



TOWN OF BRUNSWICK

PLANNING BOARD

85 UNION STREET, BRUNSWICK, ME 04011

**PLANNING BOARD
AGENDA
BRUNSWICK TOWN HALL
85 UNION STREET
COUNCIL CHAMBERS
TUESDAY, JUNE 14, 2016; 7:00 P.M.**

1. **Case #16-019 Maine Street Station Site Plan Approval Extension:** The Planning Board will review and take action on a **Site Plan Approval Extension** request submitted by authorized representatives, Sitelines, PA, for JHR Development of Maine, LLC for Maine Street Station which was approved on June 24, 2008 and two-year extension approvals on April 27, 2010, May 22, 2012 and May 13, 2014, respectively. The most recent approval is scheduled to expire on June 24, 2016. The remaining two (2) recorded lots are located at 16 Noble Street (building lot 5) and the corner of Station Avenue and Union Street (building lot 6) within the **Town Center 1 (TC1) Zoning District, (Map U16, Lots 105 and 106).**
2. **Presentation by the Zoning Ordinance Rewrite Committee of the draft Zoning Ordinance for Planning Board review**
3. **Other Business**
4. **Approval of Minutes**

This agenda is mailed to owners of property within 200 feet of proposed development sites. Please call the Brunswick Department of Planning and Development (725-6660) with questions or comments. Individuals needing auxiliary aids for effective communications please call 725-6659 or TDD 725-5521.

This meeting will be televised.



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

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

ANNA M. BREINICH, FAICP
DIRECTOR OF PLANNING & DEVELOPMENT

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

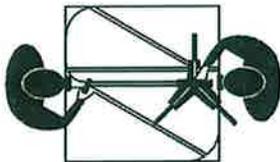
June 7, 2016

To: Brunswick Planning Board
From: Anna Breinich, FAICP
Subject: Request for Site Plan Approval Extension: Maine Street Station (formerly Map U16, Lots 1, 1A, 15, 19, and 21; remaining lots Map U16, Lots 105 and 106)

A request has been made by the applicant, JHR Development of Maine, Inc., for a site plan approval extension for Maine Street Station, now known as Brunswick Station. The final plan was originally approved by the Planning Board on June 24, 2008, further amended by a minor modification approved by staff on June 15, 2011.

By Section 407.4.B. of the Brunswick Zoning Ordinance, a site plan approval extension may be requested of the Planning Board for an additional two years. Three previous site plan extensions were granted by Planning Board on April 27, 2010, May 22, 2012 and May 13, 2014. The last extension approval will expire on June 24, 2016, unless extended a fourth time by the Board. As you may know, six new structures were approved for construction for a total of approximately 120, 650 square feet. To date, four buildings have been constructed, and the amendment mentioned above allowed a temporary parking lot expansion on Lot 6 to provide additional parking for Building 4. As market conditions improve, it is the intent of the developer to complete the project and respectfully requests the two-year extension for that purpose.

Staff supports the request for the site plan extension and will be available for questions at your meeting.



May 17, 2016

1646-7

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

**Re: Request for Site Plan Approval Extension
Major Development Review Approval
Maine Street Station, Brunswick, ME
Tax Map U16, Lots 1, 1A, 15, 19, and 21**

Dear Jared:

On behalf of JHR Development of Maine, this letter serves as a request for site plan approval extension for Maine Street Station project in Brunswick, ME. This project was a joint effort with the Town of Brunswick for the redevelopment of the Maine Street Station parcel with multiple buildings and uses. This project previously received final approval from the Planning Board on June 24, 2008 and two-year extension of the approvals on April 27, 2010 and May 13, 2014, which would expire on June 24, 2016. Per Section 407.4, A, a two-year extension is allowed and is respectfully requested.

This project approval involved the construction of six buildings with a total of approximately 120,650 sq. ft. To date, four of the buildings have been constructed and an amendment was granted to allow a parking lot expansion on Lot 6 to provide parking for Building 4. JHR Development fully intends to complete build out of the project. However, additional time is necessary to complete the remaining buildings and another two-year extension to the approval is necessary to pursue these efforts.

We trust that this information is adequate to warrant granting the site plan approval extension as requested. This request is forwarded with the intention of being heard at the Tuesday, June 7, 2016 Planning Board meeting and we look forward to the opportunity to meet with the Board. If you have any questions or require additional information, please do not hesitate to call. Thank you for your assistance with this project.

Very truly yours,

Curtis V. Neufeld, P.E.
Vice President

Enclosure

SITELINES

ENGINEERS • PLANNERS • SURVEYORS • LANDSCAPE ARCHITECTS

8 Cumberland Street • Brunswick, ME 04011 • TEL 207 725-1200 • FAX 207-725-1114 • www.sitelinespa.com

Case #: 08-021

Plan Extension

**FINAL PLAN REAPPROVAL
APPLICATION**

1. Project Applicant:

Name: JHR Development of Maine, LLC
Address: 40 South Street, Suite 305
Marblehead, MA 01945
Phone Number: 721-631-5015

2. Project Property Owner:

Name: Same
Address: _____
Phone Number: _____

3. Authorized Representative: (If Different Than Applicant)

Name: Sitelines PA (Attn: Curtis Neufeld, PE)
Address: 8 Cumberland Street
Brunswick, Maine 04011
Phone Number: 207-725-1200

