of Leased Lands
Copy of Midcoast Hunger Prevention Program 2015 Survey
Shared Parking Agreement
Memo to Jared Woolston dated February 10, 2016 with clarifications
Erosion and Sedimentation Control Plan
Landscaping Plan

CC: Hope Hilton

**MINOR DEVELOPMENT REVIEW
APPLICATION**

1. Project Name: THE GATHERING PLACE

2. Project Applicant

Name: The Gathering Place
Address: P.O. Box 171
Brunswick, ME 04011
Phone Number: 319-4992 (Dana Baer)

3. Authorized Representative

Name: Dana Baer / Hope Hilton
Address: 556 Mere Point Road
Brunswick, ME 04011
Phone Number: 319-4992 / 833-6196

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

1. Helen Watts, Eng'r 455 Litchfield Rd Bowdoin 04287 522-9366 Eng'r #5261
2. Alan Mooney, Eng'r 22 Monument Square Portland 04101 831-4311 Eng'r #2934
3. _____

5. Physical location of property being affected: 84B Union Street

6. Lot Size: 8644 SF +/- (leased from Church, portion of Tax Lot 91)

7. Zoning District: MU-2

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?

Applicant holds long term lease on land and owns building thereon.
Northern New England Conference of Seventh Day Adventists owns land
and is owner of adjacent property.

9. Assessor's Tax Map 11-16 Lot Number 91 of subject property. *See note below

10. Brief description of proposed use: Assembly space-adult drop in center

11. Describe specific physical improvements to be done: existing building to be torn down
and replaced with new building designed by engineer Helen Watts.

Owner Signature: _____

Applicant Signature (if different): _____

Required Attachments (by Applicant):

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

Required Attachment (by Planning and Development Department):

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

* Lot 91 includes a 30 foot strip of Lot 90.

FINAL PLAN REQUIREMENTS

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

	Item	O	S	NA	W	P	Comments
1	Scale, date, north point, area, number of lots (if subdivision)		√				
2	Boundaries of all lots and tracts with accurate distances and bearings, locations of all permanent monuments property identified as existing or proposed.		√				Midcoast Hunger 2015 survey and tax map on file with Town; see also attached "Sketch of Building Location" from Applicant
3	Certification by a professional land surveyor that the land has been surveyed and the boundaries established in accordance with the State of Maine Board of Licensure for Professional Surveyors standards for Category 1 (Standard Boundary Survey), conditions 1,2, or 3.			√			See attached "Sketch of Building Location" from Applicant. Original survey on file with Town.
4	Existing zoning district and overlay designation.		√				MU-2
5	Names of engineer and surveyor; and professional registration numbers of those who prepared the plan.		√				
6	Names of current owner(s) of subject parcel and abutting parcels.		√				Memorandum of Lease attached
7	Name, location, width of paving and rights-of-way, profile, cross-section dimensions, curve radii of existing and proposed streets; profiles of center-lines of proposed streets, at a horizontal scale of 1" equals 50' and vertical scale of 1 inch equals 5 feet, with all elevations referred to in U.S.G.S. datum.		√				
8	A general road plan noting circulation, direction, traffic control devices, street lighting and type of lighting proposed.		√				
9	Existing and proposed easements associated with the development.		√				

	Item	O	S	NA	W	P	Comments
10	Kind, location, profile and cross-section of all proposed drainage facilities, both within the development and outside of it, and a storm-water management plan which includes the submission requirements listed in the storm-water management checklist available in the Planning Department.		√				No change to existing drainage. See attached "Sketch of Building Location" from Applicant.
11	Location of features, natural and artificial, affecting the development, such as water bodies, wetlands, streams, vegetation, rail-roads, ditches and buildings.		√				Depicted on MCHPP survey and "Sketch of Building Location" from Applicant.
12	Location of existing and proposed utilities; water, sewer, electrical lines, and profiles of underground facilities. Tentative locations of any private wells.		√				See attached "Sketch of Building Location" from Applicant.
13	Existing and proposed location, size, profile and cross section of sanitary sewers; description, plan and location of other means of sewage disposal with evidence of soil suitability.		√				See Midcoast Hunger Prevention Project plan and attached "Sketch of Building Location" from Applicant.
14	Topography with counter intervals of not more than 2 feet.			√			Final grade and elevation to remain same as current grade/elevation
15	A Class A (high intensity) Soil Survey prepared in accordance with the standards of the Maine Association of Professional Soil Scientists.				√		Justification provided in 2-10-2016 memo to Jared Woolston, Item 2.
16	Location of all existing trees over 10 inches in diameter, locations of tree stands, and a plan showing all trees to removed as a result of the development proposal.		√				See attached "Sketch of Building Location" and "Landscaping Plan" from Applicant.
17	Lighting plan showing details of all proposed lighting and the location of that lighting in relation to the site.		√				
18	Existing locations and proposed locations, widths and profiles of sidewalks.		√				
19	Location map.		√				
20	Approximate locations and dimensions of proposed parking areas.		√				See joint parking agreement on file with Town, copy attached
21	Proposed ownership and approximate location and dimensions of open spaces for conservation and recreation.			√			

	Item	O	S	NA	W	P	Comments
22	Grading, erosion control, and landscaping plan; proposed finished grades, slopes, swells, and ground cover or other means of stabilization.		√				Existing conditions to remain the same. See attached "Erosion and Sedimentation Control Plan" from Applicant.
23	Reference to special conditions stipulated by the Planning Board, with conditions either set forth in full or on the plan or identified as specific documents filed with the Board.			√			
24	A wetlands map drawn by a specialist delineating wetland boundaries in accordance with the methods prescribed by the US Army Corps of Engineers.			√			
25	Dedicated public open specs, areas protected by conservation easements, and existing and proposed open spaces or recreation areas.			√			

FINAL PLAN/SUPPORTING DOCUMENTS

Key: "0" = omit; "S"=submit; "NA"=not applicable; "W" = waiver; "P" = pending

	Item	0	S	NA	W	P	Comments
26	Documentation of Ownership or contract.		√				Clarified in 2-10-2016 memo to Jared Woolston, Item 1.
27	Drafts of legal documents appropriate to the application, including: deeds, easements, conservation easements, deed restrictions or covenants, home/property owners association declarations and bylaws, and such other agreements or documents as are necessary to show the manner in which conservation land will be owned, maintained, and protected.		√				
28	Draft performance guarantee or conditional agreement.					√	
29	Disclosure of any required permits from the Department of Environmental Protection, Marine Resources, US Army Corps of Engineers, Department of Inland Fisheries and Wildlife, or other agencies, as applicable; or, if a permit has already been granted, a copy of that permit.			√			
30	Any additional studies required by the Planning Board which are deemed necessary in accordance with this Ordinance.			√			
31	Storm water management program for the proposed project prepared by a professional engineer.			√			
32	A storm water management checklist prepared by the Cumberland County Soil and Water Conservation District, made available at the Brunswick Department of Planning and Development.			√			
33	An erosion and sedimentation control checklist prepared by the Cumberland County Soil and Water Conservation District.			√			
34	A statement from the Brunswick and Topsham Water District of conditions under which water will be provided.					√	

	Item	O	S	NA	W	P	Comments
35	A statement from the Brunswick-Topsham Water District of its review and comments on the proposed use if the project involves development within the Aquifer Protection Zone.			√			
36	A Statement from the Fire Chief recommending the number, size, and location of hydrants, available pressure levels, road layout and street and project name, and any other fire protection measures to be taken.			√			All water infrastructure including hydrants exists prior to construction. State Fire Marshall application has been submitted by Helen Watts, project engineer
37	A statement from the Superintendent of the Brunswick Sewer District of the conditions under which the Sewer District will provide sewerage disposal service and approval of the sanitary sewers proposed within the development.					√	
38	Where a septic system is to be used, evidence of soil suitability.			√			
39	All applicable materials necessary for the reviewing entity to review the proposal in accordance with the Criteria of Section 411.		√				
40	A plan of all buildings with new construction or expansion of an existing facility, including type, size, and footprint, floor layout, setback, elevation of first floor slab, storage, and loading areas.		√				
41	An elevation view of all sides of each building proposed indicating height, color, bulk, surface treatment, and signage.		√				
42	A circulation plan describing all pedestrian and vehicle traffic flow on surrounding road systems.		√				
43	The size and proposed location of water supply and sewage disposal systems and provision for future expansion of those systems.			√			

	Item	0	S	NA	W	P	Comments
44	A site landscaping plan indicating grade change, vegetation to be preserved, new plantings used to stabilize areas of cut and fill, screening, the size, location and purpose and type of vegetation.		√				

QUITCLAIM DEED
to Improvements on Land

KNOW ALL PERSONS BY THESE PRESENTS, that **NORTHERN NEW ENGLAND CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC.** (f/k/a **MAINE CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC.**), a Maine nonprofit corporation with a mailing address of 333 Maine Street, Brunswick, Maine 04011, for consideration paid, grants to **THE GATHERING PLACE**, a Maine nonprofit corporation with a mailing address of P.O. Box 171, Brunswick, Maine 04011, with QUITCLAIM COVENANTS, the following described property:

A two story wooden building, together with any improvements thereto, located on but not including land of the Grantor situated in the Town of Brunswick, County of Cumberland, and State of Maine, said land being a portion of a deed to Grantor under its former name of Maine Conference Association of Seventh-Day Adventists, Inc. as described in **Book 12431, Page 332**. Said building and land are more particularly depicted on **Appendix A** attached hereto and made a part hereof.

The above described building is conveyed subject to any easements and restrictions of record and together with the benefit of all rights, easements, privileges and appurtenances belonging thereto. See also Memorandum of Lease between the parties of even date and recorded herewith.

IN WITNESS WHEREOF, the said Northern New England Conference of Seventh-Day Adventists, Inc., acting through its duly authorized agent, has caused this instrument to be executed this 7th day of October, 2015.

Signed, Sealed, and delivered in the presence of:

**NORTHERN NEW ENGLAND
CONFERENCE OF SEVENTH-DAY
ADVENTISTS, INC.**

Daniel Battin

By: Daniel Battin
Its: Treasurer

George E. [Signature]
Witness

MAINE REAL ESTATE TAX PAID

STATE OF MAINE
CUMBERLAND, ss.

October 7, 2015

Personally appeared the above-named Daniel Battin, and acknowledged the foregoing instrument to be his free act and deed in his said capacity, and the free act and deed of the said Northern New England Conference of Seventh-Day Adventists, Inc.

Before me,

Hope Hilton

Notary Public/Maine Attorney-at-Law

Printed Name: HOPE HILTON

My commission expires: N/A

MEMORANDUM OF LEASE

LESSOR: NORTHERN NEW ENGLAND CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC. (f/k/a MAINE CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC.), a Maine nonprofit corporation with a mailing address of 333 Maine Street, Brunswick, Maine 04011

LESSEE: THE GATHERING PLACE, a Maine nonprofit corporation with a mailing address of P.O. Box 171, Brunswick, Maine 04011

PREMISES: 84B Union Street, Brunswick, Maine, rear portion, described in Appendix A attached hereto and made a part hereof, being portions of Brunswick Tax Map U-16, Lots 90 and 91

TERM: Forty (40) years, commencing January 7, 2015 with one (1) extension of twenty (20) years.

OTHER: Lessor holds right of first refusal to purchase Lessee's building on Premises; Lessee holds right of first refusal to purchase Lessor's remaining land, all as set forth in lease.

DATED: January 7, 2015

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 7th day of October, 2015 by their duly authorized representatives.

Northern New England Conference of Seventh-Day Adventists, Inc.

Daniel Battin

By: Daniel Battin, Treasurer

The Gathering Place

Charles M. Carroll

By: Charles M. Carroll, President

STATE OF MAINE
CUMBERLAND, ss.

October 7, 2015

Personally appeared the above-named Daniel Battin, and acknowledged the foregoing instrument to be his free act and deed in his said capacity, and the free act and deed of the said Northern New England Conference of Seventh-Day Adventists, Inc.

Before me,

Hope Hilton

Notary Public/Maine Attorney-at-Law

Printed Name: HOPE HILTON

My commission expires: N/A

Received
 Recorded Register of Deeds
 Oct 29, 2015 12:23:54P
 Cumberland County
 Nancy A. Lane

APPENDIX A

A certain lot or parcel of land of the Northern New England Conference of Seventh-Day Adventists, Inc, formerly known as the Maine Conference of Seventh-Day Adventists, Inc. (the "Grantor"), on the westerly side of Union Street in the Town of Brunswick, County of Cumberland and State of Maine, being more fully bounded and described as follows, to wit:

Beginning at a point located S 89° 49' 59" W a distance of 167.38 feet from the northeast corner of lands of the Grantor, at the common boundary line with adjacent lands to the west now or formerly of the Midcoast Hunger Preventions Program, Inc. ("MCHPP", deed recorded in the Cumberland County Registry of Deeds in Book 32381, Page 177) and adjacent lands to the north now or formerly of Andanzick, LLC (Book 27831, Page 343);

THENCE S 01° 11' 59" E along said land of MCHPP a distance of 8.86 feet to a survey pin to be set on the northerly line of a 25.00 foot wide right-of-way to serve lands of the Grantor, the Grantee and MCHPP, thence continuing S 01° 11' 59" E along said land of the MCHPP and across the end of said right-of-way a distance of 25.00 feet to a survey pin to be set;

THENCE S 89° 49' 59" W along said land of the MCHPP a distance of 30.00 feet to a survey pin to be set;

THENCE S 01° 11' 59" E along said land of the MCHPP a distance of 61.30 feet to a survey pin to be set on the northerly line of land of the State of Maine as described in Book 9572, Page 306;

THENCE S 83° 14' 33" E along said State of Maine land a distance of 30.43 feet to a survey pin found;

THENCE S 01° 11' 59" E along said land of the Grantor and land of the State of Maine a distance of 15.14 feet to a point;

THENCE S 88° 31' 36" E along said land of the Grantor and land of the State of Maine a distance of 56.00 feet to a point which is 13.5 feet equidistant between the westerly wall of Grantor's church building and the easterly wall of the building being sold to the Grantee;

THENCE in a northerly direction along a line that runs parallel to and 13.5 feet distant from the sides of the above described buildings and along said land of the Grantor a distance of 100 feet, more or less, to a point on the northerly line of land of the Grantor and said land of Andanzick, LLC;

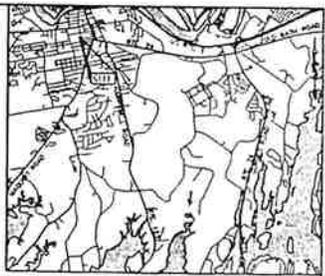
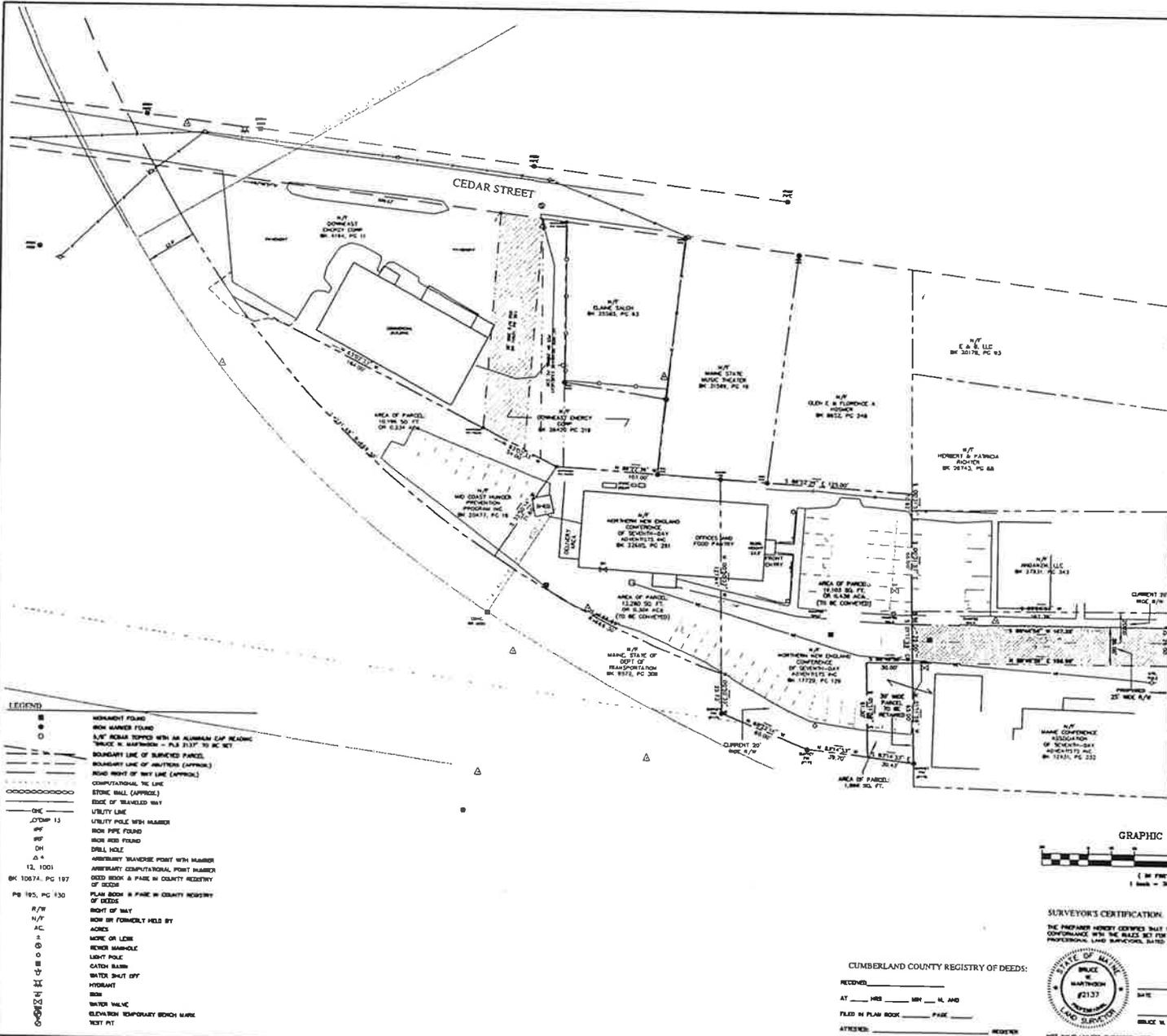
THENCE S 89° 49' 59" W along said land of the Grantor and said land of Andanzick, LLC a distance of 58.00 feet to the westerly line of land of Grantor and the point of beginning.

ALSO GRANTING a twenty five (25) foot wide private right of way, in common with Grantor and others entitled thereto, over and across lands of the Grantor described in a deed recorded in Book 12431, Page 332, and in deed to MCHPP recorded in Book 32381, Page 177, together with the right to repair and maintain the same and any utilities serving the Premises. The within described right of way overlaps a portion of the twenty (20) foot wide right of way cited below.

