- AGENDA -
BRUNSWICK TOWN HALL
85 UNION STREET
ROOM 206
WEDNESDAY, MARCH 14, 2018, 10:00 A.M.

1. **Case #18-010, Brunswick Landing Subdivision Amendment (Phase 1), Lot 7C:** The Staff Review Committee will review and provide a recommendation on a Final Plan Major Development Review application to amend Lot 7C of the Brunswick Landing Subdivision plan to accommodate the transfer of a portion of the lot to the Town for the purpose of construction of a connector road between Admiral Fitch Ave and Gurnet Rd. The subject lot (Map 40, Lot 112) is within the GM7 (Growth Mixed Use 7) Zoning District.

2. **Case #18-011, Brunswick Landing Venture Subdivision Amendment:** The Staff Review Committee will review and provide a recommendation on a Final Plan Major Development Review application to amend the Brunswick Landing Venture Subdivision plan to accommodate two 50-foot road easements that will provide internal connections from the housing to the proposed connector road between Admiral Fitch Ave and Gurnet Rd. The subject lot (Map 40, Lot 12) is within the GRI (Growth Residential 1) Zoning District.

3. **Other Business**

4. **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 the Brunswick Department of Planning and Development (725-6660).
February 27, 2018

1699.16

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

RE: Subdivision Amendment Plan
Lot 7C – Brunswick Landing Subdivision – Phase I
Admiral Fitch Avenue
Tax Map 40, Lot 112

Dear Jared:

On behalf of Priority One Capital Partners, LLL and the Town of Brunswick, Sitelines is pleased to submit the enclosed Subdivision Amendment Plan for review and approval of an amendment to Lot 7C on the Brunswick Landing Subdivision – Phase I, dated June 6, 2014 and recorded at the Cumberland County Registry of Deeds in Plan Book 214, Page 249.

PROPERTY
Priority One Capital Partners, LLC is the record owner of the parcel of land located on Admiral Fitch Avenue and identified as Tax Map 40, Lot 112. The parcel encompasses 1.40 acres and is located in the GM7 (Growth Mixed-Use) District. The property is currently undeveloped.

PROJECT DESCRIPTION
The purpose of the Amendment is to accommodate the transfer of a portion of Lot 7C (0.50 acres) to the Town of Brunswick for the construction of a connector road between Admiral Fitch Avenue and Gurnet Road (Route 24). The remaining portion of Lot 7C (0.90 acres) will exceed the dimensional standards of the zoning district. The portion being conveyed will accommodate a 70-foot right-of-way and the intersection with Admiral Fitch Drive. Parcels will be obtained from other adjacent property owners to complete the roadway project.

REVIEW STANDARDS
All of the previously reviewed and approved development review standards will remain unchanged.

We look forward to meeting with you and the Planning Board at their March 20 meeting to review and approve the project. Should you have any questions, please call or contact me at kclark@sitelinespa.com.

Very truly yours,

Kevin P. Clark
Kevin P. Clark, PLS
President

Enclosures
January 7, 2013
W-P Project No. 12218C

Ms. Anna Breinich
Director of Planning and Development
Department of Planning and Development
28 Federal Street
Brunswick, ME 04011

Subject: Revised Final Plan Review Subdivision
Brunswick Landing Phase 1 Subdivision

Dear Ms. Breinich:

Please find attached the revised submission of 9 copies of our final subdivision application for the Phase 1 Subdivision of Brunswick Landing and two full sized sets of drawings. The revision to our original submission that was made on December 17, 2012 corrected for the number of lots in the subdivision, area and includes additional information requested during the staff review process. In addition the plans have been reviewed and minor revisions made as well as the inclusion of an overall subdivision plan that was requested at the staff review committee meeting.

The number of lots in the Phase 1 Subdivision will be 43 lots with a total land area of 399.36 acres which is a reduction of one lot from the December 17th application. This change was made because the Family Focus parcel will be transferred directly from the Navy to Family Focus and MRRA will not be in the chain of title. In addition we created a right of way across Lot 31 to access Lot 30 rather than having a roadway. In addition we have included a letter from the Brunswick Sewer District outlining the arrangement and ability to accept sewer from the development. We have added a letter in the Section 8 that outlines the status and intent of the Common Area Maintenance agreement that is being prepared to address roadway maintenance.

Please review the materials and let me know if you have any questions.

Very truly yours,

WRIGHT-PIERCE

[Signature]
Jan B. Wiegman, P.E.
Project Manager

JBW/
Enclosure

cc: Steve Levesque - MRRA
December 17, 2012
W-P Project No. 12218C

Ms. Anna Breinch
Director of Planning and Development
Department of Planning and Development
28 Federal Street
Brunswick, ME 04011

Subject: Final Plan Review Subdivision
Brunswick Landing Phase 1 Subdivision

Dear Ms. Breinch:

On behalf of the Midcoast Regional Redevelopment Authority (MRRA), we are pleased to submit the final application for the Phase 1 Subdivision of Brunswick Landing. The Phase 1 portion of the subdivision includes approximately 401.74 acres of the overall Brunswick Landing site. This Phase 1 area encompasses the most of the base cantonment area that is outside of the airport facility and represents the areas that have transferred or will transfer over a relatively short time horizon to MRRA from the USA. This Phase 1 area also represents many of the redevelopment opportunities at Brunswick Landing.

The subdivision layout closely follows the existing roadway network for the establishment of right-of-ways and the lots were laid out with consideration of the existing buildings and site features. Also considered in the planning of the subdivision was the reuse master plan for the redevelopment that was prepared as part of the base closure process.

The project does not propose any new roads or actual infrastructure improvements. There is a right-of-way that has been reserved for future alignment of the main entrance with the Merry Meeting Plaza entrance on Bath Road at such time as the improvement is warranted.

MRRA is requesting a waiver of the following items:

1. Lot Monumentation: We are requesting waiver to defer the lot monumentation until just prior to the sale of the lot. This will ensure that the lots are monumented upon their sale and the expense to monument can be deferred until that time.

