

BRUNSWICK TOWN COUNCIL
Agenda
March 2, 2020
EXECUTIVE SESSION AT 6:15 P.M.
Regular Meeting - 6:30 P.M.
Council Chamber
Town Hall
85 Union Street

Roll Call of Members/Acknowledgement Notice

EXECUTIVE SESSION:

Executive session to discuss acquisition of real property per 1 M.R.S.A. §405(6)(C)

Pledge of Allegiance

Adjustments to Agenda

Public Comments/Announcements (for items not on the agenda)

MANAGER'S REPORT

- a) Special Referendum Election and Presidential Primary
- b) Police Chief Recruitment
- c) Codes Enforcement Officer
- d) Assessor
- e) Police and Communications
- f) Cedar Street Parking
- g) Maine Street Sidewalks and Streetscape
- h) Spring Road Paving
- i) 2021 Budget
- j) Shellfish Licenses

PUBLIC HEARINGS:

- 27. The Town Council will hear public comments regarding an initial liquor license application, and will take any appropriate action. (Town Manager Eldridge)

Full-Time Spirituous, Vinous & Malt

El Tequila Mexican Restaurant of Brunswick, Inc.
D/B/A: El Tequila Mexican Restaurant
32 Bath Road

Felipe Cruz Diaz

HEARING/ACTION

28. The Town Council will hear public comments regarding proposed text amendments relative to street standards to Chapters 14 and 15 of the Municipal Ordinance, and will take any appropriate action. (Town Manager Eldridge)

HEARING/ACTION

29. The Town Council will hear public comments regarding proposed zoning ordinance text amendments to define and allow Environmental Resource Center as a conditional use in the Growth Outdoor (GO) Zoning District, and will take any appropriate action. (Planning Board)

HEARING/ACTION

NEW BUSINESS

30. The Town Council will consider the following requests for Sellers of Prepared Food on Public Ways licenses for businesses on the Brunswick Mall, and will take any appropriate action. (Town Manager Eldridge)

**Danny's Dogs
Taco the Town
Wrappers**

Brunswick Farmers' Market Association

ACTION

31. The Town Council will consider accepting and allowing expenditure of a grant from the Maine Shellfish Restoration and Resilience Fund for \$19,000, and will take any appropriate action. (Marine Resource Committee)

ACTION

32. The Town Council will consider "A Resolution Authorizing the Construction and Funding of the Veterans Plaza Memorial, Appropriating Tax Increment Financing Revenues to Fund Replacement of Banner Poles on Maine Street, and Authorizing Acceptance of Contributions to Fund the Costs of the Plaza and to Establish a Permanent Veterans Plaza Trust Fund", and will take any appropriate action. (Councilor Dave Watson)

ACTION

33. The Town Council will consider the approval of a grant for the use of a personal watercraft through the Public Safety Law Loan Program, and will take any appropriate action. (Brunswick Police Department)

ACTION

34. The Town Council will consider acceptance of a \$20,000 bequest from the Robert L. Morrell Revocable Trust, and will take any appropriate action. (Town Manager Eldridge)

ACTION

35. The Town Council will receive a report from the Recycling & Sustainability Committee, and will take any appropriate action. (Councilor Steve Walker)

DISCUSSION

36. The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action. (Appointments Committee)

ACTION

CORRESPONDENCE/COMMITTEE REPORTS

CONSENT AGENDA

- a) Approval of the minutes of February 18, 2019

**INDIVIDUALS NEEDING AUXILIARY AIDS FOR EFFECTIVE
COMMUNICATION SHOULD CONTACT
THE TOWN MANAGER'S OFFICE AT 725-6659 (TDD 725-5521)
To email Town Council: towncouncil@brunswickme.org**

**Brunswick Town Council
Agenda
March 4, 2019
Council Notes and Suggested Motions**

EXECUTIVE SESSION:

Executive session to discuss acquisition of real property per 1 M.R.S.A. §405(6)(C)

Suggested Motion:

Motion to go into executive session to discuss the acquisition of real property per 1 M.R.S.A. §405(6)(C)

MANAGER'S REPORT

A memo from the Town Manager providing information on items (a) through (j) is included in the packet. There is no additional backup.

- a) **Special Referendum Election and Presidential Primary**
- b) **Police Chief Recruitment**
- c) **Codes Enforcement Officer**
- d) **Assessor**
- e) **Police and Communications**
- f) **Cedar Street Parking**
- g) **Maine Street Sidewalks and Streetscape**
- h) **Spring Road Paving**
- i) **2021 Budget**
- j) **Shellfish Licenses**

PUBLIC HEARING

27. **Notes:** This item is a request for an initial liquor license for El Tequila of 32 Bath Road. A copy of their application and the public hearing notice is included in the packet.

Suggested Motion:

Motion to approve a liquor license for El Tequila, 32 Bath Road.

28. **Notes:** This is the public hearing regarding proposed Municipal Ordinance text amendments that include changes to Chapter 14 – Article IV – Excavation, Chapter 14 – Article VI – Street Acceptance and Standards, and Chapter 15 – Traffic and Vehicles. A copy of a memo from Town Engineer Ryan Barnes, as well as new language for Chapters 14 and 15 are included in the packet.

Recommended Option for the Council if they choose to vote this evening – suggested motion:

Motion to suspend the Council Rules to allow the Council to vote on this item at this meeting.

Suggested Motion:

Motion to adopt proposed Municipal Ordinance text amendments that include changes to Chapter 14 – Article IV – Excavation, Chapter 14 – Article VI – Street Acceptance and Standards, and Chapter 15 – Traffic and Vehicles.

29. **Notes:** This is the public hearing regarding proposed zoning ordinance text amendments to allow for a new conditional use in the Growth Outdoor (GO) Zoning District. The use would allow for a broad scope of activities related to agriculture, aquaculture, environmental studies, land and water conservation and wildlife organizations. The Planning Board deemed the use to be appropriate for the entire GO District, and confirmed that the amendments were consistent with the Town’s 2008 Comprehensive Plan and the BNAS Reuse Master Plan. A copy of a memo from Matt Panfil, Director of Planning and Development, as well as the proposed Zoning Ordinance Text Amendment, staff memos to the Planning Board from November 2019 through January 2020, a letter from the Brunswick-Topsham Land Trust, and correspondence concerning this amendment are included in the packet.

Recommended Option for the Council if they choose to vote this evening – suggested motion:

Motion to suspend the Council Rules to allow the Council to vote on this item at this meeting.

Suggested Motion:

Motion to adopt proposed zoning ordinance text amendments allowing for a new conditional use in the Growth Outdoor (GO) district.

NEW BUSINESS

30. **Notes:** This is the annual approval of the Sellers of Prepared Food on Public Ways licenses on the Brunswick Mall. The fee for the vendors is \$2,000 each. There are 3 (three) vendors seeking Council approval for 5 (five) open spots on the Mall, and the Farmers’ Market. They are all renewals. Copies of a memo from the Town Clerk and the applications are included in your packet.

Suggested Motion:

Motion to approve the following Sellers of Prepared Food on Public Ways licenses on the Brunswick Mall: Danny’s Dogs, Taco the Town, Wrappers and the Farmers’ Market.

31. **Notes:** The \$19,000 grant awarded to the Town will be used to try to bolster the Town’s existing quahog resources using hatchery-reared quahogs. Since 2012 work has been done transplanting existing adult quahogs to different shellfish growing areas. These methods have been successful, and local quahog resources have expanded enough to be included into the Town’s annual license calculations. The Brunswick Marine Resources Committee shellfisherman, shellfish farmers, high school and college students, and town staff will work together to rear the hatchery quahogs and plant them into the Town’s shellfish growing areas. This project will be monitored and a report will be prepared to share the outcome with other towns along the coast. The groups will also work closely with the

Town of Harpswell, which received a similar grant, to determine the most efficient and effective methods to bolster existing wild quahog populations with hatchery supplementation. A copy of a memo from Dan Devereaux, Harbormaster/Coastal Resource Manager, and the grant application are included in the packet.

Suggested Motion:

Motion to accept a grant for \$19,000 from the Maine Shellfish Restoration and Resilience Fund, and to authorize expending monies from the grant for the purposes stated.

32. **Notes:** The Veterans Plaza Committee, whose project was endorsed by the Town Council on February 20, 2018, has taken in just over \$400,000 in cash and pledges, and has also identified a preferred contractor. In order for the Town to enter necessary contracts with the contractor and suppliers, authorization in the form of a resolution is required from the Town Council. The banner poles, which support the banners over Maine Street, will also need to be replaced, and that is proposed to be done from Tax Increment Financing (TIF) revenues from the Downtown Development and Transit-Oriented TIF district. A copy of a memo from Tom Farrell, Director of Parks and Recreation, and a draft resolution is included in the packet. Mr. Farrell will be available at the meeting to answer questions about this project.

Suggested Motion:

Motion to approve “A Resolution Authorizing the Construction and Funding of the Veterans Plaza Memorial, Appropriating Tax Increment Financing Revenues to Fund Replacement of Banner Poles on Maine Street, and Authorizing Acceptance of Contributions to Fund the Costs of the Plaza and to Establish a Permanent Veterans Plaza Trust Fund”.

33. **Notes:** Marine Warden Sylvain has secured a grant through the Public Safety Law Loan Program and is requesting that the Town Council approve the grant. The Police Department will be given a personal watercraft free of charge for the months of April through October, and will provide insurance, a trailer, tie downs and service. The program is eligible to continue with a new watercraft issued yearly. The Department feels this program would be a valuable asset to the marine resource/enforcement program, as well as benefitting first responders for water safety issues and rescues. Commander Garrepy and Marine Warden Sylvain will be at the meeting to answer questions. A copy of a memo from Commander Garrepy, as well as a memo from Marine Warden Sylvain providing more information about the program and its benefits, are included in the packet.

Suggested Motion:

Motion to accept the loan of a personal watercraft through the Public Safety Law Loan Program for the Brunswick Police Department.

34. **Notes:** The Town received notice last week that it is named as a beneficiary of the Robert L. Morrell Revocable Trust, and the Trust has specified a distribution of \$20,000 to the Town to be expended for the planting and/or maintenance of trees. The funds are required to be held as an endowment fund. The Council is asked to approve acceptance of the \$20,000 bequest, and the establishment of a permanent public-purpose trust fund in accordance with the specified intention of the bequest. A copy of a memo from Julia

Henze, Finance Director, a resolution, the letter of bequest, the form to be signed to accept the bequest and the relevant pages of the Robert L. Morrell Revocable Trust are included in the packet.

Suggested Motion:

Motion to adopt a “Resolution Establishing the Robert L. Morrell Trust Fund”.

35. **Notes:** The Recycling & Sustainability Committee has been working on a charge from the Town Council to develop a plan for the future of town recycling efforts. Their report, titled “Framework for a Comprehensive Solid Waste Management Plan” is presented to the Council tonight for discussion. Councilor Steve Walker, the sponsor of this item and the Council’s representative to the Recycling & Sustainability Committee, and members of the Committee will be present to answer questions. A copy of their report is included in the packet.

Suggested Motion:

There is no suggested motion, as this is a discussion item.

36. **Notes:** The Town Council will consider appointments to the Town’s Boards and Committees, and will take any appropriate action. Copies of the Committee’s report and applications are included in the packet.

Suggested Motion:

Nominations will be made, with no seconds required, and the Council will then vote on the nominations.

CORRESPONDENCE/COMMITTEE REPORTS

Councilors will provide brief updates of recent committee meetings.

CONSENT AGENDA

- a) **Approval of the minutes of February 18, 2020:** A copy of the minutes is included in the packet.

Suggested Motion:

Motion to approve the Consent Agenda

Suggested Motion:

Motion to adjourn

MANAGER'S REPORT NO BACKUP

Town of Brunswick, Maine

OFFICE OF THE TOWN MANAGER

MEMORANDUM

TO: Town Council

FROM: John Eldridge
Town Manager

DATE: February 26, 2020

SUBJECT: Town Manager's Report
March 2, 2020 - Town Council Meeting

Special Referendum Election and Presidential Primary (a)

Polls for the special referendum election and presidential primary will be open on March 3, 2020 from 7:00 A.M. to 8:00 P.M. at the Brunswick Junior High School. The special referendum election is open to all voters. Only voters enrolled in a party may vote in the party's primary.

Police Chief Recruitment (b)

Chief Rizzo submitted his formal letter indicating that he will be retiring effective June 30th of this year. Chief Rizzo has served as Brunswick's Police Chief since March of 2008. He has served in law enforcement for nearly 46 years, an outstanding record of public service, including his twelve years as Brunswick's Chief. We thank Chief Rizzo for his service and wish him well in retirement.

We have advertised for Chief's Rizzo's replacement. Applications will be due on March 31st.

Codes Enforcement Officer (c)

Jeff Hutchinson has retired as Brunswick's Code Enforcement Officer. Jeff served the Town for more than 22 years. We wish Jeff the best in his retirement years and thank him for his service. We have advertised for his replacement and restructuring positions within the Planning and Development Office.

Assessor (d)

Taylor Burns begins his duties as Brunswick's Assessor on Friday, February 28th. Taylor comes to us having served as the Deputy Assessor for the Town of Wells, Maine. Prior to Wells, he worked for the Town of Windham. Taylor is a Certified Maine Assessor (CMA), a member of the Maine Association of Assessing Officers, and the International Association of Assessing Officers. He is a graduate of Wentworth Institute of Technology with a BS in Architecture.

Police and Communications (e)

We will soon be entering negotiations with the bargaining units for the police and communications units. Those contracts expire June 30, 2020. We will need a council representative for each of

those negotiating sessions.

Cedar Street Parking (f)

The final Preliminary Design Report (PDR) for Phase 1 has been completed and submitted to Maine DOT. We are working on bid plans and specifications. In order for the project to proceed, we will need approval from Maine DOT and a funding authorization from the Town Council. We currently estimate the Towns' share to be \$161,000, 20% of the estimated project cost.

A concept plan for Phase 2, to incorporate a pedestrian path from the lot to Union Street, has been submitted to Maine DOT and is currently being reviewed by the railroads for comment, as it involves a pedestrian crossing of one of the spurs.

Maine Street Sidewalks and Streetscape (g)

The public open house was held on February 13th and we are currently working on the preliminary design. We expect to have another public session at some point in April.

Spring Road Paving (h)

We plan to put the first round of paving out to bid within the next week or two. The first round encompasses streets close to the Kate Furbish School. You may recall that we deferred paving in that area while the school was under construction.

2020-21 Budget (i)

REMINDER, we have scheduled the first budget workshop on March 5, 2020, to discuss the 2020-21 municipal budget. We will be presenting a preliminary budget for discussion, so we hope that all Councilors can attend this workshop.

Shellfish Licenses (j)

At a special meeting held February 26th, the Marine Resource Committee established the number of shellfish harvesting licenses that will be available this year. Those numbers will be filed with the Department of Marine Resources (DMR). At the MRC meeting there was quite a bit of discussion around student licenses, and the Committee voted to reduce the number of those licenses being issued this year. Some of you may recall, the issue of student licenses has been somewhat controversial over the past few years, so it is possible the Council may be approached to reconsider the regulations surrounding those licenses.

ITEM 27
BACKUP



**Town Clerk's Office
85 Union Street
Brunswick, ME 04011**

PUBLIC HEARING

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Council Chamber, Municipal Office Building, 85 Union Street, Brunswick, at 6:30 P.M. on March 2, 2020 on the following license application:

Full-Time Spirituous, Vinous & Malt

El Tequila Mexican Restaurant of Brunswick, Inc.
D/B/A: El Tequila Mexican Restaurant
32 Bath Rd.

Felipe Cruz Diaz

All persons may appear to show cause, if any they may have, why such applications should or should not be approved.

INDIVIDUALS NEEDING AUXILIARY AIDS FOR EFFECTIVE COMMUNICATION
PLEASE CONTACT THE TOWN MANAGER'S OFFICE AT 725-6659 (TDD 725-5521).

Fran Smith
Town Clerk

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
 10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
 TEL: (207) 624-7220 FAX: (207) 287-3434
 EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA:	YES <input type="checkbox"/> NO <input type="checkbox"/>

PRESENT LICENSE EXPIRES: _____

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: Feb. 12 2020

Requested inspection (New Licensees/ Ownership Changes Only) Date: _____

Business hours: M-T 11-10
F, S 11-11
Sunday 11-10

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) | <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING |
| <input type="checkbox"/> OTHER: _____ | | <input type="checkbox"/> SELF-SPONSORED EVENTS |

(QUALIFIED CATERERS ONLY)

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>EL TEQUILA Mexican Restaurant of Brunswick Inc.</u>		Business Name (D/B/A) <u>EL TEQUILA Mexican Restaurant of Brunswick Inc.</u>	
APPLICANT(S) - (Sole Proprietor) <u>Felipe Cruz</u>		DOB: <u>6/22/1966</u>	
Address		Physical Location: <u>32 Bath Rd</u>	
City/Town	State	City/Town	State
		<u>Brunswick</u>	<u>ME</u>
Zip Code	Zip Code	City/Town	State
		<u>04011</u>	
Telephone Number	Fax Number	Business Telephone Number	Fax Number
<u>386 3412378</u>			
Federal I.D. #	Seller Certificate #: or Sales Tax #:		
<u>84-4429145</u>			
Email Address:	Website:		
<u>mexicanrestaurant266@gmail.com</u>			

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A

2. State amount of gross income from period of last license:
 ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____

3. Is applicant a corporation, limited liability company or limited partnership? YES NO
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES NO

5. Do you own or have any interest in any another Maine Liquor License? Yes No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____ Augusta

Physical Location _____
 6. If manager is to be employed, give name: And Seina

7. Business records are located at: 65 Western Ave Augusta Maine

8. Is/are applicant(s) citizens of the United States? YES NO

9. Is/are applicant(s) residents of the State of Maine? YES NO

10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
<u>Felipe Cruz Diaz</u>	<u>6/22/86</u>	<u>Mexico</u>
11. Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Name: <u>65 Western Ave</u>	City: <u>Augusta</u>	State: <u>Maine</u>
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____

12. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: Felipe Cruz Diaz Date of Conviction: 12-12-2016
 Offense: DUI Location: North Carolina
 Disposition: N/A (use additional sheet(s) if necessary)

13. Will any law enforcement official benefit directly in your license, if issued? Yes No If Yes, give name: _____

14. Has/have applicant(s) formerly held a Maine liquor license? YES NO

15. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) food only

17. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: _____

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?
 Which of the above is nearest? Bowdoin College less 1/4 miles
Bus Station Chinese Buffet

Open

19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: WIA

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Bronsonville on 1/24/20, 20 20
Town/City, State Date

PLEASE SIGN IN BLUE INK


Signature of Applicant or Corporate Officer(s)


Signature of Applicant or Corporate Officer(s)

Felipe Cruz Diaz
Print Name
Felipe Cruz Diaz

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class III & IV Malt & Vinous Only	\$ 440.00
CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	
SELF-SPONSORED EVENTS: Qualified Caterers Only	\$ 700.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).] [2003, c. 213, §1 (AMD) .]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW) .]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW) .]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD) .]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD) .]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD) .]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD) .]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW) .]

[2009, c. 81, §§1-3 (AMD) .]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP) .]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]

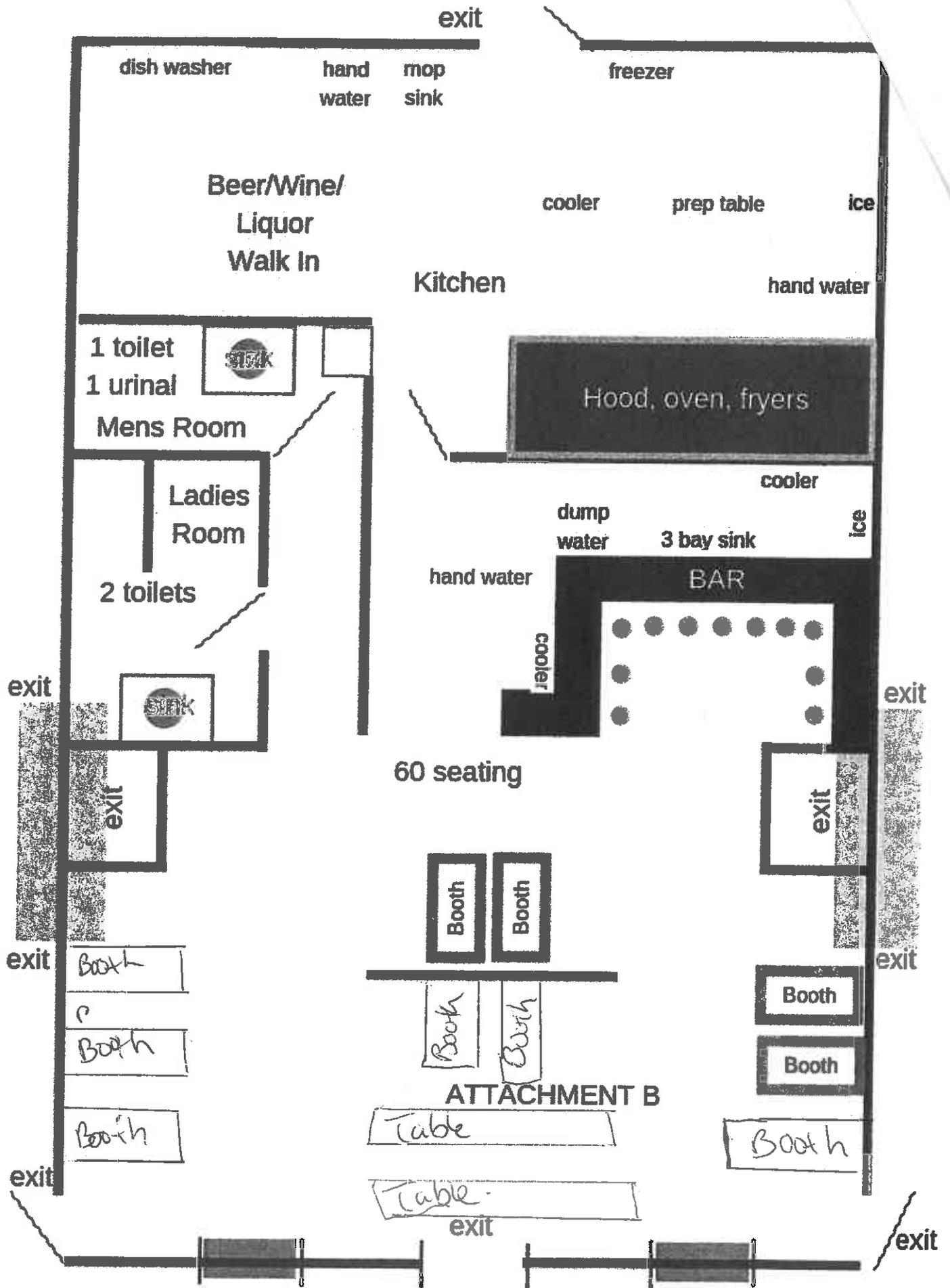
[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: EL Tequilg Mexican Restaurant of Brunswick Inc.
- Doing Business As, if any: Brunswick Inc.
- Date of filing with Secretary of State: 1/24/20 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Felipe Cruz	32 Bath Rd Brunswick ME	6/22/66	owner	100%

(Stock ownership in non-publicly traded companies must add up to 100%.)

- If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States? Yes No

8. If Yes to Question 7, please complete the following: (attached additional sheets as needed)

Name: Felipe Cruz
Date of Conviction: 12-12-2016
Offense: DUI
Location of Conviction: North Carolina
Disposition: Guilty

Signature:

PLEASE SIGN IN BLUE INK

Signature of Owner or Corporate Officer

Date

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

8. If Yes to Question 7, please complete the following: (attached additional sheets as needed)

Name: Felipe Cruz
Date of Conviction: 12-12-2016
Offense: DUI
Location of Conviction: North Carolina
Disposition: Guilty

Signature:

PLEASE SIGN IN BLUE INK



2/21/20

Signature of Owner or Corporate Officer

Date

felipe cruz

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
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 Telephone (207) 624-7220 Fax: (207) 287-3434
 Email Inquiries: MaineLiquor@maine.gov



REQUEST FOR EXTENSION OF LICENSE ON PREMISE

Legal Name: Scott EL TEQUILA MEXICAN RESTAURANT License Number: TBD
 DBA Name: EL TEQUILA MEX REST Expiration Date: _____
 Physical Address: 32 Bath Rd Brunswick City, State, Zip ME 04011
 Mailing address: 65 Western Ave Augusta Maine 04330
Street / PO Box City State Zip
 Phone: 386 341 2378 Fax: _____ Email address: mexicanrestaurant2266@gmail.com

Name, address, telephone number of Property Owner (if property is rented or leased, need copy of rental agreement / lease):

Michele + Kim Belisle

Temporary Permanent Inside Outside Live Entertainment: Yes No

Start Date: TBD End Date (if applicable): _____

Reason for this request: Restaurant

This request for an extension of service area for on premise license location MUST have Town / County Commission approval and MUST have a diagram submitted with this form.

Outdoor Restrictions:

There must be a stanchion or fence completely enclosing the area. Signs must be posted, stating "no alcohol beyond this point". There must be sufficient employees at the extension of premise, which would be able to control and monitor the area.

[Signature]
 Signature of Owner / Corporate Officer

[Printed Name]
 Printed Name of Owner / Corporate Officer

For Municipal Approval Only

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

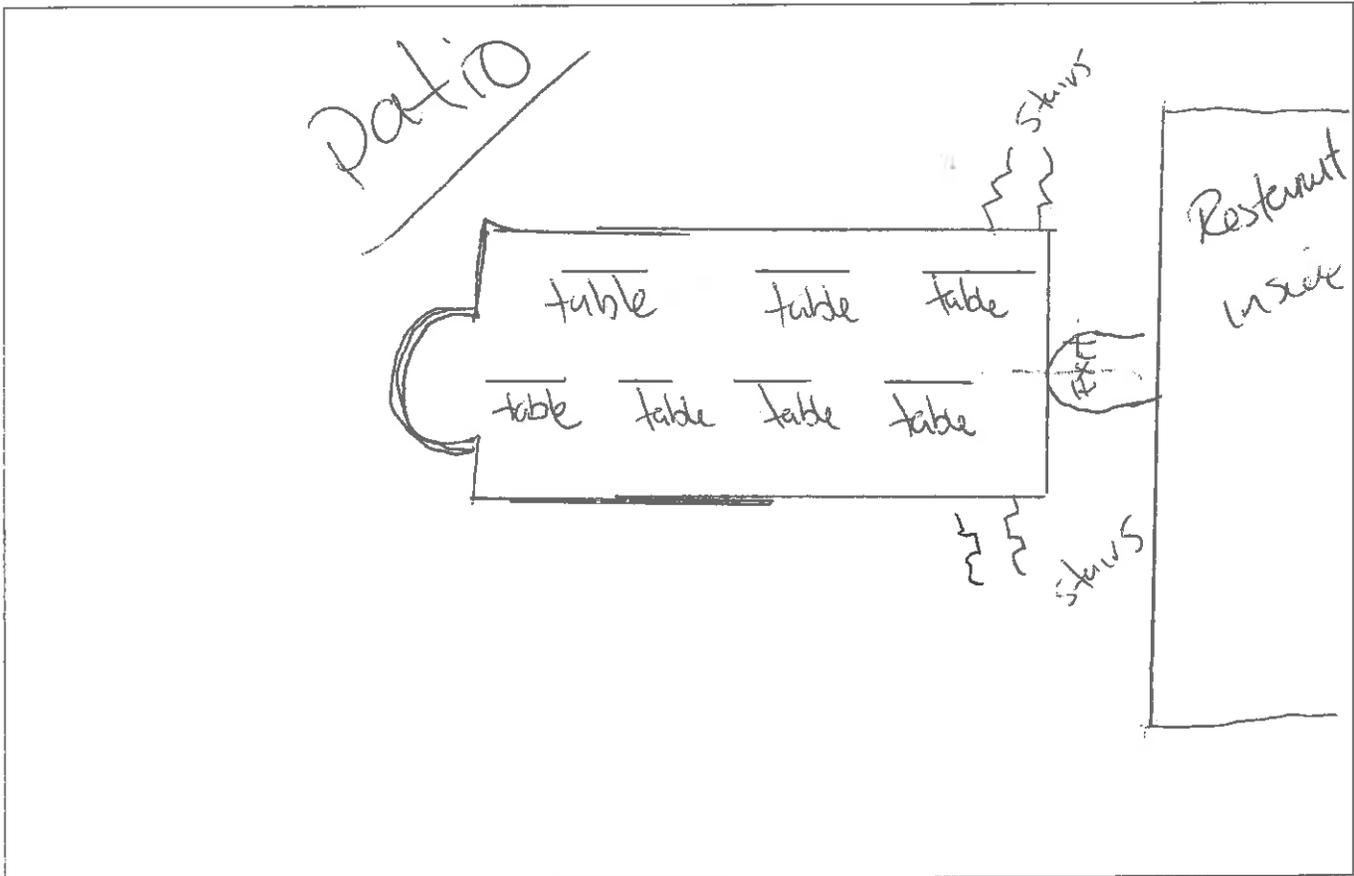
The undersigned being: Municipal Offices County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

Signature of Officials	Printed Name	Title

① notes

EXTENSION AREA PREMISE DIAGRAM

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including methods of monitoring and containment of certain area which you are requesting approval from the Division for liquor consumption.



For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

Approved Not Approved

Subchapter 1: GENERAL CONDITIONS

§1051. LICENSES GENERALLY

3. Liquor not to be consumed elsewhere. Except as provided in paragraphs A and B and in section 1207, no licensee for the sale of liquor to be consumed on the premises where sold may personally or by an agent or employee, sell, give, furnish or deliver any liquor to be consumed elsewhere than upon the licensed premises. The service and consumption of liquor must be limited to areas that are clearly defined and approved in the application process by the bureau as appropriate for the consumption of liquor. Outside areas must be controlled by barriers and by signs prohibiting consumption beyond the barriers.

ITEM 28
BACKUP

Town of Brunswick, Maine

OFFICE OF THE TOWN ENGINEER

MEMORANDUM

TO: Brunswick Town Council
FROM: Ryan Barnes, PE, CPESC, Town Engineer
DATE: January 29, 2020
SUBJECT: Proposed Ordinance Changes

I. BACKGROUND

June 2018: The position of Town Engineer/Public Works Director was split to be separate positions. At that time the ordinance was not revised to reflect this change.

June 2019: Text revisions were made to the Zoning Ordinance requiring that new private roads meet the National Fire Protection Association Fire Code.