4. Physical Location of Property Being Affected:

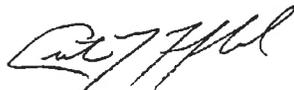
Address: Station Ave, Brunswick, Maine 04011

5. Tax Assessor's Map # U16 Lot # 1, 1A, 15, 19 & 21 of subject property.

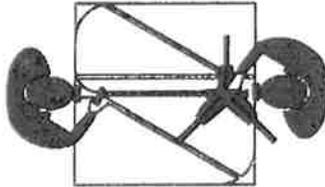
6. Underlying Zoning District Town Center/Maine S

*16 Noble St.
Map U16, lot 105
Map U16, Lot 106
O Station Ave.*

Applicant's
Signature _____



Digitally signed by Curtis Y. Neufeld
DN: cn=Curtis Y. Neufeld, o=Sitelines PA, ou,
email=cneufeld@sitelinespa.com, c=US
Date: 2016.05.17 15:53:12 -04'00'



April 29, 2016

1646.01-7

Mr. Hilary Rocket
JHR Development of Maine, LLC
40 South Street, Suite 305
Marblehead, MA 01945
<via email>

**Re: Designation of Agent Authorization
Major Development Review Approval
Maine Street Station, Brunswick, ME
Tax Map U16, Lots 1, 1A, 15, 19, and 21**

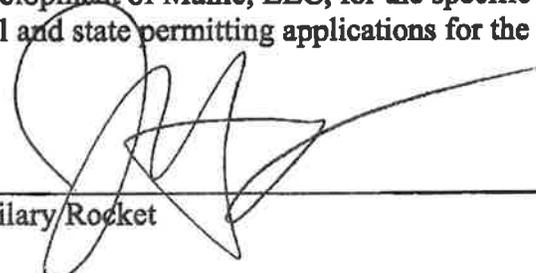
Dear Hilary:

As required by various approval agencies, please indicate by signing below that Sitelines, PA is authorized to act as agent for JHR Development of Maine, LLC, for the specific purpose of preparation and submission of local and state permitting applications on your behalf for approval of the Maine Street Station development in Brunswick, Maine.

Sincerely,

Curtis Y. Neufeld, P.E.
Vice President

The undersigned hereby gives Sitelines, PA the authority to act as agent for JHR Development of Maine, LLC, for the specific purpose of preparation and submission of local and state permitting applications for the project specifically identified above.



J. Hilary Rocket

5-2-16
Date

**BRUNSWICK PLANNING BOARD
MEETING MINUTES
JANUARY 12, 2016**

MEMBERS PRESENT: Chair Charlie Frizzle, Vice Chair Margaret Wilson, Bill Dana, Jeremy Evans, and Richard Visser

STAFF PRESENT: Director of Planning and Development, Anna Breinich; Town Planner, Jared Woolston

A meeting of the Brunswick Planning Board was held on Tuesday, January 12, 2016, in Town Council Chambers, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

~~**1. Case # 15-050, Miller Point Plan Amendment:** The Planning Board will review and take action on a Final Plan Major Development Review application (originally approved March 9, 1999, submitted by Nancy P. and Robert C. King, Jr.), to revise setback and consolidate development areas in the Coastal Protection 1 (CP1) Zoning District and the Natural Resource Protection Overlay Zone (NRPZ) (Map 31, Lot 29).~~

~~Item removed on 1.6.16.~~

2. Case #15-051, Wildberry Lane (Nadeau) Subdivision Amendment: The Planning Board will review and take action on a Final Plan Major Development Review application to revise the Declaration of Restrictions For Wildberry Lane Subdivision to allow five (5) horses on Lot #2 and Common Area #2 rather than two (2) horses as currently allowed. The project site is located in the Coastal Protection 1 (CP1) Zoning District and the Natural Resource Protection Overlay Zone (NRPZ) (Map 27, Lot 42 and Lot 46).

The applicant, Danny Nadeau, added that the residents are all in favor of making this amendment. In reference to the Declaration of Amendments for Wildburry Lane, Charlie Frizzle asked if this amendment is not included because it has not yet been formally written; page 2 missing. Charlie pointed out that there is also nothing listed about keeping horses on Common Area 2. Jared Woolston replied that it was his understanding in talking with Staff Review and the applicant that Common Area 2 was not talked about in the original agreement, but the intent was to allow for 2 horses on Common Area 2. Jared said that this was included in the application but must have been missed when materials were copied.

MOTION BY MARGARET WILSON TO DEEM THE MAJOR DEVELOPMENT REVIEW AMENDMENT COMPLETE. MOTION SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

Chair Charlie Frizzle opened the meeting to public comment. No comment made, the comment period was closed.

Anna Breinich passed around page 2 of the Declaration of Amendment for language review.

MOTION BY RICHARD VISSER THAT THE MAJOR DEVELOPMENT REVIEW AMENDMENT IS APPROVED WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to the 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 within 90 days of executing the Amendment to Declaration of Restrictions for Wildberry Lane as submitted by the applicant to the Planning Board, a copy of the recorded Amendment to Declaration of Restrictions for Wildberry Lane with Book, and Page numbers assigned at the Cumberland County Registry of Deeds shall be provided to the Director of Planning and Development.
3. That prior to the sale of "Lot 2" of the Wildberry Lane Subdivision, the applicant shall execute deed restrictions for Lot 2, satisfactory to the Director of Planning and Development, that reflect the same rights and restrictions as are contained in the Declaration of Restrictions for Wildberry Lane and recorded at the Cumberland County Registry of Deeds in Book #14448, on Page 18; and the Amendment to Declaration of Restrictions for Wildberry Lane.