2. Profiles and cross sections and curve radii of existing streets: The existing streets are proposed to remain as private roads that will be maintained by MRRA. The profiles and cross sections are essential for the construction of new roadways. Since no work is being proposed, their benefit is diminished considerably.

3. Profile and cross section of existing sewers: The existing sewers are owned and maintained by MRRA and their locations mapped as shown on the application. The profiles and cross section are essential for the construction of new sewers, however, the sewers are constructed and in service.
The subdivision plan is a key step in the redevelopment for the base and will allow for land negotiations and marketing efforts. The redevelopment of the base will provide an economic benefit to the region.

Please review the materials and let me know if you have any questions.

Very truly yours,

WRIGHT-PIERCE

[Signature]

Jan B. Wiegman, P.E.
Project Manager

JBW/
Enclosure

cc: Steve Levesque - MRRA
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MAJOR DEVELOPMENT REVIEW
FINAL PLAN APPLICATION

1. Project Name: Brunswick Landing Subdivision – Phase 1

2. Project Applicant
   Name: Midcoast Regional Redevelopment Authority
   Address: 2 Pegasus Street, Suite 1, Unit 200
            Brunswick, ME 04011
   Phone Number: (207) 798-6512

3. Authorized Representative
   Name: Wright-Pierce
   Address: 99 Main Street
            Topsham, ME 04086
   Phone Number: (207) 725-8721

4. List of Design Consultants. Indicate the registration number, address and phone number of any engineer, surveyor, architect, landscape architect or planner used:
   1. Wright-Pierce, Jan Wiegman, P.E. #5832
   2. Wright-Pierce, Bob Clunie, P.L.S. #1213
   3. Titcomb Associates, David Titcomb, P.L.S. #1273

5. Physical location of property being affected: Brunswick Landing

6. Lot Size: 401.74 AC

7. Zoning District: R-PO, R-CMU, R-B&T

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? The applicant holds title to portions of the proposed Phase 1 area that have been transferred to MRRA. The transfer of the remaining land is covered under an existing agreement with the Navy.

   * Currently being assessed and delineated.

10. Brief description of proposed use: Proposed subdivision of a portion of former Naval Base for the redevelopment of the property into private development projects.

11. Describe specific physical improvements to be done: Delineation of lots, rights of way and utility easements.

Owners Signature: [Signature]

Applicants Signature (if different): [Signature]

Required Attachments (by Applicant):
- Final Plan Check List
- Final Plan Requirements 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.
APPROVED Findings of Fact
Brunswick Landing Subdivision – Phase 1 Revised Submission
Major Subdivision Plan Final Review
Original Review Date: January 14, 2013
Revised Submission Review Date: February 26, 2013

Project Name: Brunswick Landing Subdivision – Phase 1 Revised Submission dated
2/14/2013

Case Number: 12-031

Tax Map: Map 40, Lot 2

Applicant: Midcoast Regional Redevelopment Authority
2 Pegasus Street, Unit #1, Suite 200
Brunswick, Maine 04011

Authorized Representative: Wright-Pierce
99 Main Street
Topsham, ME 04086

PROJECT SUMMARY

The Midcoast Regional Redevelopment Authority (MRRA) has submitted revised final plans for
the Phase I Subdivision of Brunswick Landing, dated February 14, 2013. The revised plans are
in response to feedback given by the Planning Board at the January 14th and February 5th
meetings, in addition to consultations with the Planning Department. For your reference a copy
of the original draft findings and earlier plan, dated January 7, 2013 is also enclosed in your
packet.

The original submission (1/7/2013) proposed subdividing 43 lots with a total land area of 399.4
acres, whereas the revised submission (2/14/2013) proposes subdividing 44 lots with a total land
area of 225.1 acres, which is an overall land area reduction of 174.3 acres, or 43.6%. As with the
previous submission, the rights-of-way and lots are established around the existing roadways.
The revised subdivision plan has lots based on existing development patterns and FOST parcel
boundaries. In addition, several lots have been excluded from the plan that are currently
undeveloped and would benefit from additional natural resource investigations. Overall,
original lots 2, 3, 5, 9, 12, 13, 23, and 43 were eliminated from the January 7, 2013 plan.
Several lots, including 8, 14, 15, 16, 17, and 24, were reduced in size. The resulting February
14, 2013 plan shows several reconfigured lots that are generally smaller in size, contain existing
development or have been previously disturbed, and appear to lack high value natural resources.

The applicant has indicated building envelopes for each lot, which apply zoning setback
requirements for the R-CMU, R-PO, R-B&TI, and R-R&OS Districts. The applicant has also
applied a 10-foot setback to wetlands, which appear on lots 3, 4, 6, 8, 10, 35, 42, 43, and 44. It
is recommended that any future development of lots 1-7, 10-12, 35 and 44 be reviewed and approved by the Planning Board due to the need for further field verification of potential natural resources and rare natural communities/threatened or endangered wildlife habitat areas, and due to the close proximity to identified contaminated sites.

The applicant has requested the following waivers:

1. Section 412.2.B.3 – Lot Monumentation: boundaries of all lots and tracts with accurate distances and bearings, locations of all permanent monuments properly identified as existing or proposed.
2. Section 412.2.B.8. – Profiles and cross-sections and curve radii of existing streets.
3. Section 412.2.B.14. – Profile and cross-section of existing sewers.

During its review, the Planning Board identified the need to waive the following sections of the zoning ordinance until the development review phase:

1. Section 412.2.B.5 – Existing zoning district and overlay zone designation.
2. Section 412.2.B.12. – Location of features, natural and artificial, affecting the development, such as water bodies, wetlands, streams, vegetation, rail-roads, ditches and buildings.
3. Section 412.2.B.16. – A Class A (high intensity) Soil Survey prepared in accordance with the standards of the Maine Association of Professional Soil Scientists.
4. Section 412.2.B.17. – Location of all existing trees over 10 inches in diameter, and locations of tree stands.
5. Section 412.2.B.25 – A wetlands map drawn by a specialist delineating wetland boundaries in accordance with the methods prescribed by the U.S. Army Corps of Engineers at the time of the application.
6. Section 412.2.B.28. – Building envelopes showing acceptable locations for principal and accessory structures.