II. STAFF SUMMARY OF PROPOSED MUNICIPAL ORDINANCE TEXT AMENDMENTS

1. The proposed text amendments change references from the Town Engineering/Public Works Director and Public Works Director to Town Engineer.
2. Adds minimum temporary paving requirements between November 1 and March 15.
3. Provides additional clarification on the trench restoration requirements and warranty periods.
4. Prohibits driveways from the ends of Town roads and turnarounds.
5. Adds standards for private roads to the street standards to comply with the requirements of the National Fire Protection Association Fire Code.
6. Provides a third option for turnaround configurations to allow additional flexibility in roadway design.
7. Includes references to Federal and State standards and policies.

III. RECOMMENDED ACTION

It is recommended that the Town Council move to set a public hearing March 2, 2020 for the final adoption of the proposed municipal ordinance text amendments.

IV. ATTACHMENTS

- A. Municipal Ordinance text amendments as recommended by staff in the following chapters of the ordinance:
 - a. Chapter 14 – Article IV – Excavation
 - b. Chapter 14 – Article VI – Street Acceptance and Standards
 - c. Chapter 15 – Traffic and Vehicles

ARTICLE IV. - EXCAVATION^[2]

Footnotes:

--- (2) ---

Cross reference— Buildings and building regulations, Ch. 5; utilities, Ch. 16.

State Law reference— Excavations, 23 M.R.S.A. § 3351 et seq.

Sec. 14-71. - Permit required.

Any person desiring to make an excavation in any public way shall first obtain an excavation permit from the public works directortown engineer. All such excavations are governed by 23 M.R.S.A. § 3351 et seq. and this article.

(Ord. of 8-5-85, § 1)

Sec. 14-72. - Time of issue restricted.

Except in an emergency as determined by the public works directortown engineer, no street or sidewalk opening shall be permitted between November 1 and March 15 of the following year. If approved the applicant will be required to place a temporary course of Hot Mix Pavement within the trench. The temporary pavement will be removed and replaced as required by this section by July 1. The applicant will be responsible for any maintenance related to the trench.

(Ord. of 8-5-85, § 2; Ord. of 5-18-15(2))

Sec. 14-73. - Fee schedule.

An application fee shall be paid for the issuance of an excavation permit in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances. If the excavation work is approved by the public works directortown engineer to take place between November 1 and March 15 of the following year, or the excavation work is approved to take place within the five-year moratorium period from when the street was most recently resurfaced, the application fee will be charged in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances. A separate application is required for each utility excavation. Where the excavation work obstructs the public way a separate Obstruction Permit as detailed in this chapter, section 14-82, is required before the start of any work relating to this excavation permit. In addition to the application fee, an inspection fee per application is required in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances. Where the excavation permit involves a utility line replacement or installation in excess of fifty (50) feet then the inspection fee is computed per foot for open cut trench work or for directional drilling, times the estimated utility line length as determined by the public works directortown engineer. Charges in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances, are established as being not in excess of the reasonable cost of replacement of the openings in the public way by the public works engineering department, and must be paid by the permittee if the public works directortown engineer determines the restoration of the excavation is to be done by public works crews.

(Ord. of 8-5-85, § 3; Ord. of 5-18-15(2); Ord. of 11-16-2015(3))

Sec. 14-74. - Minimum charge.

There is a minimum charge equivalent to three (3) square yards for any opening, to be assessed at the appropriate unit rate above. For curbing, the charge is assessed for what is actually destroyed or damaged.

(Ord. of 8-5-85, § 4)

Sec. 14-75. - Measurement of openings.

Where two (2) or more street openings are made in sequence, and adjacent openings are fifteen (15) feet or less from center to center, the responsible party shall be charged for one (1) opening measured from the leading edge of the first opening to the trailing edge of the last opening.

(Ord. of 8-5-85, § 5)

Sec. 14-76. - Private contractor.

The excavator may request the town's permission to contract privately for the repairs to the public way. The town manager may require him to post a performance bond for any work to be completed within the public way. All work must be performed in a good, workmanlike manner according to town specifications which reflect proper construction methods and materials. It is subject to inspection and approval by the public works directortown engineer.

(Ord. of 8-5-85, § 6)

Sec. 14-77. - Removal of bituminous concrete.

When bituminous concrete overlaying portland cement is removed, it must be replaced to grade upon completion of the work unless previously approved by the town engineer.

(Ord. of 8-5-85, § 7)

Sec. 14-78. - Excavation of cement surface.

When an opening is made in a street where the surface is portland cement concrete, the concrete must be cut back at least twelve (12) inches beyond the edges of the trench before the new concrete patch is replaced. Sufficient reinforcing must be furnished to provide the equivalent of half-inch reinforcing steel rods on twelve-inch centers both ways, top and bottom, in the new concrete patch. The concrete in the new patch must be at least four (4) inches thicker than the existing concrete, and the top surface must be finished to conform with the surface of the old concrete. In all cases where there is a hot asphalt pavement or premixed bituminous pavement, the edges of the existing pavement must be cut back an additional eight (8) inches beyond the edges of the patch before the new, permanent surface is replaced.

(Ord. of 8-5-85, § 8)

Sec. 14-79. - Compacting time required.

On all ways where permanent pavement has been built, a period of two (2) months must elapse after a trench has been backfilled before the permanent surface is replaced, and during this period, a temporary surface of premixed bituminous material must be applied. On all other streets the trench must

be patched with premixed bituminous material as soon as the backfilling has been completed. the trench will be sawcut clean and perpendicular to the roadway, be fully backfilled and paved with binder pavement (Hot Mix Asphalt 19.0mm) to the full depth of required pavement. Following the two-month compaction time the contractor will mill 1.5 inches of pavement and place a surface course of Hot Mix Asphalt 9.5mm or Hot Mix Asphalt 12.5mm as directed by the town engineer. The milling shall be perpendicular to the roadway and extend a minimum of 12" beyond the furthest limits of the trench resulting in a rectangular patch. Those trenches paved after October 1 will be milled and paved the following spring.

Any settlement that occurs within one year of the surface paving of the trench shall be corrected by the applicant as directed by the town engineer.

(Ord. of 8-5-85, § 9)

Sec. 14-80. - Violation and penalty.

A person or organization which violates this article shall be punished for each offense by a fine in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances, plus the cost of any applicable fees and charges for the work done which remains unpaid. No further permits shall be issued to, and no further excavation work which requires a permit shall be done by any person which violates this article until any amounts due have been paid. If a private party fails to complete within a reasonable time any work for which an excavation permit is required, the town may complete the work and charge the owner of the property for the cost of doing so.

(Ord. of 8-5-85, § 10; Ord. of 11-16-2015(3))

Sec. 14-81. - Entrances to public right-of-ways.

- (a) *Purpose* . This section provides for the review of any entrance onto a public way for compliance with sound construction and design practices, to ensure that traffic safety, drainage and public improvements are not adversely affected. A permit is not required for paving, culvert replacements, sealing or repairs to any existing access provided the access is not expanded. No access shall be granted from the end of an existing roadway or from the end of a hammerhead or "T" turnaround.
- (b) *Permit required*.
- (1) No driveway, entrance or approach or other improvement within the limits of the right-of-way for any public road may be constructed, altered or relocated except in accordance with an Entrance Permit issued by the town upon application. For the purposes of this permit no distinction is made between temporary, seasonal, or permanent entrances.
 - (2) No entrance, approach or other improvement constructed on the right-of-way shall be relocated or its dimensions altered without a permit from the town.
 - (3) The application fee for each permit is fifty dollars (\$50.00) for a driveway serving a single-family dwelling. For entrances serving other uses the permit fee is seventy-five dollars (\$75.00). For lots with multiple entrances if approved by the town engineer, a separate permit is required for each entrance.
 - (4) The entrance permit shall be valid for a period of twelve (12) months from the date of original issue.
 - (5) The owner served by the entrance is responsible for future maintenance of the entrance within the limits of the right-of-way and shall maintain the entrance in accordance with the approved permit.

- (6) *Applicant* . The applicant for a permit shall be the owner of the property or authorized representative being served. Any driveway or approach constructed by the owner shall be for the bona fide purpose of securing access to the owner's property and not for the purpose of parking or servicing vehicles on the right-of-way.
- (7) The applicant shall hold harmless the town and its duly authorized agents and employees against any action for personal injury or property damage sustained by reason of the exercise of an entrance permit.

(c) *Design criteria.*

- (1) Entrances should shall be designed and constructed to provide safe access to the public way. Applicants are encouraged toshall comply with the *Access Management Rules for Driveways and Entrances* as developed by the Maine Department of Transportation, latest edition unless approved by the town engineer.
- (2) *Sight distance criteria.*
 - a. All entrances shall be so located such that vehicles approaching or using the entrance will be able to obtain adequate sight distance in both directions along the public way or to maneuver safely and without interference with traffic.
 - b. Measurements to determine sight distance shall be made in the proposed entrance at a point ten (10) feet from the edge of pavement with the height of eye three and one-half (3½) feet above the pavement. The sight distance shall be computed from this point measuring along the roadway to a point where an approaching height of object four and one-quarter (4¼) feet is first seen.
 - c. Driveway placement shall be such that an existing vehicle has an unobstructed sight distance according to the following schedule:

Highway Speed (MPH)	Minimum Sight Distance (in feet)
25	200
30	250
35	305
40	360
45	425
50	495
55	570

(3) *Geometry* .

- a. The entrance shall be designed such that the grade within the right-of-way does not exceed ten (10) percent.

- b. For uncurbed public ways the entrance shall in general slope away from the road surface at a rate of not less than one-quarter ($\frac{1}{4}$) inch per foot, nor more than one (1) inch per foot for a distance of not less than the prevailing width of the existing shoulder, but in no case less than four (4) feet from the edge of pavement.
- c. The entrance should intersect the traveled way at a horizontal angle of ninety (90) degrees but in no case shall the horizontal angle be less than seventy-five (75) degrees.
- d. No part of the entrance shall extend beyond the property lot frontage for the lot being served.
- e. The entrance shall not be located close to an intersection and should be back at least fifty seven (57) feet from an unsignalized intersection, and 125 feet from a signalized intersection. On low volume dead end residential streets the town engineer may allow a reduction to fifty (50) feet from an intersection if a seventy (75) foot setback is not feasible.
- f. The width of a residential driveway shall be between 12 and 22 feet. The width of commercial driveways shall be in accordance with the MaineDOT Standard Details.

(4) *Drainage* .

- a. Existing roadside drainage in gutter or ditch lines shall not be altered or impeded by the applicant. The applicant must provide at his/her expense suitable and approved drainage structures at all entrances.
- b. Surface drainage shall be provided so that all surface water on the areas adjacent to the road shall be carried away from the roadway.
- c. Where a drainage culvert is required to maintain roadside drainage the Town must approve the pipe diameter/length and type pipe material prior to installation. In any case, the pipe size shall be at least twelve (12) inches in diameter.

(5) *Construction* .

- a. The owner is responsible for all construction and restoration of disturbed areas for the entrance within the limits of the right-of-way.
- b. The entire portion of any entrance within the limits of the right-of-way shall be constructed with a minimum fifteen-inch well-graded gravel base course (Maine Department of Transportation Type C).
- c. If the entrance grade within the right-of-way exceeds five (5) percent slope then the entrance shall have a paved surface within the limits of the right-of-way. , if the entrance is less than five (5) percent slope only a five (5) foot paved apron will be required.

(6) *Curb and sidewalk*.

- a. When sidewalk or curb exists at the proposed entrance the applicant shall remove and replace such materials at the applicant's expense. Any granite curb to be removed by the applicant will remain the property of the town and shall be delivered to the Department of Public Works.
- b. Where curb exists, curb tip-downs shall be provided at each side of a new entrance. The tipdowns shall be four (4) feet in areas without sidewalk and seven (7) in areas with sidewalk.
- c. Where sidewalk is removed to accommodate a new entrance a new walk surface of equal type construction is to be provided. The sidewalk area at all entrances is to meet accessibility requirements and conform to the American with Disabilities Act guidelines. In general, sidewalks shall meet the following:
 - 1. The maximum sidewalk longitudinal transition slope is not to exceed one (1) vertical to twelve (12) horizontal.

2. The maximum sidewalk cross-slope is not to exceed two (2) percent.
3. No abrupt changes in grade are permitted and the maximum curb reveal crossing a walkway is one-half ($\frac{1}{2}$) inch or less.

(Ord. of 5-18-15(2))

Sec. 14-82. - Obstruction permit.

- (a) *Permit required.* No person shall obstruct any street or sidewalk by erecting any staging for building, or place or deposit any construction equipment or building materials thereon, or otherwise occupy, obstruct or encumber the public way for the purpose of facilitating construction or maintenance activities, without first obtaining an "obstruction permit" from the public works directortown engineer or designee for that purpose. A permit is not required for normal commercial delivery vehicles providing inventory and goods sold or consumed at the site or for special event activities as approved by the town. A permit is not required for any public utility vehicle performing emergency or normal service operations.
- (b) *Application required.* Applications for permits should be submitted in complete form at least five (5) business days before the desired obstruction date.
- (c) *Restriction or revocation of permit.* The town reserves the right to reject any obstruction permit or restrict the duration and timing of any obstruction permits where it deems necessary or appropriate to protect public health and safety. The town may revoke a permit when it deems appropriate due to any site issues that may develop that adversely impact or create a hardship to the public.
- (d) *Fee schedule.* The base application fee is ten dollars (\$10.00) plus the following as applicable:
 - (1) Occupying any parking stalls located within a time restricted area is fifteen dollars (\$15.00) per day per stall.
 - (2) Occupying any area where unrestricted parking is permitted is ten dollars (\$10.00) per day.
 - (3) Occupying a travel lane is fifteen dollars (\$15.00) per day.
 - (4) Occupying part of a sidewalk where sufficient sidewalk area remains to accommodate pedestrians (forty-eight (48) inches) or a temporary sidewalk area is provided to safely re-route pedestrians around the obstruction is ten dollars (\$10.00) per day.
 - (5) Occupying all of a sidewalk requiring pedestrians to detour and use an alternate route: twenty-five (\$25.00) per day.
 - (6) Occupying a street requiring the closure of the street to traffic is one hundred dollars (\$100.00) for up to four (4) hours or two hundred dollars (\$200.00) per day.
 - (7) Failure to obtain in advance an obstruction permit shall result in the following charges: twenty-five dollars (\$25.00) for the first occurrence and one hundred dollars (\$100.00) for the second occurrence and two hundred fifty dollars (\$250.00) for the third and each subsequent occurrence.
 - (8) Should the actual duration of the obstruction area increase from what the applicant originally indicated and paid then the applicant will promptly pay for such overage upon notification by the town. The maximum fee for an obstruction will be capped at two hundred dollars (\$200.00) per month for items 1 through 5 above.
- (e) *Application .* The applicant shall provide on proscribed forms the following information:
 - (1) Exact location of work;
 - (2) Proposed limits of obstructed area (submit a site plan to scale if deemed necessary by public works directortown engineer);
 - (3) Duration of closure;

- (4) Anticipated working hours;
 - (5) Responsible names with contact information for emergency site representatives, if needed, during non-work hours;
 - (6) *Provisions for maintaining traffic flow.* In most cases, the applicant will be required to submit a maintenance and protection of traffic plan (MPT)Traffic Control Plan (TCP). The MPT TCP should shall address advance warning signs, barricades around work area, and proposed detours. Plans should consider pedestrian needs in addition to vehicular traffic;
 - (7) *Proof of liability insurance.*
 - a. Commercial general liability insurance, including contractual liability insurance with a limit of at least one million dollars (\$1,000,000.00) per occurrence and a least two million dollars (\$2,000,000.00) general annual aggregate limit; and
 - b. Automobile liability insurance with a limit of at least one million dollars (\$1,000,000.00) for each occurrence.
- (f) *Obstruction permit criteria.*
- (1) All work is to be carried out during normal weekday only construction hours. No work is to start before 7:00 a.m. and all work is to end by 7:00 p.m. unless otherwise approved in advance.
 - (2) The applicant shall insure that the location of the obstruction is maintained in a neat and orderly fashion.
 - (3) It shall be the responsibility of the applicant to secure the perimeter of the obstructed area as may be necessary for pedestrian and vehicular safety. Applicant shall be responsible for installing and maintaining signage, jersey barriers, fencing, barricades and the like as deemed necessary by the applicant or the public works directortown engineer. Temporary or relocated pedestrian access shall meet the requirements of the Americans with Disabilities Act.
 - (4) All excavation within the Town right of way shall be backfilled flush with existing grade at the end of each work day unless previously approved by the town engineer.

(Ord. of 5-18-15(2))

Secs. 14-83—14-95. - Reserved.

ARTICLE VI. - STREET ACCEPTANCE STANDARDS AND STANDARDS ACCEPTANCE
ORDINANCE

Sec. 14-181. - Title.

The ordinance from which this article was derived shall be known and may be cited as the "Street Acceptance and Standards Ordinance Street Standards and Acceptance Ordinance" of the Town of Brunswick, Maine.

(Ord. of 3-1-10(2); Ord. of 10-17-11(2))

Sec. 14-182. - Statement of purpose.

The purpose of this article is to promote the health, safety, and public welfare of the residents of the Town of Brunswick by the means of establishing minimum standards for streets which may be accepted as town ways. Nothing in this article shall be interpreted to mandate road acceptance by the town council.

(Ord. of 3-1-10(2))

Sec. 14-183. - Authority, administration and effective date.

- (a) This article is enacted pursuant to Title 30-A, M.R.S.A., Section 3001 Ordinance Power. Limited and Section 2151, Police Power Ordinances.
- (b) This article shall be administered by the town council who shall consult with the planning board and the town engineer.
- (c) The effective date of the ordinance from which this article is derived is March 31, 2010 January 1, 2020.

(Ord. of 3-1-10(2))

Sec. 14-184. - Definitions.

Easement: The right to use or restrict the use of land of another for or to specified purposes.

Private Street: A street privately owned and maintained that is used as the principal means of access to two (2) or more abutting lots.

Public Street: A publicly dedicated way accepted or proposed to be accepted by the Town Council.

Street classifications: The size and design needs of new streets shall be based upon the projected number of vehicles they are to carry. All streets proposed for public dedication shall be classified by the town engineer according to the following criteria that include a consideration of residential or mixed use development potential of any future street extensions.

- (1) *Collector.* Street that serves over one hundred fifty (150) residential units.
- (2) *Local.* Street that serves twenty-six (26) to one hundred fifty (150) residential units.
- (3) *Minor.* Street that serves twenty-five (25) residential units or less.

Note: For non-residential or mixed used developments the town engineer will determine the classification based on equivalent peak hour vehicle trips for the development as compared to the peak hour trips generated for the above residential unit developments.

(Ord. of 3-1-10(2))

Sec. 14-185. - Applicability.

- (a) This article shall apply to all streets within the town proposed to be accepted as town ways constructed after thenot currently under review or previously approved by the planning board as of the effective date of this article.
- (b) Nothing in this article shall be construed to prevent the design and construction of streets which meet higher standards, use improved methods or use higher quality materials. The determination of the acceptability of other standards, methods or materials shall be made by the town council with advice of the planning board and the town engineer.
- (c) Any work completed on a State Roadway will be required to meet current federal and state standards in addition to any local standards that may apply.
- (c) The following planning board previously approved projects are exempt from this article and are subject to the standard practices of the public works department and the town council in effect on December 31, 2009:
 - (1) Jones Farm, Lisbon Rd., thirty-six (36) lots;
 - (2) Wood Pond, Ledgewood Road Phase, nine (9) lots;
 - (3) Botany Place, Condominiums, Section B and C to Baribeau Drive, sixty-two (62) lots;
 - (4) Perreault Subdivision, Durham Rd., twelve (12) lots;
 - (5) Brunswick Commerce Center Subdivision, Old Portland Rd., fifteen (15) lots;
 - (6) Sandelin Subdivision 1, Moody Road, eight (8) lots.

(Ord. of 3-1-10(2); Ord. of 10-17-11(2))

Sec. 14-186. - Acceptance and application requirements.

- (a) No street shall be laid out and accepted as a public street by the Town of Brunswick except in accordance with the provisions of this article. This article shall prevail over all other ordinances, or parts thereof, in conflict or inconsistent with the provisions of this article.
- (b) Streets can be offered for town acceptance only if they meet the requirements of a Public Street as detailed in section 14-187 of this article. Where a street section is offered for acceptance that is part of a phased development the street section offered shall be complete and function in full compliance with this article independent of the future phases of construction.
- (c) An application shall be submitted to the town council for acceptance of a new or extended town way upon a form prescribed by the town engineer after satisfactory completion of all public improvements. The application shall contain the following information and certifications:
 - (1) A copy of a boundary survey plan that has been recorded in the Cumberland County Registry of Deeds prior to the time of acceptance and the plan book and page reference shall be provided in the application.
 - (2) The project surveyor shall provide a certificate that all monuments have been set and any monuments disturbed during construction have been replaced, and that all monuments exist and are in good condition as of the acceptance date. Disturbed or high monuments along the street and public easements must be re-set flush with grade prior to any offer for acceptance.
 - (3) The project surveyor shall certify that the roadway and its appurtenances as-built lie within the bounds of the roadway being conveyed, and that any drainage structures or other improvements as-built lie within their respective easements. An as-built plan shall be submitted detailing the street features as built.

- (4) A letter from the landowner's attorney certifying that the landowner has clear title to the property and that there are no encumbrances on the property. Executed "lien waivers" shall be provided from all contractors, subcontractors and material suppliers involved with the street improvements with the request for street acceptance.
- (5) A letter from each public utility in the roadway, including the Brunswick Sewer District and the Brunswick and Topsham Water District, indicating that all work has been completed in a satisfactory manner for their acceptance and operation of the respective utility.
- (6) A letter from the town engineer certifying he/she has made a final inspection of the street and found all work has been satisfactorily completed in accordance with the approved subdivision plans and the requirements of this article.
 - a. If, in the opinion of the town engineer, the street has faults or is not performing properly the town engineer may recommend against acceptance until such issues have been corrected by the applicant to the satisfaction of the town engineer. The applicant can request the town engineer submit a letter to the town council detailing any such deficiencies for review and consideration by the town council where the applicant has a difference of opinion regarding such findings of the town engineer.
- (7) The project surveyor shall provide a metes and bounds legal description of the bounds encompassing the proposed town way and any associated public easements for review and approval by the town engineer.
- (8) Once the proposed legal description has been reviewed and approved by the town engineer, the applicant's attorney shall prepare a warranty deed conveying the parcel of land encompassing the roadway in "fee simple" suitable for recording at the registry of deeds. The deed shall include a signature block for town council acceptance listing each of the current town councilors.
- (9) The landowner conveying the street parcel with improvements shall warrant all such public improvements to be free of defects in workmanship or materials for a period of two (2) years from the date of acceptance.

(Ord. of 3-1-10(2))

Sec. 14-187. Design standards.

All streets offered for town acceptance shall meet the design standards detailed herein.

- (1) For any streets to be offered that have not been reviewed and approved by the planning board as part of a subdivision development, the applicant must submit full engineering plans for review and approval detailing the road construction including centerline profile, drainage facilities with elevations and pipe sizes, boundary lines and related information as required by the town engineer to indicate compliance with these requirements. The applicant must also submit field test information as required by the town engineer to indicate compliance with these standards. Street pavements over two (2) years old shall be evaluated by a professional engineer as to condition and distress. Streets to be offered for town acceptance must have a Performance Condition Rating (PCR) of "very good" (3.61 to 5.00).
- (2) Permanent survey monumentation (four-inch by four-inch by four-foot granite monument or approved equal) is to be provided and set by a State of Maine Professional Land Surveyor along the street at all changes in direction (including point of curvature and point of tangency for curved) on both sides of the street parcel. Monument location and type at all other points must conform to standard State of Maine survey practices.
- (3) The street developer shall provide and install street name signs of the type, size and location as approved by the town engineer. Proposed street names shall first be reviewed and approved by the town assessor for compliance with E911 naming criteria.

- (4) A digitized electronic drawing file of the complete final planning board approved plans, in an approved format, must be furnished to the town engineer.
- a. An "as-built" or set of record drawings shall be submitted in a form acceptable to the town engineer upon completion of each phase of the project prior to any acceptance offer.
- (5) The following street standards shall be met for town acceptance. All workmanship, methods of construction and materials for the public street improvements shall have been completed in compliance with the Maine Department of Transportation, Standard Specifications, latest edition unless otherwise specifically approved by the town engineer.
- a. For all streets to be constructed for town acceptance the town engineer shall be notified of all such construction work in advance. The town shall have the right to inspect and test all materials and workmanship. All materials to be used for the street construction shall first be submitted with appropriate design information or laboratory test data to indicate compliance with the standards contained herein.
- b. In addition to the below standards, all roads offered for town acceptance shall meet current state and local requirements for stormwater management. The owner shall provide engineering certification by a licensed professional engineer that the road and associated drainage structures meet these requirements and protect water quality.
- c. For all streets not to be constructed for town acceptance the roadway will be constructed to meet the private road standard in the below table as a minimum.

Street Standards for Town Dedication

Item	Public			Private
	Collector	Local	Minor	
1a. Minimum Right of Way Width, Curbed	66 feet	50 feet	50 feet	50 feet
1b. Minimum Right of Way Width, Uncurbed	66 feet	60 feet	50 feet	50 feet
2a. Minimum Pavement Width, Curbed	34 feet ¹	28 feet ¹	24 feet ¹	24 feet
2b. Minimum Pavement Width, Uncurbed	30 feet ¹	24 feet ¹	20 feet ¹	20 feet
3. Maximum Grade	8%	8%	12.8%	12% ²
4. Minimum Centerline Radius	200 feet	175 feet	125 feet	125 feet
5. Minimum Tangent Between	100 feet	75 feet	50 feet	50 feet

Reverse Curves				
6. Minimum Shoulder Width	4 feet	4 feet	4 feet	0 feet
7. Maximum Length of Dead End Street	1,500 feet and serving up to 25 units whichever comes first	1,500 feet and serving up to 25 units whichever comes first	1,500 feet and serving up to 25 units whichever comes first	1,500 feet and serving up to 25 units whichever comes first
8. Minimum Braking Sight Distance for Vertical and Horizontal Curves	150 feet	150 feet	n/a	n/a
9. Road Base (Total, minimum)	24 inches	18 inches	18 inches	18 inches
Sub-Base (MDOT Grade D)	18 inches	15 inches	15 inches	15 inches
Base (MDOT Grade A)	6 inches	3 inches	3 inches	3 inches
10. Pavement Courses (Total)	4.0 inches	3.5 inches	3.00 inches	Not Required ³
Binder Course (MDOT Item 403.207, 19.0 mm HMA)	2.5 inches	2.0 inches	1.75 inches	Not Required ³
Top Course (MDOT Item 403.209 9.5 mm HMA)	1.5 inches	1.5 inches	1.25 inches	Not Required ³
11. Sidewalk Construction (where sidewalks are req'd ⁴)				
Width (minimum)	5 feet	5 feet	5 feet	n/a
Gravel Base (MDOT Grade A)	12 inches	12 inches	12 inches	n/a
Surface Material	Asphalt	Asphalt	Asphalt	n/a
Pavement Thickness: (2 passes, MDOT D Mix)	3.0 inches	2.5 inches	2.5 inches	n/a
Comply w/28 CFR Part 36 (ADA)	Yes	Yes	Yes	n/a

Design Standards)				
12. Curbing Material (if curbs are provided)	Bit. ConcreteSlipform Concrete or Granite	Bit. Concrete Slipform Concrete or Granite	Bit. Concrete Slipform Concrete or Granite	n/a
Straight Sections	Type 3, Mold 5 Mold 1 (s/w) Mold 2(No s/w)	Type 3, Mold 5 Mold 1 (s/w) Mold 2(No s/w)	Type 3, Mold 5 Mold 1 (s/w) Mold 2(No s/w)	n/a
Radius Sections (< 50' R)	Granite, Type 5 Slipform Concrete or Granite	Granite, Type 5 Slipform Concrete or Granite	Granite, Type 5 Slipform Concrete or Granite	n/a
13. Storm Drainage				
Road Culverts (minimum size)	18 inches	18 inches	18 inches	18 inches
Driveway culverts (min. size)	15 inches	15 inches	12 inches	12 inches
Storm Drain Piping	ADS N-12 or equal	ADS N-12 or equal	ADS N-12 or equal	ADS N-12 or equal
14. Street Lighting (if required) CMP Acceptable Rentals:				
GE M-250R2 Cutoff or equivalent fixture approved by the Town on a 35' Wooden Pole	Yes	Yes	Yes	Not Required ⁵
GE Town & Country Series or equivalent fixture approved by the Town on a 15' Fiberglass Pole w/concrete base	Yes	Yes	Yes	Not Required ⁵
All Wiring Runs in Conduit for underground installations	Yes	Yes	Yes	Not Required ⁵

¹ The minimum travelway width on town roads shall be shall be eleven (11) feet.

²Any roadway section with a grade in excess of 8% shall be paved for a minimum of fifty feet beyond the limits of the grade in excess of 8% in each direction.

³Paving of Private Roads is not required except as noted in ² above, however, the road must be designed to support the loads of fire apparatus and maintained with an all-weather driving surface. The entire roadway surface must be maintained at 20 feet wide year round. If the Private Road is paved it will be paved to match the paving standards of a Public Minor Roadway.

⁴Required sidewalk locations are as determined by the planning board during subdivision review or for existing private streets offered for dedication, sidewalks (one side or both sides) are to be provided if determined necessary by the town engineer after consultation with the Brunswick Bicycle and Pedestrian Committee.

⁵If Street Lighting is installed it shall meet the standards of a Public Road.

Intersection Standards for Streets Proposed for Dedication

Item	Public			Private
	Collector	Local	Minor	
1. Minimum/ Maximum Angle	90 degree	90 degree	90 degree	90 degree
2. Maximum Grade within 100 feet of Centerline Intersection	3%	3%	3%	3%
3. Minimum Curb Radius	30 feet	30 feet	25 feet	25 feet
4. Minimum Property Line Radius	20 feet	20 feet	20 feet	20 feet
5. Minimum Centerline Distance Between Intersections, Same Side of Street	300 feet	250 feet	250 feet	250 feet
6. Minimum Centerline Distance Between Intersections, Opposite Side of Street	150 feet	150 feet	150 feet	150 feet
7. Minimum Tangent Length from Intersection Centerlines	50 feet	50 feet	50 feet	50 feet

Standards for Turnarounds on Dead-End Streets.

A suitable means for reversing direction shall be provided at the end of a dead-end street in the form of a center-island cul-de-sac, or a hammerhead, or a "T" turnaround. No lot may be accessed from any part of a hammerhead or "T" turnaround or within 50 feet from the end of the roadway. Turnarounds shall meet the minimum design dimensions as shown below in Figure 1 unless otherwise approved by the town engineer. The town engineer may require larger dimensions for turnarounds in commercial lot subdivisions.