MOTION SECONDED BY, JEREMY EVANS, APPROVED UNANIMOUSLY.

3. Case # 07-105, Request for Site Plan Approval Extension, The Ledges Congregate Care Facility: Pursuant to Section 407.4.B of the Zoning Ordinance, Briarwood Partners is requesting a site plan approval extension from the Planning Board, for the development of a congregate care facility at 349 Bath Road (Assessor's Map 45, Lot 40) in the Business and Industry 3 (I3) Zoning District and the Natural Resource Protection Overlay Zone (NRPZ).

Curtis Neufeld, applicant representative, presented a PowerPoint presentation regarding the third request for extension. Curtis said that it is expected that the project will move forward under new management and noted that DEP permits are still in place.

Charlie Frizzle pointed out that the plans contain a note that requires the applicant come back before the Planning Board to renew the Special Permit before Phase II begins.

MOTION BY BILL DANA THAT THE SITE PLAN EXTENSION IS DEEMED COMPLETE. MOTION SECONDED BY JEREMY EVANS, APPROVED UNANIMOUSLY.

Chair Charlie Frizzle opened the meeting to public comment. No comment made, the comment period was closed.

MOTION BY RICHARD VISSER THAT THE SITE PLAN EXTENSION IS APPROVED WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to the 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.

MOTION SECONDED BY MARGARET WILSON AND APPROVED UNANIMOUSLY.

4. Zoning Ordinance Rewrite Committee (ZORC) Update

Anna Breinich invited members to attend a ZORC meeting on 1/25/16 at 7:00 P.M. in Council Chambers.

Adjourn

This meeting was adjourned at 7:23 P.M.

Respectfully Submitted,

Tonya Jenusaitis

Recording Secretary

**BRUNSWICK PLANNING BOARD
MEETING MINUTES
MARCH 22, 2016**

MEMBERS PRESENT: Chair Charlie Frizzle, Jane Arbuckle, Bill Dana, Jeremy Evans, Sande Updegraph, and Richard Visser

STAFF PRESENT: Director of Planning and Development, Anna Breinich; Town Planner, Jared Woolston

A meeting of the Brunswick Planning Board was held on Tuesday, March 22, 2016, in Town Council Chambers, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

1. Case # 16-003, Convenience Store and Gasoline Station: The Planning Board will review and take action on a Final Plan Major Development Review application submitted by authorized representatives for Priority Real Estate Group, LLC, to construct a 3,850-square foot convenience store with gasoline sales and associated parking in the BNAS Reuse Zoning District (Map 40, Lots 40 and 98).

Jared Woolston introduced the project for a Convenience store and gas station to be located on Map U07, Lots 40 & 98 aka Lot 5 and Lot 6A, Brunswick Landing. Jared reviewed the Draft Findings of Fact, Project summary dated March 22, 2016.

Tom Saucier of Sitelines, presented a PowerPoint Presentation and reviewed lots 5 and 6A, the prior existing conditions plan and the proposed new convenience store and gas station plan. Tom pointed out that access will be from Merrymeeting Drive with a secondary access on Allagash Drive. Tom reviewed the utilities and tie-ins, grading plan, Stormwater plan, landscaping plan, MDOT Plans, floor plans and building materials. Tom said that they have retained a 5 foot wide strip along Bath Road for potential future improvements of Bath Road as discussed with Town staff.

Richard Visser asked where the bike rack will be located and Tom Saucier replied that they have not decided on the exact location yet, but that there will be a bike rack and repair station. Richard asked about a speed hump to prevent vehicles from using the lot as a cut through and Tom pointed out that there will be a raised crosswalk speed hump. In regards to the email discussions of the extra 10 feet added to the mast arm and foundation concerns, Bill Dana asked what the outcome was. Tom replied that it will still have to be determined, but if the foundation does not support the extra 10 feet, a new pole will need to be put in; this will be worked out between MDOT and the Town Engineer, John Foster. Sande Updegraph asked how many traffic signals they are ending up with on Bath Road. Tom replied that there will be 3. Jeremy Evans asked if staff has reviewed the traffic study associated with this development. Jared Woolston replied that they have but not to the extent that John Foster or MDOT has. Jeremy asked what prompts the ability for Planning Board to review the traffic study. Anna Breinich replied that the Board usually receives a copy of the traffic study, but pointed out that not only is this project consistent with what was originally proposed, but that and any change will trigger changes to the existing traffic signal. Tom Saucier added that the traffic study has been filed with the Town.

Jeremy asked about the shortcut traffic portion of the study and expressed that his biggest concern is that as Brunswick Landing development expands, how much traffic will be diverted to this intersection. Tom replied that they don't think there will be any diverted or additional traffic once the lights are working better. Jeremy asked what the level of traffic will be at peak times and Tom replied that at the highest points, any given traffic center will be C/D, but emphasized that this project cannot make things worse, hopefully better. Sande Updegraph asked about signage. Tom replied that the issues have been worked out with Codes Enforcement and they just need to apply for their sign permit.

Chair Charlie Frizzle opened the meeting to public comment. No public comment was made and the public comment period was closed.

MOTION BY BILL DANA THAT THE MAJOR DEVELOPMENT REVIEW FINAL SITE PLAN APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY JEREMY EVANS, APPROVED UNANIMOUSLY.