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

411.1 Ordinance Provisions
The revised plans demonstrate adherence to all dimensional and lot configuration requirements within the BNAS Reuse Zoning District for subdistricts R-R/OS, R-R, R-CMU and R-PO. The Board finds that the provisions of Section 411.1 are satisfied.

411.2 Preservation of Natural Features
Several originally proposed lots have been excluded from the revised plan. They are currently undeveloped and require additional natural resource investigations. No new development is proposed in the revised plan, and there will not be any new disturbances to existing natural features or resources, including rare, threatened and endangered wildlife habitat and rare natural communities. The proposed subdivision is not within a flood hazard area, there are no proposed disturbances to steep slopes, and natural features have been noted for subdivision purposes. Lots
1-7, 35 and 44 contain important natural features that will require further on-site investigation. The Board finds that the provisions of Section 411.2 are satisfied with the condition that any development proposed for lots 1-7, 35 and 44 shall be reviewed and approved at the Planning Board level.

### 411.3 Surface Waters, Wetlands and Marine Resources
No disturbances to water bodies, streams, wetlands or vernal pools have been identified on the plan. Future development activities on lots 1-7, 10-12, 35 and 44 will require further on-site investigation, to delineate wetlands, determine the status of nearby contaminated sites, and evaluate impacts to surface waters, wetlands, and marine resources. The Board finds that the provisions of Section 411.3 are satisfied with the condition that any development proposed for lots 1-7, 10, 35 and 44 shall be reviewed and approved at the Planning Board level.

### 411.4 Flood Hazard Areas
According to the Federal Emergency Management Agency, there are no floodplains on the Phase 1 subdivision property. The Board finds that the provisions of Section 411.4 are satisfied.

### 411.5 Stormwater Management
The existing stormwater management system on the site consists of a collection system and several stormwater attenuation ponds with discharges in several locations along the perimeter of the property. Stormwater from the site flows to several watersheds including two urban impaired stream watersheds, Jordan Avenue Tributary (Androscoggin River) and Mere Brook (Harpswell Sound). In 2011, the MRRA prepared and submitted a Stormwater Pollution Prevention Plan (SWPPP) to Maine DEP and was granted a Multi-Sector General Permit for stormwater discharge overall. Because no new construction is proposed with this phase of the subdivision, no changes to the stormwater system are required. All future development will require site-specific stormwater management plans, which is a preferred approach when utilizing Low Impact Development techniques in accordance with the Brunswick Landing Design Guidelines and BNAS Reuse Plan. The Board finds that the provisions of Section 411.5 are satisfied with the condition that stormwater management plans, to the greatest extent practicable, use site-specific, Low Impact Development stormwater management strategies and best practices for all development, in accordance with Section 504 of the Town’s Zoning Ordinance and the Brunswick Landing Design Guidelines and BNAS Reuse Plan.

### 411.6 Groundwater
The Town has designated 2 Aquifer Protection Overlay Zones within the Brunswick Landing site, however no activities are proposed or anticipated that will extract groundwater for commercial or residential purposes. In addition, institutional land use controls imposed by deed by the U.S. Navy restricts any groundwater extraction, without Navy approval. Any future development must meet the APZ requirements. The Board finds that the proposed subdivision will not - alone or in conjunction with existing activities - adversely affect the quality or quantity of groundwater. The Board finds that the provisions of Section 411.6 are satisfied.

### 411.7 Erosion and Sedimentation Control
Because no new development is being proposed, the subdivision will not result in soil erosion or a reduction in the land’s capacity to hold water. All future development activities requiring
development review approval by the Planning Board will be required to apply Best Management Practices as outlined in the Maine Erosion and Sediment Control BMPs, as published by the Maine DEP. *The Board finds that the provisions of Section 411.7 are satisfied.*

411.8 **Sewage Disposal**
The sewer collection system, including existing sewer lines, manholes, and pump stations, is operated by MRRA and the wastewater is discharged to the Brunswick Sewer District through a trunk line that leaves the site at the main entrance. Because no new development is proposed, there will be no impacts to existing capacity. A letter from the Brunswick Sewer District confirming capacity to serve this subdivision has been provided; the letter does note that future projects and development will require approval from the District. *The Board finds that the provisions of Section 411.8 are satisfied.*

411.9 **Water Supply**
The water system on the site, including fire hydrants, is operated by MRRA. Water is supplied to the system via two connections to the Brunswick Topsham Water District water distribution system. A letter from the Brunswick-Topsham Water District confirming capacity to serve this subdivision has been provided. *The Board finds that the provisions of Section 411.9 are satisfied.*

411.10 **Aesthetic, Cultural and Natural Values**
As no development is proposed at this time, the proposed subdivision will not have any undue adverse effect on the scenic or natural beauty of the area, historic sites, or significant wildlife habitat identified by the Maine Department of Environmental Protection, Inland Fisheries & Wildlife, Maine Historic Preservation Commission or by the Town of Brunswick, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline. Future development of all lots must consider such features at the time of proposal in accordance with ordinance standards and other materials included in the FEIS. *The Board finds that the provisions of Section 411.10 are satisfied.*

411.11 **Community Impact**
Because no new development is proposed, the subdivision will not adversely impact community services. No solid waste impact fee is required as waste is privately contracted by MRRA. Upon such time when new development occurs, the review and permitting process will identify impacts to emergency services and school enrollment. Overall, municipal resources are currently available to service the existing uses on the site. *The Board finds that the provisions of Section 411.11 are satisfied.*