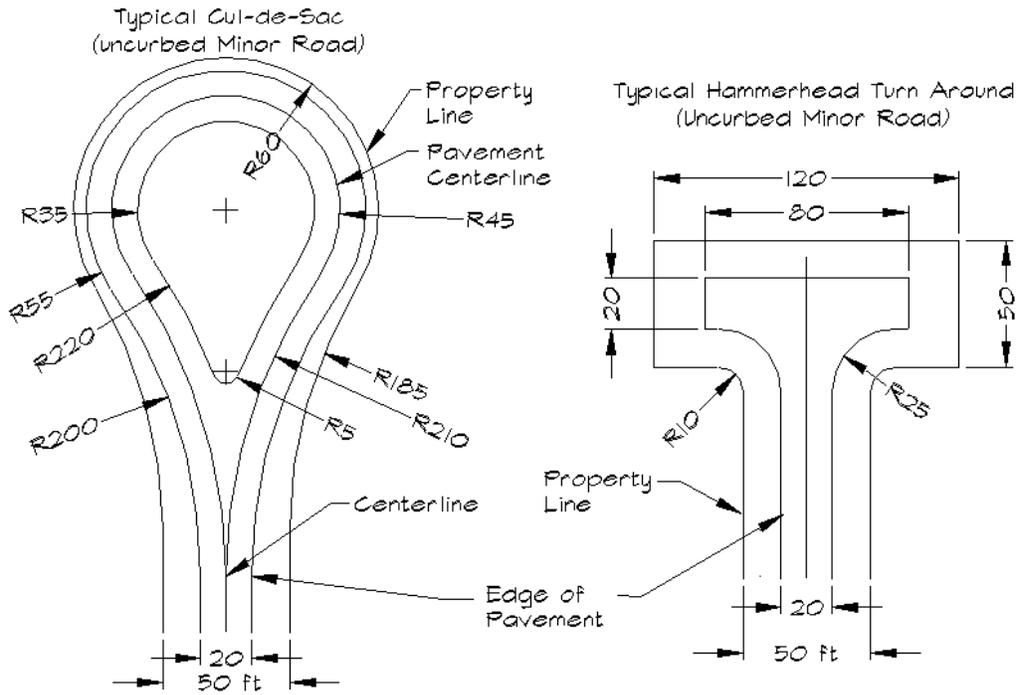


Figure 1

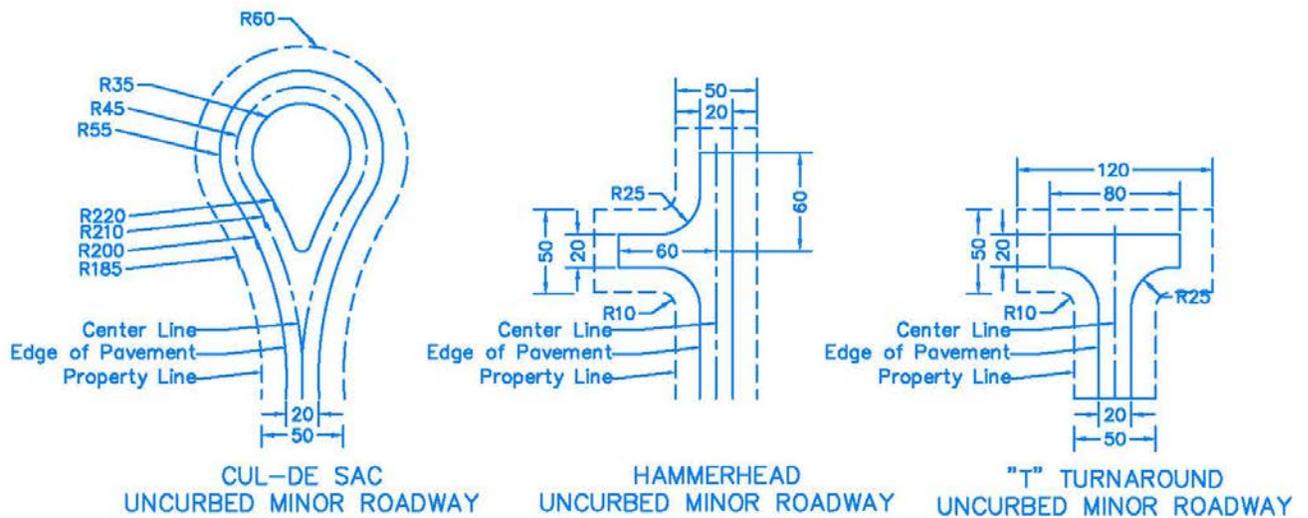


FIGURE 1

(Ord. of 3-1-10(2))

Sec. 14-188. - Acceptance of street required by the public interest.

Notwithstanding the provisions of any other section thereof, the town may at any time accept any street whenever the general public interest so requires. The cost of said street may be borne by said town.

(Ord. of 3-1-10(2))

Sec. 14-189. - No street to be accepted until after report by the town engineer.

No street shall be laid out and accepted by the town council until the town engineer or his/her designee shall have made a careful investigation thereof, and shall have reported to the town council their recommendations with respect thereto.

(Ord. of 3-1-10(2))

Secs. 14-190—14-200. - Reserved.

Chapter 15 - TRAFFIC AND VEHICLES^[1]

Footnotes:

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Cross reference— Animals, Ch. 4; dogs, § 4-26 et seq.; fire prevention and protection, Ch. 7; housing, Ch. 8; vehicles for hire, § 10-96 et seq.; solid waste, Ch. 13; streets, sidewalks and other public places, Ch. 14; zoning and subdivision of land, App. A; traffic impact analysis required in certain circumstances, App. A, § 409.3, L; subdivision regulations, App. A, § 501 et seq.

ARTICLE I. - IN GENERAL

Sec. 15-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

All-day parking means the occupancy of a parking stall by a vehicle between the hours of 8:00 a.m. and 5:00 p.m.

Bicycle means every device propelled by human power upon which any person may ride, having two (2) tandem wheels either of which is more than twenty (20) inches in diameter.

Emergency vehicle means vehicles of the fire department, police department, ambulance and other vehicles of municipal departments or public service corporations which are designated by the commissioner of public safety as emergency vehicles.

Loading zone means an area designated for the loading or unloading of passengers or freight.

Long term lot means a parking lot or portion thereof designated for use for periods of eight (8) hours or longer.

Motorcycle means an open vehicle with one (1) front wheel and one (1) or two (2) rear wheels.

Motor vehicle means any vehicle which is self-propelled.

Parking enforcement officer is an individual authorized by the chief of police to issue parking tickets.

Police officer includes the chief of police and any member of the police department authorized to make arrests.

Restricted parking areas means those areas in which no parking or limited parking is allowed.

Skateboard means a device propelled by human power consisting of a deck, two (2) trucks (a device used for mounting wheels to the deck), and four (4) wheels.

Vehicle means any device in or on which a person or thing may be conveyed from one (1) place to another along a way.

(Ord. of 5-2-88, § 2; Ord. of 1-17-12; Ord. of 8-7-17)

Cross reference— Definitions and rules of construction generally, § 1-2.

Sec. 15-2. - Enforcement.

The chief of police, through the police officers in his department, shall enforce this chapter and shall regulate the flow of traffic on all public ways. In addition to police officers, parking enforcement officers may enforce the parking regulations set forth in this chapter. When necessary to meet an emergency situation in the interest of the health, safety or general welfare of the residents of the town, the chief may

temporarily suspend any provision of this chapter. He may restrict and divert vehicular and pedestrian traffic, and he may restrict or regulate parking.

(Ord. of 5-2-88, § 3; Ord. of 1-17-12)

Sec. 15-3. - Obedience to police officers.

All persons shall comply with any order of a police officer authorized by this chapter.

(Ord. of 5-2-88, § 4)

Sec. 15-4. - Obedience to chapter.

The operator of any vehicle shall obey this chapter unless otherwise directed by a police officer.

(Ord. of 5-2-88, § 5)

Sec. 15-5. - Push carts and animals subject to regulations.

Any person propelling a push cart, riding an animal, or driving an animal-drawn vehicle on a public way is subject to the provisions of this chapter which are applicable to the driver of any vehicle, except those which by their nature cannot apply.

(Ord. of 5-2-88, § 6)

Sec. 15-6. - Public vehicles subject to regulations.

This chapter also applies to all public vehicles and their drivers.

(Ord. of 5-2-88, § 7)

Sec. 15-7. - Authority to remove vehicles.

- (a) When a vehicle is left unattended or disabled on a public way in such a manner as to obstruct traffic, and the owner or operator fails to remove it immediately, the chief of police may move it to the nearest garage or other safe place at the expense of the owner.
- (b) Declaration of emergency parking ban:
 - (1) The town manager, or his or her designee, may declare an emergency parking ban. The declaration of an emergency parking ban may be made applicable to all town streets and municipal parking lots or only to certain lots, streets or streets within a defined perimeter. Such a declaration of emergency shall be for the purpose of plowing or removing snow or ice which has accumulated, or for other good cause stated in the declaration of the parking ban. Any such declaration shall be reduced to writing as soon as practicable thereafter stating the reasons therefore. The declaration shall be made no less than six (6) hours prior to the starting time of the ban. Such declaration shall be communicated to such representatives of the communications media as the town manager may direct.
 - (2) Violation of emergency parking ban. It shall be unlawful for any vehicle to be or remain parked on any street, including any unaccepted street subject to a declaration of emergency no parking under the above section 15-7 during the effective time of such declared emergency. Any vehicle in violation will also be subject to removal as outlined under section 15-71(9).

- (c) When a vehicle is parked in the long term parking lot located on the west side of Union Street opposite town hall for a purpose other than permitted by section 15-86, or without paying the entire fee required by section 15-86, the chief of police may move it to the nearest garage or other safe place at the expense of the owner.

(Ord. of 5-2-88, § 34; Ord. of 12-4-07; Ord. of 8-7-17)

Sec. 15-8. - Parking penalty.

A person who parks a motor vehicle in violation of article IV, sections 15-71, 15-73 and 15-86 will be subject to a penalty fine in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances, with the exception of a resident permit holder failing to properly display their valid permit, in which case the penalty fine shall be reduced in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances.

Any person who parks a motor vehicle in violation of article IV, section 15-78 will be subject to a penalty fine as set forth in 30A M.R.S.A. § 3009, subsection 1, paragraph D. With the exception of improper or failure to display a disability parking placard which will be subject to a penalty fine in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances.

Any person who parks a motor vehicle in violation of article IV, sections 15-76 and 15-77 will be subject to a penalty fine of in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances.

Payments for all violations must be made at the tax collector's office. The violator shall be given a receipt for each payment. If payment is not made at the office of the chief of police within fourteen (14) days after the notice of violation, an additional penalty shall be imposed in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances.

(Ord. of 5-2-88, § 35; Mo. of 1-7-91; Ord. of 9-16-96; Emergency/Regular Ord. of 7-21-97; Ord. of 5-1-00; Ord. of 5-31-06(2); Ord. of 1-12-13; Ord. of 12-1-14(2); Ord. of 11-16-2015(3); Ord. of 11-16-15(4); Ord. of 8-7-17)

Sec. 15-9. - General penalty.

Except as provided in sections 15-8 and 15-10, a person who violates this chapter shall be punished by a fine in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances.

(Ord. of 5-2-88, § 36; Ord. of 11-16-2015(3))

Sec. 15-10. - Impoundment of skateboards.

- (a) Whenever the chief of police or his designee is satisfied that a person under the age of eighteen (18) has violated section 15-144, the chief of police or his designee may impound the skateboard from such person.
- (b) In order to retrieve the skateboard, the person whose skateboard has been impounded under this section shall appear with his parent or guardian and meet with the chief of police or his designee to discuss the nature of the violation and skateboard responsibility.

(Ord. of 5-2-88, § 35A)

Cross reference— Skateboards prohibited in certain areas, § 15-144.

Sec. 15-11. - Impoundment of bicycles.

- (a) Whenever the chief of police or his designee is satisfied that a person under the age of eighteen (18) has violated section 15-143, the chief of police or his designee may impound the bicycle from such person.
- (b) In order to retrieve the bicycle, the person whose bicycle has been impounded under this action shall appear with his/her parent or guardian and meet with the chief of police or his designee to discuss the nature of the violation and bicycle safety.

(Emergency Ord. of 8-4-97)

Cross reference— Method of riding on sidewalks, § 15-143.

Secs. 15-12—15-25. - Reserved.

ARTICLE II. - TRAFFIC-CONTROL DEVICES

Sec. 15-26. - Installation and maintenance of traffic signs.

The chief of police and town engineer, with the aid of the public works department, shall place and maintain all traffic signs authorized by the town council and this chapter. Signs placed in the Town right of way shall meet the standards of the Manual on Uniform Traffic Control Devices (MUTCD), Federal Highway Administration (FHWA), and MaineDOT guidelines and recommendations.

All speed limits in the Town are established by the MaineDOT, the Town will maintain speed limits signs based on those speeds established.

Signs that are no longer required or recommended by the MUTCD, FHWA, and MaineDOT will not be replaced at the end of their useful life and may be removed as directed by the town engineer.

(Ord. of 5-2-88, § 9)

Sec. 15-27. - Official traffic signs required.

Any provision of this chapter for which signs are required may not be enforced if at the time and place of the alleged violation an official traffic sign is not properly positioned and sufficiently legible to be seen and read by an ordinarily observant person.

(Ord. of 5-2-88, § 10)

Secs. 15-28—15-45. - Reserved.

ARTICLE III. - SPECIFIC STREET REGULATIONS^[2]

Footnotes:

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Cross reference— Streets, sidewalks and other public places, Ch. 14.

Sec. 15-46. - One-way streets.

The following public ways are one-way streets, and vehicles may move only in the indicated directions:

Bath Road, easterly from junction of Maine Street to C.M.P. Co. Pole No. 2.

Center Street, easterly from Maine Street to Federal Street.

Cleveland Street, westerly from Federal Street to Maine Street.

Cumberland Street, westerly from Maine Street to Union Street.

Dunlap Street, easterly from Maine Street to Federal Street.

Elm Street, westerly from a point three hundred seventy (370) feet westerly from Maine Street to Union Street.

Gilman Avenue, westerly from Maine Street to Union Street.

Green Street, easterly from Park Row to Federal Street.

Harriet Beecher Stowe School Access Road, westerly from one hundred and ten (110) feet west of Spring Street to Armory Street.

Lincoln Street, easterly from Union Street to Maine Street.

Mill Street, northerly from a point east of the traffic island Pleasant Street to C.M.P. Pole No. 28.

Noble Street, westerly from Maine Street to Union Street.

Park Row, from "No Name Street," north bound to Fitch Place.

Park Row, northerly from College Street to Maine Street.

Park Row, southerly from Bath Road to College Street.

Pleasant Street, easterly from the junction of Mill Street to Maine Street.

Ramp A. on Route 1, relocation as shown on State Highway Commission Plan relating to Federal Aid Project #U-01-1(18), westerly from Maine Street to end of Ramp A.

Ramp B. on Route 1, relocation as shown on State Highway Commission Plan relating to Federal Aid Project #U-01-1(18), easterly from the westerly end of Ramp B. to Maine Street.

Ramp C. on Route 1, relocation as shown on State Highway Commission Plan relating to Federal Aid Project #U-01-1(18), westerly from U.S. Route 1 to Maine Street.

Ramp D. on Route 1, relocation as shown on State Highway Commission Plan relating to Federal Aid Project #U-01-1(18), easterly from Progress Road to U.S. Route 1.

School Street, westerly from Federal Street to Maine Street.

South Street, commencing one hundred fifty-five (155) feet east of Park Row to Coffin Street.

Unnamed public way, from the First Parish Church on Bath Road to Maine Street, northerly on this way.

Unnamed public way, from Sills Drive to U.S. Route #24, the easterly portion of the triangle, northerly on this way.

(Ord. of 5-2-88, § 11; Ord. of 8-7-95; Emergency/Regular Ord. of 6-16-97; Ord. of 1-18-00(3); Ord. of 2-7-00; Ord. of 2-22-00(2); Ord. of 12-21-05(1); Ord. of 1-17-12; Ord. of 5-6-13; Ord. of 2-16-16)

Sec. 15-47. - Through streets.

The following public ways are designed as through streets:

Antietam Street, beginning at State Route #24, the Gurnet Road and continuing to the westerly terminus of Antietam Street.

Baribeau Drive, beginning at Pleasant Hill Road and continuing to McKeen Street.

Bath Road, beginning at Maine Street and continuing to the Brunswick-West Bath town line.

College Street, beginning at Maine Street and continuing to Harpswell Road.

Columbia Avenue, beginning at Spring Street and continuing westerly to East Emmanuel Drive.

Cumberland Street, beginning at Maine Street and continuing to Cushing Street.

Cushing Street, beginning at Mill Street and continuing to Pleasant Street.

Federal Street, beginning at Mason Street and continuing to Bath Road.

Forrestal Drive, beginning at State Route #24, the Gurnet Road, and continuing to the westerly terminus of Forrestal Drive.

Greenwood Road, beginning at Old Portland Road (Rt. #1) and extending southeasterly to Church Road, and beginning at Church Road and extending southeasterly to its end.

Guadalcanal Drive, beginning at Coral Sea Street and continuing to Bunker Hill Street.

Harpswell Road, beginning at Sills Drive and continuing to Brunswick-Harpswell town line.

Longfellow Avenue, beginning at Maine Street and continuing to Harpswell Road.

Maine Street, beginning at the Brunswick-Topsham line and continuing to Maquoit Road.

Maquoit Road, beginning at its junction with Maine Street and extending southerly to its end.

McKeen Street, beginning at Spring Street and continuing to Church Rd.

Melden Drive, beginning at Mere Point Road and extending to its end.

Middle Street, beginning at Pleasant Street and continuing to land of the Maine Central Railroad Co.

Mill Street, beginning at Maine Street and continuing to Pleasant Street.

Mere Point Road, beginning at Maine Street and continuing southerly to end.

Pleasant Street, beginning at Mill Street and continuing westerly to the divided highway known as Interstate Route 95.

Riverview Drive, beginning at Jordan Avenue and continuing westerly to Minat Avenue.

Sparwell Lane, beginning at Meadowbrook Road and extending easterly to its end.

Spring Street, beginning at Pleasant Street and continuing to McKeen Street, and beginning at McKeen Street and continuing to Thompson Street.

Station Avenue, beginning at Maine Street and continuing to Union Street.

Union Street, beginning at Mill Street and continuing to McKeen Street except at the intersection of such street with Cumberland Street and Pleasant Street, which have been designated as through streets.

Water Street, beginning at Mason Street and continuing to its northerly terminus.

(Ord. of 5-2-88, § 12; Emergency/Regular Ord. of 6-16-97; Ord. of 9-14-05; Ord. of 7-19-06; Ord. of 10-5-09)

Sec. 15-48. - Yield streets.

Stop signs shall be placed near the intersection on the right-hand side of each street which intersects a through street, except yield signs shall be placed instead of stop signs near the intersection on the right-hand side of the following streets which intersect through streets:

College Street/Maine Street, access road to south on Maine Street.

College Street/Upper Park Row access road, to College Street east bound.

College Street/Sills Drive access road, to Sills Drive northbound off College Street.

Coombs Road, as it intersects with second Coombs Rd. entrance, northeast corner.

Maine Street, for northbound traffic at its junction with Bath Road.

Sills Drive/Bath Road access road, from Sills Drive to Bath Road eastbound.

Simpson's Point Road, at Mere Point Road.

(Ord. of 5-2-88, § 13; Ord. of 10-16-95; Emergency/Regular Ord. of 6-16-97; Ord. of 6-7-04(1); Ord. of 9-14-05)

Sec. 15-49. - Four-way stop signs.

Stop signs must be placed near the intersection on the right-hand side of the street at all four (4) corners of the following intersections:

Columbia Avenue and Baribeau Drive.

Columbia Avenue and Barrows Street.

Elm and Middle Streets.

Hemlock Road and Sparwell Lane.

Pleasant Hill, Church and Casco Roads.

Spring Street and Columbia Avenue.

Spring and McKeen Streets.

Union Street and Cumberland Street.

(Ord. of 5-2-88, § 14; Ord. of 11-7-94; Ord. of 7-19-06)

Sec. 15-50. - Right turn only.

A right turn only movement is required at the following locations and intersections:

- (1) At the junction of Maine Street and the exit from Railroad Ave. so called, such exit being ninety-five (95) feet northerly from the tracks on the Maine Central Railroad.
- (2) At the junction of Maine Street and the exit from the bank office adjacent to the exit from Railroad Ave. so called, such bank exit being thirty-five (35) feet northerly from the tracks of the Maine Central Railroad.
- (3) Station Avenue where it intersects Maine Street.
- (4) At the junction of Pleasant Street (Route 1) and the most easterly exit from the Texaco Quick Mart/Express Lube located at No. 162 Pleasant Street.

- (5) At the intersection of Park Row and the Unnamed Public Way, which runs from the First Parish Church on the Bath Road to Maine Street.
- (6) On Fitch Place at the intersection of Maine Street.
- (7) At the northern end of the section of Park Row which is between College Street and the Joshua Chamberlain statue plaza, at its intersection with Maine Street.

(Ord. of 5-2-88, § 14.1; Ord. of 10-3-88, § 2; Emergency/Regular Ord. of 6-16-97; Ord. of 4-21-98; Ord. of 10-5-06(2); Ord. of 10-5-09; Ord. of 5-6-13)

Sec. 15-51. - No U-Turn.

A U-turn movement is prohibited on Maine Street between Bath Road and Cabot Street.

(Ord. of 5-2-88, § 14.2; Emergency/Regular Ord. of 6-16-97)

Sec. 15-52. - Designation of crosswalks.

Crosswalks are established at the approximate locations as designated by the chief of police and town engineer and are on file in town clerk's office. Crosswalks shall be installed in accordance with MaineDOT current policies.

(Ord. of 5-2-88, § 15)

Sec. 15-53. - Crosswalk signs.

Crosswalk signs must be placed on all crosswalks situated on Maine Street between Elm Street and Mill Street, except where pedestrian traffic is governed by illuminated "walk" signs.

(Ord. of 5-2-88, § 17)

Sec. 15-54. - Reserved.

Editor's note— Ord. of April 25, 2011 repealed § 12-54, which pertained to reverse angle parking and derived from Ord. of 10-5-09.

Secs. 15-55—15-70. - Reserved.

ARTICLE IV. - STOPPING, STANDING, PARKING³¹

Footnotes:

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Cross reference— Streets, sidewalks and other public places, Ch. 14.

Sec. 15-71. - Rules governing stopping and parking.

The following rules govern the stopping and parking of vehicles:

- (1) *Prohibited in certain places.* Except in compliance with a statute or with this chapter, a person shall not stop or park a vehicle on any public way in any of the following places:
 - a. On a sidewalk.
 - b. In front of a public or private driveway.
 - c. Within an intersection.
 - d. Within seven (7) feet of a fire hydrant, except as otherwise designated by the chief of police.
 - e. On a crosswalk.
 - f. Alongside or opposite any excavation or obstruction when stopping or parking would obstruct traffic.
 - g. On the roadway side of any vehicle stopped or parked at the edge or curb of a public way.
 - h. On any bridge or other elevated structure or in a tunnel.
 - i. At any place where official signs or yellow striped areas or yellow curbing indicates a restricted, no-stopping or no-parking area. Except however, on Maine Street, a moped as defined by 29-A M.R.S.A. Sec. 101(36) may park in a yellow striped restricted area which is not adjacent to a disabled parking stall. No more than one (1) moped may park in a single restricted area and any restricted time limit applicable to the section of street still applies.
 - j. Within twenty (20) feet of a marked crosswalk.
 - k. Within twenty (20) feet of the near corner of the curbs at an intersection unless otherwise designated.
- (2) *Public ways.* A person shall not stop or park a vehicle on any public way except on the right-hand side of the way, in the proper direction of travel and with the curbside wheels of the vehicle within twelve (12) inches of the edge of the roadway, except upon those streets which have been marked or signed for angle parking upon which vehicles shall be parked at the angle to the curb indicated by such marks or signs, except that motorcycles will have one (1) wheel within twelve (12) inches of the curb. On one-way streets, stopping and parking is permitted on both sides of the street where not otherwise prohibited by this chapter.
- (3) *Not to obstruct traffic.* A person shall not park any vehicle on a public way so as to leave available less than ten (10) feet of the width of the roadway for free movement of vehicular traffic.
- (4) *Parking within lines.* Where parking places are marked by painted lines, a person must park a vehicle within the lines.
- (5) *Oversize vehicles.* A driver of a vehicle having an overall length of twenty (20) feet or more shall not stop or park diagonally on any public way, but may park parallel with the curb, where parallel parking is permitted, for not more than thirty (30) minutes.
- (6) *Parking for certain purposes prohibited.* A person shall not park a vehicle on any public way for the principal purpose of washing, lubricating or displaying it for sale, or repairing it, except for changing tires or making other emergency repairs.
- (7) *Owner liable.* A person shall not allow any vehicle registered in his name to be parked on any public way in violation of this chapter.
- (8) *Temporary parking restrictions.* When he believes circumstances require it, the chief of police may temporarily prohibit the parking of vehicles at the entrance to any place of public assembly and install signs so indicating. This restriction remains effective until the need for it no longer exists. A person shall not park a vehicle in an area in which parking is temporarily prohibited.

- (9) *Interfering with snow removal and/or plowing.* A person shall not park a vehicle at any time on any public way so as to interfere with plowing or the removal of snow from it by the town. The chief of police may remove any such vehicle and place it in a suitable parking space, at the expense of the owner. For the purpose of facilitating snow removal, the chief of police may place temporary signs along any public way from which the snow is about to be removed, indicating that parking a vehicle is prohibited. A person shall not park a vehicle within the area indicated by the signs.
- (10) *Abandoned vehicle.*
- a. For the purposes of this section, a vehicle parked or stopped on any public way, private way or public property, in a time restricted parking zone or designated restricted zone as described by sections 15-71(5), 15-73, 15-76, 15-77, 15-81 and 15-84 and which the police have determined has not been moved within a twenty-four-hour period, may be ordered removed by the police chief or his/her designee, and placed in a suitable location at the expense of the owner, after reasonable attempts have been made by the police to contact the owner or operator.
 - b. For the purposes of this section, a vehicle parked or stopped on any public way, private way or public property, other than a time restricted parking zone or designated restricted zone as described by sections 15-71(5), 15-73, 15-76, 15-77, 15-81 and 15-84 and which the police have determined has not been moved within a seventy-two-hour period, may be ordered removed by the police chief or his/her designee, and placed in a suitable location at the expense of the owner, after reasonable attempts have been made by the police to contact the owner or operator.
- (11) *Obstructing certain ways.* A person shall not park a vehicle on any public way, private way, alley, fire lane, bridge, private drive or private road, in such a way as to obstruct any other public way, private way, alley, fire lane, bridge, private drive or private road, unless in the case of a private drive or private road the person has permission of the owner of the private drive or private road. The chief of police or his designee, at the vehicle owner's expense, may order the immediate removal of said vehicle.
- (12) *Diagonal parking.* A person shall not stop or park a vehicle, excluding motorcycles, on any public way in an area designated for diagonal parking with the vehicle facing any direction other than with the front of the vehicle facing away from the traveled portion of the public way consistent with the diagonal parking markings.
- (13) *Permit parking for town-owned lots.* A person shall not stop or park a vehicle in any town-owned or leased parking area designated as "parking by permit only" without a proper or valid permit displayed. Any vehicle parked in violation will be subject to a fine as defined under section 15-8. The chief of police or his designee, at the vehicle owner's expense, may order the immediate removal of said vehicle.
- (14) *Parking limited to residents with permits.* A person shall not stop or park a vehicle on a street upon which parking for a particular purpose or time period is limited to particular residents with permits unless an unexpired resident permit issued by the Town of Brunswick is hanging from the vehicle's rear view mirror. For the purpose of this section, a resident is defined an owner of a property on a designated street, as set forth on the assessing records of the Town of Brunswick. A property owner may obtain up to two (2) resident parking permits per tax lot, which permits may be displayed in the vehicle of the property owner, a tenant of the property owner, a family member of the property owner or tenant, or a guest/invitee of the property owner or tenant. The permits are issued to the property owner and are not vehicle specific. Each permit shall cost twenty-five dollars (\$25.00) per year and the expiration date shall be displayed prominently on the permit. Resident parking permits do not entitle to the permit holder to disregard a snow emergency parking ban. Resident parking permits for a particular street shall only be issued to residents of that street. Report to town council: The police department will report to the town council on the effectiveness of the permit system by the second meeting of January 2016.

(Ord. of 5-2-88, § 28(1)—(9); Ord. of 8-21-95; Ord. of 5-19-97; Ord. of 9-2-97; Emergency and Regular Ord. of 3-1-04; Ord. of 12-4-07; Ord. of 1-17-12; Ord. of 12-1-14(2); Ord. of 2-9-15)

Sec. 15-72. - Restricted parking area legend.

Restricted parking areas of any type must be indicated by yellow curbing, yellow striped areas or by appropriate signs.

(Ord. of 5-2-88, § 29; Ord. of 1-17-12)

Sec. 15-73. - Overnight parking restricted.

- (a) A person shall not park a vehicle on either side of the easterly portion of Maine Street, known as Park Row, running from School Street southerly to the Maine Central Railroad tracks, between the hours of 11:00 p.m. and 5:00 a.m.
- (b) No person shall park a vehicle in the Mill Street parking lot between the hours of 9:00 p.m. to 5:00 a.m.
- (c) No person shall park a vehicle on Maine Street in the parking area which is located north of the mall for a distance of one hundred twenty (120) feet, more or less, between the hours of 11:00 p.m. and 5:00 a.m.
- (d) A person shall not park a vehicle on Maine Street, commencing at Fitch Place and extending northerly to School Street, between the hours of 11:00 p.m. and 5:00 a.m.
- (e) A person shall not park a vehicle on Park Row, east side, commencing at Bath Road and extending southerly to College Street between the hours of 1:00 a.m. and 6:00 a.m.
- (f) A person shall not park a vehicle on South Street, north side, commencing at Coffin Street and extending westerly to Maine Street between the hours of 1:00 a.m. and 6:00 a.m.
- (g) A person shall not park a vehicle on Longfellow Avenue, both sides, commencing at Harpswell Road and extending westerly to Maine Street between the hours of 1:00 a.m. and 6:00 a.m. unless the vehicle displays an unexpired Longfellow Avenue resident parking permit issued in accordance with section 15-71(14).
- (h) A person shall not park a vehicle on Maine Street, west side, commencing at Noble Street and extending southerly to Boody Street between the hours of 1:00 a.m. and 6:00 a.m.
- (i) A person shall not park a vehicle on Park Row, east side, commencing at Longfellow and extending northerly to College Street between the hours of 1:00 a.m. and 6:00 a.m.
- (j) A person shall not park a vehicle on Potter Street, south side, commencing at Maine Street and extending westerly to Union Street between the hours of 1:00 a.m. and 6:00 a.m.
- (k) A person shall not park a vehicle on Page Street, north side, commencing at Maine Street and extending westerly to Union Street between the hours of 1:00 a.m. and 6:00 a.m. unless the vehicle displays an unexpired Page Street resident parking permit issued in accordance with section 15-71(14).
- (l) A person shall not park a vehicle in the long term parking lot located at 86 Union Street between the hours of 1:00 a.m. and 6:00 a.m. unless the vehicle has been parked in connection with the operator's utilization of train or bus service. The vehicle may only park in the long term parking for the duration of the operator's out-of-town trip on the train or bus. Proof of train or bus service utilization may be documented in a manner proscribed by the chief of police.
- (m) A person shall not park a vehicle in the Town Hall parking lot located at 85 Union Street, between the hours of 1:00 a.m. and 6:00 a.m. This prohibition shall not apply to the leased portion of the parking lot.