ALSO GRANTING a twenty (20) foot wide private right of way, in common with Grantor and others entitled thereto, over and across lands of the Grantor described in a deed recorded in Book 17729, Page 129, as depicted on a plan of land entitled, "Survey Plan of Land of Mid Coast Hunger Prevention Program", dated March 10, 2015, by Sitalines, PA, recorded in the Cumberland County Registry of Deeds (the "Plan"), together with the right to repair and maintain the same and any utilities serving the Premises.

Being a portion of those lands set forth in two deeds as follows: 1) Deed to Grantor under its former name of Maine Conference Association of Seventh-Day Adventists, Inc. as described in Book 12431, Page 332; and 2) Deed to the Northern New England Conference of Seventh-Day Adventists, Inc. in Book 17729, Page 129.

MIDCOAST HUNGER PREVENTION PROGRAM SURVEY

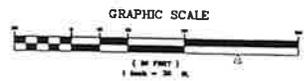


- NOTES:**
- FILE REFERENCES FOR SURVEYED PARCELS:**
BK 1776L, PG 139
BK 2246L, PG 261
 - PLAN REFERENCES:**
(A) "TRUST OF WY AND TRADE MAP, MAINE CENTRAL RAILROAD, DATED 1-18-93, ON FILE IN THE ENGINEERING OFFICE AT 600 W. BOSTON YARD IN SOUTH PORTLAND.
(B) "STANDARD BOUNDARY SURVEY, LANDS OF HENRIOD, INC., CONVENTOR WY AND TRUSTY TRUST", DATED 3-8-94, BY BRUCE W. MARTINSON SURVEYING, INC., PREDECESSOR TO THE PROFESSION RECORDED IN PG 302L, PG 274.
(C) "SURVEY OF LAND OF HERBERT ADAMS - ADAMS VAN & STORAGE", DATED MAY, 1970, BY L.F. MCALLARD, L.L., ON FILE WITH THE PROGRAM.
(D) "STANDARD BOUNDARY SURVEY OF LANDS OF MAINE CENTRAL RAILROAD CO. BY BRUCE W. MARTINSON SURVEYING, INC.", DATED JAN. 1981, BY DUNCAN LAND SERVICE, PREDECESSOR TO THE PROFESSION, RECORDED IN PG 142L, PG 128.
(E) "SURVEY PLAN OF LAND OF DONKEY ENERGY", DATED APRIL 22, 2013, BY SITE LINES.

- LEGAL INFORMATION:**
SEE INDIVIDUAL PARCELS AT LOT.
- TAX MAP REFERENCE:**
TAX MAP U-18, LOTS 20 & 21.
- BASE OF RECORD:**
RECORDS ARE MAINTAINED (1945) AND ARE BASED ON PLANS IN WIRE 300' APART.
- ROAD INFORMATION:**
UNION STREET WIDTH IS 30 FEET (40 FT) PER LAYOUT IN W.S. 1, PG 264 IN 1904. EIGHT'S RECORDS. CEDAR STREET WIDTH IS 30 FEET (33 FT) PER LAYOUT IN W.S. 1, PG 207 OF TOWN CLERK'S RECORDS. LOCATION OF RECORD IS BASED ON ENGINEERING PLAN.
- LEGAL TITLE INFORMATION:**
FOR CORRECTION, DUE TO A NAME CHANGE OR OTHER CORRECTIVE ACTION, BY MAINE CONFERENCE ASSOCIATION OF SURVEYORS AND LAND SURVEYORS, INC. AND THE REASON FOR A CHANGE OF CORRECTION OF SURVEYORS AND LAND SURVEYORS, INC. IS THE NAME CHANGE.

ADDRESS OF RECORD OWNER:
NORTHERN NEW ENGLAND CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC. BY ALLEN AVONNE, PORTLAND, MAINE 04103

- LEGEND**
- MONUMENT FOUND
 - IRON NAILER FOUND
 - BY RECORD TOPPED WITH AN ALUMINUM CAP BEARING "BRUCE W. MARTINSON - PLS 2137" TO BE SET
 - BOUNDARY LINE OF SURVEYED PARCEL
 - BOUNDARY LINE OF ADJUTERS (APPROX.)
 - BOUNDARY LINE OF WY LINE (APPROX.)
 - COMPUTATIONAL WY LINE
 - STONE WALL (APPROX.)
 - EDGE OF TRAVELED WAY
 - UTILITY LINE
 - UTILITY POLE WITH NUMBER
 - IRON PIPE FOUND
 - IRON ROD FOUND
 - DRILL HOLE
 - ARBITRARY TRANSFER POINT WITH NUMBER
 - ARBITRARY COMPUTATIONAL POINT NUMBER
 - WOOD SIGN & PAIR IN COUNTY REGISTRY OF DEEDS
 - PG 185, PG 130
 - PLAN BOOK & PAIR IN COUNTY REGISTRY OF DEEDS
 - RIGHT OF WAY
 - BY FORMERLY HELD BY
 - AGONY
 - WORK OR LOGS
 - REWER MARKS
 - LIGHT POLE
 - CATCH BASIN
 - WATER SHUT OFF
 - HYDRANT
 - IRON
 - WATER VALVE
 - ELEVATION TEMPORARY BENCH MARK
 - TEXT PIT



SURVEYORS CERTIFICATION:
THE PROFESSIONAL SURVEYOR CERTIFIES THAT THIS SURVEY HAS BEEN UNDERTAKEN IN CONFORMANCE WITH THE RULES SET FORTH BY THE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS, DATED APRIL 1, 2001, FOR A BOUNDARY SURVEY.

BRUCE W. MARTINSON, PLS #2137

CUMBERLAND COUNTY REGISTRY OF DEEDS:
RECORD: _____
AT _____ HRS _____ MIN _____ SEC AND _____
FILED IN PLAN BOOK _____ PAGE _____
ATTEST: _____ REGISTER

SURVEY PLAN of Land for	
MID COAST HUNGER PREVENTION PROGRAM	
UNION STREET, BRUNSWICK, MAINE (CUMBERLAND COUNTY)	
SITELINES, PA ENGINEERS • PLANNERS • SURVEYORS LANDSCAPE ARCHITECTS # CUMBERLAND STREET BRUNSWICK ME 04013 PHONE 253-1204 www.sitelinespa.com	
FIELD NO. 041848	SCALE: 1" = 30'
DRAWN BY: BWSM	DATE: _____
CHECKED BY: BWSM	DATE: _____
DATE: 05/10/2013	FILE: 2013/2

SHARED PARKING AGREEMENT

AGREEMENT made as of the 1st day of February 2003 by and between the following:

Northern New England Conference of Seventh-Day Adventists, Inc., a Maine corporation, owner of certain property located on Union Street, in the Town of Brunswick, Maine, with its principal office at 91 Allen Avenue, Portland ME 04103, ("7th Day Adventists");

WEEDCO, a Maine corporation owner of property located at 84 Union Street, in the Town of Brunswick, Maine, with its principal office at 753A River Road, Brunswick, ME 04011 ("Weedco"); and

Mid Coast Hunger Prevention Program, Inc., a Maine corporation, lessee of certain property located behind the properties facing on Union Street, in the Town of Brunswick, Maine owned by the 7th Day Adventists and by Weedco, with its principal office located at 14 Middle Street, Brunswick, ME 04011 ("MCHPP").

WHEREAS, the 7th Day Adventists and Weedco are owners of adjacent properties, both of which front on Union Street in the Town of Brunswick, Maine, and currently share certain facilities, obligations and rights related to such properties;

WHEREAS, the 7th Day Adventists are also the owners of additional property located behind the properties that front on Union Street (hereinafter referred to as the "rear property"), for which a right-of-way easement twenty (20) feet in width affords the rear property ingress and egress from and to Union Street; and

WHEREAS, the 7th Day Adventists have leased the rear property to MCHPP for an extended period of time, and MCHPP proposes to establish and operate upon such rear property a soup kitchen, food pantry, food bank and related programs of social service.

NOW, THEREFORE, it is agreed as follows:

1. Basic Understandings

- 1.01 Situated upon Weedco's property is an apartment house with a number of dwelling units. Not less than fourteen (14) parking spaces are required to adequately serve the residents of Weedco's apartment house, and their visitors and guests. Weedco acknowledges during normal working hours some of those parking spaces are vacant because some residents of the apartment house are away from their dwelling units for reasons of employment.
- 1.02 7th Day Adventists uses its property to conduct several ministries, including providing clothing, footwear, and small household furnishings and appliances to needy people. Such ministries require during normal working hours the availability of at least ten (10) parking spaces for the volunteers involved in the ministries and for members of the public who avail themselves thereof.

OK w/
Planning
PDC
4/10/03

1.03 MCHPP will use its property to operate a soup kitchen, food pantry and food bank serving the hungry and those whose economic circumstances necessitate assistance. The programs and activities of MCHPP will require during normal working hours availability of at least fourteen (14) parking spaces for its staff, volunteers and the members of the public who avail themselves of MCHPP's services

1.04 The term "normal working hours" is understood and agreed to mean the period between 8:00 a.m. and 6:00 p.m., Monday through Friday, excluding nationally observed holidays that fall on a day during the normal workweek.

2. Provisions for Shared Parking

2.01 Attached hereto and made a part hereof is a sketch plan prepared by Wright-Pierce, engineers, with its principal office located in Topsham, Maine, entitled "Mid Coast Hunger Prevention" designated "DWG C-2". Each of the parties has been provided a copy of such site plan and agrees it is a fair representation of MCHPP's proposed facilities, and of the current facilities and properties owned by 7th Day Adventists and Weedco.

2.02 On said site plan the intended total number of parking spaces to be provided on all properties is illustrated. It is agreed that during normal working hours there shall be reserved for the exclusive use by each party the number of parking spaces set forth below, and where indicated on the site plan.

2.03 The number of parking spaces reserved for the exclusive use by each party is as follows:

- | | |
|----------------------------------|-----------|
| • 7 th Day Adventists | 11 spaces |
| • Weedco | 13 spaces |
| • MCHPP | 18 spaces |

The seven (7) spaces that face directly upon Weedco's apartment building shall not be used by MCHPP and the 7th Day Adventists, their employees, volunteers, visitors or clients.

2.04 All other parking spaces located on the three properties during normal working hours shall be available for use by visitors to the properties on a first-come, first-served basis.

2.05 In the event the 7th Day Adventists and/or MCHPP conduct any of their respective programs on nationally observed holidays, or weekend days (Saturday/Sunday), it is agreed Weedco shall have exclusive use of not less than fourteen (14) parking spaces for the residents of its apartment house, and their guests and visitors.

3. General Provisions

- 3.01 Nothing in this agreement shall create, nor is it intended that such agreement create, any obligation or liability by any party for any damage or injury suffered by any one who may use a parking space located anywhere on the three properties. Each party shall maintain such general public liability insurance as it deems appropriate with respect to the property under its exclusive control. No party indemnifies or holds harmless any other party hereunder from and against any liability asserted by anyone claiming to have suffered damage or injury as a result of coming upon the property or using any parking space located on any of the properties.
- 3.02 The parties from time to time will consult one with another to determine any adjustments or modifications experience suggests may be appropriate to make in this Agreement.
- 3.03 Arrangements, understandings and agreements with respect to maintenance of the parking areas, removal of snow, and similar matters will be provided in a separate written agreement between the parties.
- 3.04 This Agreement may be terminated by any party upon written notice thereof delivered to both of the other parties not less than sixty (60) days prior to the effective date of such termination, subject, however, to the prior approval of the Town of Brunswick Planning Board to such termination.

Executed as of the 1st day of February, 2003.

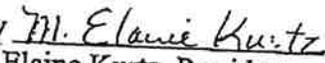
Northern New England
Conference of Seventh-Day
Adventists, Inc.

WEEDCO

Mid Coast Hunger
Prevention Program, Inc.

By 
Its REPRESENTATIVE,
PASTOR, BRUNSWICK SDN CHURCH

By 
Chris Weed, President

By 
Elaine Kurtz, President

HAND DELIVERED
2/10/2016 3P

To: Jared Woolston, Town of Brunswick
From: Dana Baer and Hope Hilton for The Gathering Place ("TGP")
Dated: February 10, 2016

Jarod: Thank you for your review of our application. We have answered the questions you raised in your email to Hope of January 25th by inserting comments below each numbered query from you.

1. Submit the deed for the land, and a letter of authorization from the landowner (or have the landowner sign as applicant) to establish right, title and interest for the proposed building additions, and site improvements. As I read it, the Memorandum of Lease to The Gathering Place only provides the right to "repair and maintain";

Attached is a letter from the Church's legal counsel, Daniel Battin, authorizing the removal and new construction on the leased land. Also attached are copies of the Church's deeds to the property, recorded in Book 12421, Page 332 and in Book 17729, Page 129.

2. Provide justification in accordance with Section 410 of the Zoning Ordinance for the proposed waivers, specifically, the requested waiver from a Class A (high intensity) soil survey; and the location of existing trees over 10 inches;

We are requesting the waiver of a Class A high intensity soil survey because the proposed building will be constructed in soils that have proven to be adequate for identical use. The proposed project is replacement of an existing building previously constructed on the site. The new building will have loads identical or less than the existing structure, and the foundation for the new building will be at the same depth or shallower than the existing building. The additional footprint, approximately 316 square feet, is deemed to be incidental and dissimilar limiting individual inclusions are unlikely to be encountered. If unsuitable soils are encountered in the additional footprint, those soils will be removed from the site and replaced with suitable material.

Six trees larger than 10 inches are adjacent to the proposed construction and have been added to the site plan.

3. Show the location of existing mature trees and shrubs that will be removed as a result of construction;

Six trees larger than 10 inches are adjacent to the proposed construction and have been added to the site plan. Two of these trees are maple and four are oak. All are outside the footprint of the construction area and will not be removed. See attached sketch entitled "Sketch of Building Location".

4. Revise the plan entitled, "SKETCH OF BUILDING LOCATION" created by SiteLines, and dated June 30, 2015 to include the date when the plan was modified from the original plan, and the name of the person or entity that modified the plan;

Done. See attached sketch entitled "Sketch of Building Location".

5. Submit a certified copy of the survey (by a professional land surveyor). The sketch plan, and Appendix A of the quitclaim deed for the land (Bk 32698, Pg 247) indicate SiteLines would have a certified survey available;

Our understanding from you at our meeting in early January was that the existing survey of the Church lands and Midcoast Hunger Prevention Project lands, done by Sitelines, met the criteria for a full survey of the property.

6. Provide an erosion and sedimentation (E&S) control plan; and associated plan revisions (location of E&S controls, details, supporting narrative);

See attached Erosion and Sedimentation (E&S) Control Plan and sketch entitled "Erosion and Sedimentation Control Plan".

7. Revise the proposed landscaping diagram on Drawing Number "Site - 2" with detailed information including plant type, size, and number of plantings;

See attached Landscaping Plan

8. Provide a maintenance and replacement plan (plant mortality replacement) for all landscaped areas;

The Gathering Place has an established Building Committee. The Building Committee is currently tasked with overseeing the design, permitting, contracting, and construction of the proposed building. On completion of the new facility, the Building Committee will have the responsibility to ensure maintenance of the buildings and grounds is adequate. Landscaping and site management, including plant mortality replacement, will be part of this maintenance.

The capital campaign underway to raise the funds for the new building includes operating funds as part of that goal to ensure sufficient resources are in place when the new building is complete.

9. Depict the location of the 11 parking spaces provided by the 7th Day Adventists parking agreement on the plan.

Parking spaces are undesignated under the joint parking agreement. The Adventist Clothing Bank, Gathering Place, and Mid Coast Hunger Prevention all have access to the parking spaces in the campus. The replacement of the existing building will not alter the current parking arrangements.



Northern New England Conference
of Seventh-Day Adventists, Inc.
479 Main Street
Westbrook, ME 04092
207-797-3760

SEVENTH-DAY
ADVENTIST
CHURCH

Northern New England
Conference of Seventh-day
Adventists, Inc.

Town of Brunswick
Planning Department
Union Street
Brunswick, ME 04011

Re: 16-002: Application of The Gathering Place at 84B Union Street

479 Main Street
Westbrook, Maine
04092-3988
Telephone: (207) 797-3760
Fax: (207) 797-2851
E-mail: nnecc@nnecc.org

Dear Sir/Madam:

We are the owner of lands depicted on Town of Brunswick Tax Map U-16, Lot 91 and a 30 foot strip of adjacent land formerly a part of Lot 90, now merged into Lot 91. Copies of our deeds to these lands are attached as follows:

1. Deed to us under our former name of Maine Conference Association of Seventh-Day Adventists, Inc., Book 12431, Page 332 (Lot 91); and
2. Deed to us under our former name of Maine Conference Association of Seventh-Day Adventists, Inc., recorded in Book 12431, Page 332 (for the 30 foot wide strip of Lot 90 retained by us when we conveyed the balance of that lot to Midcoast Hunger Prevention Project).

We entered into a forty year lease with The Gathering Place ("TGP"), with a twenty year extension thereafter. The lease covers a portion of Lot 91 and the 30 foot strip of Lot 90. The area is depicted on copy of the Memorandum of Lease provided to you with TGP's application. At the same time as we entered into the lease, we sold the building on those leased lands to TGP. A copy of the deed to the building was provided to you with TGP's application. Under the terms of the lease, TGP has the right on that leased property to construct, erect and establish buildings, structures and related facilities to be used by TGP for community outreach work for the poor and homeless. That right includes the right to tear down the existing building which TGP now owns.

TGP has informed us that you have requested a letter of authorization from us to proceed with the application and confirming that TGP has the right to tear down the building and erect a new building at the application site.

If you need additional information, please contact me. My phone number is 207-797-3760 ext. 220.

Very truly yours,

Daniel Battin
Treasurer and Legal Counsel

cc: Carl Koester, Northern New England Conference of 7th Day Adventists
333 Maine Street, Brunswick, Maine 04011
Hope Hilton, Esq., P.O. Box 239, Harpswell, ME 04079

Jared:

We just realized that the citation in this letter to the deed for Lot 90 should have been 17729-129. Both deeds are attached with the other exhibits in today's memo to you and both are on file with Brunswick Assessor's office where they list Lot 90 as 17729-129. The intent of the letter is to state what the Church owns. If you need a corrected letter from the Church, please let us know.