411.12 **Traffic**
The existing streets are proposed to remain as a private road network that will be maintained by MRRA through a common area maintenance agreement with all Brunswick Landing landowners. The Board finds that the proposed subdivision will not adversely affect the traffic conditions on Bath Road or other public rights-of-way. Any future development requiring site plan approval will be required to evaluate traffic impacts. *The Board finds that the provisions of Section 411.12 are satisfied.*
411.13 Pedestrian and Bicycle Access and Safety
Bicycle riding is permitted on existing streets within Phase 1 of the Brunswick Landing site. A Recreation, Trails, Open Space Management Plan (now under development) for primarily those lands being conveyed to the Town of Brunswick, includes a concept for a perimeter trail to traverse Brunswick Landing. Upon adoption of the management plan by Town Council, any future development of lots created by this subdivision will incorporate the trail system as appropriate. The Board finds that the proposed subdivision will not impact existing accommodations for bicyclists and pedestrian access, safety and circulation within the site. The Board finds that the provisions of Section 411.13 are satisfied.

411.14 Development Patterns
No new development is proposed, and any future development will be required to evaluate impacts to development patterns as part of the development review process. The Board finds that the provisions of Section 411.14 are satisfied.

411.15 Architectural Compatibility
No new development is proposed, and any future development will be required to evaluate architectural compatibility, in accordance with Brunswick Landing Design Guidelines administered by MRRA. The Board finds that the provisions of Section 411.15 are satisfied.

411.16 Municipal Solid Waste Disposal
No solid waste impact fee is required as waste is privately contracted by MRRA. As no new development is proposed, there will be no need for additional solid waste disposal at this time. The Board finds that the provisions of Section 411.16 are satisfied.

411.17 Recreation Needs
No development is proposed at this time. Any future residential development will necessitate a determination for recreation impact fees by the Recreation Commission at the time of development review. Presently, the subdivision will not impact the Town’s ability to provide recreational services. The Board finds that the provisions of Section 411.17 are not applicable.

411.18 Access for Persons with Disabilities
As no new development is proposed, additional access for persons with disabilities is not required at this time. Any future development proposal will require an evaluation of impacts to access for persons with disabilities. The Board finds that the provisions of Section 411.18 are satisfied.

411.19 Financial Capacity and Maintenance
As no new development is proposed, evidence of financial capacity is not required at this time with the exception of existing roadway maintenance. As mentioned previously, existing roads will be maintained by MRRA, financed through a common area maintenance agreement with all Brunswick Landing landowners. Any future development proposals requiring site plan approval will be required to include evidence of financial capacity. The Board finds that the provisions of Section 411.19 are satisfied.
411.20 Noise and Dust
The subdivision will not generate any additional noise and or fugitive dust. Any future development must meet ordinance standards. *The Board finds that the provisions of Section 411.20 are satisfied.*

411.21 Right, Title and Interest
MRRA owns the subject properties or has purchase and sales agreements from the U.S. Navy giving them sufficient right, title and interest to subdivide the land. *The Board finds that the provisions of Section 411.21 are satisfied.*

411.22 Payment of Application Fees
The applicant has paid all applicable development review application fees. *The Board finds that the provisions of Section 411.22 are satisfied.*

411.23 Additional Design Review Guidelines in the BNAS Reuse and Conservation Districts
Activities in the BNAS Reuse District are subject to separate design guidelines established and administered by MRRA. Conformance with the MRRA design guidelines is not subject to consideration as part of the development review process but all applications for development review must demonstrate that they have completed the MRRA design review process. *The Board finds that the design review process is not applicable at this time, but notes that the provisions of Section 411.23 will be completed on a site-specific basis during the development review process.*

411.24 Environmental Compliance in the BNAS Reuse and Conservation Districts
The proposed subdivision complies with all state, federal and local institutional land use controls applicable to the property and that the subdivision is in conformity with all applicable environmental restrictions. It is noted that a Materials Management Plan (revised October 2, 2012) was prepared for MRRA to describe the procedures required for the management of contaminated soil, groundwater, and equipment encountered during development activities. *The Board finds that the provisions of Section 411.24 are satisfied conditioned upon evidence of compliance on a site-specific basis at time of future development.*

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**DRAFT MOTIONS**
**BRUNSWICK LANDING SUBDIVISION – PHASE 1**
**MAJOR SUBDIVISION PLAN FINAL REVIEW**
**CASE#: 12-031**

**Motion 1:** That the major development review application is deemed complete.

**Motion 2:** That the Board waives the following requirements with the condition that they be submitted as part of an application for development review of any proposed new development in the subdivision:
1. Section 412.2.B.3 – Lot Monumentation: boundaries of all lots and tracts with accurate distances and bearings, locations of all permanent monuments properly identified as existing or proposed.

2. Section 412.2.B.5 - Existing zoning district and overlay zone designation.

3. Section 412.2.B.8. – Profile, cross-section dimensions, and curve radii of all existing streets.

4. Section 412.2.B.12. – Location of features, natural and artificial, affecting the development, such as water bodies, wetlands, streams, vegetation, rail-roads, ditches and buildings.

5. Section 412.2.B.14. – Profile and cross-section of existing sewers.

6. Section 412.2.B.16. – A Class A (high intensity) Soil Survey prepared in accordance with the standards of the Maine Association of Professional Soil Scientists.

7. Section 412.2.B.17. – Location of all existing trees over 10 inches in diameter, and locations of tree stands.

8. Section 412.2.B.25 – A wetlands map drawn by a specialist delineating wetland boundaries in accordance with the methods prescribed by the U.S. Army Corps of Engineers at the time of the application.

9. Section 412.2.B.28. – Building envelopes showing acceptable locations for principal and accessory structures.

**Motion 3:** That the Final Subdivision Plan is approved with the following conditions:

1. That the Board’s review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, 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. Provision of a fully executed Common Area Maintenance Agreement, as described in Note # 8 of Drawing 1 of 7.