MOTION BY BILL DANA THAT THE REQUESTED WAIVERS ARE APPROVED.

1. Curve radii of existing and proposed streets
2. Class A Soil Survey
3. Location of trees over 10 inches in diameter
4. Stormwater Management Checklist

MOTION SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

MOTION BY BILL DANA THAT THE MAJOR DEVELOPMENT REVIEW FINAL SITE PLAN IS APPROVED WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, its representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification shall require a review and approval in accordance with the Brunswick Zoning Ordinance.
2. Prior to issuance of a building permit, the Town Engineer shall approve the final plans that detail all work and traffic signal upgrades associated with Bath Road.
3. Prior to issuance of a building permit, an ADA compliant pedestrian path shall be provided within the landscaped island to the satisfaction of the Town Engineer.
4. Prior to issuance of a building permit, the Town Engineer shall approve the lighting photometric plan.
5. Prior to issuance of a building permit, the location, size, profile and cross section of sanitary sewers shall be provided to the satisfaction of the Midcoast Regional Redevelopment Authority (MRRA).
6. Prior to issuance of a building permit, the Solid Waste Impact Fee shall be paid to the satisfaction of the Public Works Director.
7. Prior to issuance of a building permit, the size and materials for business identification signs shall be approved by the Director of Planning and Development.

8. Construction activities shall be performed in accordance with Section 109 of the Zoning Ordinance, and Best Management Practices shall be used in order to prevent dust migration during construction to the satisfaction of the Code Enforcement Officer (CEO).
9. Prior to issuance of a building permit, a written notification of the project shall be provided to the Maine State Historic Preservation Officer (SHPO) and written permission by the SHPO permitting the development to proceed shall be provided to the Director of Planning and Development.
10. Prior to issuance of a building permit, the developer shall post with the Town of Brunswick a performance security in satisfactory form to cover the estimated cost of the infrastructure improvements to Bath Road to modify the traffic signal and add the new left turn lane on Bath Road into the site. The amount of the security to be posted shall be reviewed and approved in advance by the Town Engineer.

MOTION SECONDED BY JEREMY EVANS, APPROVED UNANIMOUSLY.

2. Case #16-009, U-Haul Moving and Storage of Brunswick: The Planning Board will hold a Public Hearing then review and take action on a Special Permit application submitted by authorized representatives of U-Haul Company of New Hampshire and Maine for the proposed reuse of an existing industrial building on a parcel located primarily within the Business and Industry 1 (I1) Zoning District; and partially within the Town Residential 4 / Jordan Acres Street Zoning District (Map U07, Lots 48 and 68).

Jared Woolston introduced the application for a Special Permit by U-Haul Company of New Hampshire for the proposed reuse of an existing industrial building to allow for equipment rental which is not a permitted use within Business and Industry I District.

The applicant representative, Silas Canavan of Walsh Engineering, presented a PowerPoint Presentation and stated that the applicant wishes to maintain the current Bath Iron Works Storage in the mostly vacant building, mixed storage, and also store and rent moving equipment; this use is omitted from the zoning ordinance. Silas said that there will also be repair of equipment and associated office space. Silas reviewed the business hours, traffic, proposed site work, road extension to Cressy Road, Stormwater management and landscaping. Silas reviewed the recorded undisturbed buffer along Federal Street and stated that this 150 foot buffer (from existing building) will be maintained. Silas stated that they did hold a public meeting, but noted that no one attended and there have been no comments submitted to staff.

Charlie Frizzle pointed out that the decision before the Board tonight is to allow moving equipment / rental as a new use in this area. Jane Arbuckle asked how notification to the neighbors was made. Silas Canavan replied that they mailed notification to abutters within 200 feet via US Postal Service a week prior to the scheduled meeting. Anna Breinich added that abutters were also notified twice of the Planning Board meeting. Sande Updegraph asked about the proposed traffic flow. Silas replied that all traffic will access through Cressy Road, but that they do plan on adding a second access primarily for staff. Charlie Frizzle noted that this site used to over 300 employees with 3 shift changes and pointed out that this proposed use will not rise to this level.

Chair Charlie Frizzle opened the meeting to public comment. No public comment was made and the public comment period was closed.

MOTION BY SANDE UPDEGRAPH THAT THE SPECIAL PERMIT APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

MOTION BY BILL DANA THAT THE SPECIAL PERMIT IS APPROVED WITH THE FOLLOWING CONDITION:

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.

MOTION SECONDED BY JEREMY EVANS, APPROVED UNANIMOUSLY.

3. Zoning Ordinance Rewrite Committee (ZORC) Update: Anna Breinich said that the next meeting is scheduled for March 24th and that most of Chapter 4 will be under review.

4. Approval of Minutes: No minutes were approved at this meeting.

5. Other Business: Jared Woolston stated that staff just approved Minor Development Review for the Gathering Place.

6. Adjourn

Adjourn

This meeting was adjourned at 7:56 P.M.