Hope Hilton

WARRANTY DEED

CHRISTOPHER A. WEED and TIMOTHY E. WEED, both of Brunswick, County of Cumberland, State of Maine, for consideration paid, grant to the NORTHERN NEW ENGLAND CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC., a Maine nonprofit corporation with a registered office at 91 Allen Avenue, Portland, Maine, with warranty covenants, the following described property:

A certain lot or parcel of land situated in Brunswick, County of Cumberland, State of Maine, easterly of Union Street, and bounded and described as follows, to wit:

BEGINNING at a 5/8 inch rebar set at the northeast corner of the herein conveyed parcel, said rebar being at the southeast corner of land now or formerly of Glenn E. Hosmer and on the west line of land now or formerly of Constance J. Biette;

Thence South 0° 32' 53" East along land now or formerly of said Biette, a distance of 10.82 feet to a 5/8 inch rebar set;

Thence South 0° 32' 53" East along land now or formerly of Weedco, Inc., a distance of 66 feet to a 5/8 inch rebar set on the north sideline of a 20 foot right-of-way to the herein described property;

Thence South 1° 12' 55" East, crossing said right-of-way and running along other land now or formerly of Weedco, Inc., a distance of 98.86 feet to a 5/8 inch rebar set, said rebar being 43 feet northerly of, as measured at right angles to, the monumented baseline location of the former Maine Central Railroad, as determined by The Federal Valuation Survey of June 30, 1916, and shown on Valuation Plan VI, sheet 23, revised January 15, 1931;

Thence North 83° 20' 40" West on a line parallel to and always 43 feet northerly from, as measured at right angles to, said monumented baseline location of the Maine Central Railroad, a distance of 25.18 feet to a point of curvature;

Thence continuing in a general westerly direction along a curve to the right, said curve having a radius of 11,416.156 feet, an arc distance of 44.82 feet to a 5/8 inch rebar set;

Thence North 68° 23' 10" West, a distance of 60 feet to a 5/8 inch rebar set, said rebar being 58 feet northerly from, as measured at right angles to, said monumented baseline;

Thence North 0° 51' 28" West, a distance of 153.17 feet to a 5/8 inch rebar set at land now or formerly of Glenn E. Hosmer and Florence A. Hosmer;

Thence South 86° 23' 35" East, along land now or formerly of said Hosmer, a distance of 30.39 feet to an iron pipe found at the corner of said Hosmer lot;

Thence South 86° 23' 35" East, along land now or formerly of Glenn E. Hosmer, a distance of 94.61 feet to a 5/8 inch rebar set at the Point of Beginning of the parcel herein described.

Also conveying an easement over a 20 foot wide right-of-way in common with the Grantors herein and Weedco, Inc., from Union Street westerly to the above-described parcel of land. The north sideline of said 20 foot right-of-way is bounded and described as follows:

BEGINNING at a 5/8 inch rebar set on the west sideline of Union Street at the southeast corner of land conveyed to Weedco, Inc., by deed dated October 26, 1984, and recorded in the Cumberland County Registry of Deeds in Book 7021, Page 4.

MAINE REAL ESTATE TAX PWD

Thence South 89° 27' 07" West, along the south line of said Weedco lot, being the north line of other land of Weedco, Inc., as described in Book 6617, Page 18 of said Registry of Deeds, a distance of 167.38 feet to a 5/8 inch rebar set on the east line of the above-described and herein conveyed parcel of land.

Said right-of-way is 20 feet in width and is for unrestricted use by all vehicles, pedestrians and utilities.

Meaning and intending to convey and hereby conveying 21,003 square feet of land, with improvements thereon, be it the same more or less, along with a 20 foot wide right-of-way from said lot to Union Street. The within conveyed lot is the same conveyed to Christopher Weed and Timothy Weed by deed dated June 15, 1984, and recorded in the Cumberland County Registry of Deeds in Book 6490, Page 292.

Further reference is made to the Plan entitled "Standard Boundary Survey - Land of Weedco, Inc. and Land of Christopher Weed and Timothy Weed, Union Street, Brunswick, Maine for L.S. Weed & Sons, Inc. dated March 6, 1996" by Brian Smith Surveying, Inc., to be recorded in the Cumberland County Registry of Deeds.

All 5/8 inch rebars set have been marked B. Smith - Smith 1175. Bearings used in the above description are based on observed magnetic 1967.

This deed is given subject to an agreement between the Grantors herein and the Grantee herein of even date herewith relating to the parking and snow removal easement, which said agreement is to be recorded in the Cumberland County Registry of Deeds.

WITNESS our hands and seals this 6th day of June, 2002.

[Signature]
Witness

[Signature]
Christopher A. Weed

[Signature]
Witness

[Signature]
Timothy E. Weed

STATE OF MAINE
Cumberland, ss.

June 6, 2002

Then personally appeared before me the above-named CHRISTOPHER A. WEED and acknowledged the foregoing instrument to be his free act and deed.

RECEIVED:
RECORDED REGISTRY OF DEEDS:
2002 JUN 12 PM 1:05
CUMBERLAND COUNTY
John B. O'Brien

[Signature]
Notary Public Attorney at Law
George H. Glover, Jr.

16925

WARRANTY DEED

MAINE REAL ESTATE TAX PAID

WEEDCO, INC., a Maine business corporation, with a principal place of business in Brunswick, County of Cumberland, State of Maine, for consideration paid, grants to the MAINE CONFERENCE ASSOCIATION OF SEVENTH DAY ADVENTISTS, INC., a Maine non-profit corporation situated in Brunswick, County of Cumberland, State of Maine, with *warranty covenants*, the following described property:

A certain lot or parcel of land with the buildings thereon, situated on the west side of Union Street, in the Town of Brunswick, County of Cumberland, State of Maine, bounded and described as follows, to wit:

BEGINNING at a 5/8 inch rebar set on the west sideline of Union Street at the north line of land formerly of Maine Central Railroad Company, more recently of the State of Maine; thence North 2° 27' 07" East by the west sideline of Union Street, a distance of 19.52 feet to a point; thence North 0° 32' 53" West by the west sideline of Union Street, a distance of 100.28 feet to a 5/8 inch rebar set at land formerly of Waitstill Merryman, now of Weedco, Inc.; thence South 89° 27' 07" West by land now of Weedco, Inc., a distance of 167.38 feet to a 5/8 inch rebar set at the southwest corner of said Weedco Inc. Lot; thence South 01° 12' 55" East along land of Christopher Weed and Timothy Weed, a distance of 98.86 feet to a 5/8 inch rebar set at the southeast corner of said Weed Lot; thence continuing South 01° 12' 55" East along land formerly of the Maine Central Railroad Company, more recently of the State of Maine, a distance of 15.14 feet to an iron fence post found; thence South 88° 32' 32" East along land formerly of the Maine Central Railroad Company, more recently of the State of Maine, a distance of 165.13 feet to the point of beginning of the parcel herein described.

Said parcel contains 19,478 square feet, more or less.

Being the same premises conveyed to the Grantor herein by Timothy Weed and Christopher Weed by deed dated October 26, 1984 and recorded in Book 6617, Page 18 of the Cumberland County Registry of Deeds.

Reserving to the Grantor herein in common with the Grantee herein and the owners of contiguous property, said property identified in deed of Lawrence S. Weed to Christopher Weed and Timothy Weed dated June 15, 1984 and recorded in Book 6490, Page 292 of said Registry of Deeds and deed of Christopher Weed et al to Weedco, Inc. dated October 26, 1984 and recorded in Book 7021, Page 4 of said Registry of Deeds, a certain 20 foot easement or right of way running along the northerly boundary line of the above-described premises. Said reserved right of way shall be for use by all vehicles and pedestrians living in, servicing, or visiting the aforementioned two parcels of land and the within conveyed premises, and may further be used for the laying of underground utility lines servicing said properties. Said reserved right of way of shall, at all times, be subject to the terms of a certain restrictive covenant and maintenance agreement executed by the Grantor herein, the Grantee herein, Christopher Weed and Timothy Weed, both of said Brunswick, and T & C Enterprises, a partnership situated in Brunswick and existing under the laws

of the State of Maine, which said agreement is dated April 1, 1996, to be recorded in the Cumberland County Registry of Deeds simultaneously with this deed.

For further description of the within conveyed premises and the above-described right of way, reference is hereby made to a certain survey entitled "Standard Boundary Survey, Land of Weedco, Inc., Land of Christopher & Timothy Weed, Union Street, Brunswick, Maine," dated March 5, 1996 by Brian Smith Surveying, Inc. to be recorded in said Registry of Deeds. All 5/8 inch rebar set have been marked B. Smith-Smith 1175. Bearings used in the above description are based on observed magnetic 1967.

IN WITNESS WHEREOF, the said WEEDCO, INC. has caused this instrument to be sealed with its corporate seal and signed in its corporate name by Christopher A. Weed, Its President, thereunto duly authorized, this 1st day of April, 1996.

WEEDCO, INC.

[Signature] Witness
By [Signature] Christopher A. Weed, Its President

STATE OF MAINE

Cumberland, ss.

April 1, 1996

Then personally appeared the above-named Christopher A. Weed, President of said WEEDCO, INC., and acknowledged the foregoing instrument to be his free act and deed in his said capacity, and the free act and deed of said corporation.

[Signature]
Notary Public

RECEIVED
RECORDED REGISTRY OF DEEDS
96 APR -2 PM 2: 31
CUMBERLAND COUNTY
John B @ Brian

GEORGE H. GLOVER, JR.
NOTARY PUBLIC, MAINE
MY COMMISSION EXPIRES JUNE 29, 1999

SEAL

Erosion and Sedimentation Control Plan
The Gathering Place
Brunswick, Maine

The requirement to follow the Maine Erosion and Sediment Control Practices Field Guide for Contractors and to use the appropriate erosion and sedimentation control Best Management Practices (BMPs) for the site and conditions whenever disturbing soil will be integrated into the construction contract. The general scheme is shown on the following "EROSION & SEDIMENTATION CONTROL SKETCH". The site is relatively flat and bounded by asphalt surfaces on east, west, and north sides and grassy surface on the south side.

The site is relatively flat. Most of the site gently slopes northward toward existing storm drains located in the center of the access drive to the Mid Coast Hunger Prevention Program facilities. The south side of the site is grass covered and gently slopes southward toward an existing swale adjacent to the north side of the railroad track.

1. General description:

No protected natural resources (streams, wetlands, slopes, bare or highly erodible soils, significant wildlife habitats, etc.) are adjacent to the site. An existing storm drain is located approximately 20 feet north of the northwest corner of the existing building. A second associated storm drain is located approximately 65 feet west northwest of the northwest corner of the existing building. The primary goal of the erosion and sedimentation control will be to prevent sediment flowing into this storm drain system. The existing storm drains are shown on the "EROSION & SEDIMENTATION CONTROL SKETCH".

The proposed activities include demolishing an existing 30-foot by 60-foot wood frame building and constructing a new 34-foot by 62-foot wood frame building at the same location. The new structure will overlay the existing foundation and extend 2 feet to the south and 4 feet to the east. Existing grades, elevations, and topography will be maintained after the new building is complete. Existing drainage, vegetation, property lines, buildings are shown on the "EROSION & SEDIMENTATION CONTROL SKETCH".

The grassy slope on the south side of the building site and north of the existing railroad track is the area most sensitive to erosion problems, although existing trees along the south boundary of The Gathering Place parcel will not be disturbed by the project.

On the east, west, and north asphalt surfaces, sheet flow of rainfall runoff will be controlled by the deployment of filter socks (manufactured synthetic netting tube) filled with erosion control mix and located on the perimeter of the construction site. Sweeping will be done as necessary to manage dust from traffic and construction equipment from sediment that accumulates on the existing asphalt surfaces.

The south side of the site gently slopes toward an existing swale adjacent to the north side of the railroad track. Silt fencing will be installed in accordance with the BMP along the length of the south edge of the construction site.

Buried water, sewer, and gas utilities serve the existing building and those services will also serve the new building. The existing electrical service is overhead and the service to the new building will also be overhead. As a result of connecting to previously installed utilities, excavation beyond the foundation of the new building will be minimal.

Demolition of the existing building is expected in late March or early April and construction of the new building will commence immediately. The project is expected to be complete by August. No overwintering of the disturbed site will be required. The site will be landscaped as part of the project.

Throughout the demolition and construction of the project, the project manager for The Gathering Place will visit the site daily and remain onsite as necessary to observe that the contractor and all subs are working in accordance with the contract. Adherence to the erosion control plan will be part of that observation.

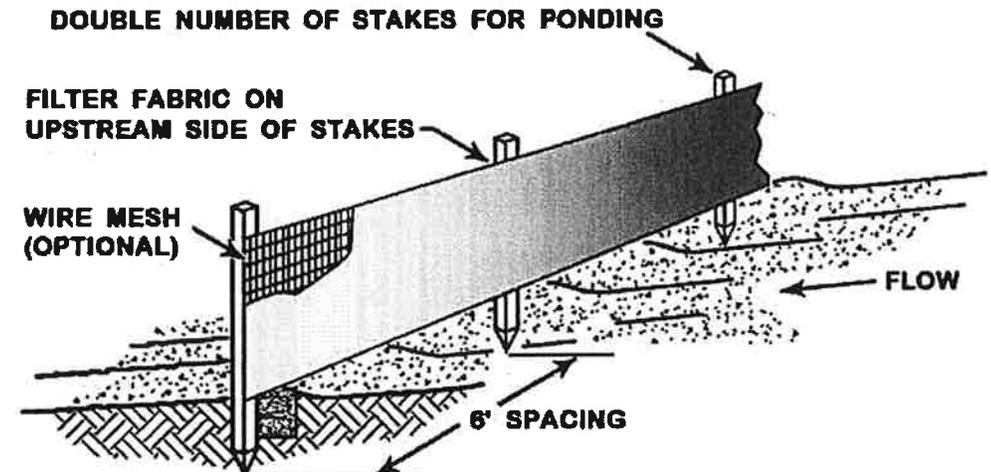
2. Site Plans

The general scheme and existing drainage, vegetation, property lines, buildings, roads, and stormwater control structures are shown on the "EROSION & SEDIMENTATION CONTROL SKETCH". Local topography and drainage before construction will be unchanged after construction. No trees will be cleared to complete the construction. There are no sensitive areas within 100 feet of the site (streams, lakes, wetlands or areas sensitive to erosion).

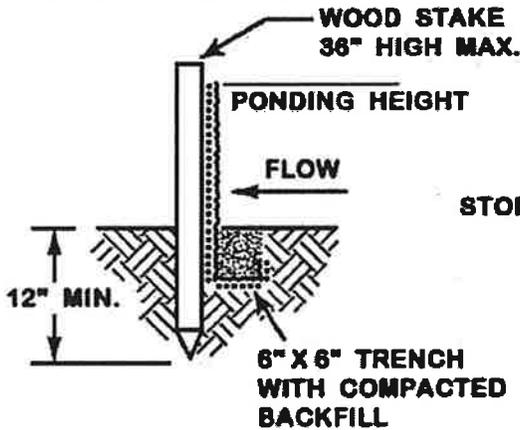
3. Construction Details

Construction details from the Maine Erosion and Sediment Control Practices Field Guide for Contractors for the erosion and sedimentation controls proposed for the project follow.

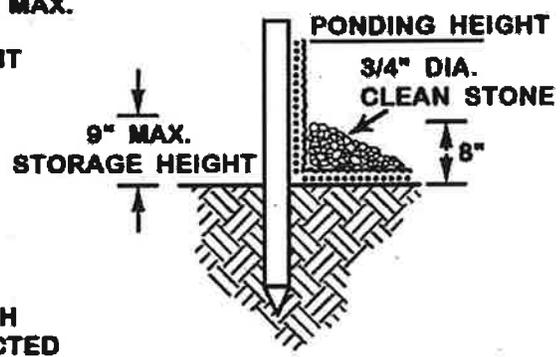
Silt fencing detail



PREFABRICATED SILT FENCE MUST BE INSTALLED PER MANUFACTURER.

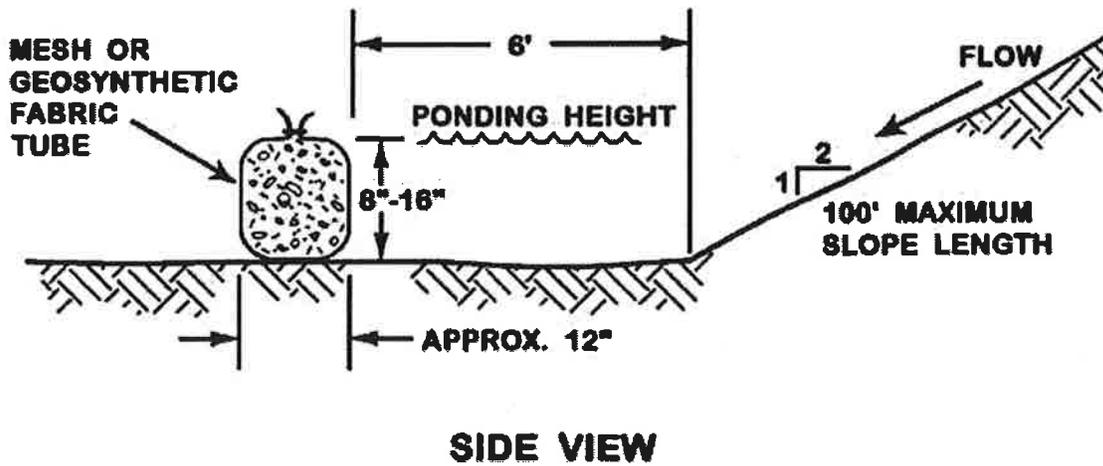
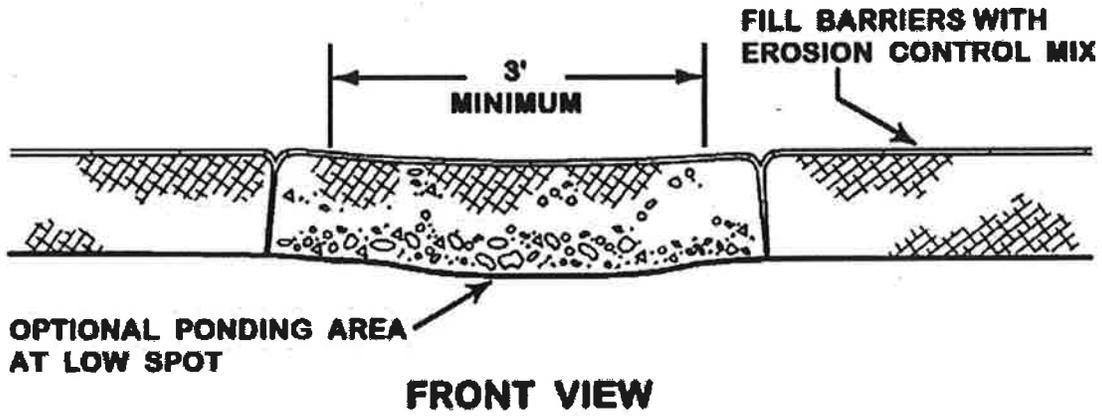