3. Lot 13 is excluded from the final, approved subdivision plan and is combined with the remaining Lands of MRRA.

4. As part of the development review process for any future development, a qualified ecologist shall fully document and delineate rare natural communities and rare plant occurrences for Lots 2, 3, & 11.

5. Development review approval by the Planning Board is required for all future development of lots 1-7, 10-12, 35 and 44, in order to demonstrate compliance with the provisions of Section 411.2 of the Town of Brunswick Zoning Ordinance “Preservation of Natural Features”.

6. Development review approval by the Planning Board is required for all future development of lots 1-7, 10-12, 35 and 44, in order to demonstrate compliance with the
provisions of Section 411.3 of the Town of Brunswick Zoning Ordinance “Surface Waters, Wetlands and Marine Resources”.

7. Depict locations of all groundwater monitor wells within the Phase I subdivision plan.

8. Stormwater Management Plans will be required for all future development and, to the greatest practical extent, site-specific, Low Impact Development stormwater management strategies and practices are required for all new development, in accordance with Section 504 of the Town’s Zoning Ordinance and the Brunswick Landing Design Guidelines and BNAS Reuse Plan.

9. Plan notes and legends shall be amended to reference “approximate” locations of wetlands, vernal pools, NRPZ boundaries, and all other natural resources that require further delineation, as part of the development review process.

10. In accordance with Section 411.24, Environmental Compliance in the BNAS Reuse and Conservation Districts, the applicant must provide evidence of compliance on a site-specific basis at time of future development.

* All Subdivisions for which Final Plan approval has been granted, and any conditions that have been imposed by the Planning Board for the subdivision or final plan shall be filed in the Cumberland County Registry of Deeds by the applicant. If the applicant fails to record the subdivision plan within 60 days after Development Plan approval by the Planning Board, the approval shall expire. No building permits associated with a subdivision shall be issued unless evidence of all recording requirements is provided by the applicant to the Codes Enforcement Officer.

If applicable, subdivision approvals by the Planning Board shall expire at the end of five years after the date of Final Plan approval unless all infrastructure work associated with the development is completed (Section 407.4.C of the Brunswick Zoning Ordinance).
February 27, 2018

1699.16

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

RE: Subdivision Amendment Plan
Brunswick Landing Housing
Tax Map 40, Lot 12

Dear Jared:

On behalf of Brunswick Landing Venture, LLC and the Town of Brunswick, Sitelines is pleased to submit the enclosed Subdivision Amendment Plan for review and approval of an amendment to the on the Subdivision Plan - Brunswick Landing Housing, dated January 9, 2018 and recorded at the Cumberland County Registry of Deeds in Plan Book 218, Page 10.

PROPERTY
Brunswick Landing Venture, LLC is the record owner of the parcel of land located between the Gurnet Road (Route 24) and Neptune Drive and identified as Tax Map 40, Lot 12. The total area of the subdivision encompasses 115.82 acres and is located in the GR1 (Growth Residential) District. The property has been subdivided into ten parcels containing multi-family Housing and land for future development.

PROJECT DESCRIPTION
The purpose of the Amendment is to accommodate two 50-foot road easements that will provide internal connections from the existing and future adjacent housing to the proposed connector road to run between Admiral Fitch Avenue and Gurnet Road (Route 24). The remaining portions of the property will remain as previously approved.

REVIEW STANDARDS
The site area computations have been modified to account for these two easements and all of the previously reviewed and approved development review standards will remain unchanged.

We look forward to meeting with you and the Planning Board at their March 20 meeting to review and approve the project. Should you have any questions, please call or contact me at kclark@sitelinespa.com.

Very truly yours,

Kevin P. Clark
Kevin P. Clark, PLS
President

Enclosures
3230-7

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

Re: Major Development Review
Final Plan Application
Brunswick Landing Venture Subdivision
Brunswick, Maine
Tax Map 40, Lot 12 & 34

Dear Jared:

On behalf of Brunswick Landing Venture, LLC, Sitelines, PA is pleased to submit the enclosed Sketch and Final Subdivision Application and supporting materials for the development of a residential subdivision located in Brunswick Landing. The project was previously presented to the Planning Board as a Workshop in August 2017. This application is intended to establish new parcel boundaries only, there is no new construction proposed. Concurrent with this application is a submission for a Common Development Plan, which is submitted under separate cover.

**Property**
Brunswick Landing Venture, LLC owns a parcel of land (Tax Map 40, Lot 12 & 34) that encompasses most of the housing located at Brunswick Landing. The parcels contain a total of 120.04 acres and are currently developed and comprised of 1- or 2-family and multifamily housing units. The property is in the Growth Residential 1 (GR1) Zoning district, in which residential dwellings, 1- or 2-family and multifamily are Permitted Uses and has a maximum density of 8 units per acre.

**Subdivision Layout**
The proposed subdivision consists of eleven (12) residential lots for 1- or 2-family and multifamily housing. Seven (8) of the proposed lots contain existing single and multi-family housing. The proposed lots will have access from the existing road system. See table at end of this letter.

The lots are served by private water distribution and wastewater disposal systems owned and operated by Midcoast Regional Redevelopment Authority (MRRA). These private water and wastewater systems are served by the Brunswick-Topsham Water District and the Brunswick Sewer District, respectively. The current application does not propose any new construction and no changes in the demand to either utility district is anticipated.
Wetlands and watercourses were identified and mapped by Tim Forrester of Atlantic Environmental, LLC in August 2017.

Based on the specifics of the project, the Applicant will request waivers for the following application items:

- Class A Soil Survey. The project is located on soils suitable for the proposed use. There have been extensive test pits for the private subsurface disposal systems and a soils survey is not necessary. As part of the previously proposed subdivision, a Class B Soil Survey was performed and that analysis is included within this submission.
- Profile, cross-section dimensions, curve radii of existing streets. No changes are proposed to existing streets.
- Location of Existing Trees. There is no development propose that any of the lots at this time. It would be impractical and burdensome to locate all trees greater than 10". Clearing of the individual lots will be subject to planning board review at such time as projects identified.