Respectfully Submitted,

Tonya Jenusaitis

Recording Secretary

**Agenda revised 3/10/16 to correct zoning district*

**BRUNSWICK PLANNING BOARD
MEETING MINUTES
APRIL 5, 2016**

MEMBERS PRESENT: Chair Charlie Frizzle, Vice Chair Margaret Wilson, Jane Arbuckle, Bill Dana, Jeremy Evans, Sande Updegraph, and Richard Visser

STAFF PRESENT: Director of Planning and Development, Anna Breinich; Town Planner, Jared Woolston

A meeting of the Brunswick Planning Board was held on Tuesday, April 5, 2016, in Town Council Chambers, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

1. Case #16-010 Beacon Ridge Subdivision: The Planning Board will review and take action on a **Sketch Plan Major Development Review** application submitted by authorized representatives of Ecopath Developers, LLC, to construct a 2,175 linear foot access road for a single family residential subdivision comprised of six (6) lots. The proposed subdivision is the first phase of a four (4) phase development that results in the creation of up to 35 residential lots, located in the R6 (Cook's Corner Neighborhood); Cooks Corner Zoning District; and Natural Resource Protection Zone (NRPZ) (Map 42, Lot 16).

Jared Woolston introduced the Sketch Plan Major Development Review for a proposed single family residential subdivision divided into 4 phases with up to 35 lots and associated road.

Tom Saucier of Site Design, presented a PowerPoint presentation and reviewed Thomas Point Road near the site boundary, topography, access, lot sizes (with subsurface wastewater and wells on each lot), phase diagram / description, utilities, construction of proposed road, road width waiver request and the possibility to extend a sewer line.

Charlie Frizzle pointed out that the decision that needs to be made is whether the sketch plan meets the basic sketch plan requirements. Charlie said that this is a good time to discuss any concerns or questions with the applicant prior to submittal of their final plan. Sande Updegraph asked for more information regarding the high intensity soil survey comments made via emails. Tom Saucier replied that they would like to have the Town's independent consultant review the survey and that they plan to do two tests on each lot to determine the suitability of subsurface wastewater disposal. Tom said that they are also going to do test pits on any area that they need to construct storm water BMP's, and that they are willing to work with the Town on this before coming back for final approval. Charlie asked Jared Woolston what it is about the project that doesn't raise it to the soil level and Jared replied that the land area is not big enough. Margaret Wilson asked what are the lengths of the drafted roads. Tom replied that the total is about 2,175 feet with the main road of 1200 feet a side road of 1,000. Margaret Wilson asked if they could connect to Sandy Ridge Road. Tom replied that they are dealing with the potential wetlands at this point. Margaret said that if there is a way to get this development on public sewer or water, that this would be great. Jane Arbuckle suggested that the applicant draw the lots differently, have building lots so that people cannot go into those wetlands or tie into public water and sewer since most of these lots will include wetlands. Tom replied that once the plan is finalized, there

will be a covenant protecting the wetlands and said that the problem is that the minimum lot size with subsurface water and sewer is 20,000 sq. ft.; Tom pointed out that they are still in talks with public sewer and water. Margaret added that it would be helpful to show the building envelopes on the final plan. Sande asked if the weather will prevent the applicant from gathering data on the potential vernal pools and if the Army Corps. Of Engineers is still involved in protecting vernal pools. Tom replied that there will be no issues with regards to weather and explained that there are regulations both through the State and the Army Corps. of Engineers that will need to be followed. Bill Dana asked if it is the intent that the Town will eventually take over the road. Tom replied that this is the plan. Charlie reminded the Board and the applicant that even if the road is constructed to standards, there is no guarantee that the Town will take over the road upon construction completion. Margaret said that she believes that in a development of this size within the growth zone, there may be a requirement for sidewalks and suggested that the applicant look into this further before coming before the Board with the final plan. With regards to interconnectivity, Charlie pointed out that there is a narrow gap between wetland 4 and wetland 5 that could possibly be improved to provide emergency access. Charlie reviewed the reasoning behind the Town's desire to avoid dead-end streets and emphasized the applicants need to research interconnectivity further. In regards to looping, Tom replied that there is a big wetland in the middle that they can document when they come back before the Board. In regards to the dead-end and safety issues, they will look into the end of Sandy Ridge Road for a connection.

Chair Charlie Frizzle opened the meeting to public comment.

Buckley Hugo, resident of Sandy Ridge Road, said that he is concerned about adding potentially 100 more people to the area and how this will affect pedestrian and vehicle traffic to the area. Buckley asked that they consider adding a middle yellow line on Sandy Ridge Road for safety. With regards to connecting to Evergreen Road, Buckley said that he sees this being a traffic nightmare. Buckley asked if there is a way to connect to the road near Wal-Mart and UNH. Buckley noted that there used to be a lot of foot traffic in the wetland areas and at one time there was a homeless population as well. With respect to any connection to Evergreen and the proposed development, Charlie Frizzle said that there would be no need for anyone to use that connection on a regular basis. Buckley replied that this connection could generate more traffic on Sandy Ridge Road which also does not have any sidewalks.

Marjorie Humble of Evergreen Drive asked what the distance would be from Phase I to the back of her house. Tom Saucier estimated roughly 400 feet. With regards to dead ends, Mr. Humble pointed out there is a dead end at the top of Evergreen and a dead end at the top of Sandy Ridge Road and stated that it was his understanding that Sandy Ridge was supposed to bend back around and loop onto Evergreen Road. Charlie replied that these developments happened a long time ago and he is not sure what happened with the roads. Marjorie agreed with Buckley Hugo that a road connecting to UNH and Wal-Mart would be a better alternative. Charlie replied that he believed that there are properties that the developer would need to purchase before this connection could be made.

Chair Charlie Frizzle closed the public comment period.

Jane Arbuckle asked for a site visit and Charlie Frizzle agreed. Staff to schedule a visit at the applicant's and Boards convenience.