(Ord. of 5-2-88, §§ 19, 19B, 28(10); Ord. of 3-21-94, Regular and Emergency Ord. of 11-21-94; Ord. of 10-18-99(2); Ord. of 9-18-00(1); Ord. of 12-4-07; Ord. of 10-20-08(2); Ord. of 7-21-14; Ord. of 12-1-14(2); Ord. of 2-9-15; Ord. of 7-20-15(2))

Sec. 15-74. - No-parking areas.

The following areas are designated as no-parking areas:

Armory Street, west side, commencing at Weymouth Street and extending southerly to end.

Bank Street, both sides.

Baribeau Drive, westerly side, commencing twenty (20) feet north of the entrance of Mallard Pond, to twenty (20) feet south of the exit to Mallard Pond.

Barrows Drive, west side, commencing at Columbia Avenue and extending south six hundred and ninety-six (696) feet, 8:00 a.m. to 5:00 p.m., Monday through Friday.

Basswood Road, east side, commencing two hundred and forty (240) feet south of the intersection of Wildwood Drive and extending southerly for sixty (60) feet.

Basswood Road, west side, commencing at Wildwood Drive and extending southerly to Aspen Drive.

Bath Road, both sides, commencing from the Brunswick/West Bath Boundary westerly to a point one thousand (1,000) feet past Sawyer Road.

Bath Road, both sides, commencing at Cook's Corner and extending easterly three hundred (300) feet.

Bath Road (Route 24), both sides, commencing at Cook's Corner and extending westerly three hundred (300) feet.

Bath Road, north side reverse direction loop located across from the main entrance to Brunswick Naval Air Station, both sides, commencing at the east side entrance to the turn around and extending to the west side exit.

Bath Road, north side, commencing at Federal Street and extending westerly five hundred eighty (580) feet.

Bath Road, south side, commencing at Bowdoin College Campus Drive so-called and extending westerly one hundred forty (140) feet.

Bath Road, south side, commencing at Sills Drive and extending westerly forty (40) feet.

Bath Road, south side, commencing at Sills Drive and extending easterly one hundred fifty (150) feet.

Boody Street, both sides, commencing at Maine Street and extending westerly four hundred ten (410) feet Monday a.m. through Friday p.m. except holidays.

Bowker Street, south side.

Cedar Street, south side.

Center Street, both sides.

Church Road, east side, commencing at Pleasant Street and extending southerly to Paul Street, and on the westerly side of Church Road commencing at Pleasant Street and extending southerly three hundred forty (340) feet.

Cleaveland Street, south side.

Coffin Street, both sides.

College Street, both sides.

Columbus Drive, both sides.

Columbus Drive, east side, commencing at the intersection of Cressey Road and extending southerly one hundred twenty (120) feet.

Cressey Road, both sides.

Cumberland Street, north side, commencing at Cushing Street and extending easterly one hundred twenty (120) feet.

Cumberland Street, north side, commencing at Cushing Street and extending westerly one hundred thirty (130) feet.

Cumberland Street, north side, commencing at Maine Street and extending two hundred twenty (220) feet in a westerly direction.

Cumberland Street, north side, commencing at Union Street in an easterly direction sixty-five (65) feet.

Cumberland Street, north side commencing at a point of three hundred twenty-five (325) feet from Maine Street and extending westerly one hundred forty (140) feet.

Cumberland Street, southerly side, from Maine Street to Cushing Street.

Cushing Street, west side, commencing at Pleasant Street and extending northerly one hundred twenty (120) feet.

Dunlap Street, south side.

Dunlap Street, north side commencing one hundred forty-six (146) feet east of Maine Street for a distance of twenty (20) feet in an easterly direction.

Dunning Street, south side.

Elm Street, south side, commencing at Maine Street and extending westerly three hundred seventy (370) feet; and on the north side commencing one hundred eighteen (118) feet westerly of Maine Street and extending westerly to Union Street.

Everett Street, south side.

Federal Street, east side, commencing 735 feet north of the intersection with Bath Road and extending north for four hundred and forty (440) feet.

Federal Street, west side, commencing at Bath Road and extending northerly to Green Street.

Federal Street, west side, commencing at Mason Street and extending southerly to Center Street.

Federal Street, west side, commencing at Center Street to a point three hundred eighty (380) feet extending southerly sixteen (16) feet.

Federal Street, west side, commencing at Center Street extending southerly thirty (30) feet.

Federal Street, west side, commencing at School Street extending southerly three hundred seventeen (317) feet.

Federal Street, east side, commencing at Bath Road and extending northerly three hundred sixty-five (365) feet.

Federal Street, east side, commencing at Jordan Avenue extending northerly to a point four hundred (400) feet north of Franklin Street.

Federal Street, east side, commencing at Mason Street and extending southerly one hundred thirteen (113) feet.

Fitch Place, both sides.

Franklin Street, both sides.

Gilman Avenue, north side.

Green Street, both sides.

Grover Lane, north side.

Gurnet Road, (Route 24), both sides, commencing at Cook's Corner and extending southerly nine hundred (900) feet.

Gurnet Road (Route 24), east side, within ten (10) feet from the edge of pavement, commencing at Princes Point Road and extending southerly to the Gurnet Bridge.

Harding Road, both sides, commencing at Bath Road and extending southerly five hundred (500) feet.

Harpswell Road, east side, commencing at College Street and extending southerly to Bowker Street.

Harpswell Road, west side, commencing at Bath Road and extending southerly forty (40) feet.

Harpswell Road, westerly side, commencing at College Street and extending southerly to Hambleton Avenue.

Harriet Beecher Stowe School Access Road, north side, commencing at Spring Street extending westerly one hundred (100) feet west of the intersection with Armory Street.

Harriet Beecher Stowe School Access Road Loop, north side, commencing at the western intersection with the Harriet Beecher Stowe School Access Road easterly to the eastern intersection with the Harriet Beecher Stowe School Access Road.

Harriet Beecher Stowe School Access Road Loop, south side, commencing at the western intersection with the Harriet Beecher Stowe School Access Road easterly forty-eight (48) feet.

High Street, south side, commencing at Union Street and extending westerly one hundred eighty (180) feet.

High Street, north side, commencing at Union Street and extending westerly to Cushing Street.

Jordan Avenue, north and south sides, commencing at Federal Street and extending easterly under the railroad overpass to Wadsworth Road.

Jordan Avenue, south side, commencing at the intersection with the driveway to Edwards Field and extending easterly to the intersection with Wheeler Park.

Lincoln Street, north side commencing one hundred (100) feet west of Maine Street and extending in a westerly direction to Union Street.

Lincoln Street, south side commencing at Maine Street and extending westerly for a distance of forty-three (43) feet.

Longfellow Avenue, south side, commencing at Maine Street and extending easterly three hundred (300) feet.

Longfellow Avenue, south side, commencing at Coffin Street Extension and extending westerly sixty (60) feet.

Longfellow Avenue, north side, commencing at Maine Street and extending easterly one hundred seventy-two (172) feet.

Magean Street, north side, commencing at Maine Street and extending westerly one hundred twenty-five (125) feet.

Maine Street, east side, commencing at Bath Road and extending southerly to Longfellow Avenue.

Maine Street, east side, commencing at its intersection with Bath Road and continuing north twenty-five (25) feet.

Maine Street , east side, commencing one hundred eighty-five (185) feet north of the intersection with Bath Road and continuing north to the intersection with No Name Street.

Maine Street , east side, commencing one hundred (100) feet south of the intersection with the Maine Eastern Railroad tracks and continuing north one hundred (100) feet to the Maine Eastern Railroad tracks.

Maine Street, east side, commencing at a point ninety (90) feet northerly from School Street and extending northerly sixty (60) feet.

Maine Street, east side, commencing at School Street extending southerly ninety-seven (97) feet.

Maine Street, north side, commencing at Pleasant Street and extending southerly one hundred fifty (150) feet.

Maine Street, west side, commencing at Potter Street and extending southerly forty-six (46) feet.

Maine Street, west side, commencing eighty-seven (87) feet southerly of the intersection of Potter Street, and extending southerly forty-eight (48) feet.

Maine Street, west side, commencing two hundred twenty-two (222) feet southerly of the intersection of Potter Street, and extending southerly one hundred eighty (180) feet.

Maine Street, west side, commencing one hundred eighty (180) feet southerly of the intersection of Page Street, and extending southerly one hundred eighty (180) feet.

Maine Street, west side, commencing at Pleasant Street and extending northerly thirty-five (35) feet.

Maine Street, west side, commencing at McKeen Street and extending southerly one hundred ten (110) feet.

Maine Street, west side commencing at the Maine Eastern Railroad tracks and extending southerly to Potter Street.

Maine Street, west side commencing at Noble Street and extending northerly sixty (60) feet.

Maine Street, westerly side, commencing at Boody Street and extending northerly for a distance of three hundred twenty (320) feet.

Maine Street, east side, commencing at the intersection of Whittier Street and extending south to the intersection of Atwood Lane.

Maquoit Road, easterly side, commencing at a point 0.13 miles southerly of the Maquoit Road, Mere Point Road, and Maine Street intersection and extending southerly 0.15 miles.

Maquoit Road, both sides commencing at the entrance to the Brunswick High School and extending southerly three hundred forty-five (345) feet.

Maquoit Road, both sides commencing at the entrance to the Brunswick High School and extending northerly three hundred thirty (330) feet.

Mason Street, both sides.

Market Lane, south side.

Marriner Road, both sides.

Merryman Lane , west side, commencing on the west side of Merryman Lane twenty (20) feet south of the turnaround, thence northerly to the end of Merryman Lane, thence easterly across the end of Merryman Lane.

McKeen Street, north side, commencing at Maine Street and extending westerly to a point opposite 21 McKeen Street.

McKeen Street, north side, commencing at Spring Street and extending westerly five hundred fifty (550) feet.

McKeen Street, north side, commencing at Spring Street and extending westerly to Stanwood Street.

McKeen Street, south side, commencing at Spring Street and extending westerly to 63 McKeen Street.

McKeen Street, south side, commencing at Maine Street and extending westerly five hundred twenty-two (522) feet.

McLellan Street, south side, commencing at the intersection with Harpswell Road and extending east one hundred and forty-five (145) feet.

Middle Street, east side.

Middle Street, west side, commencing at Pleasant Street and extending southerly forty (40) feet, commencing at Elm Street and extending southerly to the southerly terminus of Middle Street, and commencing at Elm Street and extending northerly three hundred twenty-five (325) feet.

Mill Street, northerly side, between a point opposite Cumberland Street and a point opposite Swett Street.

No Name Street, east side, commencing at Bath Road and continuing northwesterly to Maine Street.

No Name Street, west side, commencing at Bath Road and continuing northwesterly thirty (30) feet.

No Name Street, west side, commencing one hundred fifteen (115) feet northwesterly of Bath Road and continuing north to Maine Street.

Noble Street, north side, commencing at Maine Street and extending westerly fifty (50) feet, and north side, commencing at the west side of the curb cut for the driveway to the Inn at Maine Street Station and extending in a westerly direction twenty-eight (28) feet.

Noble Street, south side.

Oak Street, north side, commencing at Union Street and extending westerly one hundred ninety (190) feet.

Oak Street, south side.

Old Bath Road, both sides, commencing from Bridge Road easterly to the Brunswick/Bath boundary.

Old Bath Road, both sides, commencing at New England Telephone Co., utility pole #148 and extending westerly for a distance of six hundred (600) feet to utility pole #152, such starting point being five hundred (500) feet, more or less, westerly from the junction of Old Bath Road and Baybridge Road.

Page Street, north side commencing at Maine Street and extending westerly thirty-six (36) feet.

Page Street, north side commencing one hundred and eighty-seven (187) feet west of Maine Street and extending westerly twenty-four (24) feet.

Page Street, north side, commencing at Spring Street, and extending easterly forty (40) feet.

Page Street, south side, commencing at Maine Street and extending westerly to Union Street.

Page Street, south side commencing at Union Street, westerly to Spring Street, 8:00 a.m. to 4:00 p.m., Monday through Friday.

Park Row, east side, commencing at School Street extending southerly to a point one hundred fifty (150) feet north of the Cleaveland Street intersection.

Park Row, east side, commencing at Longfellow Avenue and extending southerly to the end of Park Row.

Park Row, east side, commencing at Maine Street and extending southerly ninety (90) feet.

Park Row, east side, commencing one hundred fifty-four (154) feet south of the intersection of Maine Street and extending southerly to one hundred twenty-eight (128) feet.

Park Row, west side, commencing at Fitch Place southerly to Longfellow Avenue.

Park Row, west side, commencing at School Street extending southerly forty (40) feet.

Park Row, west side, commencing one hundred fifty (150) feet south of School Street extending to a point two hundred (200) feet in a southerly direction.

Pine Street, south side, commencing at Bath Road and extending easterly to Bowker Street, except parking is permitted adjacent to Whittier Field between April fifteenth and November fifteenth if the entire vehicle is parked off of the pavement.

Pleasant Street, north side, commencing at the west side of the curb cut for the driveway to 76 Pleasant Street, continuing westerly for forty (40) feet;

Pleasant Street, north side, commencing at Cushing Street and extending easterly one hundred ten (110) feet.

Pleasant Street, commencing at Cushing Street extending westerly for a distance of forty-five (45) feet.

Pleasant Street, south side, commencing at I-95 extending easterly to Spring Street.

Pleasant Street, south side, commencing at Maine Street and extending westerly one hundred twenty (120) feet.

Potter Street, north side, commencing at Maine Street and extending westerly one hundred eighty (180) feet.

Potter Street, north side commencing at Union Street and extending easterly thirty-six (36) feet.

Potter Street, south side.

River Road, north side, commencing at Pleasant Street and extending westerly four hundred seventy (470) feet.

School Street, north side, commencing at Federal Street and extending easterly forty (40) feet.

School Street, south side, commencing at Federal Street and extending easterly to Stetson Street.

School Street, south side, commencing at Maine Street and extending easterly to a point sixty (60) feet easterly of Federal Street.

Sills Drive, easterly side, commencing at Bath Road and extending southerly to College Street.

Simpson's Point Road, west side, commencing at mean high water and extending northerly to Pennell Way; and the east side, commencing at mean high water and extending northerly one hundred forty (140) feet.

South Street, south side.

South Street, north side from Maine Street extending easterly two hundred twenty-four (224) feet.

Spring Street, east side, commencing at McKen Street extending northerly to forty (40) feet south of Page Street, 8:00 a.m. to 4:00 p.m., Monday through Friday, and east side commencing forty (40) feet south of Page Street and extending to forty (40) feet north of Page Street.

Spring Street, west side, commencing at McKen Street extending northerly to Weymouth Street.

Stanwood Street, east side, commencing at Pleasant Street and extending southerly to Hennessey Avenue; on the west side, commencing at Pleasant Street and extending southerly to a point seventy-five (75) feet northerly of the tracks of the Maine Central Railroad and extending southerly to Hennessey Avenue.

Station Avenue, north side, commencing at Maine Street and extending westerly one hundred sixty-four (164) feet.

Station Avenue , south side, commencing at Maine Street and extending westerly two hundred fifteen (215) feet.

Station Avenue , north side, commencing two hundred thirty-nine (239) feet west of the intersection of Maine Street and extending westerly one hundred and eighty-two (182) feet.

Station Avenue , south side, commencing at Union Street and extending easterly forty-five (45) feet.

Station Avenue , south side, commencing one hundred five (105) feet east of Union Street and extending easterly one hundred seventy (170) feet.

Station Avenue , north side, commencing at Union Street and extending easterly sixty (60) feet.

Station Avenue , north side, commencing one hundred thirty (130) feet east of the intersection of Union Street and extending easterly eighty (80) feet.

Stetson Street, west side.

Storer Road, both sides, commencing at Old Bath Road and extending northerly four hundred and twenty (420) feet.

Swett Street, east side.

Town Hall Place, both sides.

Turner Street, north side, commencing at Webster Street and extending westerly to the end of Turner Street.

Union Street, east side, commencing at McKeen Street and extending northerly to Noble Street.

Union Street, west side, commencing at McKeen Street and extending northerly to Weymouth Street.

Union Street , east side, commencing at Station Avenue and extending northerly one hundred twenty-five (125) feet.

Union Street , east side, commencing at Station Avenue and extending to Noble Street.

Water Street, both sides.

Webster Street, east side.

Webster Street, west side.

Weymouth Street, south side, commencing at its intersection with Union Street and extending west one hundred (100) feet.

Weymouth Street, north side, commencing at its intersection with Union Street and extending west for seventy-five (75) feet.

Connecting ramp, both sides, from U.S. Route 1 to Bath Road, commencing at Cook's Corner and extending northerly three hundred (300) feet.

An extension to the Lower Mall, west side, commencing at a point opposite the southerly sideline of School Street and extending northerly one hundred (100) feet.

(Ord. of 5-2-88, § 18; Ord. of 10-3-88, § 1; Ord. of 6-5-89; Ord. of 10-21-91; Ord. of 10-19-92; Ord. of 3-21-94; Emergency/Regular Ord. of 6-20-94; Ord. of 8-7-95; Ord. of 9-18-95; Emergency/Regular Ord. of 11-20-95; Ord. of 12-4-95; Ord. of 11-18-96; Ord. of 4-22-97; Emergency/Regular Ord. of 6-16-97; Ord. of 10-6-97; Emergency/Regular Ord. of 11-17-97; Ord. of 2-2-98; Ord. of 12-7-98; Ord. of 10-18-99(2); Ord. of 1-18-00(4); Ord. of 3-6-00; Ord. of 5-1-00(3); Ord. of 6-5-00(2); Ord. of 9-18-00(2); Ord. of 11-20-00; Emergency/Regular Ord. of 2-6-01(2); Ord. of 4-2-01(1); Ord. of 4-2-01(2); Ord. of 4-17-01; Emergency/Regular Ord. of 7-16-01; Emergency/Regular Ord. of 12-3-01; Emergency/Regular Ord. of 12-17-01(1); Emergency/Regular Ord. of 12-17-01(2); Ord. of 2-19-02(1); Emergency/Regular Ord. of 2-19-

02(2); Emergency/Regular Ord. of 2-18-03(2); Emergency/Regular Ord. of 6-7-04(2); Ord. of 3-21-05; Ord. of 12-20-05; Ord. of 1-17-07; Ord. of 7-21-08(2); Ord. of 9-2-08(2); Ord. of 12-1-08(2); Ord. of 3-23-09(2); Ord. of 10-5-09; Ord. of 7-26-10(2); Ord. of 1-24-11; Ord. of 6-20-11(2); Ord. of 1-17-12; Ord. of 1-12-13; Ord. of 4-27-15; Ord. of 7-20-15(2); Ord. of 2-1-16(3); Ord. of 2-16-16; Ord. of 11-6-17; Ord. of 11-6-17)

Sec. 15-75. - No-parking signs.

No-parking signs must be placed in no-parking areas in such a manner as to be seen and understood by an ordinarily observant person.

(Ord. of 5-2-88, § 19)

Sec. 15-76. - Restricted on-street parking areas.

- (a) A person shall not park a vehicle for more than two (2) consecutive hours in any parking space adjacent to a curb, nor in any other parking space adjacent to a curb on the same block, between the hours of 8:00 a.m. and 6:00 p.m. on any day except Sunday, and a public holiday in the following areas:

Bow Street, north side, at 18-26 Bow Street.

Cleveland Street, north side, from Federal Street to Maine Street.

Cumberland Street, north side, at Maine Street and extending westerly to Union Street.

Cumberland Street, south side commencing thirty (30) feet west of Maine Street, and extending one hundred ten (110) feet.

Dunlap Street, north side commencing one hundred ninety (190) feet easterly of Maine Street and extending to Federal Street.

Elm Street, north side commencing at Maine Street, and extending westerly one hundred eighteen (118) feet.

Federal Street, east side, commencing three hundred sixty-five (365) feet north of Bath Road and extending northerly three hundred seventy (370) feet.

Federal Street, east side, commencing at Mason Street and extending southerly to a point opposite Center Street.

Federal Street, west side, commencing at School Street and extending northerly to Center Street.

Gilman Avenue, south side, commencing at Maine Street and extending westerly one hundred (100) feet.

Lincoln Street, south side commencing one hundred fifty (150) feet west of Maine Street and extending west eighty-five (85) feet.

Lincoln Street, south side commencing two hundred eighty (280) feet west of Maine Street and extending to Union Street.

Lincoln Street, north side commencing forty (40) feet west of Maine Street and extending for a distance of forty-five (45) feet.

Lincoln Street, north side commencing one hundred ninety (190) feet west of Maine Street and extending for a distance of three hundred sixty-seven (367) feet from April 15 to November 15.

Maine Street, east side, commencing at Route #1 overpass and extending southerly to Bath Road.

Maine Street, west side, commencing at Mill Street and extending southerly to Potter Street.

Middle Street, west side commencing at Pleasant Street and extending southerly two hundred fifty (250) feet.

Mill Street, south side, commencing twenty (20) feet west of Maine Street and extending westerly two hundred eighty (280) feet.

No Name Street, west side, commencing thirty (30) feet northwest of Bath Road and continuing northwesterly forty-five (45) feet.

Park Row, commencing at the driveway/footpath on the south side of the Walker Art Museum and continuing north to the driveway/footpath on the north side of the Walker Art Museum.

Park Row, east side, commencing at Cleaveland Street and extending northerly one hundred fifty (150) feet.

Park Row, east side, commencing at a point one hundred thirty-five (135) feet north of South Street and continuing north to College Street.

Park Row, west side commencing at School Street and extending southerly to the "No Name Street."

Pine Street, north side, commencing at Bath Road and extending easterly to Bowker Street.

Pleasant Street, north side, commencing at Union Street and extending easterly to Maine Street.

Pleasant Street, south side, commencing at Union Street and extending easterly to Maine Street.

Spring Street, east side, between Page Street and McKeen Street.

Station Avenue, all marked on-street parking spaces, both sides commencing at Maine Street and extending westerly to Union Street (excluding the seven (7) parking spaces located in front of the Midcoast Federal Credit Union).

Union Street, west side, commencing one hundred fifteen (115) feet southerly of Mill Street and extending southerly forty-five (45) feet.

(b) A person shall not park a vehicle for more than fifteen (15) consecutive minutes in designated zones as signed.

Federal Street, east side, commencing four hundred (400) feet north of Franklin Street and extending northerly forty (40) feet (two (2) parking spaces).

(c) A person shall not park a vehicle for more than three (3) consecutive hours in any parking space adjacent to a curb between the hours of 8:00 a.m. and 6:00 p.m. on any day except Friday, Sunday, and a public holiday and between the hours of 8:00 a.m. and 9:00 p.m. on Friday in the following areas:

School Street, north side, commencing at Maine Street and extending easterly to Federal Street.

(d) Notwithstanding any other provisions of this chapter, a person shall not park a vehicle for more than five (5) consecutive minutes in the following signed designated zone:

Middle Street, west side, the three (3) northernmost spaces between Elm Street and Pleasant Street.

(e) Notwithstanding any other provisions of this chapter, a person shall not park a vehicle for more than thirty (30) consecutive minutes in the following signed designated zones:

Maine Street, west side, the two (2) northernmost parking spaces (excluding any spaces which designated as disability parking spaces) on each block between Gilman Avenue and Town Hall Place;

Maine Street, east side, the two (2) southernmost parking spaces (excluding any spaces which designated as disability parking spaces) on each block between School Street and Mason Street;

Union Street, Town Hall parking lot located at 85 Union Street, the three westernmost spaces in each of the two northernmost rows, 8:00 a.m. to 5:00 p.m., Monday through Friday.

(Ord. of 5-2-88, § 28; Mo. of 12-4-89; Ord. of 3-21-94; Emergency/Regular Ord. of 6-20-94; Ord. of 8-7-95; Ord. of 1-18-00(5); Emergency/Regular Ord. of 12-3-01; Ord. of 8-4-03); Ord. of 12-20-05; Ord. of 12-21-05(2); Ord. of 5-31-06; Ord. of 10-5-09; Ord. of 1-17-12; Ord. of 1-12-13; Ord. of 9-17-13; Ord. of 7-21-14; Ord. of 7-20-15(2))

Sec. 15-77. - Restricted off-street parking areas.

A person shall not park a vehicle for more than two (2) consecutive hours in any town-owned or town-leased off-street parking area between the hours of 8:00 a.m. and 6:00 p.m. on any day except Friday, Sunday, and a public holiday, and between the hours of 8:00 a.m. and 9:00 p.m. on Friday. This two-hour limitation does not apply to:

- (1) Forty-two (42) parking spaces in the Cumberland Street parking lot which are established as all-day parking spaces.
- (2) Thirty-seven (37) parking spaces in the easterly side of the Bank Street parking lot which are established as all-day parking spaces.
- (3) The long term parking lot located on the west side of Union Street opposite town hall.

(Ord. of 5-2-88, § 28(14); Mo. of 5-20-91; Emergency/Regular Ord. of 6-20-94; Emergency/Regular Ord. of 10-16-95; Ord. of 8-7-17)

Sec. 15-78. - Disability parking.

A person shall not park a vehicle in a parking stall specifically designated and clearly marked for persons with physical disabilities unless the vehicle is equipped with a special designating plate or displays placard issued by the secretary of state under the provisions of and in compliance with 29A M.R.S.A. § 521. A person shall not park in an access aisle adjacent to a disability parking space regardless of whether the person has been issued a disability registration plate or removable placard by the State of Maine. Disability access aisles shall be marked by painting on the pavement a rectangular box with white or yellow diagonal stripes.

(Ord. of 5-2-88, § 19B; Emergency/Regular Ord. of 7-21-97; Ord. of 5-1-00(4); Ord. of 5-31-06(2); Ord. of 1-12-13)

Sec. 15-79. - Loading zones designated.

Loading zones are established at the following locations:

Bath Road, south side, commencing one hundred forty (140) feet east of Maine Street and continuing east for eighty (80) feet.

Center Street, north side commencing thirty-five (35) feet west of Federal Street and extending thirty-six (36) feet in a westerly direction.

Church Road, west side commencing one hundred fifty (150) feet south of the intersection of Pleasant Street and extending southerly for a distance of fifty (50) feet.

Lincoln Street, south side commencing at a point of forty-three (43) feet west of Maine Street and extending in a westerly direction for a distance of ninety (90) feet.

Lincoln Street, south side, commencing at a point two hundred thirty-five (235) feet west of Maine Street and continuing in a westerly direction for forty-five (45) feet.

No Name Street, west side, commencing seventy-five (75) feet northwesterly of Bath Road and continuing northwesterly for forty-five (45) feet.

South Street, south side commencing one hundred ninety (190) feet east of the intersection of Park Row and extending easterly for a distance of one hundred and forty-five (145) feet, for a maximum of fifteen (15) minutes between the hours of 7:30 a.m. and 6:30 p.m. Monday through Friday.

Station Avenue, south side commencing five hundred thirty-five (535) feet west of the intersection of Maine Street and extending westerly sixty (60) feet.

Station Avenue, north side commencing five hundred twenty-six (526) feet west of the intersection of Maine Street and extending westerly sixty (60) feet.

Town Hall Place, south side, a space fifty (50) feet long, at 9 Town Hall Place.

(Ord. of 5-2-88, § 20; Ord. of 3-21-94; Emergency/Regular Ord. of 6-20-94; Ord. of 10-3-94; Emergency/Regular Ord. of 6-3-02; Ord. of 8-5-02; Ord. of 9-6-06; Ord. of 10-5-09; Ord. of 1-12-13)

Sec. 15-80. - Loading zone signs.

Loading zones shall be indicated by appropriate signs or by parallel lines with diagonal lines running between them. All lines shall be six (6) inches wide and shall be painted yellow.

(Ord. of 5-2-88, § 21)

Sec. 15-81. - Restricted use of taxicab stands and bus stops.

A person shall not stop or park a vehicle other than a taxicab in a taxicab stand, nor other than a bus in a bus stop. The operator of a passenger vehicle may temporarily stop there while actually engaged in loading or unloading passengers as long as it does not interfere with any taxicab or bus entitled to occupy the stand.

(Ord. of 5-2-88, § 28(12))

Sec. 15-82. - Parking of taxicabs and buses.

A person shall not park a taxicab or a bus on any public way, except at a stand or stop assigned to its owner by the town council. A taxicab driver may temporarily stop the taxicab while actually engaged in loading or unloading passengers.

(Ord. of 5-2-88, § 28(11))

Sec. 15-83. - Reserved.

Editor's note— An ordinance adopted Sept. 6, 2006 repealed § 15-83 in its entirety. Formerly said section pertained to taxi stand designation as enacted by §§ 22 and 23 of an ordinance adopted May 2, 1988; as subsequently amended by an ordinance adopted Oct. 3, 1994.

Sec. 15-84. - Bus stops designated.¹⁴

(a) Bus stops are established at the following locations:

Reserved.

(b) Bus stops must be indicated by appropriate signs.

(Ord. of 5-2-88, §§ 24, 25; Ord. of 4-2-01(3); Emergency/Regular Ord. of 6-21-04; Ord. of 5-31-06; Ord. of 10-5-09; Ord. of 1-17-12)

Footnotes:

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Editor's note— Ord. of 1-17-2012, removed §§ 15-84(a)(2) and 15-84(a)(3) in their entirety. Formerly those sections pertained to designated bus stops.

Sec. 15-85. - Parking violations—Towing.