**Review Standards**
The applicant does not propose any construction activity concurrent with this application. To facilitate your review of our proposal, the following issues are summarized in accordance with CHAPTER 4 - PROPERTY DEVELOPMENT STANDARDS of the Ordinance.

4.1 APPLICABILITY OF PROPERTY DEVELOPMENT STANDARDS
The proposed development is in compliance with the standards set forth in Chapter 4 – Property Development Standards

4.2 DIMENSIONAL AND DENSITY STANDARDS
The proposed development is in the Growth Residential 1 (GR1) Zoning district and complies with the Dimensional and Density Standards for Growth Area Zoning Districts. The Rural Area Dimensional and Density Standards to not apply.

The parcels being established have unique encumbrances with regard to easements and/or wetlands. Net Site Area will be determined for each parcel as submissions are made.

The project is neither an Open Space Development nor an Affordable Housing Development; bonus development density does not apply. The development is not in the Shoreland Protection Overlay District.

4.3 NATURAL AND HISTORIC AREAS
There are no existing features on the site that would be considered of natural, scenic, or historic character to the Town. The subdivision will not result in undue water or air pollution. No clearing or removal of vegetation is proposed with this application. There are no known areas for significant plant or animal habitat. There are no steep slopes or embankments greater than 25%, as defined by the ordinance, located on the property. The project will be serviced by public sewer and water.
site is not located within an Aquifer Protection Zone. There are no adverse impacts to groundwater anticipated from this development. There are no structures that are identified by the Village Review Zone as Contributing Resources. The subdivision will have no undue adverse effect on any historic or archeological resource. Appropriate erosion and sedimentation control measures will be included with future projects that will be reviewed by the Planning Department staff and by the Planning Board. Wetlands have been delineated for determination of net area calculations. No development is proposed and no wetland impacts will occur.

4.4 FLOOD HAZARD AREAS
The development is not in the Flood Protection Overlay (FPO) District. The project area is in Zone C (Areas of Minimal Flooding) of the Flood Insurance Rate Maps (FIRMs) for Cumberland County, Maine. The project area is located on Panel 15 of 35 (Community Panel 230042-0015-B, Effective June 3, 1986). An excerpt of the applicable FIRM is enclosed.

4.5 BASIC AND MUNICIPAL SERVICES
The proposed subdivision will be serviced by water and sewer systems owned and operated by MRRA. The water system includes fire hydrants for fire suppression. Sewage is ultimately treated by the Brunswick Sewer District, which will issue a letter certifying its ability to accept additional sewage as future projects identified. The Brunswick Topsham Water District supplies water to the entire Brunswick Landing area, and will issue a letter certifying its ability to accept additional demand as projects are identified.

Solid Waste Disposal and impact fees will be calculated as future housing is planned and permitted.
There are no changes planned to the stormwater management system in-place for the existing housing. As new housing is submitted for approval, a stormwater management plan will be prepared for review and approval.

4.6 LANDSCAPING REQUIREMENTS
The existing housing areas have landscaping for each unit. There are playgrounds and open areas with mature trees in the existing housing areas. Wooded areas separate the current housing areas from each other and adjacent developments. Landscape maintenance will be managed by Brunswick Landing Venture, LLC, which has already assumed the responsibility from Affordable Mid-Coast Housing.

4.7 RESIDENTIAL RECREATION REQUIREMENTS
There are playgrounds and trails available to residents of the existing housing, including close proximity to the Brunswick recreational facilities. Recreational requirements for future housing will be assessed when project are submitted for review.

4.8 CIRCULATION AND ACCESS
There are no new roads proposed with this application. The existing housing is adequately accessed by the private roads constructed with the housing. The developable lots will be accessed from existing roads. If improvements to the roads are needed/warranted to accommodate new
development, those requirements will be identified and addressed in future submissions. There is no shoreline within the project area. Pedestrian access is ample with sidewalks throughout the housing area. Bicycle access is available from nearby public roads, and within the development is safe due to the low volumes of traffic.

4.9 PARKING AND LOADING
Parking for the existing and future housing is provided by attached garages, driveways, and occasional on-street parking. Future houses are anticipated to have 2-car garages and driveways that will continue to provide adequate parking. Other standards in this section are applicable to commercial projects.

4.10 LIGHTING
The private roads have street lights in place and many of the units have individual lights. No new lighting is proposed at this time.

4.11 ARCHITECTURAL COMPATIBILITY
There are no new buildings being proposed.

4.12 NEIGHBORHOOD PROTECTION STANDARDS
There are no new buildings being proposed.

4.13 SIGNS
There are no signs proposed.

4.14 PERFORMANCE STANDARDS
The intended use for the developable lots is multi-family housing, which does not generate level of noise, smoke and particulate matter, dust, fumes, odors, or vibrations that warrant corrective measures. As a residential subdivision, parking of unlicensed vehicles and watercraft are managed by the home owners. It is the intent of Brunswick Landing Venture, LLC to establish home owners’ documents for the housing areas to regulate the parking and storage of vehicles.

4.15 SITE MAINTENANCE
Site maintenance will be managed by Brunswick Landing Venture, LLC, which has already assumed responsibility from Affordable Mid-Coast Housing.

4.16 FINANCIAL AND TECHNICAL CAPACITY
Brunswick Landing Venture, LLC, owns the parcels and building located thereon. There is no construction proposed that would necessitate a performance guarantee.

4.17 ADMINISTRATIVE ADJUSTMENTS / ALTERNATIVE EQUIVALENT COMPLIANCE
The subdivision has been designed in accordance with the Town of Brunswick Zoning Ordinance to the greatest extend possible. No Administrative Adjustments are requested.
We look forward to meeting with you and the Planning Board at their October 3, 2017 meeting to review the project and gain their approval. We appreciate your assistance with this project. Should you have any questions, please call or contact me via cneufeld@sitelinespa.com.