MOTION BY SANDE UPDEGRAPH TO DEEM THE MAJOR DEVELOPMENT SKETCH PLAN COMPLETE. MOTION SECONDED BY BILL DANA, APPROVED UNANIMOUSLY.

MOTION BY JEREMY EVANS TO APPROVE THE MAJOR DEVELOPMENT SKETCH PLAN. MOTION SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

2. Zoning Ordinance Rewrite Committee (ZORC) Update: Charlie Frizzle said that the next meeting is on the 24th.

3. Approval of Minutes: No minutes were approved at this meeting.

4. Other Business: No other business.

5. Election of Officers:

MOTION BY BILL DANA TO NOMINATE CHARLIE FRIZZLE TO CHAIR AND MARGARET WILSON TO VICE CHAIR OF THE PLANNING BOARD. MOTION SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

Adjourn

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

Respectfully Submitted,

Tonya Jenusaitis

Recording Secretary

**BRUNSWICK PLANNING BOARD
MEETING MINUTES
APRIL 26, 2016**

MEMBERS PRESENT: Chair Charlie Frizzle, Vice Chair Margaret Wilson, Jane Arbuckle, Bill Dana, Jeremy Evans, Sande Updegraph, and Richard Visser

STAFF PRESENT: Director of Planning and Development, Anna Breinich; Town Planner, Jared Woolston

A meeting of the Brunswick Planning Board was held on Tuesday, April 26, 2016, in Town Council Chambers, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

1. Case # 16-012 – Churchill Woods Condominiums: The Planning Board will review and take action on a combined Sketch/Final Major Development Site Plan Reapproval application submitted by Churchill, LLC, for phased construction of 16 residential units; located off of McKeen Street (Assessor’s Map U28, Lot 196), in the R4 Meredith Drive – West McKeen Street Zoning District.

Jared Woolston introduced the application for Churchill Woods Condominiums and said that this application would have gone through a similar approval process, but the applicant narrowly missed the deadline. Jeremy said that this application has no substantive changes and was reviewed by Staff Review. Jared said that there was one concern from a member of the public at the Staff Review meeting with regards to the existing homeowner’s agreement fees, but it has been determined by an attorney that these fees cannot be adjusted.

Curt Neufeld of Sitelines, presented a PowerPoint presentation and reviewed the project for those not familiar with the previous approval. Bill Dana asked for specifications on the pedestrian easement. Curt replied that it is roughly 20 feet wide. Margaret Wilson verified that the trees will not be cleared until the developer is ready to begin construction. Curt replied that this is still his understanding. Curt noted that the phasing has been added to the plan with an estimated begin date.

MOTION BY BILL DANA THAT THE MAJOR DEVELOPMENT REVIEW FINAL SITE AND CONDOMINIUM SUBDIVISION PLAN APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY JEREMY EVANS, APPROVED UNANIMOUSLY.

Chair Charlie Frizzle opened that meeting to public comment.

Mark Patrick, resident of Hennessy Avenue, said that Phase 1 was clear cut before construction was to begin and asked if the subsequent phase could be clear cut as well. Charlie Frizzle replied that with the units this close together, the area will probably be clear cut; where trees are shown, the developer will need to either leave the trees or plant new trees.

Chair Charlie Frizzle closed the public comment period.

Charlie Frizzle asked if the mailman will have enough room to turn at the mailbox cluster at the access point to McKeen Street. Curt Neufeld replied that the road is a little wider after the bump out, but that there should be no issues with turning. Sande Updegraph asked if the stormwater management plan has been approved by DEP and Curt replied that it was.

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

1. Section 412.2.B.17: Waiver for the requirement to show all trees over 10 inches in diameter.
2. Section 412.2.B.8: Waiver for the requirement to show cross section and profiles of existing roads.

MOTION SECONDED BY SANDE UPDEGRAPH, APPROVED UNANIMOUSLY.

MOTION BY JEREMY EVANS THAT THE MAJOR DEVELOPMENT REVIEW FINAL SITE PLAN IS REAPPROVED WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, its representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification shall require review and approval in accordance with the Brunswick Zoning Ordinance.
2. That, prior to issuance of Building Permits for Phases 2 & 3, the developer shall provide the Town with a performance guarantee, as required under Section 411.19, to be approved by the Town Engineer.
3. That, prior to issuance of Building Permits, the developer shall provide a public access easement to allow access between Country Lane and the internal loop road to the satisfaction of the Director of Planning and Development.
4. That, prior to issuance of Building Permits, the final plan shall provide a detail of the proposed pedestrian/bicycle path to the satisfaction of the Director of Planning and Development.
5. That, prior to issuance of Building Permits, the stormwater management plan is approved by the Town Engineer and that the Maine D.E.P. Chapter 500 Stormwater Permit is reapproved.
6. That, prior to issuance of Building Permits, an updated Solid Waste Impact Fee is approved by the Director of Public Works, and proof of payment per unit is provided by the applicant.

7. That, prior to issuance of Building Permits, an updated Recreation Impact Fee is approved by the Director of Parks & Recreation and/or Recreation Commission, and proof of payment per unit is provided by the applicant.

8. That, prior to issuance of Building Permits, a revised landscaping plan shall be submitted to the satisfaction of the Director of Planning and Development. This plan shall show site clearing for the development limited to the specific areas required for individual phases of the project; areas for future development are to be left in a natural state until such time as the site work for individual phases commences, which shall not occur until building permits have been issued for the individual phases. No new phase shall begin until landscaping and construction cleanup from the previous phase has been completed, to the satisfaction of the Director of Planning and Development.