- (a) *Purpose* . The purpose of these sections is to improve the enforcement of the Brunswick parking ordinances and to discourage habitual violators.
- (b) *Definitions* . The following words and terms as used in these sections shall have the meanings ascribed thereto, unless the context otherwise indicates:
 - (1) *Towing list* means a list maintained by the police department containing the names of those wreckers approved by the town to respond to requests for the towing of vehicles made by the police department.
 - (2) *Wrecker* means a person engaged in the business of, or offering the services of, a vehicle wrecker or towing service, whereby motor vehicles are or may be towed or otherwise moved from one (1) place to another by the use of a motor vehicle adapted to and designated for that purpose.
 - (3) *Outstanding parking ticket* means any notice of violation of any parking ordinance of the Town of Brunswick where:
 - a. The owner of the offending vehicle has been finally determined to be in violation by reason of default or otherwise; and
 - b. The resultant fine or waiver charge established pursuant to 30-A M.R.S.A. §§ 3001 and 3009 has not been paid.
 - (4) *Waiver charges or charges* means the fees a violator may pay to waive court action plus all expenses the Town of Brunswick incurs specifically enumerated in this chapter or state law to collect fees or fines, including but not limited to certified mail fees.
- (c) *Towing* . The Brunswick Police Department is authorized, subject to the requirements of these sections, to remove by use of a wrecker, and impound any vehicle found on any public or private way or public property, which has outstanding parking tickets with accumulated fines totalling seventy-five dollars (\$75.00) or more, and is authorized to take whatever action is reasonably necessary to carry out the provisions of these sections.
- (d) *Notice to owner before towing*. After a vehicle has received outstanding tickets with accumulated fines totalling seventy-five dollars (\$75.00) or more, a letter will be sent by certified mail to the vehicle's registered owner. This letter alerts the owner of the outstanding parking tickets and shall allow fourteen (14) days for payment of accumulated fines or waiver charges. After this time period has transpired without either payment in full or an arrangement acceptable to the chief of police having been made to pay the fines or waiver charges, the vehicle will be subject to tow.
- (e) *Procedure for towing and impoundment*. Any police officer ordering towing and impoundment of a vehicle under these sections shall, at the time of such towing and impounding, or within a reasonable time thereafter, notify the dispatcher of the storage location of the vehicle. Such information shall be recorded by the dispatcher for use by the chief of police, or his/her authorized representative. The chief of police, or his/her authorized representative shall notify the owner or operator by certified mail, return receipt requested, of the towing and impoundment of the vehicle within five (5) business days of the towing and impoundment thereof, the storage location of such vehicle, and the

requirements of release as set forth in subsection (f) of this section. This section shall not apply where an impounded vehicle has been released within the five-day period.

- (f) *Release of vehicles.* The vehicle shall not be released until:
 - (1) The individual requesting the release presents satisfactory evidence of his/her right to possession and signs a receipt therefor; and
 - (2) The chief of police, or his/her authorized representative, certifies that all fines or waiver fees described in this chapter, including the fees for towing and impoundment have been paid; or
 - (3) Upon the certification by the chief of police, or his/her authorized representative, that the owner or operator is unable to pay accumulated fines or waiver charges by reason of poverty, having provided satisfactory proof of such status, and that such owner or operator has accepted a summons initiating a court proceeding to determine his/her liability for the alleged violations.
- (g) *Towing conditions.* Once a police officer has ordered towing, one (1) of three (3) following possibilities exist:
 - (1) If the towing truck is enroute to the scene but has not yet arrived, and the owner or operator has arrived, or if they arrive approximately the same time, then the owner or operator must pay the wrecker, on arrival, in the amount of one-half of the towing charge and must pay to the chief of police, or his/her authorized representative, all fines or waiver charges to effect the on-the-scene release of the vehicle.
 - (2) If the wrecker has secured the vehicle before the owner or operator arrives, the owner or operator must pay the wrecker, on arrival, all the towing charges and must pay the chief of police, or his/her authorized representative, all fines or waiver charges to effect the on-the-scene release of the vehicle.
 - (3) If the vehicle is actually towed away for impoundment, the vehicle owner or operator must pay the wrecker all towing and storage charges and must pay the chief of police, or his/her authorized representative, all fines and waiver charges, in order to gain release of the vehicle.
- (h) *Interference with enforcement .* It shall be a violation of these sections for any person to obstruct or attempt to prevent the removal of a vehicle as provided in these sections. The penalty for such violation shall be charged in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances.
- (i) *Hearings .* The owner or operator of a towed and impounded vehicle may request a hearing on the applicability of these sections to the towing and impoundment. Such hearing shall be scheduled at the earliest possible date and be conducted by the captain of operations. Decisions of the captain of operations shall be appealable to the chief of police.

(Ord. of 8-21-95; Ord. of 1-12-13; Ord. of 11-16-15(3))

Sec. 15-86. - Parking for a fee.

Parking in the long term parking lot located on the west side of Union Street opposite town hall is limited to users who (1) pay the sum set forth in the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances per twenty-four-hour period to park in the lot and (2) are parking in the lot so that the operator can utilize public transportation originating from or terminating at Brunswick Station. Cars parked for any other purposes, or parked in the lot without paying the fee (whether because the fee was not paid at all or an insufficient amount was paid) are subject to fine in the amount set forth in the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances and additionally are subject to being towed without further notice.

(Ord. of 8-7-17)

Secs. 15-87—15-100. - Reserved.

ARTICLE V. - RULES FOR OPERATION OF VEHICLES

Sec. 15-101. - Funeral processions.

A person shall not drive a vehicle between the vehicles or pedestrians in, or attempt to cut across the line of a funeral procession.

(Ord. of 5-2-88, § 27(3))

Sec. 15-102. - Sidewalks.

A person shall not drive a vehicle within any sidewalk area except at a driveway.

(Ord. of 5-2-88, § 27(4))

Sec. 15-103. - Limitations on backing.

A person shall not back a vehicle on a public way unless it can be done with reasonable safety and without interfering with other traffic.

(Ord. of 5-2-88, § 27(5))

Sec. 15-104. - Method of operation.

A person shall not operate a vehicle on any public way except in a prudent manner having proper regard for existing conditions.

(Ord. of 5-2-88, § 27(8))

Sec. 15-105. - Loud or unnecessary noise.

A person shall not operate a motor vehicle so as to make any loud, unusual, or unnecessary noise against the peace, quiet or good order of the town.

(Ord. of 5-2-88, § 27(9))

Sec. 15-106. - Commercial vehicles excluded.

(a) A person shall not operate a commercial vehicle on the following streets, except to provide service or access to properties on or adjacent to those streets:

- (1) Peary Drive
- (2) MacMillan Drive
- (3) Federal Street
- (4) Union Street from Weymouth Street to McKeen Street

(b) A commercial vehicle under this ordinance is any commercially registered vehicle which requires the operator to hold a State of Maine Commercial Driver's License, Class A or B.

- (c) Municipal vehicles are exempt from the provisions of this section.
- (d) Appropriate signs shall be erected at the beginning and end of the above streets to indicate the exclusion of commercial vehicles.

(Ord. of 5-2-88, § 27(10); Ord. of 1-19-93; Ord. of 9-2-08(3))

Secs. 15-107—15-120. - Reserved.

ARTICLE VI. - PEDESTRIANS^[5]

Footnotes:

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Cross reference— Streets, sidewalks and other public places, Ch. 14.

State Law reference— Pedestrians, 29 M.R.S.A. §§ 904-A, 904-B.

Sec. 15-121. - Right-of-way at crosswalks.

Where traffic-control signals are not in place or in operation, the operator of a vehicle shall yield the right-of-way to a pedestrian crossing a public way within any marked crosswalk or at any intersection protected by a stop sign. When any vehicle is stopped at a crosswalk or intersection to permit a pedestrian to cross, the driver of any other vehicle approaching from the rear shall not overtake and pass the stopped vehicle.

(Ord. of 5-2-88, § 30)

Sec. 15-122. - Crossing at other than crosswalks.

Every pedestrian crossing a public way at any point other than within a crosswalk or protected intersection shall yield the right-of-way to all vehicles on the way.

(Ord. of 5-2-88, § 31)

Sec. 15-123. - Walk on left side of roadway.

Pedestrians shall walk on a sidewalk when there is one, otherwise, they shall walk on the left side of a public way, and shall yield to oncoming traffic by stepping off the paved portion of the way when traffic approaches.

(Ord. of 5-2-88, § 32)

Secs. 15-124—15-140. - Reserved.

ARTICLE VII. - BICYCLES AND SKATEBOARDS^[6]

Footnotes:

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Cross reference— Streets, sidewalks and other public places, Ch. 14.

Sec. 15-141. - License required.

A resident of the town shall not operate a bicycle on any public way unless it has been licensed by the chief of police. The license must be evidenced by a tag furnished by the chief and affixed to the bicycle.

(Ord. of 5-2-88, § 33)

Sec. 15-142. - License record.

The chief of police shall keep a record of the name and address of the licensee, the number of the tag and a description of the bicycle so licensed.

(Ord. of 5-2-88, § 33; Ord. of 10-21-91)

Sec. 15-143. - Method of riding on sidewalks.

No person shall ride a bicycle on a sidewalk except in a prudent and reasonable manner having proper regard for public safety. In all cases, bicyclists on a sidewalk shall yield the right-of-way to pedestrians.

(Ord. of 5-2-88, § 33A; Emergency/Regular Ord. of 6-16-97; Emergency Ord. of 8-4-97)

Cross reference— Impoundment of bicycles, § 15-11.

Sec. 15-144. - Skateboards prohibited in certain places.

No person shall ride a skateboard on the sidewalks or in the street between the hours of 7:00 a.m. and 7:00 p.m. Monday through Saturday in the following areas:

- (1) *Maine Street*, between Mill St. and Bath Road.
- (2) *Pleasant Street*, between Union and Maine Streets.

(Ord. of 5-2-88, § 33B)

Cross reference— Impoundment of skateboard, § 15-10.

ITEM 29
BACKUP

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Brunswick Town Council

FROM: Brunswick Planning Board
Matt Panfil, AICP CUD, Director of Planning & Development

DATE: February 18, 2020

SUBJECT: Zoning Ordinance Update – New Definition, “Environmental Resource Center” and Amendment to Table 3.2: Permitted Use Table for Growth Area Zoning Districts to Allow Environmental Resource Centers as Conditional Use in the Growth Outdoor (GO) Zoning District

I. INTRODUCTION

At their February 3, 2020 meeting, the Town Council requested additional information pertaining to a proposed Zoning Ordinance text amendment to establish a new use, *environmental resource center*, to be designated as a conditional use within the Growth Outdoor (GO) Zoning District. The requested information and additional public correspondence are attached.

II. ACTION REQUESTED

It is recommended that the Town Council move to set a public hearing for the final adoption of the proposed zoning ordinance text amendments.

III. ATTACHMENTS:

- A. Proposed Zoning Ordinance Text Amendment
- B. Existing Zoning Ordinance Regulations for the Growth Outdoor (GO) Zoning District (Table 3.2: Permitted Use Table for Growth Area Zoning Districts and Table 4.3
- C. Correspondence
- D. Planning Board Recommendation Letter to Town Council from February 3, 2020
- E. Staff Memos to the Planning Board from November 26, 2019, December 10, 2019, and January 14, 2020

ATTACHMENT A - PROPOSED ZONING ORDINANCE TEXT AMENDMENTS

New Text in Bold Underline ~~Deleted Text in Strikethrough~~

Chapter 1 - General Provisions
Section 1.7 - Definitions and Rules of Construction

1.7.2. Definitions

Environmental Resource Center: A structure or group of structures that provide various uses supporting activities related to agriculture, aquaculture, environmental studies and improvement, land and water conservation, and wildlife organizations. Provided that they are associated with the above referred uses, such uses may include, but are not limited to: office and meeting space for supporting such activities; commercial kitchen for public events or tenant use; exhibit space; greenhouse; grounds for passive recreation; picnic areas; non-motorized trails; incubator space; space for storage for conservation / trail maintenance equipment; bicycle and/or ski rental facilities; cooperative storage space for shared equipment, gear, and tools; and public lockers, restrooms, and showers.

DRAFT

ATTACHMENT A – PROPOSED ZONING ORDINANCE TEXT AMENDMENTS

New Text in Bold Underline Deleted Text in Strikethrough

3.2 Growth Area Permitted Use Table

Table 3.2: Permitted Use Table for Growth Area Zoning Districts		GR1	GR2	GR3	GR4	GR5	GR6	GR7	GR8	GR9	GM1	GM2	GM3	GM4	GM5	GM6	GM7	GM8	GC1	GC2	GC3	GC4	GC5	GA	GI	GO	GN	Supplementary Use Standards	
Land Use	CURRENT ZONE	RR	R1&8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	IC1, 2, 3	RCMU	MUOZ	CU1&3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3, RBTII	R-R&OS	BCN		
	Principal Uses																												
Other Uses																													
<u>Environmental resource center</u>		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	

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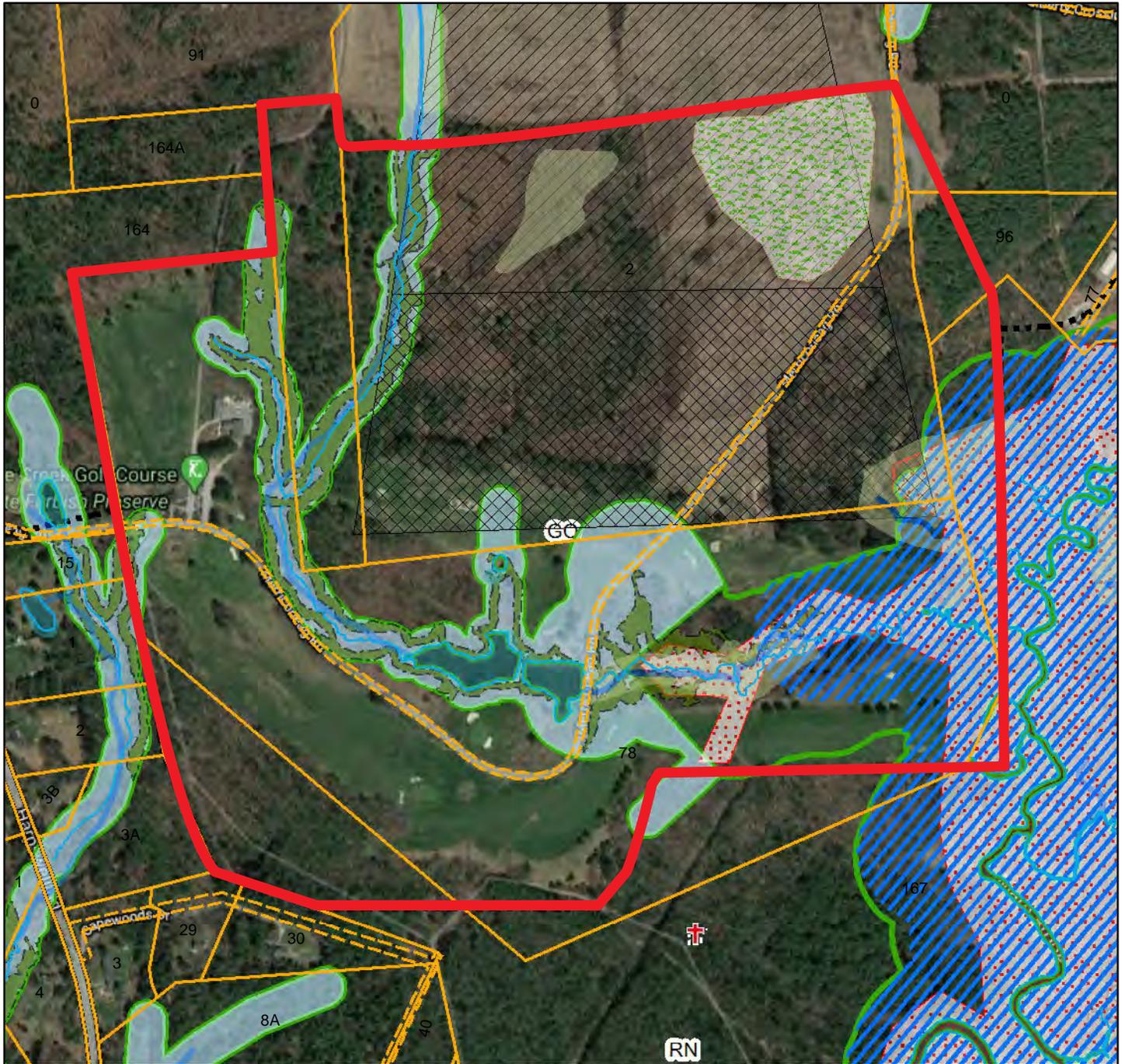
Growth Outdoor Zoning District



1 inch = 600 Feet



February 10, 2020



	Other Road		River, Stream, Brook		Runway Protection Zone		Special Flood Hazard Area (FEMA)
	ROW Property Access		Freshwater Forested/Shrub Wetland		SPO-RP (Wetlands H-M Value)		
	Parcels_Lines		Freshwater Pond		SPO-RP (2 Acre, 20% Steep Slope)		SPO-RP (FEMA 100 Flood [Tidal-River])
	Cemeteries - MEGIS		MNAP Rare Plant Communities		SPO-SP (Stream Protection Subdistrict)		SPO (Shoreland Protection Overlay)
	Hydrography Line		Growth - Rural Area Boundary		Airport Approach Zone		
	Public Road						

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



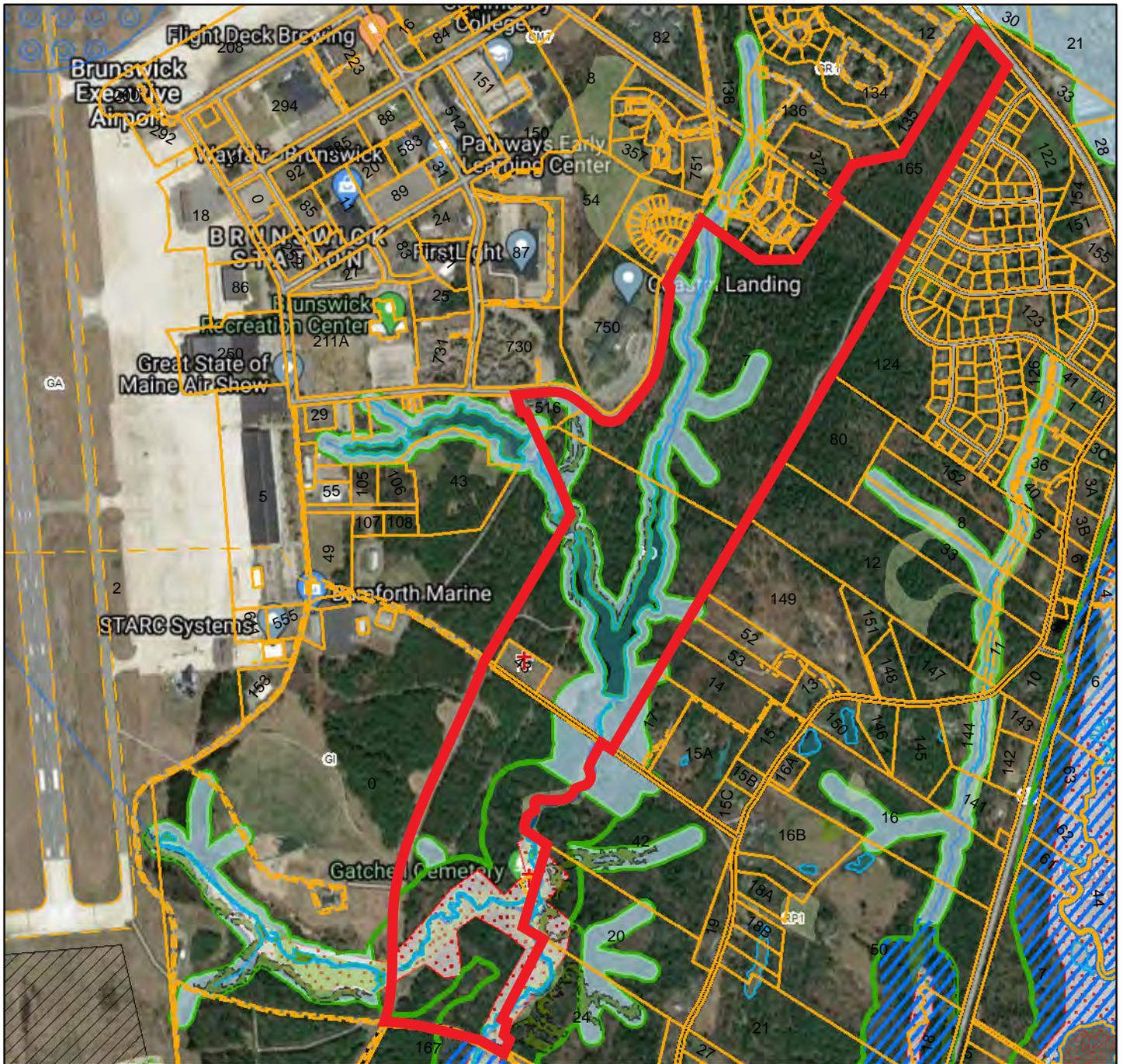
Growth Outdoor Zoning District



1 inch = 1100 Feet



February 10, 2020



Other Road	Public Road	Freshwater Pond	SPO-RP (2 Acre, 20% Steep Slope)
ROW Property Access	Private Road	MNAP Rare Plant Communities	SPO-RP (FEMA 100 Flood [Tidal-River])
Other Lot Boundary	Water	Growth - Rural Area Boundary	SPO-SP (Stream Protection Subdistrict)
Parcels_Lines	River, Stream, Brook	APO 3	SPO (Shoreland Protection Overlay)
Cemeteries - MEGIS	Freshwater Emergent Wetland	Runway Protection Zone	Special Flood Hazard Area (FEMA)
Hydrography Line	Freshwater Forested/Shrub Wetland	SPO-RP (Wetlands H-M Value)	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

3.2 Growth Area Permitted Use Table

Table 3.2: Permitted Use Table for Growth Area Zoning Districts																													
P = Permitted C = Allowed Only with a Conditional Use Permit X = Prohibited																													
A = Allowed Only as an Accessory Use																													
Land Use	CURRENT ZONE	GR1	GR2 & 10	GR3	GR4	GR5	GR6	GR7	GR8	GR9	GM1	GM2	GM3	GM4	GM5	GM6	GM7	GM8	GC1	GC2	GC3	GC4	GC5	GA	GI	GO	GN	Supplementary Use Standards	
	1997 ZONING DISTRICT	RR	R1 & 8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	TC1, 2, 3	RCMU	MUOZ	CU1 & 3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3, RBTI	R-R&OS	BCN		
Principal Uses																													
Residential Uses																													
Household Living																													
Dwelling, 1- or 2-family	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	X	X	3.4.1.A	
Dwelling, multifamily	P	X	X	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	C	X	X	X	X	3.4.1.B 4.8.1.D(2)	
Mobile home	Permitted Only in Mobile Home Park Overlay District																												
Group Living																													
Assisted/Congregate Living Facility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	X	X		
Boarding house	X	X	X	C	P	C	X	C	C	P	P	P	C	C	C	P	P	X	X	X	X	X	X	X	X	X	X		
Nursing home	X	X	X	X	X	X	X	X	X	X	X	P	C	C	C	P	P	X	X	X	X	X	X	X	X	X	X	X	
Residence hall	X	X	X	X	X	X	X	X	P	X	P	C	C	X	C	P	X	P	C	P	P	C	X	C	X	X	X	3.4.1.C 4.8.1.D(2)	
Public, Institutional, and Civic Uses																													
Community, Cultural, and Educational Uses																													
Club or lodge	X	X	X	X	X	C	X	C	C	P	C	C	C	C	P	P	P	X	X	X	X	X	X	X	C	X	X		
College	X	X	X	X	X	X	X	X	X	X	X	X	P	X	X	P	X	P	C	C	P	P	X	X	X	X	X	4.8.1.D(2)	
Community center	A	X	X	C	C	C	X	C	C	P	P	C	P	P	P	P	P	P	X	P	P	C	X	C	X	X			
Day care facility, small	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Day care facility, large	C	C	C	C	C	C	C	C	C	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Hospital	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	P	X	X	X	X	X	X	X	X	X	X	X	
Library, museum, or art gallery	X	X	X	C	C	C	X	X	C	P	C	C	P	P	P	P	P	C	P	P	P	P	P	X	C	X	X	4.8.1.D(2)	
Municipal facility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Park or conservation area	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Religious institution	X	X	X	C	C	P	C	P	P	P	P	P	P	P	P	P	P	P	P	P	P	C	X	P	X	X	X		
School	P	X	P	C	P	P	P	P	P	P	C	P	P	P	P	P	P	P	C	P	P	P	P	P	P	P	P		
Communication Uses																													
Telecommunication tower	Permitted only in Telecommunications Overlay District																												
Telecommunication tower, small-scale	X	X	X	X	X	X	X	X	X	X	X	C	X	X	X	C	X	X	X	C	X	C	C	C	C	X	X	3.4.1.D	
Commercial Uses																													
Agriculture and Animal Care Uses																													
Aquaculture	X	X	X	X	X	X	X	X	X	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Equestrian facility	X	X	X	X	X	X	X	X	X	X	X	P	X	X	X	X	X	X	X	P	P	X	X	X	X	X	P	X	

Chapter 3 - Property Use Standards
Section 3.2 - Growth Area Permitted Use Table

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Land Use	CURRENT ZONE	GR1	GR2 & 10	GR3	GR4	GR5	GR6	GR7	GR8	GR9	GM1	GM2	GM3	GM4	GM5	GM6	GM7	GM8	GC1	GC2	GC3	GC4	GC5	GA	GI	GO	GN	Supplementary Use Standards	
	1997 ZONING DISTRICT	RR	R1 & 8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	TC1, 2, 3	RCMU	MUOZ	CU1 & 3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3, RBT1	R-R&OS	BCN		
Farm		X	X	X	P	X	X	X	X	X	C	C	C	C	C	C	C	C	X	X	X	P	X	X	C	P	X		
Kennel		X	X	X	X	X	X	X	X	X	C	X	X	X	C	X	X	X	X	X	X	X	X	X	X	C	X	X	
Plant nursery		X	X	C	P	P	P	C	X	X	P	P	C	P	P	X	C	C	P	X	P	P	P	X	P	P	X		
Urban Agriculture		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	3.4.1.F
Veterinary office		X	X	X	X	X	X	X	X	X	P	C	P	P	P	P	P	P	P	X	X	X	X	X	X	P	X	X	
Food, Beverage, and Entertainment																													
Adult entertainment establishment		X	X	X	X	X	X	X	X	X	X	X	X	X	P	X	X	X	X	X	X	X	X	X	X	X	X	X	3.4.1.G
Golf course		X	X	X	P	X	X	X	X	X	X	X	X	C	X	X	X	X	X	X	X	X	X	X	X	X	P	X	
Recreation facility, as a principal use		X	X	X	C	C	C	X	X	X	P	P	P	P	P	P	P	P	C	P	X	X	P	P	X	P	P ^[1]		
Restaurant or dining facility		X	X	X	X	X	C	X	X	X	P	P	C	P	P	P	P	A	P	X	P	P	C	P	C	X	X	3.4.1.H	
Theater		X	X	X	X	X	C	X	X	X	P	C	C	P	P	P	P	X	P	X	P	P	C	X	P	X	X		
Lodging																													
Campground		X	X	X	X	X	X	X	X	X	C	C	C	C	C	C	X	X	X	X	X	X	X	X	X	X	P	X	
Hotel		X	X	X	X	X	C	X	X	X	P	C	C	P	P	P	P	X	X	X	X	X	X	X	X	P	X	X	3.4.1.I
Marijuana Uses*																													
Marijuana Cultivation Facility		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X	X	3.4.1.W
Marijuana Products Mfg Facility		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X	X	3.4.1.W
Marijuana Store		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X	X	3.4.1.W
Marijuana Storefront, Medical		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X	X	3.4.1.W
Marijuana Testing Facility		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X	X	3.4.1.W
Retail Sales and Services																													
Farmer's market		X	X	X	X	X	C	X	X	X	P	P	P	P	P	P	P	X	X	X	X	X	X	X	X	P	X	X	
Financial Institution		X	X	X	X	X	C	X	X	X	P	C	C	P	P	P	P	A	X	X	X	X	X	X	P	C	X	X	
Neighborhood store		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	X	3.4.1.J
Office ^[2]		X	X	X	X	C	C	X	X	C	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	X	
Retail, Class I		X	X	X	X	X	C	X	X	X	P	C	P	P	P	P	P	A	X	X	X	P	X	P	P	X	X	X	3.4.1.K
Retail, Class II		X	X	X	X	X	X	X	X	X	P	C	C	P	P	P	P	X	X	X	X	X	X	X	X	P	X	X	3.4.1.K
Service business, Class I		X	X	X	X	C	C	X	X	X	P	C	C	P	P	P	P	A	X	X	X	P	X	P	P	X	X	3.4.1.L	
Service business, Class II		X	X	X	X	X	X	X	X	X	P	C	C	P	P	P	P	X	X	X	X	X	X	X	P	P	X	X	3.4.1.L
Studio		C	C	C	C	C	C	C	C	C	P	P	P	P	P	P	P	P	P	X	P	P	P	P	X	P	X	X	
Transportation and Vehicle-Related Uses																													
Aviation operations		X	X	X	X	X	X	X	X	X	X	X	C	C	C	C	C	X	X	X	X	X	X	X	P	P	X	X	
Aviation-related business		X	X	X	X	X	X	X	X	X	X	X	C	C	C	C	X	X	X	X	X	X	X	X	P	P	X	X	

Chapter 3 - Property Use Standards
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	1997 ZONING DISTRICT	RR	R1 & 8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	TC1, 2, 3	RCMU	MUOZ	CU1 & 3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3, RBT1	R-R&OS	BCN		
Bus or rail station		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
Car wash		X	X	X	X	X	X	X	X	X	X	X	X	C	P	X	X	X	X	X	X	X	X	X	X	X	X	X	
Marina or boat storage		X	X	X	X	X	X	X	X	X	C	C	C	C	C	C	C	X	C	C	C	C	C	C	C	X	X		
Motor vehicle fueling station		X	X	X	X	X	X	X	X	X	C	X	X	C	P	X	P	X	X	X	X	X	X	P	P	X	X	3.4.1.M	
Motor vehicle service or repair		X	X	X	X	X	X	X	X	X	P	X	X	P	P	X	P	X	X	X	P	X	X	P	X	X	X		
Parking facility as a principal use		X	X	X	X	X	X	X	X	X	P	P	P	P	P	P	P	P	P	C	P	P	P	P	P	X	X		
Ultra-light airpark		X	X	X	X	X	X	X	X	X	C	C	C	C	C	C	C	X	X	X	X	X	X	C	C	X	X		
Vehicle sales, rental, or storage		X	X	X	X	X	X	X	X	X	P	X	X	P	P	X	X	X	X	X	X	X	X	X	X	C	X	X	3.4.1.N
Industrial Uses																													
Contractor's space		X	X	X	X	X	X	X	X	X	C	C	C	C	C	P	X	P	X	X	C	X	X	A	P	X	X	3.4.1.O	
Industry, Artisan		X	X	X	X	X	X	X	X	X	P	P	P	P	P	P	P	X	X	X	X	X	X	P	P	X	X		
Industry, Class I		X	X	X	X	X	X	X	X	X	P	C	C	C	C	X	P	X	X	X	X	X	X	P	P	X	X	3.4.1.P	
Industry, Class II		X	X	X	X	X	X	X	X	X	C	C	C	C	X	X	P	X	X	X	X	X	X	P	P	X	X	3.4.1.Q	
Junkyard or automobile graveyard		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	3.4.1.R	
Marine activity		X	X	X	X	X	X	X	P	X	P	P	P	P	P	P	P	X	X	X	X	X	X	P	P	P	X	3.4.1.S	
Mineral extraction		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	P	X	3.4.1.T	
Recycling collection facility, as a principal use		X	X	X	X	X	X	X	X	X	P	C	C	C	C	P	P	X	X	X	X	X	X	P	P	X	X		
Renewable energy generating facility, as a principal use		C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	P	C	C	P	C	X	3.4.1.U	
Utility facility, major		C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	P	C	X		
Utility facility, minor		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Warehousing and storage		X	X	X	X	X	X	X	X	X	P	C	P	P	C	A	P	C	P	A	A	P	X	P	P	X	X		
Accessory Uses																													
Accessory apartment		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	X	3.4.2.A		
Bed and breakfast		X	X	X	P	P	P	C	C	C	P	P	P	P	P	P	P	P	C	C	C	P	C	X	P	X			
Canopy		X	X	X	X	X	X	X	X	X	P	X	P	P	P	C	C	P	X	X	X	X	X	P	P	X	X	3.4.1.M	
Drive-through service		X	X	X	X	X	X	X	X	X	P	X	P	P	P	C	C	P	X	X	X	X	X	X	X	X	X	3.4.2.B	
Helipad		X	X	X	X	X	X	X	X	X	X	X	C	X	X	X	X	C	X	X	X	X	X	X	C	X	X		
Home occupation		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	3.4.2.C	
Parking facility, as an accessory use		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
Recreation facility, as an accessory use		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	P ¹			
Renewable energy generating facility, as an accessory use		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	3.4.1.U	

Chapter 3 - Property Use Standards
Section 3.3 - Rural Area Permitted Use Table

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	1997 ZONING DISTRICT	RR	R1 & 8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	TC1, 2, 3	RCMU	MUOZ	CU1 & 3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3, RBT1	R-R&OS	BCN	
Temporary Uses																												
Outdoor sales		X	X	X	X	X	X	X	X	X	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	X	3.4.2.D
Temporary construction office or yard		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	3.4.2.E
Temporary movable storage container		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	3.4.2.F
Temporary real estate sales office		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	X	3.4.2.G

Notes: [1] Limited to passive recreation uses. [2] Change of Use Permit required for non-medical to medical office (Table 5.2.9.B).