Very truly yours,

Curtis Y. Neufeld, P.E.
Vice President

Enclosures

cc: Chris Rhoades, Brunswick Landing Venture, LLC
    Jim Howard, Priority Real Estate Group, LLC
Summary of Lots

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<tr>
<th>Lot #</th>
<th>Name</th>
<th>Abbr.</th>
<th>Use</th>
<th>Area</th>
<th>(s.f.)</th>
<th>(acres)</th>
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DEVELOPMENT REVIEW
APPLICATION

1. Development Review application type (refer to Appendix D):
   - [ ] Minor Development Review
   - [ ] Major Development Review: Sketch Plan
   - [ ] Major Development Review: Final Plan
   - [ ] Major Development Review: Streamlined Final Plan

2. Project Name: Brunswick Landing Venture Subdivision

3. Project Applicant
   - Name: Brunswick Landing Venture, LLC
   - Address: 74 Neptune Drive
   - Brunswick, ME 04011
   - Phone Number: 207-725-9132
   - Email: Chris Rhoades (crhoades@heliosvcs.com)

4. Project Owner (if different than applicant)
   - Name: Same
   - Address: 
   - Phone Number: 
   - Email: 

5. Authorized Representative
   - Name: Sitelines PA Attn: Curtis Neufeld, PE
   - Address: 8 Cumberland Street
   - Brunswick, ME 04011
   - Phone Number: 207-725-1200
   - Email: cneufeld@sitelinespa.com

6. List of Design Consultants. Indicate the registration number, address and phone number, email for any additional project engineers, surveyors, architects, landscape architects or planners:
   1. Sitelines PA
   2. 
   3. 

7. Physical location of property: Between Admiral Fitch Ave. & Gurnet Road

8. Lot Size: Lot 12: 114.96 ac Lot 34: 5.08 ac

9. Zoning District: Growth Residential 1 (GR1)
10. Overlay Zoning District(s): None

11. 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?

Owner

12. Assessor’s Tax Map 40 Lot Number 12 & 34 of subject property.

13. Brief description of proposed use/subdivision: Refer to Cover Letter

14. Describe specific physical improvements to be done: Refer to Cover Letter

Owner Signature:

Applicant Signature (if different):

DEVELOPMENT REVIEW APPLICATION REQUIREMENTS

The submission requirements contained in Appendix D of the Brunswick Zoning Ordinance (attached in checklist format for each application category) shall apply to all Minor Development, Major Development, and Streamlined Major Development Review unless a waiver is granted. Proposed development applications shall be submitted to the Director of Planning and Development.

For each item listed in Appendix D the applicant shall either submit the requested information or request a waiver from the information requirement pursuant to Subsection 5.2.9.M of the Zoning Ordinance.
### Project Information

- **Project Name:** Brunswick Landing Venture Subdivision
- **Project Location:** Brunswick Landing
- **Tax Map:** Map 40, Lots 12 and 34
- **Zoning District:** GR1 (Lot 12) and GM7 (Lot 34)
- **Case Number:** 17-045
- **Applicant:** Brunswick Landing Venture, LLC
  - 74 Neptune Drive
  - Brunswick, ME 04011
- **Authorized Representative:** Sitelines PA
  - c/o Curt Neufeld, PE,
  - 8 Cumberland Street
  - Brunswick, ME 04011

Staff reviewed the application and has determined it is complete.

**APPROVED Motion 1:** That the Final Subdivision Plan is deemed complete.

### PROJECT SUMMARY

Staff review is based on the Major Development Review application for the, “Brunswick Landing Venture Subdivision” as revised most recently on September 12, 2017. The Town of Brunswick’s Staff Review Committee (SRC) reviewed the development proposal on September 20, 2017. The SRC meeting notes are included in the Planning Board packet.

The proposed activity involves the creation of 10 new residential lots for one (1) and two (2) family multitenant housing. The subdivision was revised by the applicant to remove proposed lots 11 and 12 from the site plan because the associated parcel is part of Brunswick Landing’s subdivision. The proposed development includes all existing housing and does not propose any new units or construction activity.

The applicant requests the following waiver in accordance with Section 410 of the Brunswick Zoning Ordinance:

1. Class A Soil Survey – The applicant states the project is located on suitable soils for the proposed use, and a Class B soil survey is included. The site contains existing development and no further development is proposed at this time. Staff note that Class A soil surveys are a discretionary requirement by

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the review entity. Based on these supporting facts, the staff recommends approving the requested waiver.

2. Profile, cross section dimensions and curve radii of existing streets – The application states that no changes are proposed to existing streets. Based on this supporting fact, the staff recommends approving the requested waiver.

3. Location of trees >10” – The application indicates no development is proposed that may impact existing trees. Based on this supporting fact, the staff recommends approving the requested waiver.

Review Standards from Section 4.2 of the Town of Brunswick Zoning Ordinance

4.1 Applicability of Property Development Standards
The subject property is located primarily within the GR1 and partially within the GM7 Zoning District. The applicant provided a table for the GR1 Zoning District but not the GM7 Zoning District. The proposed subdivision plan must depict the GM7 Zoning District standards. The applicant proposes to divide an existing lot containing two (2) existing residences within the GM7 Zoning District for residential use. Dwellings are not permitted within GM7; however, since the dwellings on Lot 34 exist the proposed two (2) lot division does not create further non-compliance with Brunswick’s Zoning Ordinance.

The parcel contains the mapped Shoreland Protection Overlay – Stream Protection Subdistrict (SPO-SP). The proposed subdivision plan does not depict the location of the SPO-SP and must therefore be corrected. The Board finds that the provisions of Section 4.1 are satisfied conditional upon revising the site plan to depict the location of the Shoreland Protection Overlay – Stream Protection Subdistrict; and the GM7 Zoning District standards.