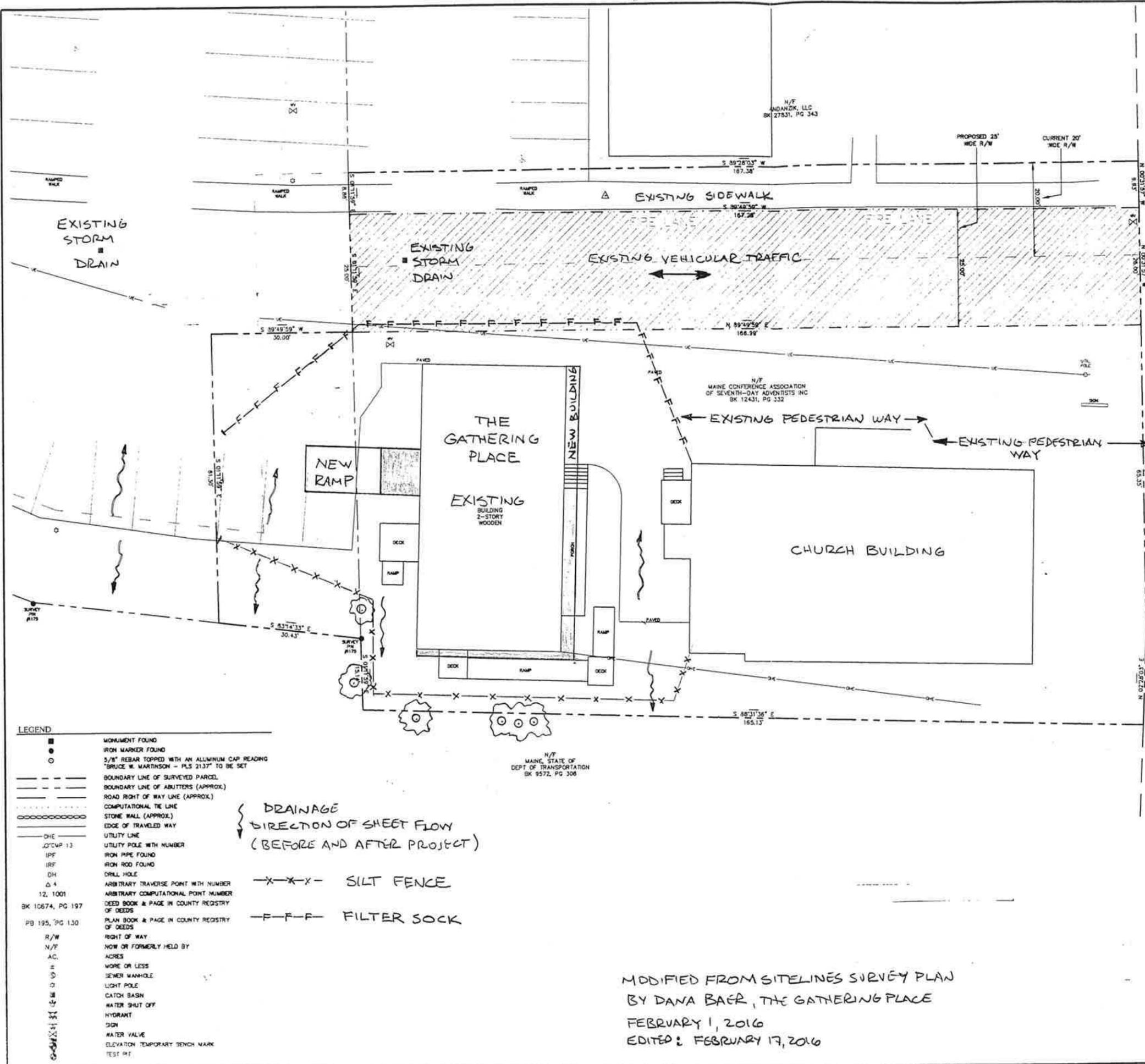
WITH TRENCHING



WITHOUT TRENCHING

Filter sock detail





LOCATION MAP
SCALE: 1" = 5000'

- NOTES:**
- TITLE REFERENCE FOR SURVEYED PARCEL:**
BK 12431, PG 332
 - PLAN REFERENCE(S):**
 - (a) "RIGHT OF WAY AND TRACK MAP, MAINE CENTRAL RAILROAD", DATED 1-15-31, ON FILE IN THE ENGINEERING OFFICE AT WORK'S RIGBY YARD IN SOUTH PORTLAND.
 - (b) "STANDARD BOUNDARY SURVEY, LAND OF WEEDCO, INC., CHRISTOPHER WEED, AND TIMOTHY WEED", DATED 3-5-98, BY BRIAN SMITH SURVEYING, INC., PREDECESSOR TO THE PREPARER, RECORDED IN PB 202, PG 378.
 - (c) "SURVEY OF LAND OF HERBERT ADAMS - ADAMS VAN & STORAGE", DATED MAY, 1975, BY L.F. ROULLARD, L.S., ON FILE WITH THE PREPARER.
 - (d) "STANDARD BOUNDARY SURVEY OF LAND OF MAINE CENTRAL RAILROAD CO. TO BE SOLD TO BROOKS FEED & FARM, INC.", DATED JULY, 1993, BY DRIGO LAND SERVICES, PREDECESSOR TO THE PREPARER, RECORDED IN PB 193, PG 428.
 - (e) "SURVEY PLAN OF LAND OF DORCHESTER ENERGY", DATED APRIL 23, 2012, BY SITELINES.
 - (f) "SURVEY PLAN OF LAND FOR MID COAST HUNGER PREVENTION PROGRAM", DATED MARCH 10, 2015, BY SITELINES.
 - AREA INFORMATION:**
SEE INDIVIDUAL PARCELS AT LEFT.
 - TAX MAP REFERENCE:**
TAX MAP U-18, LOTS 90 & 91.
 - BASIS OF BEARINGS:**
BEARINGS ARE MAGNETIC (1993) AND ARE BASED ON PLAN IN NOTE 2(d) ABOVE.
 - ROAD INFORMATION:**
UNION STREET WIDTH IS 3 ROADS (48.5') PER LAYOUT IN VOL. 4, PG 284 IN TOWN CLERK'S RECORDS. LOCATION IS BASED ON EVIDENCE FOUND.
 - SPECIAL TITLE INFORMATION:**
PER COUNSEL, DUE TO A NAME CHANGE OR OTHER CORPORATE ACTION, THE MAINE CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS, INC. AND THE NORTHERN NEW ENGLAND CONFERENCE OF SEVENTH-DAY ADVENTISTS, INC. ARE THE SAME ENTITY.

ADDRESS OF RECORD OWNER:
MAINE CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS INC
91 ALLEN AVENUE
PORTLAND, MAINE 04103

- LEGEND**
- MONUMENT FOUND
 - IRON MARKER FOUND
 - 3/8" REBAR TOPPED WITH AN ALUMINUM CAP READING "BRUCE W. MARTINSON - PLS 2137" TO BE SET
 - BOUNDARY LINE OF SURVEYED PARCEL
 - - - BOUNDARY LINE OF ADJUTERS (APPROX.)
 - - - ROAD RIGHT OF WAY LINE (APPROX.)
 - COMPUTATIONAL TIE LINE
 - STONE WALL (APPROX.)
 - EDGE OF TRAVELED WAY
 - CH- UTILITY LINE
 - /C/UP 13 UTILITY POLE WITH NUMBER
 - IPF IRON PIPE FOUND
 - IRF IRON ROD FOUND
 - DH 4 DRILL HOLE
 - 12, 1001 ARBITRARY TRAVERSE POINT WITH NUMBER
 - 12, 1001 ARBITRARY COMPUTATIONAL POINT NUMBER
 - BK 10674, PG 197 DEED BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
 - PB 195, PG 130 PLAN BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
 - R/W RIGHT OF WAY
 - N/F NOW OR FORMERLY HELD BY
 - AC ACRES
 - MORE OR LESS MORE OR LESS
 - SEWER MANHOLE SEWER MANHOLE
 - LIGHT POLE
 - CATCH BASIN
 - WATER SHUT OFF
 - HYDRANT
 - SIGN
 - WATER VALVE
 - ELEVATION TEMPORARY BENCH MARK
 - TEST PIT

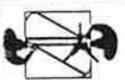
DRAINAGE DIRECTION OF SHEET FLOW (BEFORE AND AFTER PROJECT)

-X-X-X- SILT FENCE

-F-F-F- FILTER SOCK

MODIFIED FROM SITELINES SURVEY PLAN
BY DANA BAER, THE GATHERING PLACE
FEBRUARY 1, 2016
EDITED: FEBRUARY 17, 2016

UNION STREET

EROSION & SEDIMENTATION CONTROL PLAN		
LEASED BY THE GATHERING PLACE		
84 B UNION STREET, BRUNSWICK, MAINE (CUMBERLAND COUNTY)		
 SITELINES, PA ENGINEERS • PLANNERS • SURVEYORS LANDSCAPE ARCHITECTS 8 CUMBERLAND STREET, BRUNSWICK, ME 04011 207.725.1200 www.sitelinespa.com		
FIELD W.K. CH.M.C.	SCALE: 1" = 15'	SHEET
DRN BY: BWM	JOB #:	
CTED BY: BWM	MAP LOT:	
DATE: 02-01-2015	FILE: 29685	

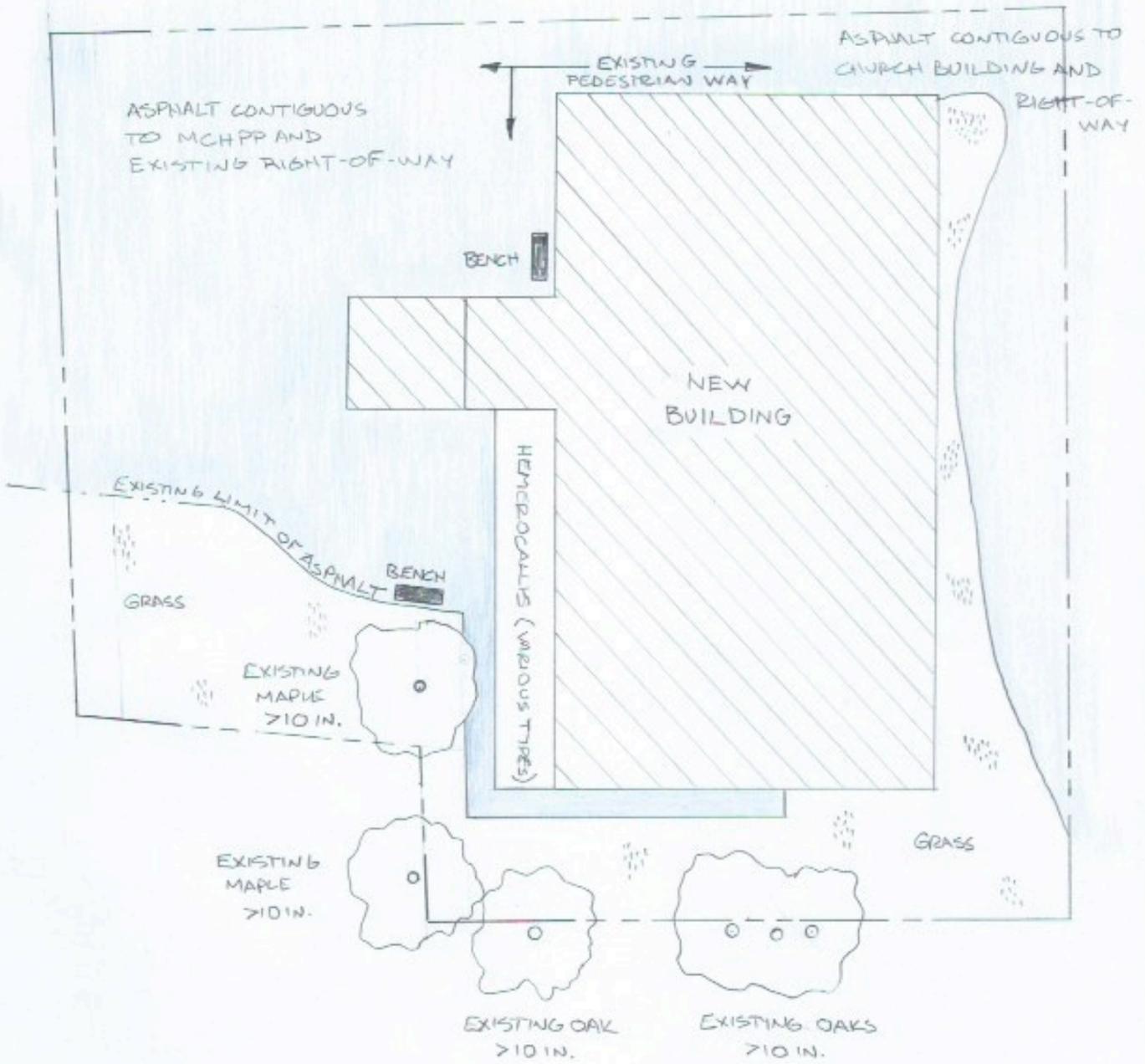
Landscaping Plan
The Gathering Place
Brunswick, Maine

The primary goal of the vegetation plan is to ensure the site conforms to the general aesthetic of the existing neighbors and to provide pleasing landscaping that will endure over the long term in all seasons. Minimal new landscaping vegetation will be required to finalize the site surrounding the new building. Existing maple and oak trees located on the south and west sides of the site will be preserved. Should these trees be damaged or destroyed, they will be replanted with like species in 10-gallon pots.

Existing asphalt will be extended to the edges of the foundation on the north and west sides of the building. Areas on the southwest, south, and east sides of the building currently covered with grassy surfaces will be covered with 6 inches of loam into which 1 inch of compost has been turned and seeded with high-traffic grass seed. The seed mixture will be comprised of 40% creeping red fescue, 10% Southport chewing fescue, 30% perennial rye grass, and 20% Kenblue Kentucky bluegrass.

A flower bed will be maintained on the south end of the west side of the building and planted with a selection of Hemerocallis (daylily) varieties selected for season-long blooming. The plants will be installed on 24-inch centers throughout the bed. Approximately 15 8-inch diameter plant sets will be installed. Once planted, the bed will be mulched with 2-4 inches of dark brown mulch.

One 35.5-inch tall by 4-foot long steel outdoor bench (Bench Factory "Divinity" or equal) will be installed on the north side of the vestibule to accommodate foot traffic into the area. A second bench will be installed on the north side of the existing maple at the edge of the existing paved surface away from the the south side of the vestibule. These are proposed in lieu of a bicycle rack because the guests of the Gathering Place primarily move about on foot.



VEGETATION PLAN
THE GATHERING PLACE
DANA BAER 2/1/2016
MODIFIED 2/17/2016



VICINITY MAP

THE GATHERING PLACE

UNION STREET BRUNSWICK MAINE

CODE SUMMARY INFORMATION APPLICABLE CODES

2009 IBC
2009 NFPA FIRE NFPA101
ASTME 1465 RADON
MUBEC ENERGY CODE IECC2009 CH.5
T. 502.2 (1) ZONE 6 REQ'D

OCCUPANCY GROUP CLASSIFICATION: (A-3) ASSEMBLY
ONE FLOOR - SINGLE TENANT UNDER 6,000 S.F.
TYPE OF CONSTRUCTION CLASSIFICATION: TYPE VB
MAXIMUM OCCUPANCY LOAD: 99 PERSONS PER FLOOR

Max one story and up to 6000 square feet before the need for fire resistant construction.

BUILDING AREA

FIRST FLOOR: 2,175 SQUARE FEET

LOADING

FLOOR LIVE LOADS: 40 PSF
DECK: 40 PSF
SNOWLOAD, BRUNSWICK ME: 52 PSF
ROOF SNOW LOAD: 37 PSF
ROOF DEAD LOAD: 15 PSF
WALLS DEAD LOAD: 10 PSF
FLOORS DEAD LOAD: 15 PSF
WIND: 90 MPH, 3 SEC GUSTS

SOILS

SOIL CONDITIONS ARE ASSUMED TO BE CLEAN SAND/GRAVEL ABOVE THE WATER TABLE CONTACT ENGINEER IF CLAYEY OR ORGANIC SOILS ARE FOUND, OR LEDGE OUTCROPPINGS. EXISTING OR ADDED SOIL HAS NO CLAY OR STUMPS

MINIMUM MATERIAL SPECIFICATIONS

CONCRETE

USE 3,000 PSI CONCRETE WET CURED FOR A MINIMUM OF 7 DAYS, AND GRINDING NOT STARTED UNTIL 28 DAYS. WITH A MAXIMUM SLUMP OF 4". CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE MIX DESIGN. USE GRADE 60 REINFORCING STEEL (EPOXY COATED AS REQUIRED). CONTRACTOR IS RESPONSIBLE FOR ALL CONCRETE TESTING (STRENGTH, SLUMP, AND AIR CONTENT) *ACTUAL TYPE AND SIZE OF FOOTING AND FOUNDATION SYSTEM USED WILL BE BASED ON SOIL BORINGS. SLAB ON GRADE FLOORS. 4% AIR ENTRAINMENT AT SLAB/FOUNDATIONS/WALKWAYS CRUSHED STONE IS PACKED WHERE GRAVEL IS NOT, IN SHORT LIFTS (6") PLACED*

FRAMING

WOOD FURRING, SHEATHING, DIMENSIONAL LUMBER AND BLOCKING TO BE SPF #2. EXTERIOR WALLS 2X6 24" O.C., INTERIOR WALLS 2X4 24" O.C. WOOD EXPOSED TO THE ELEMENTS, CONCRETE OR IN CONTACT WITH THE GROUND TO BE AWPA, U1,P5,P48 PRESSURE TREATED.

TRUSSES

MANUFACTURERS SPECS AND INSTALLATION MANUALS TO BE RIGOROUSLY FOLLOWED. TRUSS ENGINEER TO DESIGN FOR UNBALANCED LOAD. TRUSS MANUFACTURER TO CONSTRUCT TRUSS GABLE ENDS, WITH BRACING, FROM 2X6 STUDS AT 24" O.C., (FOR INSULATION SPACE)

EROSION CONTROL PER MAINE DEP BEST PRACTICES

SPECIAL INSPECTIONS REQUIRED:

BEFORE FOUNDATION CONCRETE POUR.

INSPECT SUBGRADE
Concrete construction - See Table 1704.4 for detailed information regarding inspections. Sub-areas under concrete construction (see Section 1704.4) are:
• Reinforcing steel, including prestressing tendons and placement
• Bolts to be installed in concrete prior to and during placement of concrete
• Verifying use of required design mix
• Sampling fresh concrete and performing slump, air content and fresh concrete temperature at time of making specimens for strength tests
• Proper application techniques for concrete and shotcrete placement
• Maintaining specified curing temperature and techniques

AFTER INSULATION, BEFORE DRYWALL

Wood construction - inspection of the fabrication of wood structural elements and assemblies both prefabricated and field assembled or site built. See Section 1704.8. Sub-areas for wood construction when high-load diaphragms are constructed (see Section 1704.8.1):
• Verification of structural wood panel sheathing for grade and thickness
• Verification of nominal size of framing members
• Verification of diameter and length of fasteners and spacing of fasteners in the line of structural members and at panel edges
• VERIFICATION OF TRUSS BRACING

EXISTING BUILDING DEMOLITION

Existing building and foundation to be completely removed. Contractor is responsible for quality control, permitting and adherence to all pertinent codes.