*No marijuana uses shall be permitted prior to January 1, 2019 (amended 10/15/18).

3.3 Rural Area Permitted Use Table

Table 3.3: Permitted Use Table for Rural Zoning Districts								
P = Permitted C = Allowed Only with a Conditional Use Permit X = Prohibited A = Allowed Only as an Accessory Use								
Land Use	CURRENT ZONE	RN	RF	RR	RP1	RP2	RM	Supplementary Use Standards
	1997 ZONING DISTRICT	BCN	FF1, CR1	CR2, MU1	CP1, FF3	CP2	MU5	
Principal Uses								
Residential Uses								
Household Living								
Dwelling, 1- or 2-family		X	P	P	P	P	P	3.4.1.A
Dwelling, multifamily		X	P	P	X	P	P	3.4.1.B
Mobile home		X	P	P	P	P	P	
Group Living								
Assisted/Congregate Living Facility		X	P	P	P	P	P	
Boarding house		X	C	C	X	C	C	
Nursing home		X	X	X	X	X	X	
Residence hall		X	X	X	X	X	X	
Public, Institutional, and Civic Uses								
Community, Cultural, and Educational Uses								
Club or lodge		X	C	C	C	C	P	
College		X	C	C	C	C	C	
Community center		X	C	C	X	C	P	

4.2.3. Growth Area Dimensional and Density Standards

**Table 4.2.3: Dimensional and Density Standards for Growth Area Zoning Districts
[Unless separate standards approved in Common Development Plan]**

Standard	Current Zone	GR1	GR2 & 10	GR3	GR4	GR5	GR6	GR7	GR8	GR9	GM1	GM2	GM3	GM4 ^[1]	GM5	GM6	GM7	GM8	GC1	GC2	GC3	GC4	GC5	GA	GI	GO	GN ^[2]
	1997 Zoning District	R-R	R1 & 8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4 1, 1-4	MU1, CC	HC1 & 2	TC1, 2, 3	R-CMU	MUOZ	CU1 & 3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3 & R-B&TI	R-R&OS	BCN
Lot area, min. ^[22]	n/a for residential uses; 7,000 sq. ft. for non-residential uses									n/a for residential uses; 7,000 sq. ft. for non-residential uses									n/a for residential uses; 7,000 sq. ft. for non-residential uses								
Density, max. (dwelling units per acre of net site area <i>see definition</i>)	8	4	6 ^[3]	6	7	10	5	6	6	6	10	10	15	6	n/a	24	6	12	24 ^[4]	5 ^[5]	24	10	n/a	n/a	n/a	n/a	
Lot width, min. (feet)	40	65	75	75	65	65	65	65	65	60	65	75	60	75	n/a ^[12]	n/a	75	65	65	65	40	65	50	50	n/a	n/a	
Building frontage, min. (% of lot width)															75 ^[6]											n/a	
Building frontage, max. (% of lot width)															100 ^[7]											n/a	
Front setback, min. (feet) ^[8]	0	15	20	20	15	15	20	20	20	20	15	30	0	15	0 ^[12]	0	20	15 ^[19]	15	15	10	15 ^[19]	0	10	0	n/a	
Build-to Zone (feet) ^[8]														0-5 ^[10]												n/a	
Rear setback, min. (feet)	0	20	20	20	20	15	20	20	20	20	20	30	15	15	0 ^[12]	0	30	15 ^[19]	15 ^[19]	15	10	15 ^[19]	20	20	20	n/a	
Side setback, min. (feet)	0	15	15	15	15	15	15	15	15	15	15	15	0	20	0 ^[12]	0	30	15 ^[19]	15 ^[19]	15	10	15 ^[19]	15	15	10	n/a	
Impervious surface coverage, max. (% of lot area)	45	35	35	35	35	50	35	35	35	75	50	60	80 ^[11]	70	100 ^[12]	100	50	60	50	50	50	50	80	80	10 ^[2]	n/a	
Building height, min. (feet)	24														24 ^[13]	24										n/a	
Building height, max. feet ^[14]	50	35	35	35	35	35	35	35	35	40	35	60	60	45	40 ^[15]	50	40	70 ^[20]	45	35	70	55	100	60	35	n/a	
Building footprint per structure, max. (1,000 square feet)	20 ^[3]	5	5	5 ^[16], 19]	5 ^[19]	7.5	5	5	5	20	5	30 ^[21]	50 ^[18]	20	n/a ^[12]	n/a	25% of lot size	n/a	8.5	5 ^[17]	n/a	n/a	n/a	n/a	n/a	n/a	n/a

8 February 2020

Memorandum

To: Town Council, Town of Brunswick, Maine

From: Thomas Wright, Manager, Brunswick Landing Community Collective Development Group

Re: Zoning ordinance amendment to add a new use to the Growth Outdoor District, specifically for the creation of an Environmental Resource Center to be located in the "Night Flight" building at 179 Neptune Drive, Brunswick landing.

Council Members:

This memorandum is to provide an overview of the request of the Planning Board, in support of the property owners need for an amendment to the GO district. This is to facilitate the intention of the BNAS master plan to have a Recreation Center and entrance facility to the conservation lands that are a major part of the BNAS development criteria. Without this amendment, the conservation lands will, essentially, become land locked and mostly inaccessible to community use.

My focus over the past five years has been to bring community to Brunswick Landing through the development of non-profit community-based resources. My transfer of ownership of the Brunswick Landing YMCA to the Bath Area YMCA was my most recent success.

The value and the future of the conservation land on BNAS has been one of the biggest draws to organizations looking to locate on Brunswick Landing. It can become one of the greatest treasures of the Mid-coast Maine area in terms of size, location and accessibility. In working with MRRA and their long term planning it was evident that saving this building and the surrounding parking as an Environmental Resource Center was critical to their vision.

Working in partnership with Brunswick Topsham Land Trust and other conservation stakeholders the program for the Resource Center evolved into a potentially much greater resource for the community. Unfortunately, the uses for the building and parking area under the GO zone, only apply to uses of the owner of the lot. BTLT cannot have an office in the building overlooking their conservation land since they do not own the building for the proposed office.

As a resolution to the issue of the need to build a community center to provide access to the conservation land, meet the master planning objectives of the BNAS, and take advantage of the willingness of the owner to commit financially to the community resource, the Planning Department and then the planning Board, has recommended the amendment to the GO zone allowing for an Environmental Resource Center in the GO zone.

We greatly appreciate the Council's consideration of this change so that the public hearing and permitting can proceed.

Sincerely, Thomas Wright, Manager, BLCCDG, LLC

14 November 2019

Matt and Jared, thank you for suggesting the workshop meeting as a way to move forward. I think the positive response of the committee was indicative of the interest in having a conservation/education, trailhead and recreation support center for Brunswick.

Many years ago I built the Outdoor Recreation Center for Bowdoin and see no reason why the Town couldn't have as nice a facility.

The purpose of my note is to give you a list of the various agencies and uses that have shown interest in being part of the space so you can consider how those might fit into the "option" designation.

Brunswick Topsham Land Trust, meeting, conference, cubicle space.

Pine Island: meeting and Storage

CREA: meeting and office

Teens to Trails: meeting and cubicle space

Maine Coast Fisherman's Assn. : office and meeting

NEMBA

Public Restrooms

Event Space for programs and conservation education

Cooperative Storage: Stewardship tool library, shared gear hub, Outdoor Recreation equipment storage, The Real School, Harpswell Coastal Academy, YMCA, Seeds of Independence.

Maintenance Equipment Storage for trail maintenance.

Public Service Office: Police, First Aid etc. (ATV storage for patrols)

Incubator space

Commercial Kitchen for public events or COOP use

Ski and Bike Rental

Showers and lockers.

Indoor Golf.

Aquaculture, mushroom farm

Fireplace

Greenhouse on the South Side of the Building

Picnic area

From: [Thomas Wright](#)
To: [Matt Panfil](#)
Subject: 179 Neptune, GO Zone
Date: Tuesday, December 3, 2019 11:24:23 AM

Matt, here is my condensed version after several more attempts.

Regards, Tom

Community based organizations supporting activities and practices consistent with the GO zone intention of conservation, education, recreation, health, nutrition, safety, agriculture and community engagement.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

From: [Catherine Ferdinand](#)
To: [Matt Panfil](#); [Julie Erdman](#)
Cc: [Matthew Orlando](#)
Subject: Comments regarding Case #19-052 - Zoning Ordinance Amendment, Use Table
Date: Monday, January 13, 2020 3:53:36 PM

Dear Matt and Julie,

I'd be very grateful if you would forward these comments regarding tomorrow night's meeting agenda item #3 to members of the Planning Board.

Thanks so much,

Catherine

To: Members of the Brunswick Planning Board

January 13, 2020

Re: Case #19-052 Zoning Ordinance Amendment, Use Table – adding definition of Environmental Resource Center to Use Table for Growth Area Zoning Districts

Bowdoin College has no objection to the proposed definition of the use, **Environmental Resource Center** or to its addition to **Table 3.2: Permitted Use Table for Growth Area Zoning Districts**.

We do ask that should the Planning Board include this new use in the table, that the use, as defined, be allowed in the Growth College (GC) Use Districts. Since the ordinance rewrite in 2017, College buildings or structures developed in support of academic studies fall under the ordinance definition of "College". While we could argue that any development of structures in support of academics be defined as College and allowed per Table 3.2, having an alternate specific definition in the ordinance that includes the same or similar activities, prohibited in these same zoning districts creates confusion.

Components of the Environmental Resource Center definition such as (urban) agriculture, aquaculture, and offices are allowed uses in all the Growth College districts. Recreational facilities as an accessory use are also allowed in all GC districts. Having these activities prohibited in the College Use districts if they are associated with what could be defined as an Environmental Resource Center, seems to go against the intent of the ordinance.

Thank you for your attention to our concern. I plan to attend the public hearing and would be happy to answer any questions and work with board to avoid unintended consequences of this proposed change.

Catherine

Catherine Ferdinand | *Government Relations and Land Use Specialist*

Bowdoin College

Office of the Treasurer

5600 College Station

Brunswick, ME 04011-8447

P: 207.725.3093 | C: 207.841.8367 | F: 207.751.5161

cferdina@bowdoin.edu

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Brunswick Town Council

FROM: Brunswick Planning Board
Matt Panfil, AICP CUD, Director of Planning & Development

DATE: February 3, 2020

SUBJECT: Zoning Ordinance Update – New Definition, “Environmental Resource Center” and Amendment to Table 3.2: Permitted Use Table for Growth Area Zoning Districts to Allow Environmental Resource Centers as Conditional Use in the Growth Outdoor (GO) Zoning District

I. INTRODUCTION

At their November 12, 2019 meeting, the Planning Board briefly discussed a suggestion by a property owner to allow for a new use in the Growth Outdoor (GO) Zoning District. The use would allow for a broad scope of activities related to agriculture, aquaculture, environmental studies and improvement, land and water conservation, and wildlife organization. Such activities could include office and meeting space, exhibit space, greenhouse, grounds for passive recreation, a commercial kitchen for public events or tenant use, etc.

At their November 26, 2019, December 10, 2019, and January 14, 2020 meetings, the Planning Board discussed multiple options to allow for such a use. Although the proposed use, defined as an *environmental resource center*, was first suggested by a property owner with their specific existing structure in mind, the Planning Board deemed the use to be appropriate for the entire GO District, thus allowing all properties within the GO District the ability to host such a use. The Planning Board considered allowing environmental resource centers in other zoning districts, but decided the GO District was sufficient and, if necessary, they could reevaluate its potential as an allowed use in other districts at a later date.

The Planning Board also discussed with staff that the proposed amendments were consistent with the Town’s 2008 Comprehensive Plan (Planning Area A.1.6, Brunswick Naval Air Station Reuse) and the BNAS Reuse Master Plan. It was confirmed that the amendments were consistent with the above referenced documents.

The draft of proposed zoning ordinance text amendments (Attachment A), as recommended by the Planning Board at their meeting on January 14, 2020 (Staff Memos included as Attachment B) is attached.

II. ACTION REQUESTED

It is recommended that the Town Council move to set a public hearing for the final adoption of the proposed zoning ordinance text amendments.

III. ATTACHMENTS:

- A. Proposed Zoning Ordinance Text Amendment
- B. Staff Memos to the Planning Board from November 26, 2019, December 10, 2019, and January 14, 2020
- C. Correspondence

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: Matt Panfil, AICP CUD, Director of Planning & Development

DATE: November 26, 2019

SUBJECT: Workshop – Zoning Ordinance Amendment – Table 3.2: Permitted Use Table for Growth Area Zoning Districts, Growth Outdoor (GO) District

I. INTRODUCTION:

At their November 12, 2019 meeting, the Planning Board briefly discussed a potential zoning ordinance amendment to add a new use to the Growth Outdoor (GO) District in Table 3.2: Permitted Use Table for Growth Area Zoning Districts of the Town of Brunswick Zoning Ordinance (Attachment A).

The property owner expressed a desire to be able to reuse the existing structure to accommodate uses that would essentially be part of an environmental resource incubator and non-Park District affiliated recreation support uses. As outlined in a letter from the property owner (Attachment B), the proposed facility would allow for a broad scope of uses that is not anticipated by the Zoning Ordinance.

II. TOPICS FOR WORKSHOP DISCUSSION

- Is an amendment to Table 3.2 Permitted Use Table for Growth Area Zoning Districts preferable to any other alternative such as a map amendment to rezone the property to an adjacent zoning district: Growth Industrial (GI) District or Growth Mixed-Use 7 (GM7)?
- Staff's working draft term for the proposed use is "environmental resource center, event space, outdoor recreation, and environmentally-associated facilities." Please provide comments and suggestions.
- Should an "environmental resource center, event space, outdoor recreation, and environmentally-associated facilities" be allowed in other zoning districts aside from the Growth Outdoor (GO) District?

III. ATTACHMENTS:

- A. Table 3.2: Permitted Use Table for Growth Area Zoning Districts of the Town of Brunswick Zoning Ordinance.
- B. Letter from Thomas Wright, dated November 14, 2019

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: Matt Panfil, AICP CUD, Director of Planning & Development

DATE: December 10, 2019

SUBJECT: Workshop – Zoning Ordinance Amendment – Table 3.2: Permitted Use Table for Growth Area Zoning Districts, Growth Outdoor (GO) District

I. INTRODUCTION:

At their November 12 and November 26, 2019 meetings, the Planning Board briefly discussed a potential zoning ordinance amendment to add a new use to the Growth Outdoor (GO) District in Table 3.2: Permitted Use Table for Growth Area Zoning Districts of the Town of Brunswick Zoning Ordinance (Attachment A).

The property owner expressed a desire to be able to reuse an existing structure to accommodate uses that would essentially be part of an environmental resource incubator and non-Park District affiliated recreation support uses. The proposed facility would allow for a broad scope of uses that is not anticipated by the Zoning Ordinance. Therefore, staff has proposed a new definition, *environmental resource center*, that would be a new use listed in Table 3.2: Permitted Use Table for Growth Area Zoning Districts as a conditional use in only the Growth Outdoor (GO) District.

II. PROPOSED AMENDMENTS

Chapter 1 - General Provisions
Section 1.7 - Definitions and Rules of Construction

Environmental Resource Center: A structure, or group of structures, that provides various amenities, including, but not limited to: education; office; and meeting space, for supporting agriculture, aquaculture, environment, conservation, and wildlife organizations. Additional permissible uses include, but are not limited to: commercial kitchen for public events or tenant use; exhibit space; greenhouse; grounds for passive recreation, picnic areas, and non-motorized trails; incubator space; and storage for conservation / trail maintenance equipment. Other permissible uses, provided they are associated with an above referenced use include, but are not limited to: bicycle and/or ski rental facilities; cooperative storage space for shared equipment, gear, and tools; and public lockers, restrooms, and showers.

3.2 Growth Area Permitted Use Table

Table 3.2: Permitted Use Table for Growth Area Zoning Districts																												
P = Permitted C = Allowed Only with a Conditional Use Permit X = Prohibited A = Allowed Only as an Accessory Use																												
Land Use	CURRENT ZONE	GR1	GR2 & 10	GR3	GR4	GR5	GR6	GR7	GR8	GR9	GM1	GM2	GM3	GM4	GM5	GM6	GM7	GM8	GC1	GC2	GC3	GC4	GC5	GA	GI	GO	GN	Supplementary Use Standards
	1997 ZONING DISTRICT	RR	R1 & 8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	IC1, 2, 3	RCMU	MUOZ	CU1 & 3	CU5 & 6	CU4 & 7	CU/TC	CU2	R-AR	I2, I3, RBTI	R-R&OS	BCN	
Principal Uses																												
Other																												
Environmental resource center		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X

III. ATTACHMENTS:

- A. Table 3.2: Permitted Use Table for Growth Area Zoning Districts of the Town of Brunswick Zoning Ordinance
- B. Letter from Thomas Wright, dated November 14, 2019
- C. Email from Thomas Wright, dated December 3, 2019

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Planning Board

FROM: Matt Panfil, AICP CUD, Director of Planning & Development

DATE: January 14, 2020

SUBJECT: Public Hearing – Zoning Ordinance Amendment – Table 3.2: Permitted Use Table for Growth Area Zoning Districts, Growth Outdoor (GO) District

I. INTRODUCTION:

At their November 12, November 26, and December 10, 2019 meetings, the Planning Board discussed a potential zoning ordinance amendment to add a new use to the Growth Outdoor (GO) District in Table 3.2: Permitted Use Table for Growth Area Zoning Districts of the Town of Brunswick Zoning Ordinance (Attachment A).

A property owner within the GO District has expressed a desire to be able to reuse an existing structure to accommodate uses that would essentially be part of multi-tenant space for environmental-, recreational-, and natural resource-associated uses including office space, an environmental resource incubator, meeting and exhibit space, and non-Park District affiliated recreation support uses. The proposed facility would allow for a broad scope of uses that is not anticipated by the Zoning Ordinance. Therefore, the Planning Board has proposed a new definition, *environmental resource center*, that would be a new use listed in Table 3.2: Permitted Use Table for Growth Area Zoning Districts as a conditional use in only the Growth Outdoor (GO) District.

II. PROPOSED AMENDMENTS

New Text in Bold Underline

~~Deleted Text in Strikethrough~~

Chapter 1 - General Provisions
Section 1.7 - Definitions and Rules of Construction

Environmental Resource Center: A structure or group of structures that provide various uses supporting activities related to agriculture, aquaculture, environmental studies and improvement, land and water conservation, and wildlife organizations. Provided that they are associated with the above referred uses, such uses may include, but are not limited to: office and meeting space for supporting such activities; commercial kitchen for public events or tenant use; exhibit space; greenhouse; grounds for passive recreation; picnic areas; non-motorized trails; incubator space; space for storage for conservation / trail maintenance equipment; bicycle and/or ski rental facilities; cooperative storage space for shared equipment, gear, and tools; and public lockers, restrooms, and showers.

3.2 Growth Area Permitted Use Table

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	1997 ZONING DISTRICT	RR	R1&8	R2	R3, 4, 5, 6	R7	TR1	TR2	TR3 & 4	TR5	MU2	MU3 & 6	MU4, 11, 14	MU1, CC	HC1 & 2	TC1, 2, 3	RCMU	MUOZ	CU1&3	CU5 & 6	CU4 & 7	CU/TC	CU7	R-AR	I2, 13, RBTI	R-R&OS	BCN	
Principal Uses																												
Other																												
Environmental resource center		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	C	X

III. ATTACHMENTS:

- A. Table 3.2: Permitted Use Table for Growth Area Zoning Districts of the Town of Brunswick Zoning Ordinance
- B. Letter from Thomas Wright, dated November 14, 2019
- C. Email from Thomas Wright, dated December 3, 2019



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 Jamie Pacheco, *Program Associate*

TO: Brunswick Town Council

FROM: Brunswick-Topsham Land Trust

DATE: February 12, 2020

RE: Zoning Ordinance Update – “Environmental Resource Center”

Dear Members of the Brunswick Town Council,

The Brunswick-Topsham Land Trust (BTLT) would like to provide our perspective on the request by the Planning Board to amend text in the Zoning Ordinance to allow for an “Environmental Resource Center” within the Growth Outdoor Zoning District. There are important reasons to support this change – both for the betterment of our community, as well as to meet the vision and goals as outlined in the Master Reuse Plan for Brunswick Landing.

The Master Reuse Plan describes the area of the Growth Outdoor (GO) zone (described in the Plan as the Recreation and Open Space district) in this way:

The intent of the 510-acre Recreation and Open Space district ... is to provide suitable areas for a variety of commercial and public active and passive outdoor recreational opportunities for the community. Recreational activities could include public parks, recreation fields, golf courses, public gardens, bicycle trails, and equestrian facilities,

(Brunswick Naval Air Station Reuse Master Plan, page 189).

The GO district currently includes the Mere Creek Golf Course and its clubhouse, and the lands formerly used by the Navy for recreation – the picnic area and par course. Surrounding these original Navy resources, the GO district also includes hundreds of acres of undeveloped conservation land that not only protects the important natural resources of the Harpswell cove but also offers miles of already built (and soon to be built) trails. The GO district on Brunswick Landing is the only GO district within the Town of Brunswick.

The current permitted uses for the GO district include – daycare, municipal facility, parks, schools, aquaculture, equestrian, farm, nursery, urban agriculture, golf course, recreation facility, campground, marine activity, home occupation, and accessory parking. Accessory and conditional uses include office, and renewable energy facility. Though the building was included in the GO zone, it is on a parcel that is only large enough for the building, associated parking, and a small picnic area. As such, the building can not be considered as an accessory use to adjacent recreational areas because they are on different parcels. None of the existing permitted uses effectively encompass what is envisioned by BTLT and the building’s owner, though we believe the envisioned use aligns well with the redevelopment vision and intent. We therefore hope you will support the zoning language change, and the ultimate use of this building for community conservation, education, and recreation.

Surrounded by literally hundreds of acres that have been set aside for conservation and recreational uses, this building in the GO district is exceedingly well situated to provide a community hub for recreational and environmental engagement. We have developed a vision



along the lines of New Gloucester's Pineland Farm. The building will house a range of conservation, recreation, and environmental education community groups. They will work individually and collaboratively in the space to serve community needs and facilitate engagement with the adjacent recreation and conservation lands. BTLT will be a cornerstone tenant, and this location will provide us with an ideal location for meeting our mission to "steward the cherished landscapes and rich natural resources of our communities, to connect people to nature by providing recreational opportunities and other engaging community activities, and to support local agriculture and fisheries, now and for generations to come." Our office will be in the building, but the facility will also act as a space for us to offer events, gather for outings, and provide educational programming.

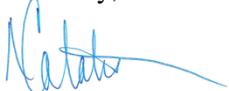
We have also been coordinating with other community organizations. Cathance River Education Alliance (CREA) is planning to move their office to the building, and we are in discussions with the Bicycle Coalition of Maine on hosting a new branch of the Bikes for All Mainers project in the building. There is a community member interested in establishing a gear hub. The space would host bike repair workshops for the community and also provide rentable bike workbenches for individuals. The local New England Mountain Bike Association has been partnering with the Recreation Department on a highly successful youth mountain bike program. They would like to offer a winter bike building and repair program for youth but need a location. This gear hub would provide that location. We will also be exploring a collaborative effort with other local organizations and neighboring land trusts to develop a gear and tool library that would be stored in the facility – allowing for shared use of everything from skis and bikes to chainsaws and other trail building tools across organizations.

We also hope and expect to see the facility become central to recreation in the region. For those heading out for a ski, hike, or bike ride there will be trailhead parking, bathrooms, and a place to fill a water bottle, pump up a tire, and get a trail map. We hope that through the efforts of the East Coast Greenway, Capital to the Coast Trail, and Landing Perimeter Trail, it will not be long before the Landing becomes the bicycle and pedestrian hub at the center of our community. Because the Perimeter Trail will act as a literal hub that commuters and recreators from across the region (and even from as far away as Florida) can use to access the diverse parts of Brunswick, the envisioned facility in the GO district will provide a pivotal stopover.

Finally, the facility will act as a key location for community engagement with conservation and environmental education. Working with CREA, we hope to expand programming to underserved groups and expand citizen science and environmental engagement programming through innovation and partnership. This building is well suited to accommodate such efforts.

These are just some of the initial ideas surrounding this wonderful opportunity. Tom Wright has been working for a decade to establish community-focused efforts on the Landing. In his purchase of this building and providing the opportunity to BTLT and other community groups to develop an environmental resource center, he has provided an incredible opportunity to both fulfill the vision as outlined in the Landing's Master Reuse Plan, as well as to establish something unique, needed, and of exceptional value to our community.

Sincerely,



Nikkilee (Lee) Cataldo

Director of Programs

Brunswick-Topsham Land Trust

ITEM 30
BACKUP



Town Clerk's Department
207-725-6658

Fran Smith, Town Clerk

MEMO

To: Town Council
From: Fran Smith, Town Clerk
Date: February 21, 2020
Re: **SELLERS OF PREPARED FOOD ON PUBLIC WAYS** application

The Town Clerk's Office has received requests for **SELLERS OF PREPARED FOOD ON PUBLIC WAYS** licenses:

Seller of Prepared Food on Public Ways for Businesses on Mall:

Wrappers
Danny's Dogs
Taco the Town

Brunswick Farmers' Market Association

Please consider this request at your March 2, 2020 Council Meeting.

Please type this form or it is available in a fillable form on line

TOWN OF BRUNSWICK

85 Union Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

APPLICATION FOR LICENSE OR PERMIT

New License: Opening Date 4/15/2020 Renewal License

Business Name: WRAPPERS E-Mail: brown1137@hotmail.com

Business Address: 302 RIVER ROAD TOPSHAM ME 04086 **Business Phone Number:** 207 319-5023

Name of Contact Person: DAVID BROWN **Contact's Phone Number:** 207 319.5023

Mailing Address for Correspondence: 302 RIVER ROAD TOPSHAM, ME 04086

Signature of Applicant: David Brown **Date:** 11-7-2019

Type of Business: Sole Proprietor-Owner's Name: DAVID BROWN

Partnership-Partners' Names: _____

Corporation-Corporation Name: _____

Corporations Please Complete:

Incorporation Date: _____ **Incorporation State:** _____

Address of Incorporation: _____ **Phone #:** _____

<i>Name of Corp. Officer, Owner, or Partners:</i>	<i>Title</i>	<i>Address</i>	<i>% of Stock or ownership</i>

Note: There will be a late fee for any expired licenses (\$30) w/ fees higher than (\$50) and (\$15) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

Select Type of License you are applying for on back of this page

Town Clerk Use Only: **Type of License** SFPW - mall

All Licenses: Personal Property Taxes Paid

Peddler: Codes _____ **Codes Officer Signature**

Seller of Prepared Food on Public Way: Insurance Binder Picture of Cart Council Approval

Victualer/Innkeeper/Tattooing Establishment State Health Certificate

Junkyard: Public Hearing Date Advertising Fee

JAN - 8 2020

Mailed or Issued Date: _____ **Paid Fee: \$** 2,000 **Cash/Check** **Date** _____

Cash

License Fees & Schedule: Please check the type of license you are applying for.