4.2 Dimensional and Density Standards
As noted in Section 4.1., the proposed subdivision contains the SPO-SP and its supplemental standards apply. Where no additional development is proposed, the applicant must only provide that the minimum lot size, shore frontage, and lot coverage (unvegetated land) for any proposed lot. The applicant provided a table on the subdivision plan for GR1 Zoning District which indicates the required density limit of eight (8) dwelling units per acre will be met. Based on the land area shown within existing Lot 34 (5.08 acres), the proposed two (2) lot division will meet the GM7 density standard of 24 units per acre. The applicant proposes to calculate net site area for each parcel as submissions are made. The applicant must provide net site area calculations for each parcel prior to the issuance of an occupancy permit.

As conditionally approved by the Maine DEP on September 29, 2017, Brunswick’s Zoning Ordinance must require each proposed lot to be limited to less than 20% unvegetated lot coverage within the SPO. The Board finds that the provisions of Section 4.2 are satisfied conditional that each proposed lot contains minimum lot size, shore frontage, and unvegetated lot coverage within the SPO-SP in accordance with Brunswick’s SPO standards (Table 4.2.5.F.(1) and no more than 20% unvegetated lot area within the SPO as conditioned by the Maine DEP. The
applicant must provide net site area calculations for each parcel prior to the issuance of an occupancy permit. The applicant may return to the Director of Planning and Development to request a minor modification if the approved lot dimensions require adjustment to meet the minimum standards. At the discretion of the Director, changes in lot layout may be required to return for further review by the Planning Board.

4.3 Natural and Historic Areas
The applicant found no features important to the natural, scenic, and historic character of the Town or that add to the visual quality of a development. A wetland delineation report was provided in the application but the wetland delineation is not shown on the plans. The applicant must provide wetland delineation maps at the time of subdivision review for any new development. As noted above, the SPO-SP is mapped on the subject parcel in the Town of Brunswick’s Official Zoning map. Any wetland maps must also depict the location of the SPO.

The proposed development does not result in new construction and therefore will not result in undue water or air pollution; significant plant and animal habitat; steep slopes; erosion and sedimentation; groundwater; surface waters, wetlands, and marine resources; and historic and archaeological resources, in accordance with Section 4.3.2. - 4.3.9., respectively. The Board finds that the provisions of Section 4.3 are satisfied.

4.4 Flood Hazard Areas
The proposed development is not located in a Flood Protection Overlay (FPO) District or Flood Hazard Area. The Board finds the risk of flooding for the proposed development is sufficiently minimized.

4.5 Basic Municipal Services
The SRC reviewed the proposal and advised the existing level of municipal service will remain the same. The applicant was encouraged to meet with the Sewer District, Water District, and the Midcoast Regional Redevelopment Authority to determine ownership and responsibilities for sewage disposal, and water supply (and quality). No changes are proposed or anticipated to Solid Waste Disposal or Stormwater Management in accordance with Section 4.5.3 and 4.5.4, respectively.

The CDP anticipates additional development at the subject parcel. Staff note redeveloped impervious area (re: additional parking or vehicle traffic circulation) and disturbed area may require stormwater treatment at the time of review. The Board finds that the provisions of Section 4.5 are satisfied.

4.6 Landscaping
The proposed activity is the division of an existing developed parcel and no landscaping is proposed. Therefore, landscaping standards in Section 4.6 are not applicable. The Board finds that the provisions of Section 4.6 is not applicable.
4.7 Residential Recreation Requirements
The proposed development is not required to pay recreational impact fees for existing
residential development. The Board finds that the provisions of Section 4.7 is not
applicable.

4.8 Circulation and Access
No changes are proposed to circulation and access. The SRC reviewed the existing
layout and made no recommendations for additional review. The Board finds that the
provisions of Section 4.8 are satisfied.

4.9 Parking and Loading
No changes are proposed to parking area; and loading is not applicable. The Board
finds that the provisions of Section 4.9 are satisfied.

4.10 Lighting
The proposed development contains existing street lighting. The staff recommend
any lighting approved in the CDP for new development be used for replacement
activities within the subdivision. The Board finds that the provisions of Section 4.10
are satisfied.

4.11 Architectural Compatibility
No new development is proposed. Therefore, architectural compatibility standards
are not applicable. The Board finds that the provisions of Section 4.11 are not
applicable.

4.12 Neighborhood Protection Standards
No new development is proposed. Therefore, neighborhood protection standards are
not applicable. The Board finds that the provisions of Section 4.12 are not applicable.

4.13 Signs
No signs are proposed at this time. The Board finds that the provisions of Section
4.13 are not applicable.

4.14 Performance Standards
The proposed development is existing residential dwellings and no exceedance in
Section 4.14 standards is anticipated. The Board finds that the provisions of Section
4.14 are satisfied.

4.15 Site Feature Maintenance
The proposed development contains existing site features such as landscaping and
outdoor lighting. The staff recommend all site features are maintained in their
existing state or updated in accordance with the CDP. The Board finds that the
provisions of Section 4.15 are satisfied.

4.16 Financial and Technical Capacity
The applicant owns the subject parcel and no further development is proposed as a result of the subdivision. The applicant sufficiently demonstrates adequate financial and technical capacity to meet the standards of the proposed development. The Board finds that the provisions of Section 411.14 are satisfied.

4.17 Administrative Adjustments / Alternative Equivalent Compliance
No administrative adjustment is proposed by the applicant at this time. The Board finds that the provisions of Section 4.17 are not applicable.

APPROVED MOTIONS
CASE #17-045

Motion 2: That the requested waiver for profiles and curve radii of existing streets, Class A soil survey, and for locating trees over 10 inches is approved.

Motion 3: 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. Prior to signing the approved subdivision plan, the Subdivision Plan shall be revised to comply with Brunswick’s SPO standards listed in Table 4.2.5.F.(1), and the 20% unvegetated lot area limit within the SPO as conditioned by the Maine DEP.

3. Prior to signing the approved subdivision plan, the applicant shall provide net site area calculations for each parcel.