SOIL/FILL:

structural fill compacted to 95% proctor for the entire existing foundation hole fill. Inspection and control by others.

SEALING

Gaskets or sill seals under mud sills along foundation walls.
b. Seal first floor band joists to the adjoining mud sills and plywood decking using adhesive or caulk. Use construction adhesive or caulking between multiple sill plates.
c. Seal any band joists between upper floors to the adjoining top plates and plywood decking.
d. Use construction adhesive or caulking between multiple top plates.
e. Seal bottom plates of exterior frame walls to the sub-floor with construction adhesive or caulking.
f. N/A
g. Recessed lights must be air-sealed and airtight. (Recessed lights may not penetrate the building envelope).
h. Window frames and door jambs must be sealed to their rough openings using low expansion foam, backer rod or caulk but NOT fiberglass.
i. All penetrations through the building envelope must be carefully sealed. Typical penetrations include chimney, duct & plumbing chases and penetrations of pipes and wires through the top plates of top story walls. It is particularly important to seal all possible air paths to the attic.
j. Building areas such as knee wall-floor transitions, dropped soffits, split-level transitions, tuck-under garages and cantilevers must be identified and sealed with a continuous air barrier.
k. Where joist spans or stud bays run between a heated and unheated area all bays must be blocked and sealed at the transition.
l. Attic and crawl space access doors and hatches must be weather-stripped and insulated.
m. Electrical boxes on exterior walls and ceilings should either be air-sealed or placed in airtight enclosures/systems (LESSCO boxes or equivalent).

RADON CONTROL

PASSIVE UNDER SLAB RADON VENTING SYSTEMS shall be provided beneath all slabs-on-grade and measures should be taken to prevent unwanted air leakage into the gas permeable layer. The interior radon piping should be run within the thermal envelope and be properly labeled. All passive system pipe routes shall provide space for installing a radon fan and a monitor should testing confirm the need for such added components. Provide an electrical supply adjacent to the vent stack that is located above the highest occupied space and provides adequate clearance for the potential future installation of a fan. Consideration should be given for access to this location. Whenever practicable, the system should be vented through the highest roof or ridge in such a position that it can neither be covered by snow or other material. The vent stack discharge shall meet the separation distances required by code from any window, door, or other opening into the conditioned space. Active systems may be required if radon testing confirms the need for such added capacity

R AND U VALUES

Slab Edge
R-10 / 4' unheated slab minimum (Zone 6)
Wall R Value
R-20 continuous Insulation (minimum)
Flat Ceiling with Raised or Energy Truss
R-49 (minimum) (Zone 6)
Window U Factor
U .35 (maximum)
Door U-Value U .35 (maximum)
BELOW SLAB: 4" XPS INSULATION (R 20)

GENERAL ARCHITECTURAL NOTES:

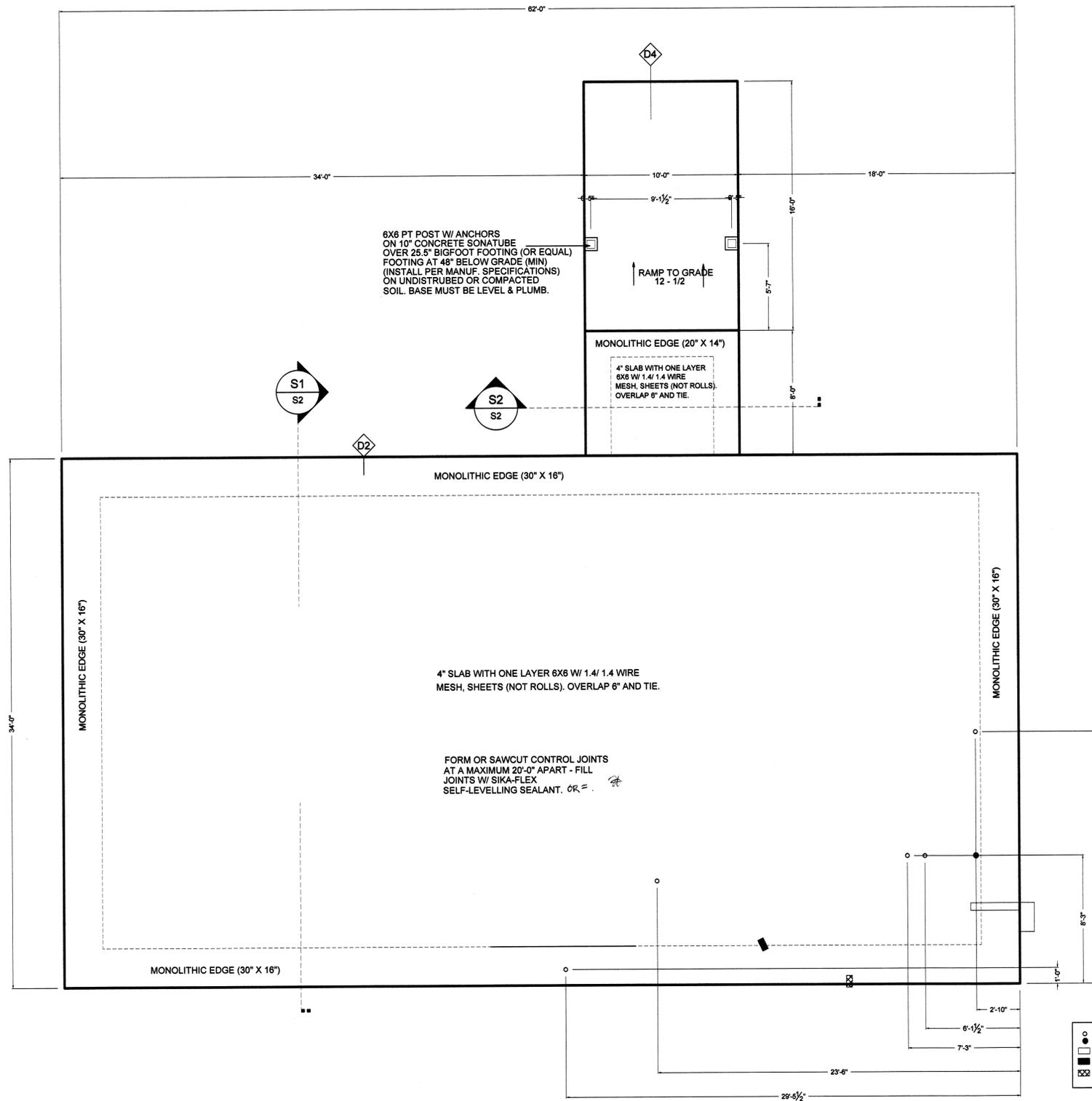
1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL,
2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

Customer Name: THE GATHERING PLACE			
Date: 04/16/15	Approved As Noted:	Drawn By: Diane Bibber-Oden	
	Revision: 10/24/15	10/28/15	11/16/15 11/30/15
Drawing Number: COVER - SPECS			



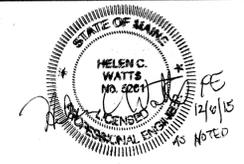
HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 666-3920
hcowatts@gwi.net http://helenwattsengineering07.tripod.com





CONTRACTOR IS RESPONSIBLE FOR LOCATING AND CONNECTING TO THE EXISTING UTILITIES. THE PROVIDED INFORMATION IS NOT TO BE SOLELY RELIED UPON.

FOUNDATION PLAN
1/4" = 1'-0"

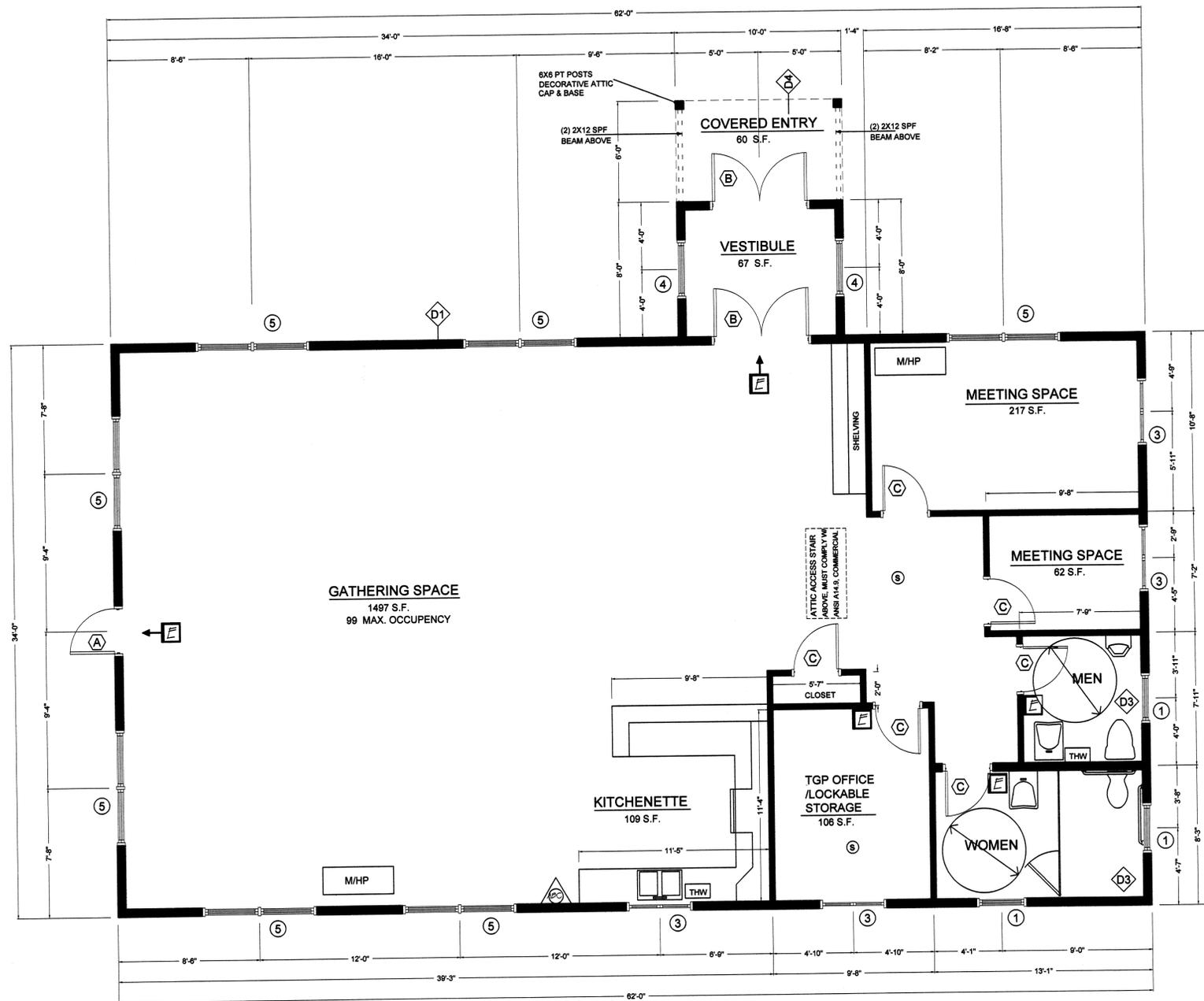


HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 666-3920
hcwatts@gwi.net http://helenwattsenineering07.tripod.com

- GENERAL ARCHITECTURAL NOTES:**
1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
 2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
 3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
 4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

Customer Name: THE GATHERING PLACE		UNION STREET, BRUNSWICK ME	
Scale: 1/4" = 1'-0"	Approved As Noted:	Drawn By: Diane Bibber-Oden	
Date: 04/16/15	Revision: 10/24/15	10/28/15	11/16/15 11/30/15
FOUNDATION PLAN			
Drawing Number:			A - 1





FIRST FLOOR PLAN
 2,175 SQUARE FEET 1/4" = 1'-0"

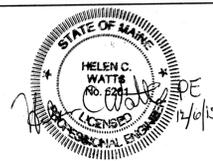
Exit signs shall be illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment or an on-site generator. The installation of the emergency power system shall be in accordance with Section 2702.
 The face of an exit sign illuminated from an external source shall have an intensity of not less than 5 foot-candles (54 lux)

M/HP MONITOR BACK UP GAS HEATER AND HEAT PUMP DUCTED SYSTEM INSTALLED BY OTHERS.
THW ON DEMAND HOT WATER HEATER Stiebel DHC-E 9/10 OR BETTER

LIFE SAFETY LEGEND

- HARD WIRED SMOKE DETECTOR
- FIRE EXTINGUISHER TYPE ABC
- ILLUMINATED EXIT SIGNAGE WITH BATTERY BACKUP

ALL SMOKE/HEAT DETECTORS MUST BE LOCATED PER NFPA 72
 IN NEW CONSTRUCTION ALL SMOKE ALARMS MUST BE AC POWERED
 SMOKE ALARMS AND EXIT SIGNAGE TO HAVE BATTERY BACK UP.



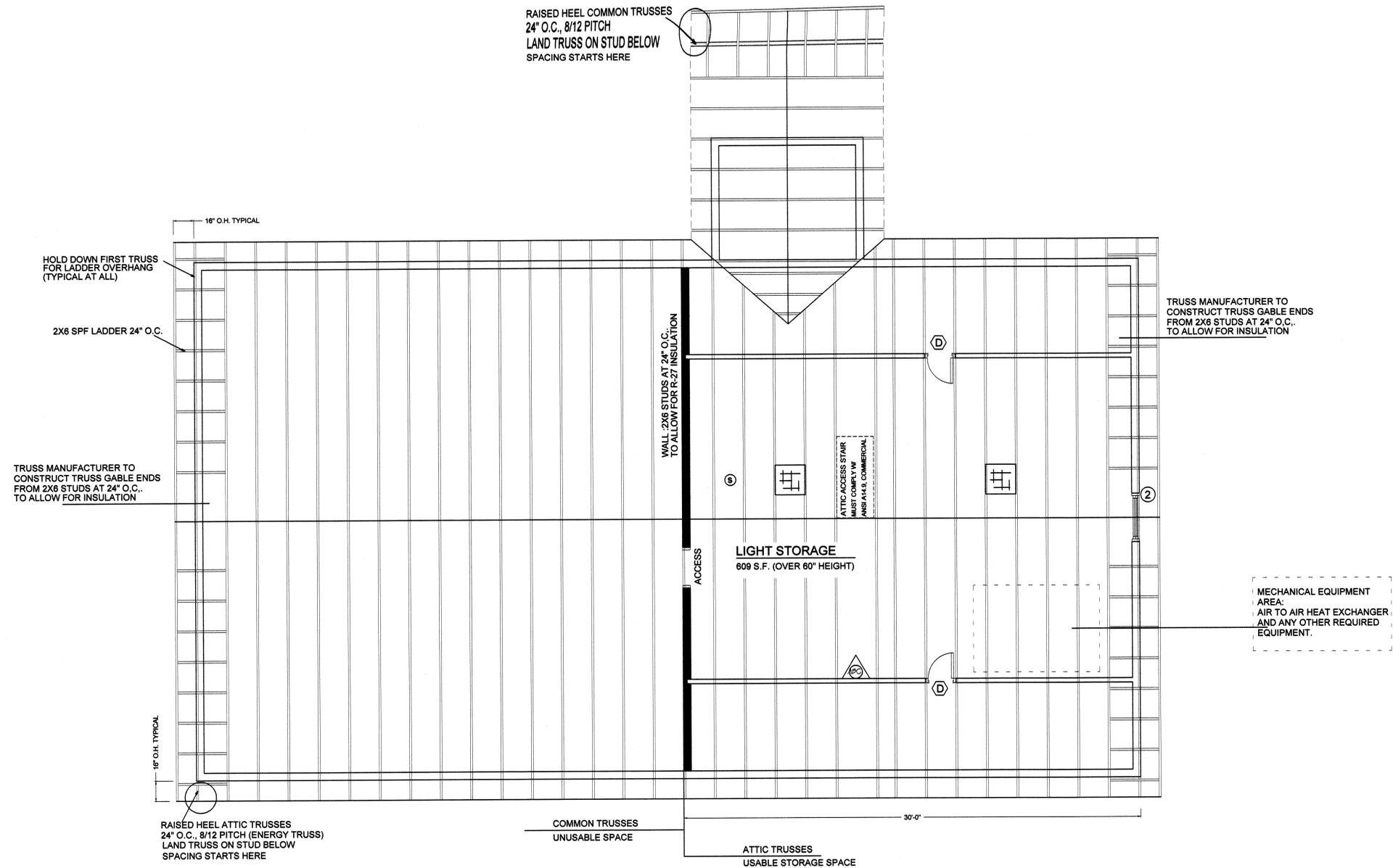
HELEN C. WATTS, PE, SECB
 HELEN WATTS ENGINEERING PLLC
 455 LITCHFIELD ROAD
 BOWDOIN, ME 04287
 (207) 522-9366 ; fax (207) 666-3920
 hcwatts@gwi.net http://helenwattsenineering07.tripod.com

GENERAL ARCHITECTURAL NOTES:

1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

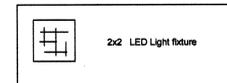
Customer Name: THE GATHERING PLACE		UNION STREET, BRUNSWICK me	
Scale: 1/4" = 1'-0"	Approved As Noted:	Drawn By: Diane Bibber-Oden	
Date: 04/16/15	Revision: 10/24/15	10/28/15	11/16/15 11/30/15
FIRST FLOOR PLAN			
			Drawing Number: A-2





ATTIC/ROOF PLAN
1/4" = 1'-0"

Exit signs shall be illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment or an on-site generator. The installation of the emergency power system shall be in accordance with Section 2702.
The face of an exit sign illuminated from an external source shall have an intensity of not less than 5 foot-candles (54 lux)



LIFE SAFETY LEGEND

Ⓢ	HARD WIRED SMOKE DETECTOR
⚠	FIRE EXTINGUISHER TYPE ABC
Ⓜ →	ILLUMINATED EXIT SIGNAGE WITH BATTERY BACKUP

ALL SMOKE/HEAT DETECTORS MUST BE LOCATED PER NFPA 72
IN NEW CONSTRUCTION ALL SMOKE ALARMS MUST BE AC POWERED
SMOKE ALARMS AND EXIT SIGNAGE TO HAVE BATTERY BACK UP.



HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 666-3920
hcwatts@gwi.net http://helenwattsenengineering07.tripod.com

GENERAL ARCHITECTURAL NOTES:

1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

Customer Name: THE GATHERING PLACE		UNION STREET, BRUNSWICK ME	
Scale: 1/4" = 1'-0"	Approved As Noted:	Drawn By: Diane Bibber-Oden	
Date: 04/16/15	Revision: 10/24/15	10/28/15	11/16/15 11/30/15
ATTIC/ROOF PLAN/FRAMING			
Drawing Number:			A - 3





EAST ELEVATION
1/4" = 1'-0"



SOUTH ELEVATION
1/4" = 1'-0"



NORTH ELEVATION
1/4" = 1'-0"



WEST ELEVATION
1/4" = 1'-0"



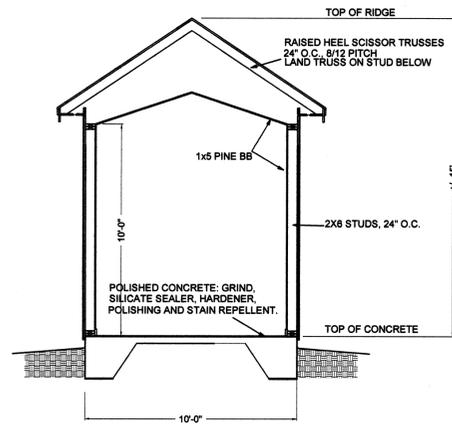
HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 668-3920
hewatts@gwi.net http://helenwattsengineering07.tripod.com

GENERAL ARCHITECTURAL NOTES:

1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

Customer Name: THE GATHERING PLACE		UNION STREET, BRUNSWICK ME	
Scale: 1/4" = 1'-0"	Approved As Noted:	Drawn By: Diane Bibber-Oden	
Date: 04/16/15	Revision: 10/24/15 10/28/15	11/30/15	
ELEVATIONS			
Drawing Number:			A - 4





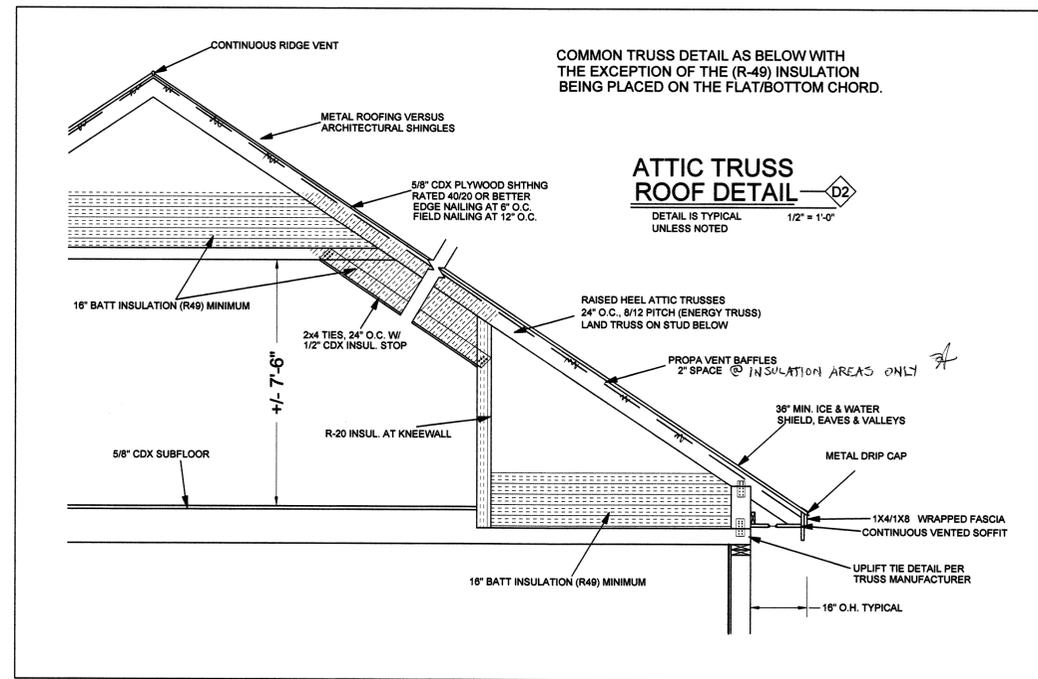
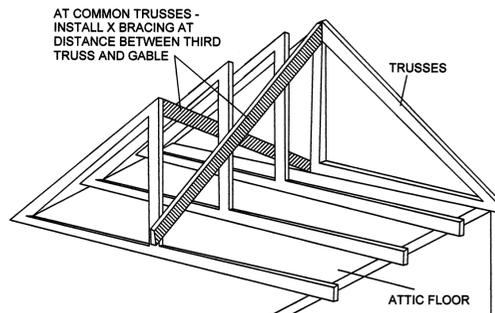
SECTION VIEW

1/4" = 1'-0" S2

TRUSS HORIZONTAL FORCE BRACING

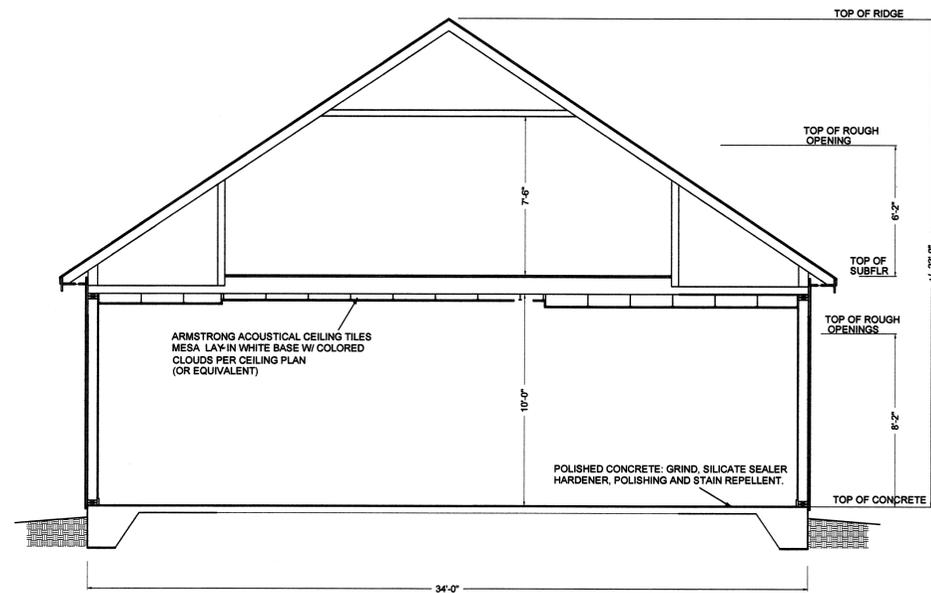
PLACE 2X4'S IN AN X PATTERN FROM THE TOP CENTER OF THE GABLE TO THE BOTTOM CENTER BRACE OF THE THIRD TRUSS IN, AND FROM THE BOTTOM CENTER OF THE GABLE TO THE TOP CENTER BRACE OF THE THIRD TRUSS. (SEE DRAWING BELOW) USE (2) 3", 14-ga WOOD SCREWS OR (2) 16p GALV. NAILS TO ATTACH THE 2X4'S TO THE GABLE AND TO EACH OF THE THREE TRUSSES.

ALL OTHER BRACING IS TO BE PER MANUFACTURER'S SPECIFICATIONS.



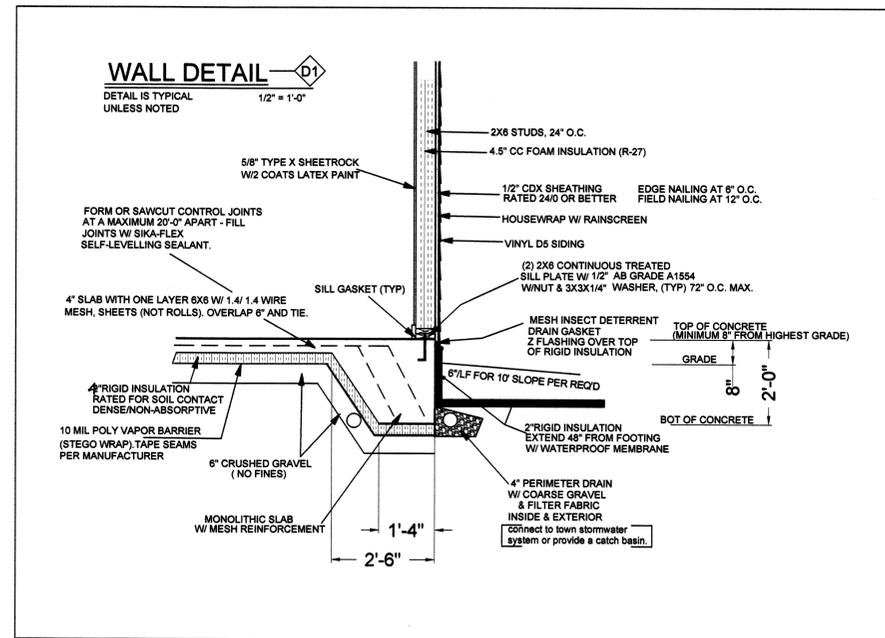
ATTIC TRUSS ROOF DETAIL

DETAIL IS TYPICAL UNLESS NOTED 1/2" = 1'-0"



SECTION VIEW

1/4" = 1'-0" S1



WALL DETAIL

DETAIL IS TYPICAL UNLESS NOTED 1/2" = 1'-0"

GENERAL ARCHITECTURAL NOTES:

1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

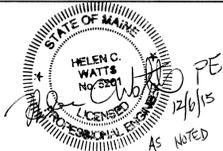
Customer Name: **THE GATHERING PLACE** UNION STREET, BRUNSWICK ME

Scale: **AS NOTED** Approved As Noted: **AS NOTED** Drawn By: **Diane Bibber-Oden**

Date: **04/16/15** Revision: **10/24/15 10/28/15 11/16/15 11/30/15**

SECTIONS AND DETAILS

Drawing Number: **D-1**



HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 666-3920
hcwatts@gwi.net http://helenwattsengeering07.tripod.com



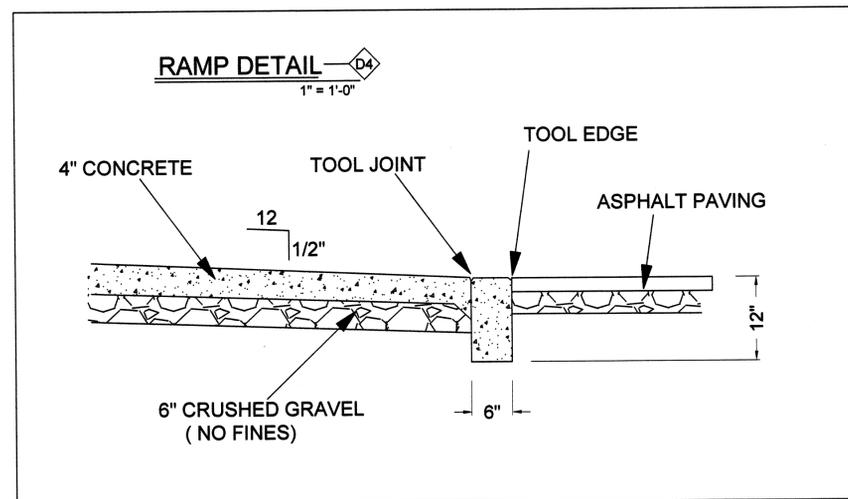
ALL SWINGING DOORS THAT SEPARATE HEATED FROM UNHEATED SPACE MUST HAVE:
A MAXIMUM U-FACTOR OF 0.70 AND A MINIMUM VT/SHGC RATIO OF 1.1.

EXTERIOR DOOR SCHEDULE	(A)	(B)
DOOR NO.	(A)	(B)
QUANTITY	1	2
DESCRIPTION	Exterior solid	Exterior 1-lite Custom grilles
SIZE	3'-0" x 6'-8"	6'-0" x 8'-0"
GLAZING	n/a	Low-E insul
HEADER		
REMARKS		Double operator

INTERIOR DOOR SCHEDULE	(C)	(D)
DOOR NO.	(C)	(D)
QUANTITY	6	2
DESCRIPTION	Moulded wood fiber Pre primed Solid core	Custom Built on site
SIZE	3'-0" x 6'-8"	site built x 4'-0"
HEADER		
REMARKS	4 Panel style	wp4 pine

All doors to have lever hardware
1008.1.7 Thresholds @ Accessible routes
Thresholds at doorways shall not exceed 3/4 inch (19.1 mm) in height above the finished floor or landing for sliding doors serving dwelling units or 1/2 inch (12.7 mm) above the finished floor or landing for other doors. Raised thresholds and floor level changes greater than 1/4 inch (6.4 mm) at doorways shall be beveled with a slope not greater than one unit vertical in two units horizontal (50-percent slope).

ALL SELF CLOSING DOOR HARDWARE WILL CONFORM TO ANSI A117.1. ANSI A156.4 PT4-C 50%. UL10C listed. OPENING & CLOSING CYCLE CONTROLLED HYDRAULICALLY All doors to have lever hardware



HEADER CALL OUT NOTATIONS

	(2) 2X8'S SPF
	(2) 2X10'S SPF
	(2) 1.75" X 9.25" 1.9E MICRO LAMS



TYPICAL HEADER W/ CC FOAM INSULATION BETWEEN

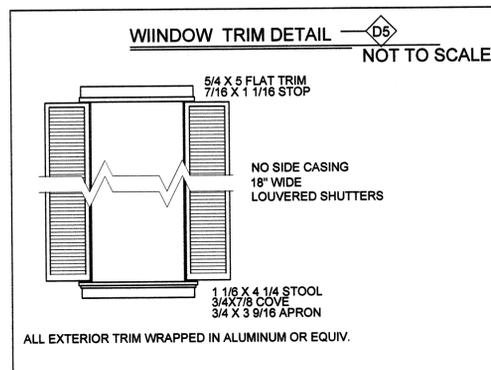
Provide thermal break frames.

2009 IBC 502.4.3 Sealing of the building envelope. Openings and penetrations in the building envelope shall be sealed with caulking materials or closed with gasketing systems compatible with the construction materials and location. Joints and seams shall be sealed in the same manner or taped or covered with a moisture vapor-permeable wrapping material. Sealing materials spanning joints between construction materials shall allow for expansion and contraction of the construction materials.

ALL WINDOW GLASS THAT SEPARATES HEATED FROM UNHEATED SPACE MUST HAVE:
A MAXIMUM U-FACTOR OF 0.35 AND A MINIMUM VT/SHGC RATIO OF 1.1.

WINDOW SCHEDULE	(1)	(2)	(3)	(4)	(5)
WINDOW NO.	(1)	(2)	(3)	(4)	(5)
QUANTITY	3 lavatories	1 attic	4 kitchenette/meeting	2 vestibule	7
DESCRIPTION	Awning GBG grilles Standard Hardware	CASEMENT GBG grilles Standard Hardware	CASEMENT GBG grilles Standard Hardware	Tilt Double hung GBG grilles Standard Hardware	Tilt Double hung GBG grilles Standard Hardware
SIZE	3'-0" x 2'-0"	3'-0" x 3'-0"	3'-0" x 4'-0"	3'-2" x 6'-0"	7'-6" x 4'-5"
GLAZING	Low-E w/ argon insul.	Low-E w/ argon insul.	Low-E w/ argon insul.	Low-E	Low-E w/ argon insul.
HEADER					
REMARKS		EGRESS	Mulled unit		Wide Muller unit

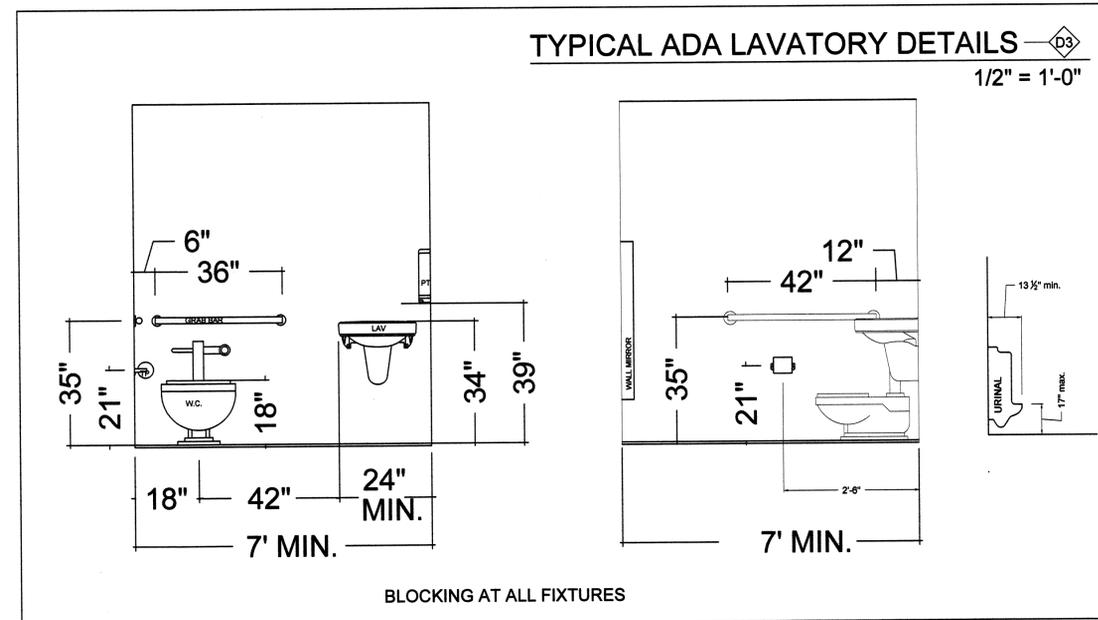
MARVIN ULTIMATE CLAD, MARVIN INTEGRITY, ALLSIDE 0301 PERFORMANCE SERIES, FIBERTEC COLD CLIMATE SERIES, PARADIGM FOAM FILLED FRAME, OR EQUIVALENT THERMAL PERFORMANCE.