Bazaar, Flea Market, or Farm Markets-Exp. June 30th

_____ 1-3 Days (\$60) Date and Location of Event: _____
_____ Annual (\$275)

Bowling Alleys, Pool Halls and Billiards-Exp. June 30th

_____ Number of Lanes (\$25 each) _____ Number of Pool/Billiard Tables (\$25 each) (not to exceed \$600 per business location)

Carnival or Circus

_____ Number of Days (\$150/day) Date and Location of Event: _____

Commercial Vehicle-Exp. December 31st _____ Number of Vehicles (\$90/vehicle) (New licenses issued between 7/1 and 12/31 is \$45 per vehicle) (New Vehicles – one time \$30 inspection fee)

Food Service Establishment (Victualer)-Exp. June 30th *Current State Health Certificate must accompany application.*

FSE Serving Malt, Vinous & Spirituous Liquor (\$300)

FSE Serving Malt and Vinous (\$250)

FSE Serving Malt or Vinous (\$210)

FSE with Sit Down, no Alcohol (\$125)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$90)

Innkeeper-Exp. June 30th 1-15 Rooms (\$125) *Current State Health Certificate must accompany application*
 16+ Rooms (\$210)

Junkyard, Automobile Graveyard (\$50 each, both Exp. Oct. 1st) **Auto Recycling (\$250-5 Yrs)**
Plus \$50 application fee for each type _____

Pawnbroker (\$150) Exp. June 30th

Peddler:

_____ #Weeks/\$30/week _____ #Months (up to-3 months-\$60/ up to-6 months \$90) _____ 1 Year (up to 12 months \$125)

Pinball Mach. - Other Amuse Devices (\$40/each) Exp. June 30th _____ Number of Machines/Devices

Second Hand Dealer (\$90)-Exp. June 30th

Sellers of Prepared Food on Public Way (\$2,000 Mall vendor/\$3,500 Farmers Market/\$150 other)

Location: WRAPPERS ON MALL BRUNSWICK ME Exp. 1st PH in March

As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. Mall vendors, please list food to be sold:

WRAPS Hot dogs Hamburgers Lobster, CRAB ROLLS Ice Cream (or submit printed menu)

I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick.

* Chips, WATER SODA, ICE TEA deserts
WHOOPIE PIES ETC

Dan Pava

(Signature of owner, officer, partner or agent)

New applicants must contact the Recreation Department (Jay Astle) for cart dimensions and mall access. Tel# 207-725-6656

There is no proration on new licenses.

Tattooing Artist (\$75)-Exp. June 30th *Current State Health Certificate must accompany application*

Theater (\$175 per screen – not to exceed #1,575 total per location)-Exp. June 30th

_____ Number of Screens

Dannys Dogs

TOWN OF BRUNSWICK

85 Union Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6653

APPLICATION FOR LICENSE OR PERMIT

New License: Opening Date _____ Renewal License

Business Name: Dannys Dogs E-Mail: _____

Business Address: Maine St. **Business Phone Number:** 207 449-7183

Name of Contact Person: Sean McDonald **Contact's Phone Number:** 207 729-3727

Mailing Address for Correspondence: 8 Garrison St. Brunswick ME 04011

Signature of Applicant: [Signature] **Date:** 1-29-20

Type of Business: Sole Proprietor-Owner's Name: Sean McDonald

Partnership-Partners' Names: _____

Corporation-Corporation Name: _____

Corporations Please Complete:

Incorporation Date: _____ **Incorporation State:** _____

Address of Incorporation: _____ **Phone #:** _____

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

Note: There will be a late fee for any expired licenses (\$30) w/ fees higher than (\$50) and (\$15) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

Select Type of License you are applying for on back of this page

Town Clerk Use Only:

Type of License SP FPW

All Licenses: Personal Property Taxes Paid

Peddler: Codes _____ *Codes Officer Signature*

Seller of Prepared Food on Public Way: Insurance Binder Picture of Cart Council Approval

Victualer/Innkeeper/Tattooing Establishment State Health Certificate

Junkyard: Public Hearing Date Advertising Fee

Mailed or Issued Date: _____ **Paid Fee:** \$ 2,000 **Cash/Check** **Date** JAN 30 2020

License Fees & Schedule: Please check the type of license you are applying for.

Bazaar, Flea Market, or Farm Markets-Exp. June 30th

_____ 1-3 Days (\$60) Date and Location of Event: _____
_____ Annual (\$275)

Bowling Alleys, Pool Halls and Billiards-Exp. June 30th

_____ Number of Lanes (\$25 each) _____ Number of Pool/Billiard Tables (\$25 each) (not to exceed \$600 per business location)

Carnival or Circus

_____ Number of Days (\$150/day) Date and Location of Event: _____

Commercial Vehicle-Exp. December 31st _____ Number of Vehicles (\$90/vehicle) (New licenses issued between 7/1 and 12/31 is \$45 per vehicle) (New Vehicles – one time \$30 inspection fee)

Food Service Establishment (Victualer)-Exp. June 30th *Current State Health Certificate must accompany application*

- FSE Serving Malt, Vinous & Spirituous Liquor (\$300)
- FSE Serving Malt and Vinous (\$250)
- FSE Serving Malt or Vinous (\$210)
- FSE with Sit Down, no Alcohol (\$125)
- FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$90)

Innkeeper-Exp. June 30th 1-15 Rooms (\$125) *Current State Health Certificate must accompany application*
 16+ Rooms (\$210)

Junkyard, Automobile Graveyard (\$50 each, both Exp. Oct. 1st) **Auto Recycling (\$250-5 Yrs)**
Plus \$50 application fee for each type _____

Pawnbroker (\$150) Exp. June 30th

Peddler:

_____ #Weeks/\$30/week _____ #Months (up to-3 months-\$60/ up to-6 months \$90) _____ 1 Year (up to 12 months \$125)

Pinball Mach. - Other Amuse Devices (\$40/each) Exp. June 30th _____ Number of Machines/Devices

Second Hand Dealer (\$90)-Exp. June 30th

Sellers of Prepared Food on Public Way (\$2,000 Mall vendor/\$3,500 Farmers Market/\$150 other)
Location: Maine Street Brunswick (on the Mall) Exp. 1st PH in March
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. Mall vendors, please list food to be sold:
Hot Dog & Burgers Chips & Drinks (or submit printed menu)
I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick.
[Signature] (Signature of owner, officer, partner or agent)
New applicants must contact the Recreation Department (Jay Astle) for cart dimensions and mall access. Tel# 207-725-6656
There is no proration on new licenses.

Tattooing Artist (\$75)-Exp. June 30th *Current State Health Certificate must accompany application*

Theater (\$175 per screen – not to exceed \$1,575 total per location)-Exp. June 30th
_____ Number of Screens

TOWN OF BRUNSWICK

85 Union Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

APPLICATION FOR LICENSE OR PERMIT

New License: Opening Date _____ Renewal License

Business Name: Taco The Town E-Mail: ENIGMATAIZLLC@GMAIL

Business Address: 446 Durham Rd. **Business Phone Number:** 207-838-8226

Name of Contact Person: Tai Choo **Contact's Phone Number:** ''

Mailing Address for Correspondence: Same as above

Signature of Applicant: Jahr **Date:** 1/27/2020

Type of Business: Sole Proprietor-Owner's Name: _____

Partnership-Partners' Names: _____

Corporation-Corporation Name: Enigmataiz LLC

Corporations Please Complete:

Incorporation Date: April 2016 Incorporation State: ME.

Address of Incorporation: 446 Durham Rd. Brunswick Phone #: 207 838-8226

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership
<u>Tai Choo</u>	<u>Owner</u>	<u>446 durham Rd. Brunswick</u>	<u>100%</u>

Note: There will be a late fee for any expired licenses (\$30) w/ fees higher than (\$50) and (\$15) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

Select Type of License you are applying for on back of this page

Town Clerk Use Only: **Type of License** SO FPW

All Licenses: Personal Property Taxes Paid

Peddler: Codes _____ Codes Officer Signature _____

Seller of Prepared Food on Public Way: Insurance Binder Picture of Cart Council Approval

Victualer/Innkeeper/Tattooing Establishment State Health Certificate

Junkyard: Public Hearing Date Advertising Fee

Mailed or Issued Date: _____ Paid Fee: \$ 2000 Cash / Check Date JAN 27 2020

License Fees & Schedule: Please check the type of license you are applying for.

Bazaar, Flea Market, or Farm Markets-Exp. June 30th

_____ 1-3 Days (\$60) Date and Location of Event: _____
_____ Annual (\$275)

Bowling Alleys, Pool Halls and Billiards-Exp. June 30th

_____ Number of Lanes (\$25 each) _____ Number of Pool/Billiard Tables (\$25 each) (not to exceed \$600 per business location)

Carnival or Circus

_____ Number of Days (\$150/day) Date and Location of Event: _____

Commercial Vehicle-Exp. December 31st _____ Number of Vehicles (\$90/vehicle) (New licenses issued between 7/1 and 12/31 is \$45 per vehicle) (New Vehicles – one time \$30 inspection fee)

Food Service Establishment (Victualer)-Exp. June 30th *Current State Health Certificate must accompany application*

- FSE Serving Malt, Vinous & Spirituous Liquor (\$300)
- FSE Serving Malt and Vinous (\$250)
- FSE Serving Malt or Vinous (\$210)
- FSE with Sit Down, no Alcohol (\$125)
- FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$90)

Innkeeper-Exp. June 30th 1-15 Rooms (\$125) *Current State Health Certificate must accompany application*
 16+ Rooms (\$210)

Junkyard, Automobile Graveyard (\$50 each, both Exp. Oct. 1st) **Auto Recycling (\$250-5 Yrs)**
Plus \$50 application fee for each type _____

Pawnbroker (\$150) Exp. June 30th

Peddler:

_____ #Weeks/\$30/week _____ #Months (up to-3 months-\$60/ up to-6 months \$90) _____ 1 Year (up to 12 months \$125)

Pinball Mach. - Other Amuse Devices (\$40/each) Exp. June 30th _____ Number of Machines/Devices

Second Hand Dealer (\$90)-Exp. June 30th

Sellers of Prepared Food on Public Way (\$2,000 Mall vendor/\$3,500 Farmers Market/\$150 other)

Location: 205 Main St - on the MALL Exp. 1st PH in March

As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. Mall vendors, please list food to be sold:

MEXICAN FOOD (or submit printed menu)

I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick.

Jay Astle (Signature of owner, officer, partner or agent)

New applicants must contact the Recreation Department (Jay Astle) for cart dimensions and mall access. Tel# 207-725-6656

There is no proration on new licenses.

Tattooing Artist (\$75)-Exp. June 30th *Current State Health Certificate must accompany application*

Theater (\$175 per screen – not to exceed \$1,575 total per location)-Exp. June 30th
_____ Number of Screens

Farmers Mkt

Please type this form or it is available in a fillable form on line

TOWN OF BRUNSWICK

85 Union Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

APPLICATION FOR LICENSE OR PERMIT

New License: Opening Date _____ Renewal License

Business Name: Brunswick Farmers' Market Association **E-Mail:** sixriverfarm@gmail.com

Business Address: None **Business Phone Number:** 207-666-8135

Name of Contact Person: Nathan Drummond **Contact's Phone Number:** 207-666-8135

Mailing Address for Correspondence: 52 Center Point Rd, Bowdoinham ME 04008

Signature of Applicant: _____ **Date:** 2/13/20

Type of Business: Sole Proprietor-Owner's Name: _____

Partnership-Partners' Names: _____

Corporation-Corporation Name: Brunswick Farmers' Market Association

Corporations Please Complete:

Incorporation Date: _____ **Incorporation State:** _____

Address of Incorporation: _____ **Phone #:** _____

<i>Name of Corp. Officer, Owner, or Partners:</i>	<i>Title</i>	<i>Address</i>	<i>% of Stock or ownership</i>
All 15 Vendors are equal partners in the non-profit corporation			

Note: There will be a late fee for any expired licenses (\$30) w/ fees higher than (\$50) and (\$15) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New Licenses are prepared by the half-year.

Select Type of License you are applying for on back of this page

Use Only: **Type of License** SPFPW farmers

Mkt

Personal Property Taxes Paid

Codes _____ *Codes Officer Signature*

Prepared Food on Public Way: Insurance Binder Picture of Cart Council Approval

Bar/Keypier/Tattooing Establishment State Health Certificate

Public Hearing Date Advertising Fee

Issued Date: ~~FEB 13 2020~~ **Paid Fee:** \$ 5000 **Cash / Check** **Date:** FEB 14 2020

1482

License Fees & Schedule: Please check the type of license you are applying for.

Bazaar, Flea Market, or Farm Markets-Exp. June 30th

_____ 1-3 Days (\$60) Date and Location of Event: _____
_____ Annual (\$275)

Bowling Alleys, Pool Halls and Billiards-Exp. June 30th

_____ Number of Lanes (\$25 each) _____ Number of Pool/Billiard Tables (\$25 each) (not to exceed \$600 per business location)

Carnival or Circus

_____ Number of Days (\$150/day) Date and Location of Event: _____

Commercial Vehicle-Exp. December 31st _____ Number of Vehicles (\$90/vehicle) (New licenses issued between 7/1 and 12/31 is \$45 per vehicle) (New Vehicles – one time \$30 inspection fee)

Food Service Establishment (Victualer)-Exp. June 30th *Current State Health Certificate must accompany application*

- FSE Serving Malt, Vinous & Spirituous Liquor (\$300)
- FSE Serving Malt and Vinous (\$250)
- FSE Serving Malt or Vinous (\$210)
- FSE with Sit Down, no Alcohol (\$125)
- FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$90)

Bankeeper-Exp. June 30th

- 1-15 Rooms (\$125)
- 16+ Rooms (\$210)

Current State Health Certificate must accompany application

Junkyard, Automobile Graveyard (\$50 each, both Exp. Oct. 1st) **Auto Recycling (\$250-5 Yrs)**
Plus \$50 application fee for each type _____

Pawnbroker (\$150) Exp. June 30th

Peddler:

_____ #Weeks/\$30/week _____ #Months (up to-3 months-\$60/ up to-6 months \$90) _____ 1 Year (up to 12 months \$125)

Pinball Mach. - Other Amuse Devices (\$40/each) Exp. June 30th _____ Number of Machines/Devices

Second Hand Dealer (\$90)-Exp. June 30th

\$5,000

Sellers of Prepared Food on Public Way (\$2,000 Mall vendor/\$3,500 Farmers Market/\$150 other)
Location: Farmers' Market, Lower Town Mall Exp. 1st PH in March

part of the application you must submit a letter of intent from insurance carrier, picture of food service license (not needed for renewals) and a victualer's license. Mall vendors, please list food to be sold: _____ (or submit printed menu)

I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Georgia and the Town of Brunswick.

(Signature of owner, officer, partner or agent)

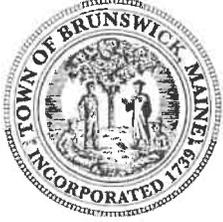
All applicants must contact the Recreation Department (Jay Astle) for cart dimensions and mall fees. Tel# 207-725-6656

There is no proration on new licenses.

Entertaining Artist (\$75)-Exp. June 30th *Current State Health Certificate must accompany application*

_____ Number of Screens
_____ Number of Screens

ITEM 31
BACKUP



Town of Brunswick, Maine

INCORPORATED 1739
Coastal Resource Office
85 UNION STREET
BRUNSWICK, MAINE 04011

TELEPHONE 207-721-4027 FAX 207-725-6627

Email – ddevereaux@brunswickme.org

Daniel Devereaux
Coastal Resource
Manager

OFFICE MEMO

February 20, 2020

TO: Brunswick Town Council
CC: John Eldridge, Town Manager & Mat Panfil, Director of Planning
Brunswick Marine Resources Committee
FROM: Daniel Devereaux, Harbormaster/Coastal Resource Manager
RE: Maine Shellfish Restoration and Resilience Fund Grant Acceptance

Dear Town Councilors,

The Town of Brunswick has been awarded \$19,000 grant from the Maine Shellfish Restoration and Resilience Fund a program provided through the Maine Philanthropy Center. This grant will be used to explore the possibility of bolstering the Town's existing quahog (hardshell clam) resources using hatchery reared 1mm quahogs. Since 2012 local softshell clam (steamers) populations have been on a steep decline. Softshell clams have been the local shellfishermen bread and butter species for well over 60 years. The declining populations have been scientifically linked increased water temperatures, invasive green crab predation, and ocean acidification, which are all results of our rapidly changing ocean environments. The Gulf of Maine is proven to be warming faster than 99% of the rest of the world's oceans, let that resonate.

Since 2012 the Brunswick Marine Resources Committee, Town Staff, and local shellfishermen have worked on transplanting some of the Towns existing adult quahogs to different shellfish growing areas (mudflats) in Town. These methods have shown success and the local quahog resources have expanded enough to begin including this shellfish species into the towns annual license calculations. *(See Fig 1 2013-2018 Hardshell Clam Landing)* A special thanks to the Brunswick Development Corporation, who provided the funding to conduct and verify the methodology used to determine quahog sustainability in 2015. This BDC grant funding allowed the Town to increase the number of commercial shellfish licenses by 12 over the last 5 years and sponsor a robust student commercial licensing program that licenses 17 male and female students ranging from junior high to college. *(See Fig 2 1998-2019 Commercial License Sales)*

The Brunswick Marine Resources Committee, shellfishermen, shellfish farmers, high school & college students, and town staff will work together to rear 1mm hatchery quahogs up to 10-15mm's in size using ocean farming floating nursery techniques. Once the quahogs reach planting size they will be moved from the floating gear stationed on area shellfish farms and planted into the Town's shellfish growing areas.

The success of the project will be monitored by a contact scientist and a report will be prepared to share the outcomes of the project with other local shellfish management towns along the coast. The town of Harpswell also received a similar grant using different ocean farming nursery techniques. We will work closely with Town of Harpswell and compare outcomes at different stages of the project. This will help determine the most efficient and effective method a town could use to bolster existing wild quahog populations with hatchery supplementation.

We respectfully ask the Town Council's approval to accept these funds so we can begin work immediately. If you have any questions please feel free to contact me.

Respectfully,

Daniel R. Devereaux
Coastal Resource Manager

Figure 1 **Hardshell Clam Landing**

2013 - 2018* Brunswick, ME Hard Clam Landings				
Year	PORT	SPECIES	LIVE_POUNDS	TOTAL_VALUE
2013	Brunswick	clam northern quahog / hard	98,975	\$101,044
2014	Brunswick	clam northern quahog / hard	279,469	\$265,946
2015	Brunswick	clam northern quahog / hard	434,023	\$631,336
2016	Brunswick	clam northern quahog / hard	389,335	\$637,437
2017	Brunswick	clam northern quahog / hard	349,208	\$612,480
2018*	Brunswick	clam northern quahog / hard	767,035	\$1,357,356

*2018 data are preliminary and subject to change without notice.
all data current as of 7/1/2019 and were pulled from dealer reported data.

Historical
Commercial License Sales
(Includes Resident and Non Resident)

• 1998-1999 =	54	• 2009-2010 =	57
• 1999-2000 =	60	• 2010-2011 =	58
• 2000-2001 =	69	• 2011-2012 =	53**
• 2001-2002 =	69	• 2012-2013 =	57**
• 2002-2003 =	75	• 2013-2014 =	60***
• 2003-2004 =	75	• 2014-2015 =	50***
• 2004-2005 =	74	• 2015-2016 =	50***
• 2005-2006 =	74	• 2016-2017 =	51***
• 2006-2007 =	74	• 2017-2018 =	62
• 2007-2008 =	56*	• 2018-2019 =	62
• 2008-2009 =	64	• 2019-2020 =	TBD

Figure 2

Project Title: A collaborative approach between shellfish farmers and shellfishermen to bolster quahog *Mercenaria mercenaria* populations in the intertidal shellfish growing areas

Contact information: Brunswick Marine Resources Committee (BMRC) Daniel R. Devereaux
Coastal Resource Office 85 Union Street Brunswick, Maine 04011
ddevereaux@brunswickme.org 207-721-4027

Project Manager: Daniel Devereaux, Brunswick Coastal Resource Manager
ddevereaux@brunswickme.org

Key Personnel: Susan Olcott, Chair of the BMRC susan.olcott@gmail.com
Dan Sylvain, Marine Resource Officer dsylvain@brunswickpd.org
Derek Devereaux (Mere Point Oyster Company)
derekdevereaux@yahoo.com
Timothy Johnson (Green Boat Oyster) littlefiddles@gmail.com
Max Burtis (FERDA Farms) maxburtis@gmail.com
Cody Gillis (Commercial Harvester) cagillisjr@icloud.com

Start Date: April 1 2020

End Date: October 2021

Project Budget

Item	Cost	In-Kind (if available)
Project Coordinator/Evaluator Hire a part-time (10 hours/week avg. @20/hr. for 40 weeks) to lead project tasks & evaluate success with a written report by 11/2021	\$8,000	
Nursery Gear/Lines/Anchors/Buoys	\$6,000	
Quahog Seed (500K 1.5mm)	\$4,500	
In Kind		
Marine Resource Officer (AVG. 1hr./wk. @ \$33/hr. x 40wks)		\$1,320
Coastal Resource staff time (AVG. 3 hrs. /wk. @ \$34/hr. for 40 wks.)		\$4,080
Volunteers (est. 20 volunteers giving avg. 2 hrs./wkly. @ \$15/hr. for 40wks)		\$24,000
Maintenance of gear	\$500.00	
Totals	\$19,000	\$29,400

Narrative

Problem statement: Since the 1970's the Town's shellfish program has been intricately linked to the Management of soft shell clams *Mya arenaria* or better known as steamer clams. Commercial license issuances as well as local conservation strategies have focused on the sustainable management of this single species. In 2012 green crab *Carcinus maenas* (invasive species) populations increased exponentially, causing a steep decline in soft shell clams. Green crabs are a major predator of softshell clams and have been scientifically linked to being a leading cause of the soft shell clam decline.¹ These declines can be seen in the following years of softshell clam landing data held by DMR for the Town of Brunswick. Along with increased predation, Town staff overseeing these coastal resources has witness drastic decreases in soft shell clam natural seed sets during their clam seed and inventory shell stock surveys. The declining soft shell populations led the Brunswick Marine Resources Committee to lead a quahog *Mercenaria mercenaria* conservation and propagation effort. Quahogs or hard shell clams, also known as littlenecks, tops, and chowders seemed to be a bit more resilient to crab predation.² Town staff and harvesters reported fewer declines in seed within the Towns small existing quahog beds. From 2012-present the Marine Resources Committee has coordinated several quahog relaying and planting efforts. Juvenile and adult quahogs are taken from higher density areas (New Meadows Lake, Maquoit Bay, Middle Bay) and moved to areas devoid of commercial populations of softshell clams or quahogs (Bunganuc, Harpswell Cove, Thomas Point Beach). These relaying and seeding efforts have shown success in many areas and the local quahog resource has continued to expand, as witnessed in the below DMR landing data.

2013 - 2018* Brunswick, ME Hard Clam Landings					
Year	PORT	SPECIES	LIVE_POUNDS	TOTAL_VALUE	#_HARVESTERS
2013	Brunswick	clam northern quahog / hard	98,975	\$101,044	21
2014	Brunswick	clam northern quahog / hard	279,469	\$265,946	38
2015	Brunswick	clam northern quahog / hard	434,023	\$631,336	90
2016	Brunswick	clam northern quahog / hard	389,335	\$637,437	112
2017	Brunswick	clam northern quahog / hard	349,208	\$612,480	118
2018*	Brunswick	clam northern quahog / hard	767,035	\$1,357,356	108

Existing Problem: In the spring of 2019 town clam seed inventories showed a decline in the amount of natural quahog & soft shell clam spat settling out on the flats. These circumstances were verified in the fall by shellfish inventory surveys conducted by Fair Winds Inc. and Town Staff. We fear that the lack of natural set is also a result of predation and to some extent coastal and ocean acidification. The lack of spat settling out will most certainly lead to a decline in resources, ultimately leading to a curtailment of commercial licenses or the implementation of catch quotas, or both.

¹ Beal et al. *Spatial Variability in Recruitment of and Infaunal Bivalve: Experimental Effects of Predator Exclusion on Soft Shell Clam (Mya arenaria) along three tidal estuaries in Southern Maine, USA* Journal of Shellfish Research

² Gillis, Audet, Landry, Moriyasu: *Predation Potential of Invasive Green Crabs (Carcinus maenas) and Other Common Predators on Commercial Bivalve Species Found on Prince Edward Island, Journal of Shellfish Research*

Solutions: We plan to address this problem from many different angles. First, we understand ocean waters are warming and our shellfish growing areas will become more susceptible to nutrification, algal blooms, ocean acidification, predation, etc. This leads us to understand that our municipal shellfish management program must adapt a far more proactive and sustainable approach, than limiting licenses and conducting soft shell clam conservation projects. If this funding request is successful, the Brunswick Marine Resource Committee (BMRC) would coordinate with area oyster farmers (listed in the application); locally licensed shellfishermen vested with conservation credit; the Brunswick High School; Bowdoin College students; and other municipal officials. The BMRC Chair, project manager, town staff, shellfishermen, and the shellfish warden would be the core team members. We would encourage and invite participation from any residents and other interested citizens.

Funds acquired through this grant would be used to purchase floating shellfish nursery equipment, quahog seed, long lines, anchors, spreader bars, and buoys. With the use of standard and simplistic shellfish farming nursery techniques we will combine both the local knowledge of generational shellfishermen and shellfish farmers to help bolster the existing natural population of quahogs.

500K 1-2mm quahog seed will be purchased from Muscungus Bay Aquaculture Hatchery. The quahogs will be placed in floating nursery gear located on the preselected and licensed aquaculture sites listed in this grant. All farms will be in the Town of Brunswick shellfish growing areas (New Meadows River, Middle Bay, & Maquoit Bay). Oyster farmers and shellfishermen will be matched up according to the farms geographic location, farmer and shellfishermen needs, schedule and workload. Seed quahogs will be placed 5-10K densities at <2mm in floating nursery trays in the shallow subtidal. The nursery trays will then be worked into the farms weekly biofouling treatments be tended by oyster farmers, subsequently when the quahogs reach planting size they will transplanted to intertidal mudflats in the same growing waters they were reared in by Commercial Shellfishermen. Planting methods will consist of broadcasting quahogs in certain areas where there are currently or have historically been existing populations of quahogs.

Within the first month we would contract with a project coordinator/project evaluator who will help order needed floating nursery gear, coordinate gear acquisition and construction with the BMRC/Shellfish Farmers/Shellfishermen, schedule project meetings updates every other month with the BMRC, keep the participants informed on the progress of the project, and evaluate the success of the project at the end. The coordinator would work closely with Susan Olcott the BMRC Chair, DMR's Shellfish Management Program and the Towns Coastal Resource Manager and other town staff, as needed, over the course of the grant. It is estimated that the project coordinator/evaluator will work an average of 10-12 hours a week over the life of this grant. (400-480 hours)

Capacity: Daniel Devereaux Brunswick Coastal Resource Manager (CRM): The CRM will oversee the grant. He will work with the Maine Department of Marine Resources Shellfish Management Division on permits and licenses needed to carry out the research project, as well as seek guidance from experts within the department on its deployment. He will work closely with the project coordinator surrounding meeting scheduling, project updates, project needs, and any coordination & use of town facilities/equipment. The CRM will work with the identified hatchery on the acquisition of quahog seed. He will also work to define & map the planting areas with the project coordinator,

and the BMRC. The CRM will monitor the project throughout as well as work with the project evaluator on evaluating the success of the project.

Dan Sylvain, Brunswick Marine Patrol Officer: Officer Sylvain will work with the Project Manager, Project Coordinator, BMRC, and others to help with transportation via airboat to the site locations. He will also assist in the same manner with the project evaluation.

Susan Olcott, Marine Resource Committee Chair: Susan will help to coordinate local harvester conservation efforts and participation. Susan will also act as a liaison with the Brunswick High School outdoor classroom. Susan will also provide updates to the residents on the project each month at the Marine Resource Committee meetings.

Marko Melendy, Marine Resource Committee Member: Marko is Bowdoin College Faculty and will work to help recruit Bowdoin College students and other faculty into the project.

Cody Gillis & Blaine Lund, Marine Resource Committee Member and Licensed Shellfishermen: Cody will act as a liaison with commercial harvesters and help to coordinate gear construction and gear deployment.

Limiting factors: Weather and Climate are the single most limiting factor to this project. A seed quahog stands better survival rates when it is planted after it reaches a certain size.

Preliminary 2019 local trials indicate that 2mm quahog seed can be floated on the surface in July and reared to an average of 10-12mm by October. This will vary year to year depending on ocean temperatures, food (algae) production, weather events, etc. In the event seed does not attain a plantable size by late September they will have to be over wintered in December then lifted & floated at the surface the following spring/summer until they reach planting size, at which time they will be planted in the adjacent mudflats in 2021.

Sharing project data and learning: Sharing the outcomes of this project with other municipal shellfish management programs will provide 1) Additional shellfish management and conservation tools that can be deployed to help provide a more resilient conservation program in the face of climate change. 2) Coordination between shellfishermen and shellfish farmers promotes a healthy and learning relationship that will help to promote more sustainable approaches in municipal shellfish management and on an individual level along the Maine Coast. 3) If we can prove this successful municipalities may be more inclined to budget for these types of projects in the future, providing a more sustainable approach for the future of the fishery. 4) These concepts are not new to our nation and are frequently deployed around Cape Cod MA and Long Island NY.

ITEM 32
BACKUP

Memo

To: John Perreault, Chair, Brunswick Town Council
Members of the Brunswick Town Council
John Eldridge, Town Manager

From: Thomas M. Farrell, Director of Parks and Recreation

Date: February 27, 2020

Re: ***Veterans Plaza Project***

The Veterans Plaza Committee has been working since the fall of 2018 in an effort to raise the necessary funds to pay for the construction of the Veterans Plaza to be located on the north end of the Lower Mall. The project was originally endorsed by the Brunswick Town Council at its meeting on February 20, 2018. The Village Review Board subsequently approved the design for the project at its meeting on September 18, 2018.

Brunswick American Legion Post #20 has taken in just over \$400,000 in cash and pledges to date and a preferred contractor has been identified to construct the project beginning in August of this year. A formal dedication is tentatively planned to occur on Veterans Day 2020.

In order for the Town to enter necessary contracts with the preferred contractor and suppliers of certain materials, authorization from the Brunswick Town Council is necessary in the form of a Resolution Authorizing the Construction and Funding the Veteran's Plaza.

A draft resolution for this purpose is included with this memorandum and I will be in attendance at the Council's March 2, 2020 meeting to address any questions members may have regarding the draft resolution and project.