9. That, prior to issuance of a Building Permit, the final plan shall include a phasing schedule on the cover sheet to include projected start dates for Phases 2 & 3.

MOTION SECONDED BY SANDE UPDEGRAPH, APPROVED UNANIMOUSLY.

2. WORKSHOP: The Planning Board will review a proposal submitted by Sitelines, PA, the authorized representatives of All Saints Parish, for the proposed development of a 14,685 square foot events center, and a 13,167 square foot building on the St. John's Church property located on Pleasant Street within the Inner Pleasant Street (TR1) Zoning District, and the Intown Railroad Corridor (MU2) Zoning District (Map U16, Lots 47 & 48).

Jared Woolston said that this proposal was reviewed at the last Staff Review meeting and the President of the Northwest Brunswick Neighborhood Association, Laura Lienert, was present and questioned fiscal capacity and Zoning District dimensional and density requirements.

Kevin Clark of Sitelines presented a PowerPoint presentation for the All Saints Parish Events Center Proposal. Sande Updegraph asked if the church feels that they have sufficient parking. Kevin replied that they feel that they should have sufficient parking, but that there may be a few instances when parking maybe tight. Charlie Wierzinski reviewed his understanding of the Common Development Plan review process. Anna Breinich replied that only in Brunswick Landing did they allow the changes in Dimensional Standards, but they have never had Common Development techniques utilized outside of Brunswick Landing. Margaret Wilson said that it appears that they meet the requirements for the MU2. Discussion over Ordinance language interpretation. Margaret suggested that they request interpretation from the Town Attorney on whether they can exceed the current dimensional restrictions.

Chair Charlie Frizzle opened the meeting to public comment.

Suzan Wilson, Town Councilor, replied that with regards to the square footage, Saint Johns in both the physical structure and the parish itself is an integral part of Brunswick's cultural history and she is happy to hear that everyone is willing to communicate in a way that everyone can agree.

Chair Charlie Frizzle closed the public comment period.

Sande Updegraph said that she would like to hear from Laura Lieneret regarding her comments at the Staff Review meeting. Laura replied that her concern is in regards to the impervious percentage and that stepping a few feet to the left or right will make the difference. Laura said that she would like to see another company do the site survey as Sitalines not only conducted the site survey but they are also the acting representative. Jane Arbuckle asked where the 20,000 foot concern came from. Charlie replied that this number has been around for a long time, but he is not sure what the thoughts were when the number was determined. Jane expressed that having more permeable surface is better and urged the applicant to have more permeable surface within the design.

3. WORKSHOP: The Planning Board will hold a workshop to review the Maine Department of Environmental Protection (DEP) Rule, Chapter 1000: Guidelines for Municipal Shoreland Zoning Ordinances (06-096, Ch. 1000), and offer comment regarding an amendment to Brunswick's Zoning Ordinance for filling and earthmoving activities within the Natural Resource Protection Zone (NRPZ).

Jared Woolston briefly reviewed the findings and thresholds from the last workshop as discussed in the MEMO by Anna Breinich dated April 22, 2016.

Chair Charlie Frizzle opened the meeting to public comment.

Suzan Wilson, Town Councilor, pointed out that the vote on the emergency moratorium was unanimous and not 5-4 as noted in the April 22, 2016 MEMO. Suzan said that the moratorium was not controversial, but that they were not comfortable with seeing it retroactive. Suzan said that they need to establish transparency, consistency and enforceability.

John Perreault said that he likes Jared Woolston's submittal. John said that he is glad that this encompasses shoreline stabilization.

Jane Millet, Town Councilor, pointed out that we protect the waterfront, rivers and streams, but they also need to protect the in town water as well from unnecessary pollutants.

Jane Arbuckle asked what the standard is that applicants must abide by. Jared Woolston said that he does not believe that there is a specific standard. Anna Breinich added that they are looking into this.

Chair Charlie Frizzle closed the meeting to public comment.

MOTION BY MARGARET WILSON TO SET A PUBLIC HEARING FOR AN AMENDMENT TO BRUNSWICK'S ZONING ORDINANCE FOR FILLING AND EARTHMOVING ACTIVITIES WITHIN THE NATURAL RESOURCE PROTECTION ZONE (NRPZ). MOTION SECONDED BY BILL DANA, APPROVED UNANIMOUSLY.

4. Zoning Ordinance Rewrite Committee (ZORC) Update: Next meeting scheduled for

5. Approval of Minutes: No minutes were approved at this meeting.

6. Other Business: No other business.

Adjourn

This meeting was adjourned at 8:33 P.M.

Respectfully Submitted,

Tonya Jenusaitis

Recording Secretary

**BRUNSWICK PLANNING BOARD
MEETING MINUTES
MAY 10, 2016**

MEMBERS PRESENT: Chair Charlie Frizzle, Vice Chair Margaret Wilson, Jane Arbuckle, Bill Dana, Jeremy Evans, Sande Updegraph, and Richard Visser

STAFF PRESENT: Director of Planning and Development, Anna Breinich; Town Planner, Jared Woolston; Jeff Hutchinson, Codes Enforcement Officer

A meeting of the Brunswick Planning Board was held on Tuesday, May 10, 2016, in Town Council Chambers, 85 Union Street. Chair Charlie Frizzle called the meeting to order at 7:00 P.M.