ALL CONSTRUCTION TO MEET OR EXCEED MUBEC AND ALL PERTINENT CODE REQUIREMENTS

TYPICAL ADA LAVATORY DETAILS

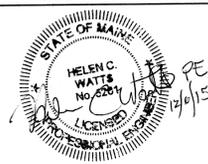
1/2" = 1'-0"



GENERAL ARCHITECTURAL NOTES:

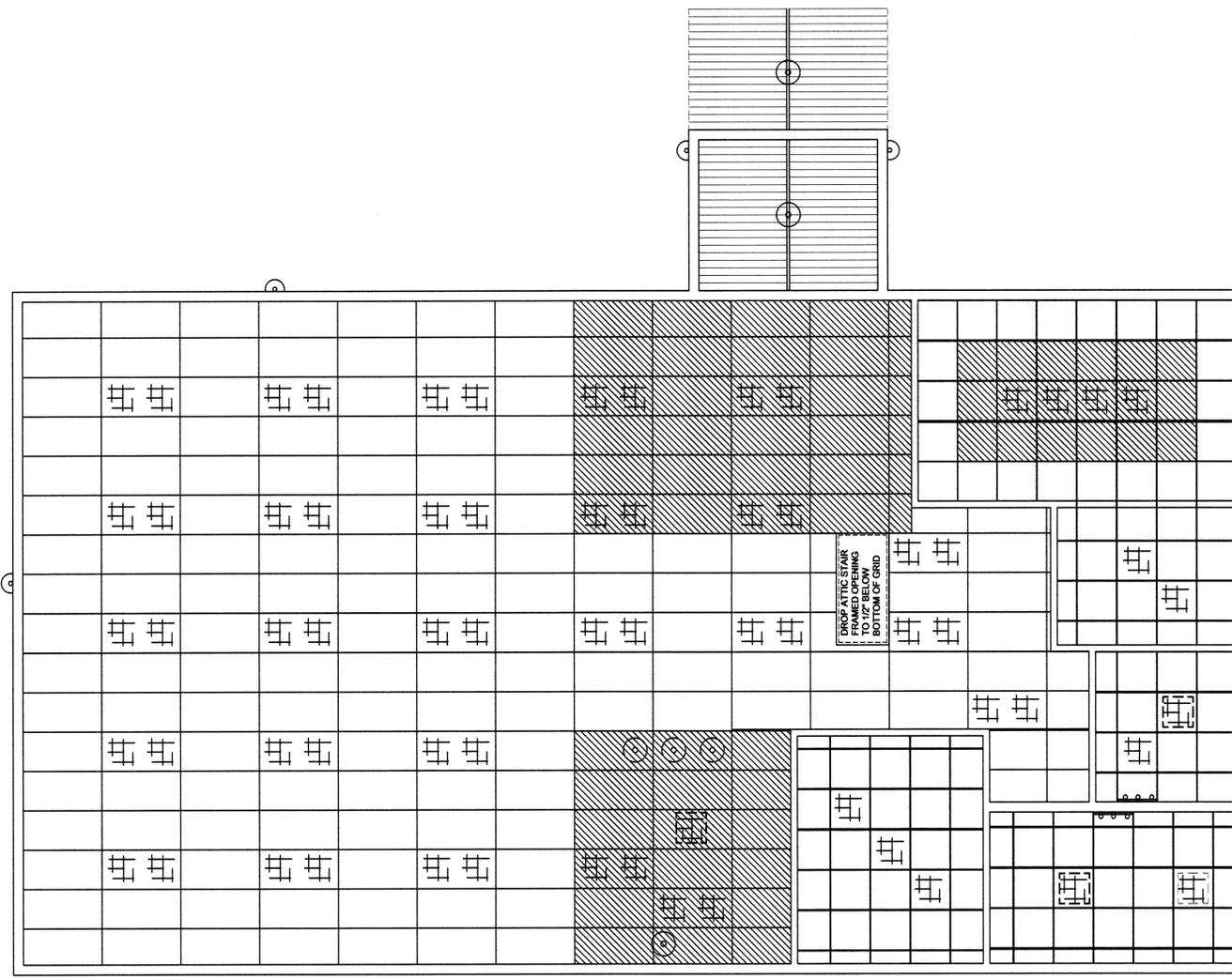
- ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
- ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
- UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
- ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

Customer Name:	THE GATHERING PLACE				
Scale:	AS NOTED	Approved As Noted:	Drawn By: Diane Bibber-Oden		
Date:	04/16/15	Revision:	10/24/15	10/28/15	11/16/15 11/30/15
SCHEDULES AND DETAILS					
					Drawing Number: D - 2



HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 666-3920
hcwatts@gwi.net http://helenwattsenengineering07.tripod.com





LEGEND

	24 x 24 x 3/4 IN Beveled Tegal Acoustical Panel
	24 x 48 x 3/4 IN Beveled Tegal Acoustical Panel
	custom shaped x 3/4 IN Beveled Tegal Acoustical Panel (color)
	2x2 LED Light fixture
	2x2 LED light fixture w/ exterior venting ceiling tile fan
	2x4 LED light fixture Bank in sets of 5
	1x5 bead board pine
	pendant mounted LED
	wall mounted LED w/ motion sensor
	wall mounted LED multi-fixture

Electrical components, equipment and systems shall be designed and constructed in accordance with the provisions of NFPA 70.

the installation of all wire, boxes, devices, luminaries and other electrical equipment shall be in strict accordance with the national electric code local jurisdictional requirements, and manufacturers instructions.

the electrical contractor shall provide temporary power and if necessary temporary lighting, for the use of all trades on the job site.

the electrical contractor shall provide and pay for any permits that may be required by the town building inspectors office. the electrical contractor shall successfully obtain any and all required inspections.

all service equipment, distribution panels, and disconnect switches shall be manufactured by the same company. all equipment shall be new.

all service equipment, distribution panels, and disconnect switches shall be manufactured by the same company. all equipment shall be new.

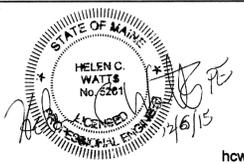
all kitchen or bathroom appliances shall be supplied and installed by the general contractor. whips, pigtaills or cord needed to connect the appliances to the electrical system shall be provided and installed by the electrical contractor.

all luminaries, trims and associated hardware shall be provided and installed by the electrical contractor.

all wiring devices are to be supplied and installed by the electrical contractor.

all devices and equipment to be of mid-grade quality and approved by the owner prior to installation.

REFLECTED CEILING PLAN
1/4" = 1'-0"



HELEN C. WATTS, PE, SECB
HELEN WATTS ENGINEERING PLLC
455 LITCHFIELD ROAD
BOWDOIN, ME 04287
(207) 522-9366 ; fax (207) 666-3920
hcwatts@gwi.net http://helenwattsengeering07.tripod.com

GENERAL ARCHITECTURAL NOTES:

1. ALL WORK IS TO MEET OR EXCEED ALL PERTINENT FEDERAL, STATE & LOCAL CODES.
2. ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD, AND ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNER FOR RESOLUTION PRIOR TO CONSTRUCTION.
3. UNLESS OTHERWISE NOTED, DETAILS SHOWN ARE TO BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS.
4. ANY CHANGES OR MODIFICATIONS TO THESE PLANS MUST BE APPROVED IN WRITING BY THE OWNERS & CONTRACTOR PRIOR TO CONSTRUCTION.

Customer Name:	THE GATHERING PLACE UNION STREET, BRUNSWICK me		
Scale:	1/4" = 1'-0"	Approved As Noted:	Drawn By: Diane Bibber-Oden
Date:	04/16/15	Revision:	10/24/15 10/28/15 11/16/15 11/30/15
REFLECTED CEILING PLAN			
Drawing Number:			D - 3



Parking Analysis
The Gathering Place
Brunswick, Maine

The proposed Gathering Place building is a 2,175 square foot single floor building to replace an existing building located on leased land that comprises the rear of Map U-16, Lot 91. The proposed building will be located adjacent to and behind the 2,950 square foot Church of the Seventh-Day Adventist (the "Church") building located at the front of Lot 91 facing Union Street. The total square footage of the buildings on Lot 91 is 5,125 square feet. The Gathering Place is generally in use weekdays from 8AM through 3PM, and the Church building is used intermittently except for Wednesday when it is used all day as a clothing bank. This use pattern is consistent with current practices which have been in place for a number of years. In other words, The Gathering Place will merely move its activities from the Church's front building to the rear of Lot 91. Parking for the combined activities of the Church and The Gathering Place has historically been adequate and is not anticipated to change.

A shared parking agreement dated February 1, 2003 between Weedco (U 16, Lot 86), the Church (U 16, Lot 91), and the Mid Coast Hunger Prevention Program (U 16, Lot 90) benefits these lots. A copy of that agreement is on file with and approved by the Brunswick Planning Office as of April 10, 2003. Under the agreement, each party has a number of designated parking spaces, with the Church having 11 spaces. The agreement allows for use of most of the parking spaces on these three tax lots by any party during the day. Parking under this agreement has operated smoothly for many years, with The Gathering Place as a part of the Church lot participating in this operation since 2011. The fact that The Gathering Place is moving its existing activities from one building on the Church lot to the back of that lot will not change the parking needs or activity. The Church lot and the Mid Coast Hunger Prevention Program have worked together successfully for years on use of their respective lots.

The Gathering Place has one supervisor and one volunteer present at all times of operation. Other volunteers are present at various times depending upon the need. Volunteers and supervisors typically carpool and park at the Church building or in the neighborhood. It is not unusual to have 3 parking spaces occupied by The Gathering Place during its operations. The Church usually has up to 8 volunteers on site when the clothing bank is open, usually on Wednesdays. Because those volunteers typically carpool, only 6 spaces are normally used. It is unusual for the Church and The Gathering Place together to use the Church's 11 spaces all day long under the joint parking agreement.

Public parking is available in the lot located on the west side of Union Street northeast of the Town Office. Additional public parking is located in the lot located on the north side of Station Avenue north of the Town Office. These lots are 440 feet and 375 feet respectively by foot to the Church lot. The Brunswick Explorer bus stop in front of the Hannaford Grocery Store is 575 feet by foot from the Church lot. All of the pedestrian passage from these locations is on level sidewalks in good condition.

Section 512 of the Town Ordinance sets out the requirements for parking and Section 512.2.A in particular governs this project. The Gathering Place provides service to homeless and economically disadvantaged people, most of whom do not drive to the Church lot or the Mid Coast Hunger Prevention Program lot, the two lots functioning as a campus for their similar and complementary day center activities. Since this clientele group does not typically drive, The Gathering Place activities do not seem to fit easily into the parking criteria of 512.2.A Provisional Parking Standards. It appears that Section 512.A.6 would apply best, being uses “appropriate to the circumstances”, i.e., pedestrian traffic.

If one were to literally apply Section 512.2.A.5 covering places of assembly to the Church lot (the Church and The Gathering Place combined uses of Lot 91), the parking requirements would be 13 spaces. The Brunswick ordinance assumes vehicular uses, as do many municipal ordinances. However, most Gathering Place guests do not own or drive cars. There is demonstrated adequate parking on site. There is nearby parking and available public transportation.

Accordingly, The Gathering Place suggests that Section 512.2.A.5 should not be strictly applied. The ordinance makes allowance for other approaches to parking, such as Section 512.2.B covering shared parking where individuals use multiple parcels (in this case the Church lot and the Mid Coast Hunger Prevention lot). And under Planning Board proceedings, the Town can consider shared parking under Section 512.6.A. Viewed as a whole, these sections support our belief that the 11 Church spaces in the joint parking agreement, the allowed use of other spaces under that agreement, and nearby community parking are adequate to support the existing number of parking spaces.

Julie Erdman

From: Jared Woolston
Sent: Monday, February 29, 2016 10:36 AM
To: 'd baer'
Cc: Hope Hilton; Edward Bradley
Subject: RE: The Gathering Place: Water and sewer utilities

Dana: Thanks for following up to our conversation last Friday. I will include this new information in your client's draft findings of fact for the Minor Development Review. Please email the sewer connection permit for the record as soon as practicable.

Jared Woolston
Planner
Town of Brunswick
85 Union Street
Brunswick, ME 04011

(207) 725-6660, ext. 4022 (v)
(207) 725-6663 (f)
jwoolston@brunswickme.org
www.brunswickme.org

-----Original Message-----

From: d baer [<mailto:baerdana@msn.com>]
Sent: Monday, February 29, 2016 10:18 AM
To: Jared Woolston
Cc: Hope Hilton; Edward Bradley
Subject: The Gathering Place: Water and sewer utilities

Jared,

This is in response to your question about the pending water and sewer service connections to the Gathering Place building.

We have the sewer connection permit in hand.

We have discussed the water service with the Brunswick and Topsham Water District (B&TWD). The building we plan to demolish and the church building currently occupied by the clothing bank share a common water service line. That service line runs from a private 2-inch "main" not owned by the B&TWD. Discussions are currently underway between the Seventh Day Adventist Church and the Gathering Place about continuing with a joint service or separateing the service.

If we continue with a shared service, the B&TWD has indicated we can do this without their involvement by simply re-connecting the new building to the existing service line. If we separate the services, we will need to run a new service line or lines from the B&TWD main on the west side of Union Street. To do that we will need the connection permit from them and the appropriate permits from the Town. In either case the B&TWD will require an inspection prior to connection.

On Wednesday afternoon March 2 the executive committee of the Gathering Place has a meeting scheduled and the issue of separating the services is on the agenda. Pending that decision, I will prepare the appropriate applications with the B&TWD and confirm that with you.

Dana Baer
The Gathering Place
207-319-4992

Julie Erdman

From: Hope Hilton <hope.hilton@gmail.com>
Sent: Friday, February 19, 2016 9:57 AM
To: Jared Woolston; baerdana@msn.com
Cc: Anna Breinich
Subject: Re: FW: The Gathering Place

Jared: Dana is away until sometime tomorrow, hence my reply. We don't have a problem with the bicycle rack and can include it in our application in a location to be determined by Dana who is doing all the site work. Will this statement suffice until Dana returns and can address a specific location? I would prefer not to hold up the project.

Thank you all for your review and assistance on this project.

Hope

On 2/19/2016 8:47 AM, Jared Woolston wrote:

> Hope and Dana: The Brunswick Bicycle and Pedestrian Advisory Committee (BBPAC) reviewed The Gathering Place's minor development review proposal (Case #16-002) at their meeting last night. Please find the review correspondence from co-chair, Will Wilkoff on behalf of the BBPAC.

>

> Please respond accordingly to me as soon as practicable, and if necessary, I will coordinate a response to the BBPAC. I am in the office today if you want to call with questions.

>

> Jared Woolston

> Planner

> Town of Brunswick

> 85 Union Street

> Brunswick, ME 04011

>

> (207) 725-6660, ext. 4022 (v)

> (207) 725-6663 (f)

> jwoolston@brunswickme.org

> www.brunswickme.org

>

>

> -----Original Message-----

> From: William Wilkoff [<mailto:wwilkoff@zwi.net>]

> Sent: Friday, February 19, 2016 10:48 AM

> To: Jared Woolston

> Cc: Rich Cromwell; John Blood; Kathy Wilson; Steve Cohen; Ben Walsh

> Subject: The Gathering Place

>

> At our meeting Thursday February 18, 2016 the Brunswick Bicycle and Pedestrian Advisory Committee reviewed the site plan of the proposed The Gathering Place project. It was the unanimous conclusion of the members present that project should include a small bicycle rack that could accommodate two or three bicycles. While it may be that the current client population does not include regular bicycle riders there are several factors that must be considered. First is the employees and volunteers of the facility. Were I to decide to volunteer where would I park my bicycle? Would I lean it against the building? Or risk damaging the shrubbery by leaning it against a bush? The number of community members who bicycle to commute and shop short distances is growing and must be kept in mind.

> Second, the population served by the Gathering Place is one that could benefit from the option of a low cost transportation a bicycle offers. It may be that at some time in the future the facility considers a bicycle sharing

arrangement in which recycled bicycles are made available to the clients. Finally, if the modest cost of providing a small bicycle rack challenges the projects budget, members of our Committee would be happy to suggest a variety of low cost or no cost options for obtaining the rack.

>

> Thank you for your consideration,

>

> Will Wilkoff

>

> Co-chair Brunswick Bicycle and Pedestrian Advisory Committee

--

hope hilton, esq.

p.o. box 239 harpswell me 04079-0239

207.833.6196

Julie Erdman

From: d baer <baerdana@msn.com>
Sent: Wednesday, February 24, 2016 6:40 PM
To: Jared Woolston
Cc: Edward Bradley; hope.hilton@gmail.com
Subject: The Gathering Place - Case : Parking analysis and bike rack detail
Attachments: TGP Parking Analysis 02-24-16.pdf; Bike rack submittal.pdf

Jared,

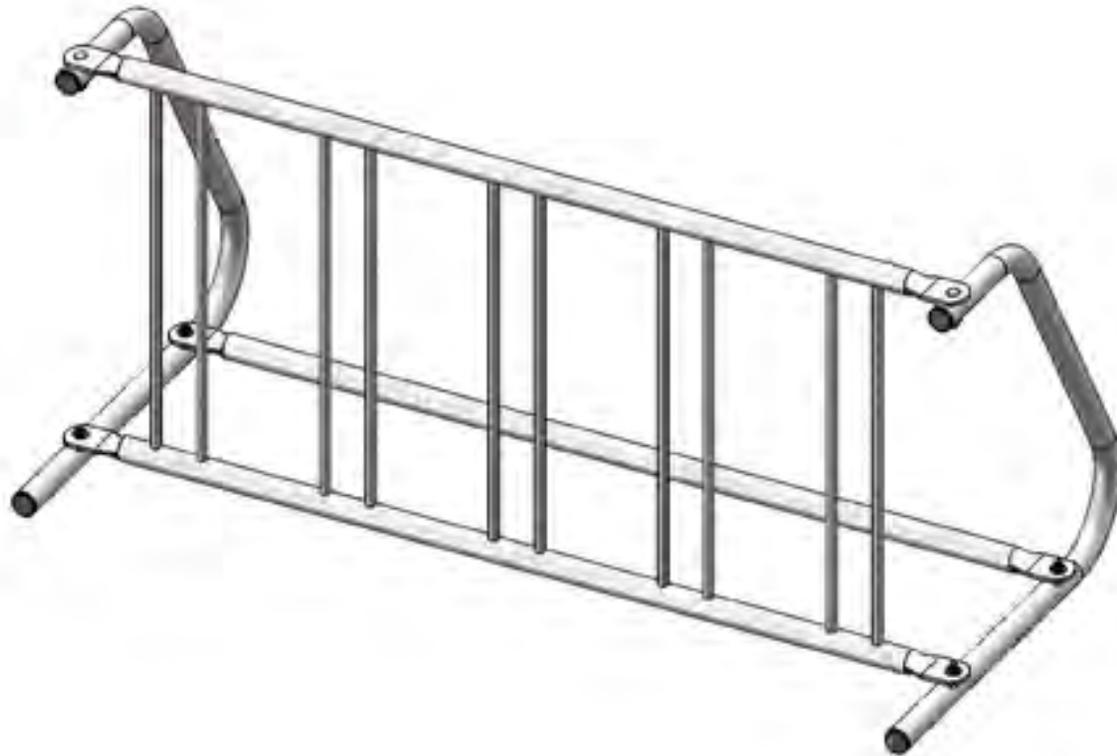
Attached is the parking analysis for the proposed project and a detail sheet of the bike rack we are proposing. If we can find a better deal on the rack we will do so but this is the type of hardware we propose.

Hope Hilton and I will be at the staff review meeting on Wednesday March 2 at 10A. See you then. Thank you for everything to date.