1. Public Hearing: The Board will hold a public hearing to hear public comment and take action regarding the following: A proposed amendment to the Town of Brunswick's Zoning Ordinance, Chapter Four (Development Review), Section 401 (Applicability) and Section 402 (Development Review Classifications and Thresholds) to Require Review of Filling and Earthmoving Activities within the Natural Resource Protection Zone (NRPZ).

Jared Woolston reviewed a PowerPoint Presentation regarding the proposed draft language for the Zoning Ordinance as discussed at the Planning Board meeting of April 26, 2016. Jared pointed out that the language is unchanged from the last meeting. With respect to enforceability, Charlie Frizzle asked where they are on this. Jared replied that they would be subject to the NRPZ standards. Jane Arbuckle replied that it would be good to see those standards. Anna Breinich said that they are looking into generating a separate permit for those that would not trigger another development permit and are looking at calling that a Shoreland Activities Permit. Jared pointed out that this would be specific to shoreland activities.

Chair Charlie Frizzle opened the meeting to public hearing.

John Perreault, resident of 295 Hacker Road, asked that the Planning Board review what standards a-g are so that residents can understand what those restrictions are. John said that he prefers to see maps and to visually see the areas that are completely affected or any spot that a-g affect. John said that until he understands this better, it is hard for him to agree with this amendment. Charlie Frizzle read Section 211 a-g. Jared noted that it should be b-g as a is part of the NRPZ. John asked if there will be a fee for the proposed permit. Charlie replied that when the permit is not part of another permit, he assumes that there would have to be a fee, but this fee has not been discussed. Charlie noted to staff that they may want to prepare a note with regards to fees for the amendment when it goes to Town Council for approval.

Sande Updegraph asked if it would be helpful to generate a chart that outlines the size of the area, who is responsible for reviewing it and, when it is established, the associated fees. Charlie Frizzle agreed that this would be helpful, but that he would not advocate that they put this in the ordinance; as a tool, it would be helpful. Anna Breinich pointed out they are trying to fix what is within the existing ordinance that is being rewritten and will be making more changes.

MOTION BY JANE ARBUCKLE TO MAKE A RECOMMENDATION TO THE TOWN COUNCIL TO APPROVE THE DRAFT LANGUAGE ON THE PROPOSED AMENDMENT TO THE TOWN OF BRUNSWICK'S ZONING ORDINANCE, CHAPTER FOUR (DEVELOPMENT REVIEW), SECTION 401 (APPLICABILITY) AND SECTION 402 (DEVELOPMENT REVIEW CLASSIFICATIONS AND THRESHOLDS) TO REQUIRE REVIEW OF FILLING AND EARTHMOVING ACTIVITIES WITHIN THE NATURAL RESOURCE PROTECTION ZONE (NRPZ). MOTION SECONDED BY BILL DANA, APPROVED UNANIMOUSLY.

2. Case #16-012 Wildflours Gluten-Free Bakery: The Planning Board will hold a Public Hearing then review and take action on a Special Permit proposed for a retail bakery at 54 Cumberland Street within the Town Residential (TR1) Zoning District (Map U15, Lot 19).

Jared Woolston introduced the application for the 940 sq. ft. retail bakery to be located in an existing commercial building and located in the TR1 Zoning District where retail use requires a Special Permit.

The applicant, Kelly Hughes, said that they do not expect more traffic in this space, but that the delivery trucks will have more on them. Kelly pointed out that they are not looking to be a café or a sit down eatery, but that they want to be more of an in and out bakery for more consistency for customers to get their products outside of the farmers market. Richard Visser asked Kelly to speak more about the parking and where the delivery trucks come in. Kelly replied that they have 3 suppliers and only 1 supplier per week delivers. Kelly said that they come pretty early in the morning and that the 2 larger trucks park on the street; she does not anticipate any issues. Margaret Wilson clarified that they are in the 2-story part of the building and asked for more regarding the proposed canopy and entrance. Kelly said that the canopy and entrance will be in the front of the building that faces the street. Kelly said that they still need to apply for a building permit to put in the entrance and canopy.

Chair Charlie Frizzle opened the meeting to public comment.

Kathy Wilson, resident of 36 Cushing Street and neighbor of 54 Cumberland Street, attested that when the trucks deliver there are never any problems. Kathy supports this proposal and enjoys having them as a neighbor.

George Cabot, owner of 54 Cumberland Street, said that he cannot imagine this business generating any traffic issues especially since it is less intense than some of the other businesses he has had in the space in the past.

Debbie Brisboy, resident of 78 Jordan Avenue, said that she likes to go to the farmers market, but that she would really like to go back to the Wildflours storefront.

Chair Charlie Frizzle closed the public comment period.

MOTION BY BILL DANA THAT THE SPECIAL PERMIT APPLICATION IS DEEMED COMPLETE. MOTION SECONDED BY RICHARD VISSER, APPROVED UNANIMOUSLY.

MOTION BY JEREMY EVANS THAT THE SPECIAL PERMIT IS APPROVED WITH THE FOLLOWING CONDITION:

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.

MOTION SECONDED BY JANE ARBUCKLE, APPROVED UNANIMOUSLY.

3. Other Business: No other business.

REVISED 4.28.16 to add Item #2

Adjourn

This meeting was adjourned at 7:43 P.M.

Respectfully Submitted,

Tonya Jenusaitis

Recording Secretary