Dana Baer
The Gathering Place
207-319-4992

thepark

AND FACILITIES
C A T A L O G



5-Bike Single-Sided Grid Bike Rack

tem #: 398-6033

WARRANTY & TERMS

WARRANTY: 5 Year Limited Warranty on Thermoplastic coated elements. The Park Catalog guarantees all items for one full year to be free of defects in workmanship or materials when installed and maintained properly. We agree to repair or replace any items determined to be defective. Items specifically not covered by this warranty include vandalism, man made or natural disasters, lack of maintenance, normal weathering or wear and tear due to public abuse.

Damages or loss in transit is the responsibility of the carrier, whether visible or concealed. It is the responsibility of the recipient to assure that the order is received complete. Before signing the delivery receipt, inspect the shipment immediately and completely. Note any damages or shortages on the bill of lading. Damage reports must be filed within 10 days. The Park Catalog is NOT responsible for damages or loss in transit. Title to all goods passes to the customer at the time of shipment. The Park Catalog will assist in filing claims if the freight arrangements were made by The Park Catalog at your request.

CANCELLATIONS AND RETURNS: Cancellations are only accepted with approval of The Park Catalog. No merchandise shall be returned without a Return Goods Authorization number which is issued by customer service. Any authorized merchandise must be carefully packed and received in saleable condition. A restocking charge of up to 25% will be applied to all returned goods when the error is not the fault of The Park Catalog. All returns must be shipped freight prepaid.

PRODUCT SPECIFICATIONS

Grid Single-Sided Bike Rack

Overall dimensions shall be 30-1/2" high X 29-1/4" deep X 63-3/4" wide. Horizontal framework shall be 1-5/8" O.D. steel pipe. End frames shall be 1-5/8" O.D. galvanized steel pipe bent on a 5" centerline radius. Rung bars shall be 1/2" steel bars spaced to hold 5 bikes. Galvanized rain caps shall cover all open pipe ends.

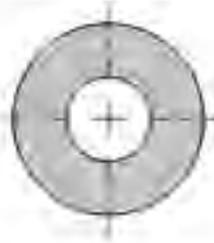
SAFETY WARNINGS & EQUIPMENT INSPECTION

- Owners and installers please note these safety warnings and make use of this checklist on a regular basis.
 - Follow installation instructions when erecting equipment.
 - Ground surfaces around equipment should be restored as needed. Concrete footings should never be exposed. Surface depth should comply with ASTM and CPSC specifications.
 - Check for and repair damage caused by wear or vandalism, a major factor in injury causing situations.
 - All protruding bolts should be covered or cut off and finished smooth. Sharp edges on pipes should be capped or removed. Check for bent, broken, or severely worn pipe, and replace.
 - All equipment should be free of rust and repainted whenever necessary to deter rusting.
 - We provide our customers with layout sheets and installation instructions. Please keep on file the specifications sheet that contains the listing of every part used.
 - Never add components not intended for use with this product.
 - Regular maintenance is necessary in this and all park and recreational equipment to insure the safety of the user.
 - Note: Proper maintenance of equipment requires regular tightening of all bolts, nuts, and setscrews.
 - Note: Regular checking of all parts, castings, etc. should be made. If a part is broken or worn, it should be replaced immediately.
 - Check to be sure all fittings are tight and that bars and pipes do not move.
 - Replace all worn S-hooks. S-hooks must be completely closed. Failure to close S-hooks can result in serious injury to the user. NEVER reuse S-hooks.
 - Test for free movement of swing hanger and other moving attached parts.
 - Check for worn chains and replace them.
 - A soft resilient surface should be placed under all swings extending at least twice the height of the top rail both front and back.
-

HARDWARE



3/8" x 2-1/2"
Carriage Bolt



3/8" Washer



3/8" Kep Nut

TOOLS REQUIRED



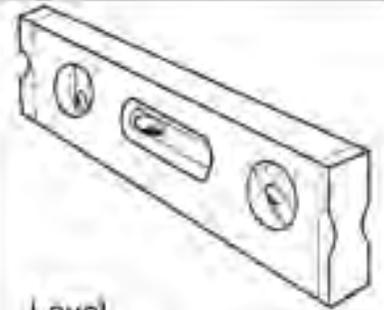
11/16" Wrench



11/16" Socket Wrench

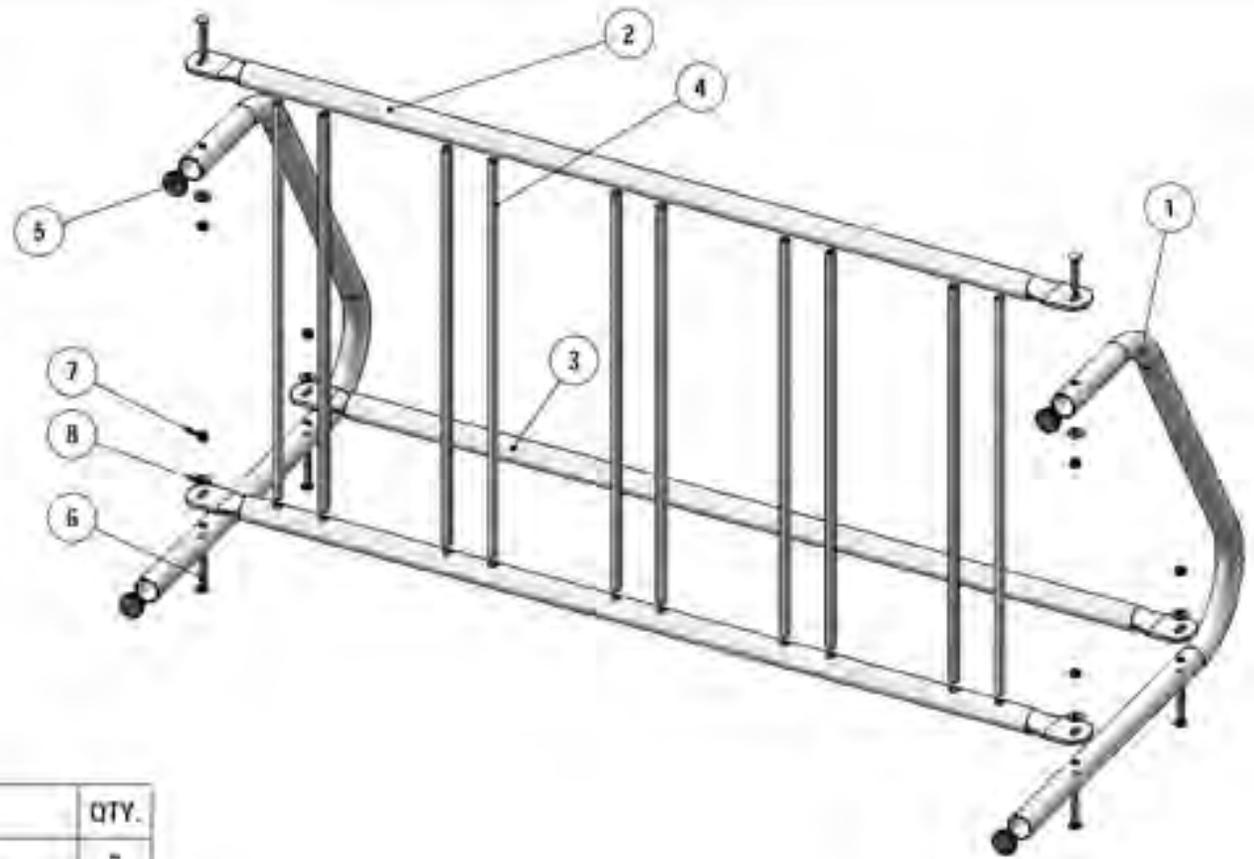


Tape Measure



Level

COMPONENTS



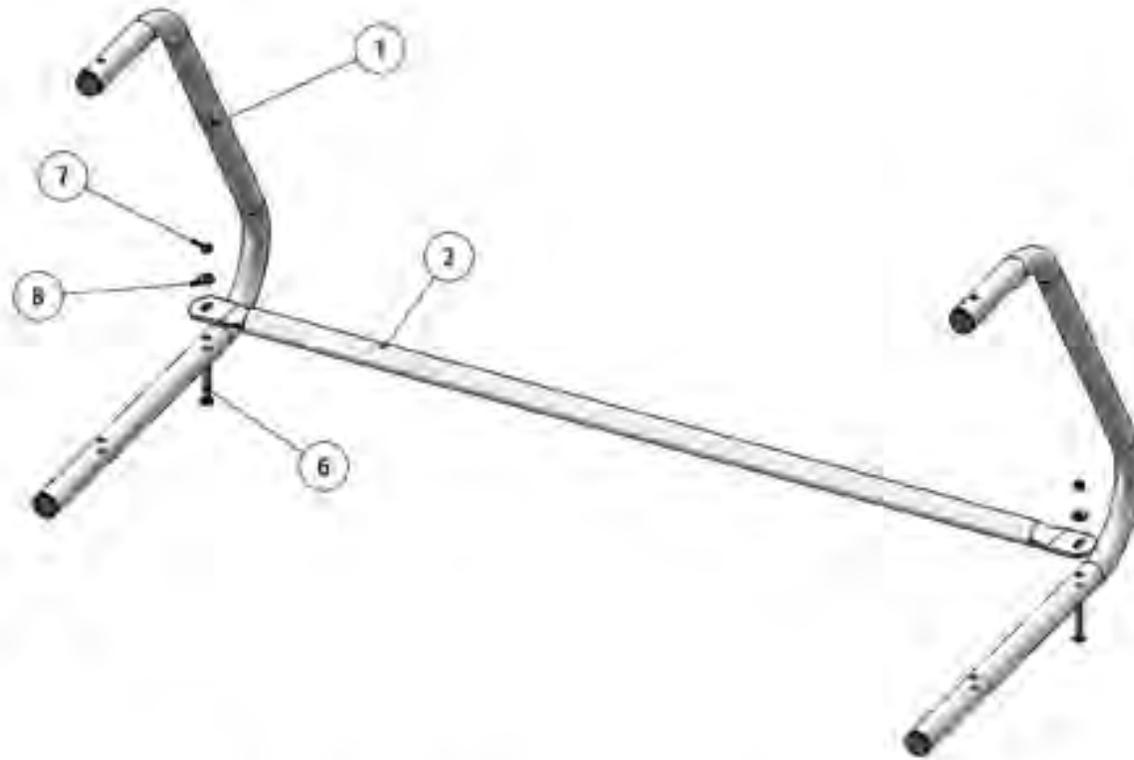
Part No.	DESCRIPTION	QTY.
01-02-0121	Grid rack single side frame	2
01-02-0129	5' grid rack support bar-SS	2
01-02-0127	5' grid rack side bar	1
01-02-0001	Standard Rung Bar	10
33-08-0004	1-5/8" 14-18 ga. round ribbed insert	4
33-06-0013	3/8" x 2 1-2" Carriage Bolt (Zinc)	6
33-03-0013	3/8" Kep Nut (SS)	6
33-02-0002	3/8" Zinc Plated Washer	6

STEP 1



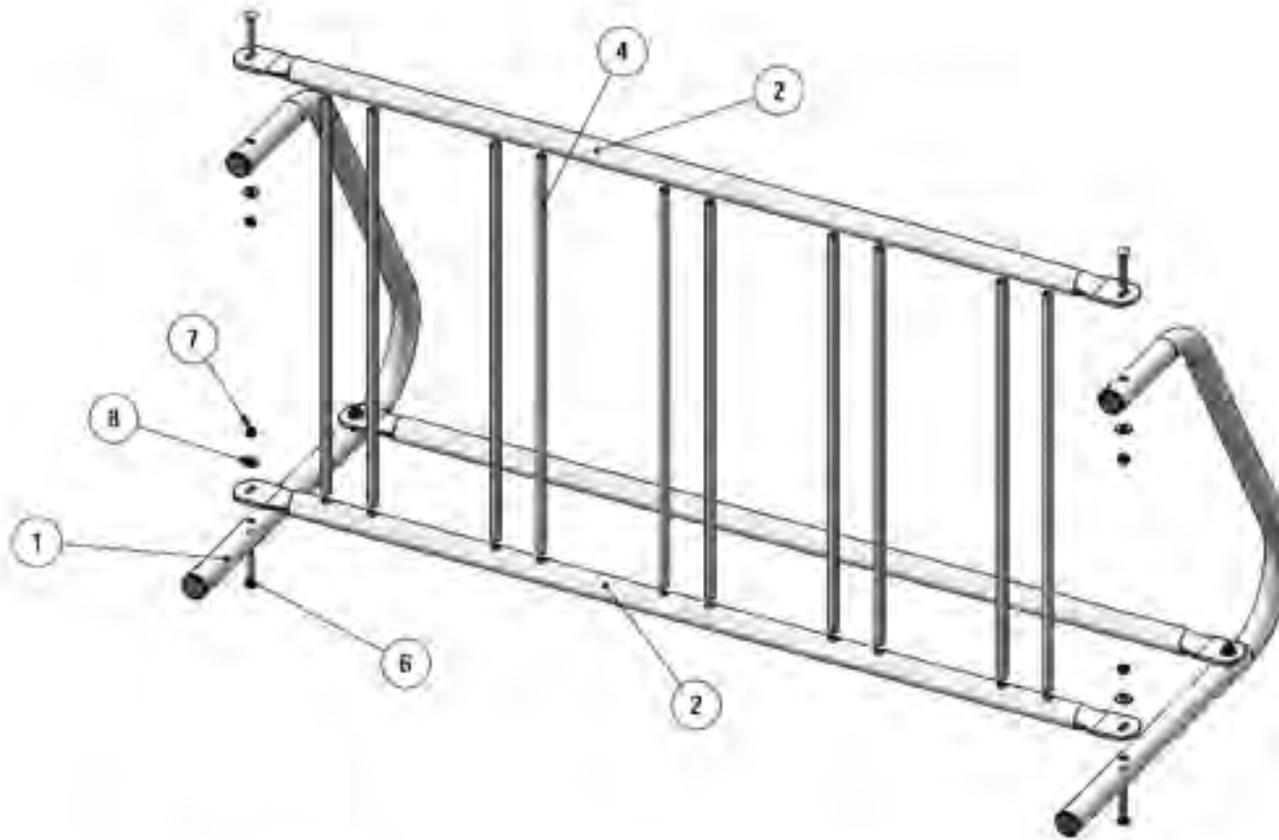
Attach the Cap Inserts to the Grid Rack Frame as shown.

STEP 2



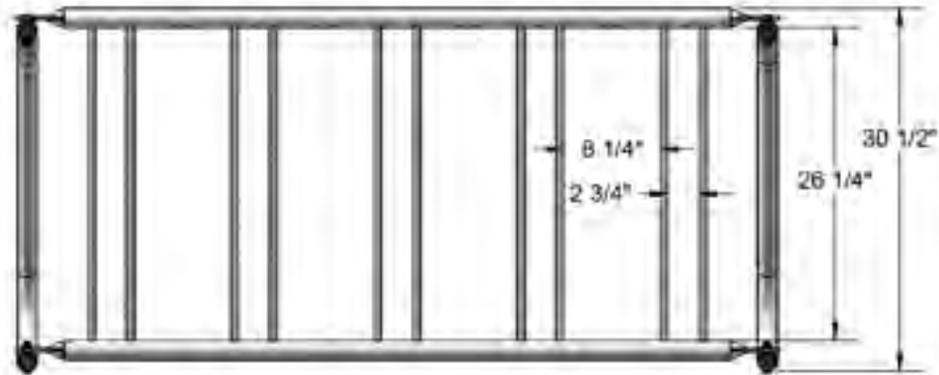
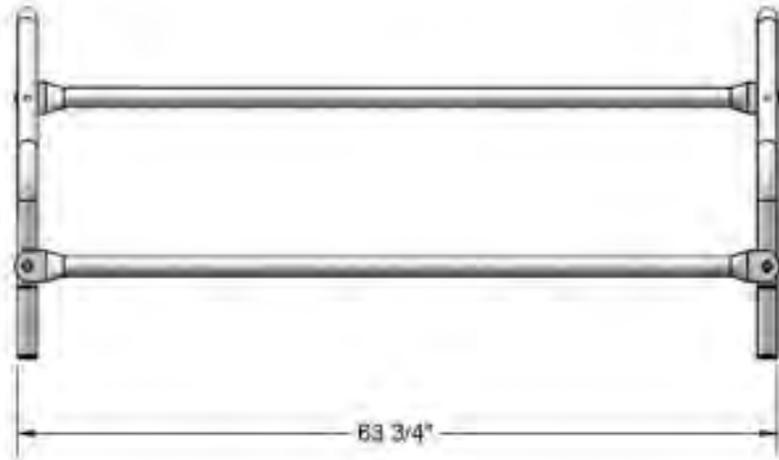
Attach the Grid Rack Side Bar to the Grid Rack Frame using specified hardware.

STEP 3



Attach the upper Grid Rack Support Bar to the Grid Rack Frame using specified hardware. Then insert Standard rung bars into holes. Next attach the upper Grid Rack Support Bar to the Grid Rack Frame using specified hardware.

OVERALL DIMENSIONS



MINOR DEVELOPMENT REVIEW MEMORANDUM
Town of Brunswick
Department of Planning and Development

DATE: February 16, 2016

TO: Dana Baer and Hope Hilton, The Gathering Place

FROM: Jared Woolston, Brunswick Planner

SUBJECT: Finding of Preliminary Completeness for The Gathering Place, Case #16-002

The pending Minor Development Review application for The Gathering Place (TGP) is referenced by the Town of Brunswick's Planning and Development Office as Case #16-002. The application was received on February 10, 2016, and was determined to be complete in accordance with Section 405 of the Zoning Ordinance on February 16, 2016.

The application includes a request for a waiver from the required *Class A high intensity soil survey*, and associated justification within item, "2" in correspondence dated February 10, 2016 between Dana Baer and Hope Hilton, and Jared Woolston. The requested waiver will be recommended for acceptance by the Staff Review Committee (SRC) pursuant to Brunswick's Zoning Ordinance at Section 410.1(C).

Please provide ten (10) copies of the application by Monday, February 15, 2016. At least three (3) sets of final plans must be submitted to a standard engineering scale at a size not to exceed 24"x36". Reduced size plans may accompany the required copies of the application provided the plans remain legible. Reduced size plans are typically provided at an 11"x17" size.

The SRC is scheduled to review and take action on this proposal on Wednesday, March 2, 2016 at 10:00 AM in Room 206 of the Brunswick Town Hall (85 Union Street, Brunswick, Maine 04011).

This proposal may be reviewed by representatives of Brunswick's Bicycle and Pedestrian Advisory Committee (BBPAC) prior to the SRC meeting date. Please contact me with any questions or comments you may have by phone at (207) 725-6660 x4022 or by email at jwoolston@brunswickme.org.