TOWN OF BRUNSWICK, MAINE

A Resolution Authorizing the Construction and Funding of the Veterans Plaza Memorial, Appropriating Tax Increment Financing Revenues to Fund Replacement of Banner Poles on Maine Street, and Authorizing Acceptance of Contributions to Fund the Costs of the Plaza and to Establish a Permanent Veterans Plaza Trust Fund

WHEREAS, the Town Council (the “Town Council”) of the Town of Brunswick (the “Town”) has adopted a Capital Improvement Program for the fiscal years ending June 30, 2020–2024 (the “CIP”); and,

WHEREAS, the CIP recommends construction of a Veterans Plaza on the north end of the Town Mall (the “Veterans Plaza” or “Project”); and,

WHEREAS, the American Legion George T. Files Post 20 (“American Legion”) has coordinated a volunteer fundraising effort to raise funds to construct and maintain the Veterans Plaza; and

WHEREAS, to date, the American Legion has raised over \$400,000 in contributions and pledges, a portion of which is intended for a permanent maintenance fund; and

WHEREAS, in 2017 the Town contracted with Richardson and Associates for architectural services to design and manage construction of the Project; and

WHEREAS, to accommodate the Project, the banner poles supporting the banner over Maine Street will need to be replaced; and

WHEREAS, the estimated total cost to put the Project in service is \$437,932, of which \$34,719 is to replace the banner poles on Maine Street; and

WHEREAS, the use of Tax increment Financing (“TIF”) revenues from the Downtown Development and Transit-Oriented TIF District would be allowed for the purpose of replacing the banner poles;

NOW THEREFORE, BE IT RESOLVED:

Section 1. Funding Sources and Appropriations.

- a. The amount of thirty-four thousand, seven hundred and nineteen dollars (\$34,719) is hereby appropriated from available TIF revenues for the purpose of funding replacement of the banner poles on Maine Street.
- b. The acceptance and use of financial contributions and other valuable considerations from the American Legion and other contributors are hereby authorized and appropriated to fund the Project.
- c. The acceptance and use of financial contributions are hereby authorized and appropriated to establish a permanent maintenance trust fund.

Section 2. Authorization to Develop, Construct, and Equip the Project.

- a. Any actions taken to date by the Town Manager, or his designee, in connection with the planning and design phase of the Project, are hereby ratified, confirmed, and approved.

- b. The Town Manager, or his designee, is authorized to accept and expend contributions to fund the Project.
- c. The Town Manager, or his designee, is authorized to negotiate, execute, and deliver, in the name of and on behalf of the Town, such contracts, agreements, and other documents and certificates as the Town Manager may determine to be necessary or appropriate in connection with the Project. Any action taken by the Town of Brunswick relating to this project, including the solicitation of proposals, or participation in any process that solicited proposals, as well as any subsequent negotiations or contracts with vendors, are hereby ratified, confirmed, and approved.

Section 3. Project Costs Defined. The term “cost” or “costs” as used herein and applied to the Project, or any portion thereof, includes:

- a. the cost of planning, engineering, architectural, surveying, feasibility studies, environmental studies and assessments, legal, accounting, and any other professional services associated with the Project;
- b. the costs related to applying for and obtaining all permits, licenses, franchises, and the costs related to regulatory and judicial reviews;
- c. the cost of land, structures, real property interests, rights, easements, and franchises acquired in connection with the Project;
- d. the cost of any site work the Town Manager determines is necessary to prepare the site for its intended Project use, including but not limited to the cost of demolition and removal of any structures appurtenance thereto, pipes, drains, underground tanks, boxes, manholes, footings, foundations, hazardous materials, and any other item(s);
- e. the cost of constructing the Project, and all costs determined by the Town Manager to be necessary to place the Project in service and ready for its intended use, including but not limited to the cost of all appurtenances and other facilities either on, above, or under the ground, the cost of landscaping and site preparation, the cost of off-site improvements, the cost of all utility extensions and related improvements, the cost of renovating or remodeling any existing structure, the cost of all labor, materials, building systems, machinery and equipment, inspection and certification costs;
- f. the cost of insuring the Project while under construction and for a reasonable period upon substantial completion of the project, including builders risk, general liability, product liability, workers compensation and any other insurance costs the Town Manager determines is related to the Project;
- g. any other costs identified in the Project budget, and the cost of any other items or services deemed to be cost under generally accepted accounting principles (“GAAP”) as determined by the Town’s Finance Director.

Section 4. Capital Project Fund.

- a. The Town is authorized to establish a capital project fund to account for the Project. No interest shall accrue to this fund. Fund balances will roll forward from year to year.
- b. The Town is authorized to accept contributions into the capital project fund to cover the costs of the Project.
- c. The Project costs are estimates. The Town Manager is authorized to accept any contributions and adjust the amounts directed to the cost of planning and construction, and to the permanent maintenance trust fund.

Section 5. Permanent Maintenance Fund.

- a. The Town is authorized to accept contributions from the American Legion for the purpose of funding future maintenance and improvements to the Veterans Plaza.
- b. The Town is authorized to establish a Veterans Plaza Trust Fund (“Trust Fund”), with the Town Council to serve as Trustee. The fund will be administered with the other Town trust funds by the Trust Fund Advisory Committee.
- c. The Town is authorized to accept additional and on-going contributions from the American Legion and others to capitalize or enhance the Trust Fund.
- d. Distributions from the Trust Fund will be used for maintenance or improvement of the Veterans Plaza, at the discretion of the Director of Parks and Recreation and the Town Manager.

Proposed to Town Council: March 2, 2020
Adopted by Town Council:



Veterans Plaza at the Brunswick Mall

Village Review Board Packet

Submitted to the Town of Brunswick

Richardson & Associates, Landscape Architects
Submitted: September 4, 2018
Presentation: September 18, 2018



EXISTING CONDITIONS: CONTEXT



Key Map
Scale: NTS



Current Location of Monument - front faces North



View South of the Monument; with Trees Obscuring the Monument



View North of Monument and Maine Street

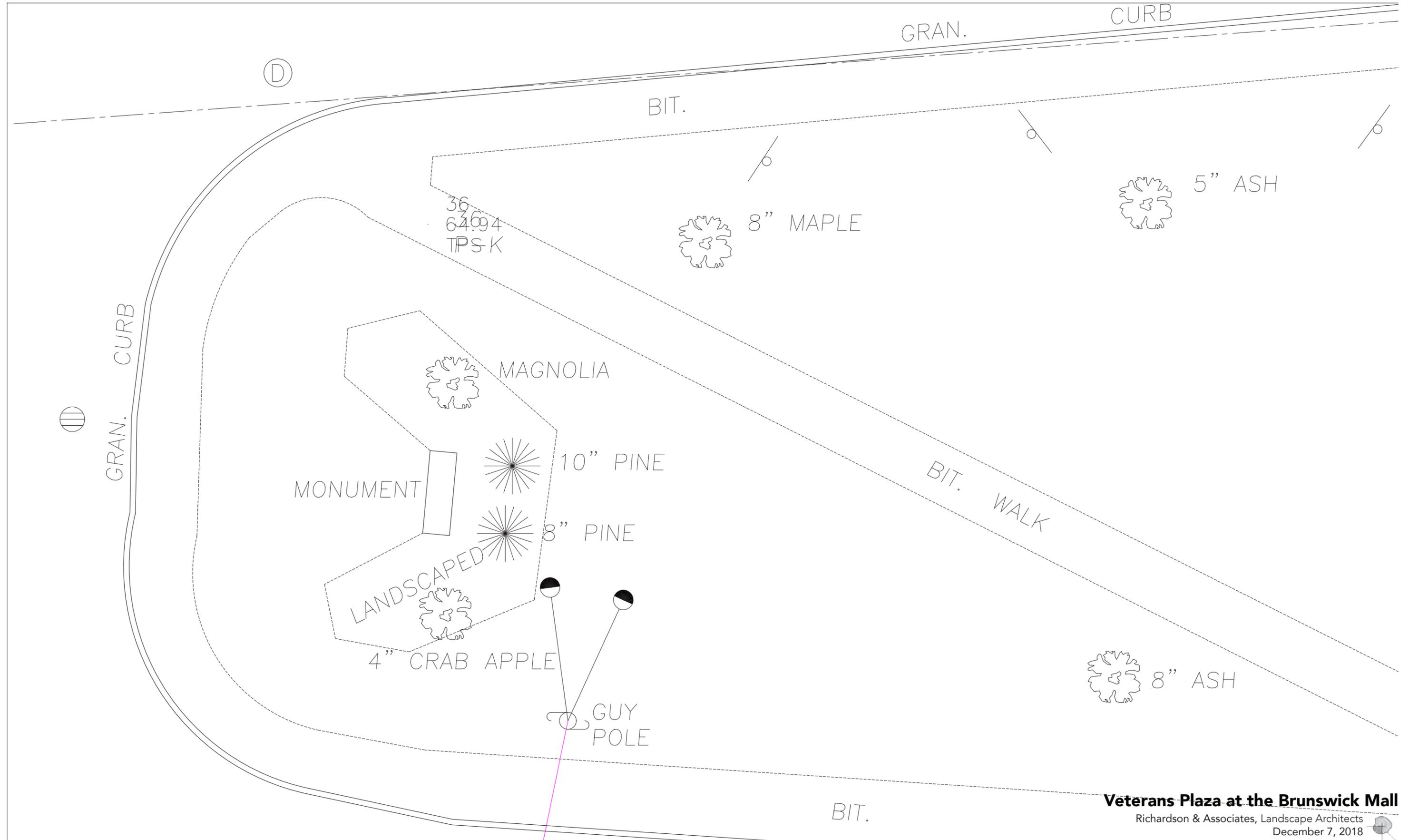


View Northward to Monument

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018

EXISTING CONDITIONS - SURVEY

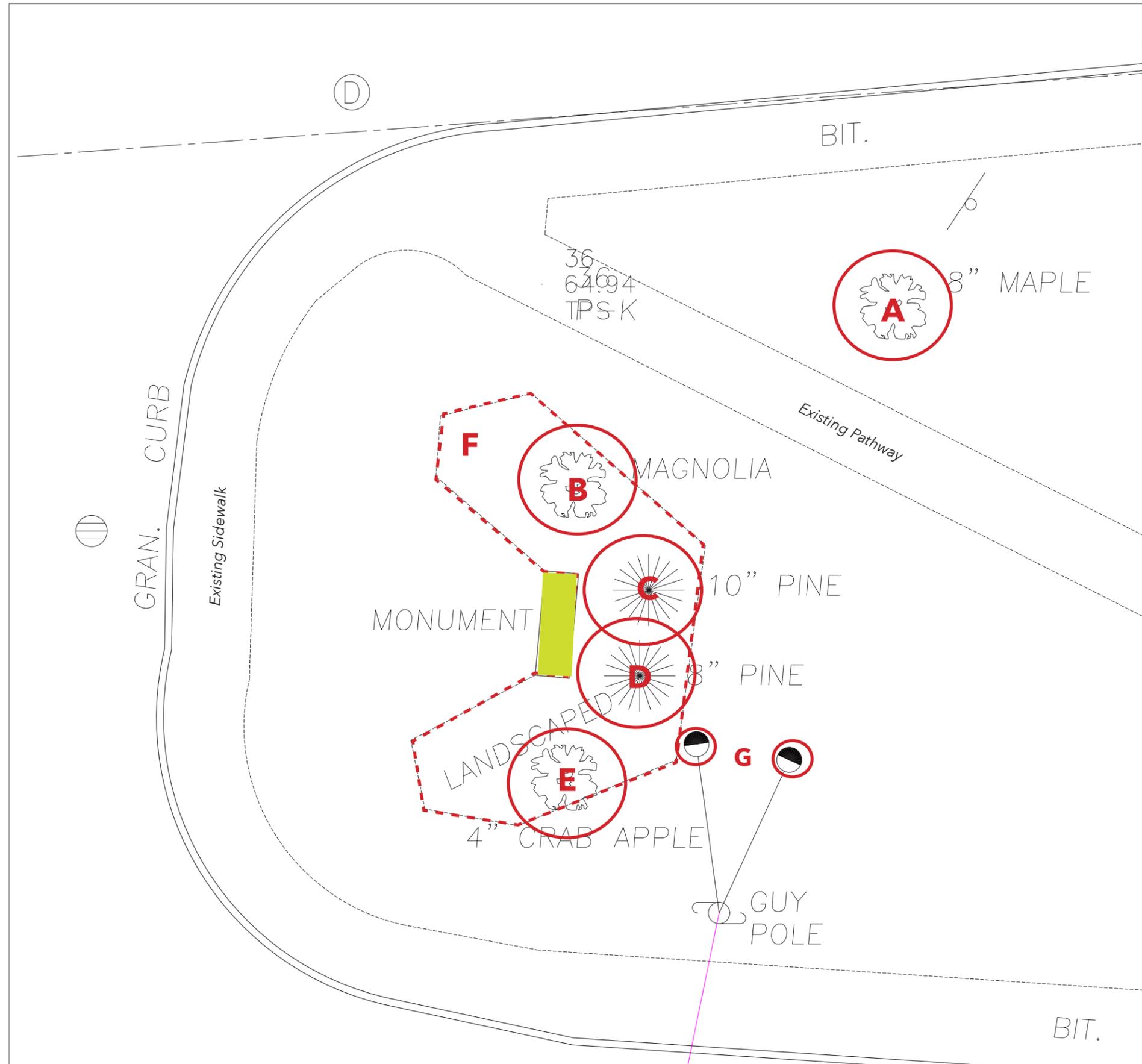


Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



EXISTING CONDITIONS - DEMOLITION PLAN / TREES & GUY WIRES



KEY



A Existing Maple to be Removed
-dead branches are significant at the top



B Existing Magnolia to be Removed
-mostly healthy, but foliage obscures monument



C Existing Pine to be Removed
-loss of leaves/branching towards the bottom



D Existing Pine to be Removed
-loss of leaves/branching towards the bottom



E Existing Crab Apple to be Removed
-loss of leaves on the eastern side, unhealthy trunk



F Landscaping to be Removed
-amongst unhealthy trees and obscures monument



G Guy Wires to be Removed



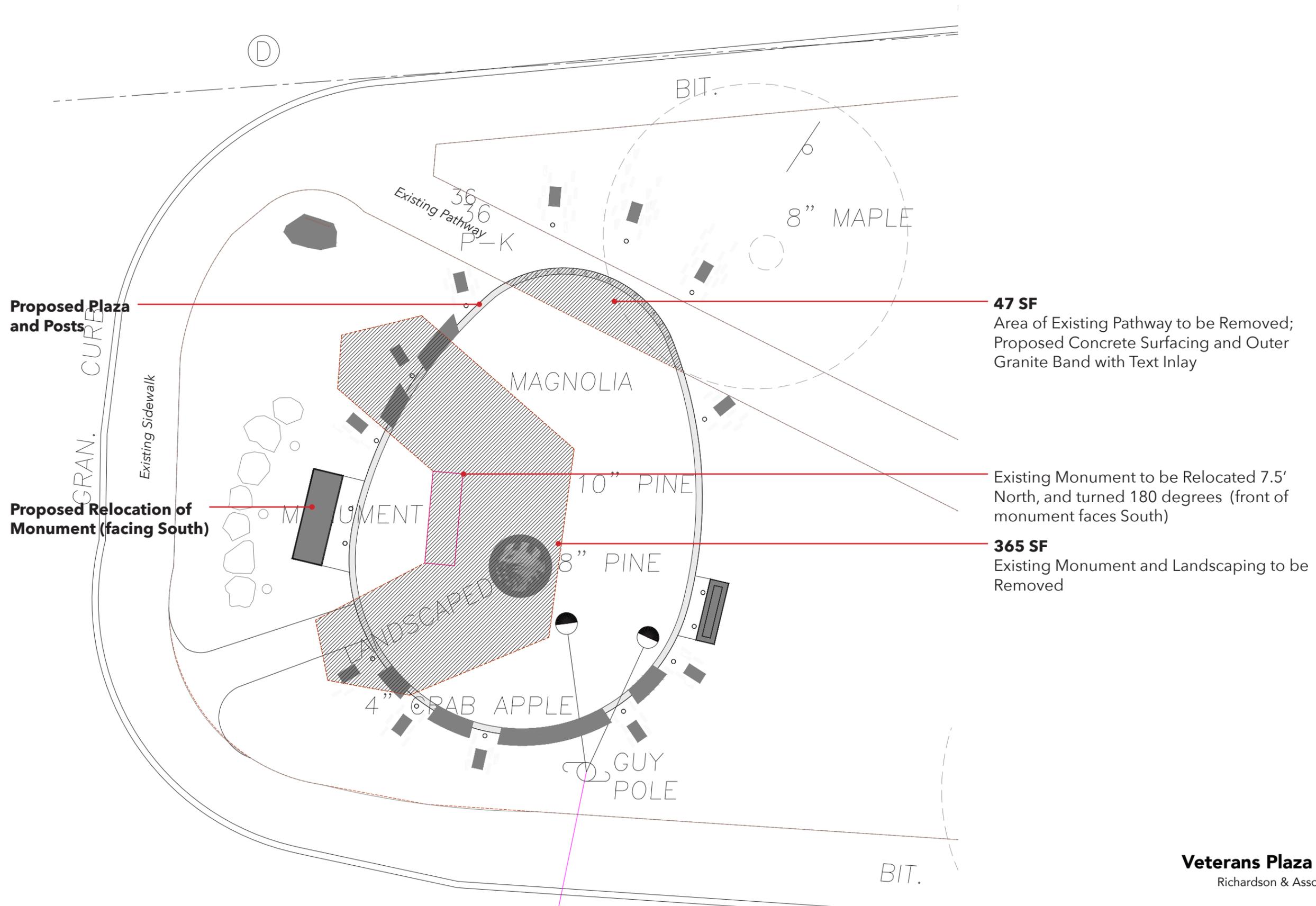
Existing Monument to be Relocated

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



EXISTING CONDITIONS - DEMOLITION PLAN with PROPOSED OVERLAY



Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



SITE PLAN



KEY

- ① ENTRY PAVING WITH ENGRAVING
Text Inlay of "Veterans Plaza"
- ② DEDICATION STONE
with Bronze Plaque of Full Plaza Name,
Description, Major Donors
- ③ GRANITE MEDALLION
with Eagle Graphic on the Center and Outer (4)
Flush Paving Units with Inscription of Words
- ④ GRANITE BLOCK PAVING UNIT
With Donor Names Engraved
- ⑤ SENTINEL POSTS
Granite Post with Conflict Name Inscribed Vertically
with Bronze Plaque on Chamfered Top
- ⑥ RADIAL BENCH
Granite
- ⑦ (3) FLAGS - with Adjacent Stepping Stones
American, Maine, POW-MIA
- ⑧ BANNER POLE
26' Hancock Poles (2; one across Maine Street)
- ⑨ PROPOSED ACCESS
From Maine Street
- ⑩ (4) PROPOSED TREES
Acer rubrum 'Northwood' - Oval Red Maple
- ⑪ PLANTINGS
Shrub & Groundcovers

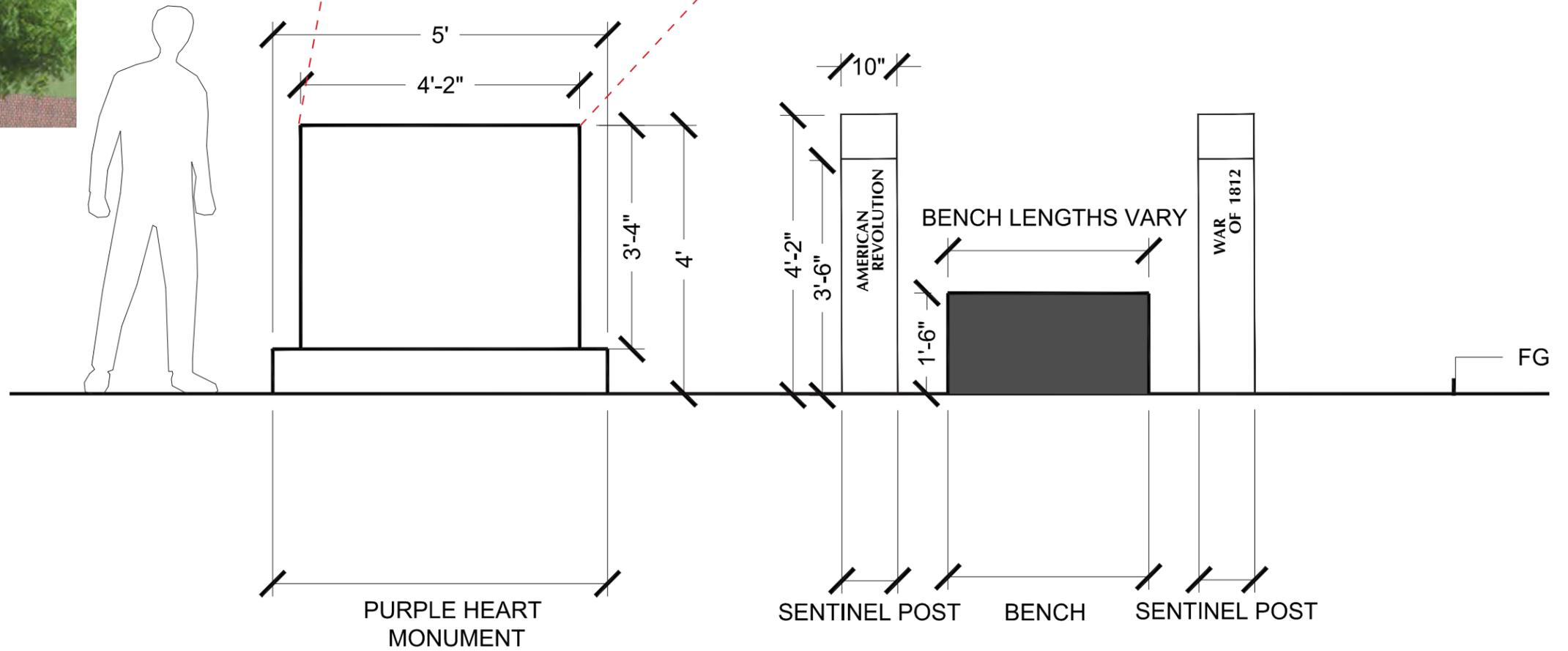
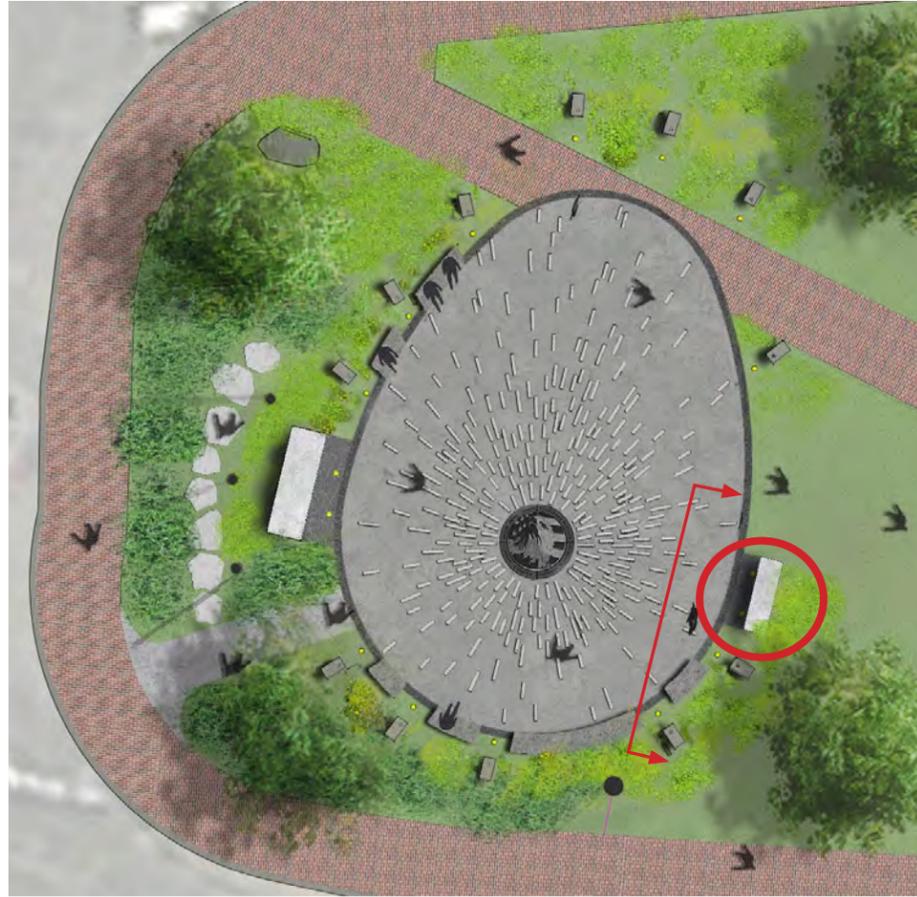


Scale: 1/8" = 1'-0"

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018

PURPLE HEART MONUMENT

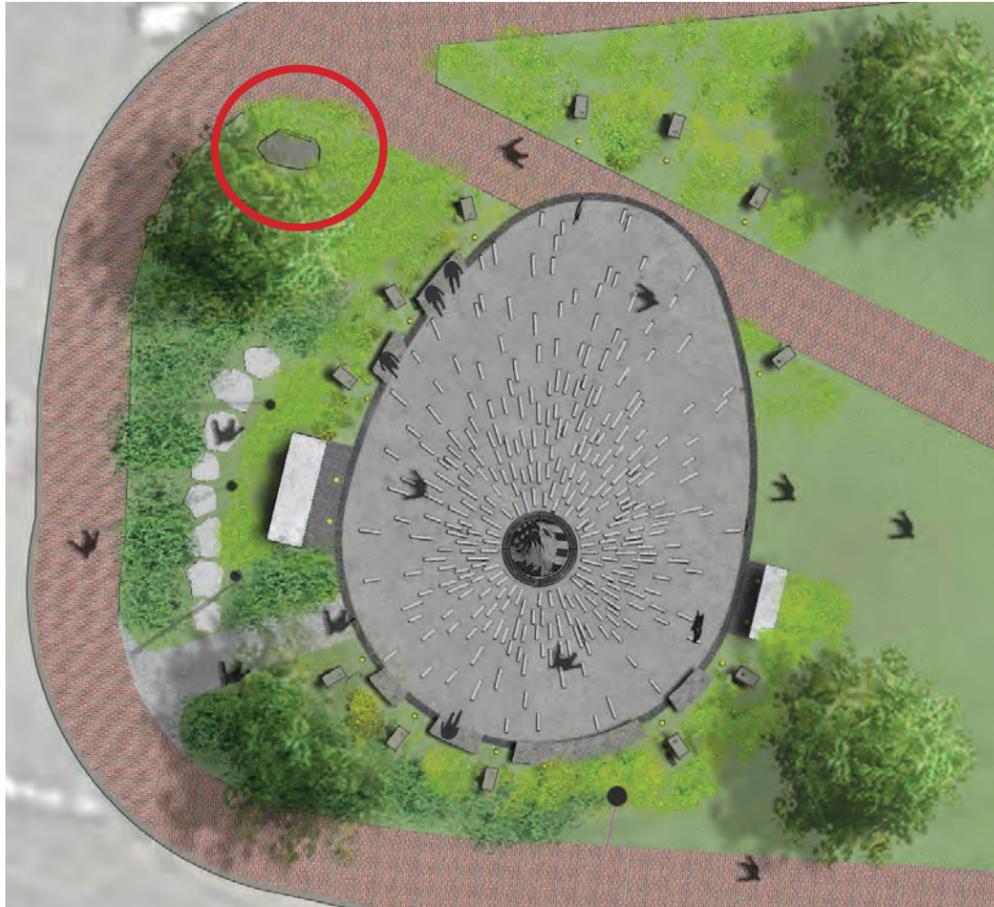


Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



DEDICATION STONE

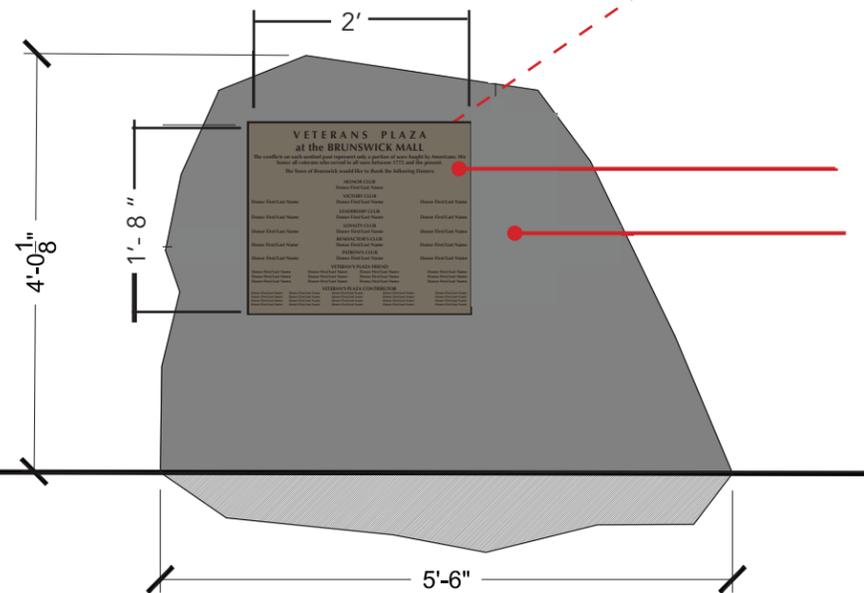
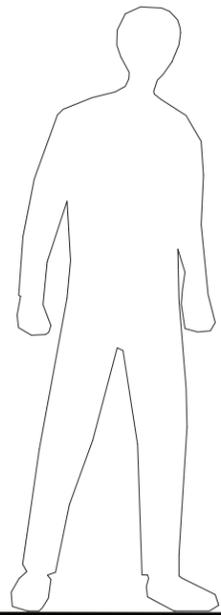


VETERANS PLAZA
at the BRUNSWICK MALL

The conflicts on each sentinel post represent only a portion of wars fought by Americans. We honor all veterans who served in all wars between 1775 and the present.

The Town of Brunswick would like to thank the following Donors:

HONOR CLUB			
Donor First/Last Name			
VICTORY CLUB			
Donor First/Last Name			
LEADERSHIP CLUB			
Donor First/Last Name			
LOYALTY CLUB			
Donor First/Last Name			
BENEFACTOR'S CLUB			
Donor First/Last Name			
PATRON'S CLUB			
Donor First/Last Name			
VETERAN'S PLAZA FRIEND			
Donor First/Last Name	Donor First/Last Name	Donor First/Last Name	Donor First/Last Name
Donor First/Last Name	Donor First/Last Name	Donor First/Last Name	Donor First/Last Name
Donor First/Last Name	Donor First/Last Name	Donor First/Last Name	Donor First/Last Name
VETERAN'S PLAZA CONTRIBUTOR			
Donor First/Last Name	Donor First/Last Name	Donor First/Last Name	Donor First/Last Name
Donor First/Last Name	Donor First/Last Name	Donor First/Last Name	Donor First/Last Name
Donor First/Last Name	Donor First/Last Name	Donor First/Last Name	Donor First/Last Name



Large Granite Boulder

Bronze Plaque Pinned with Threaded Rod
Font: Optima

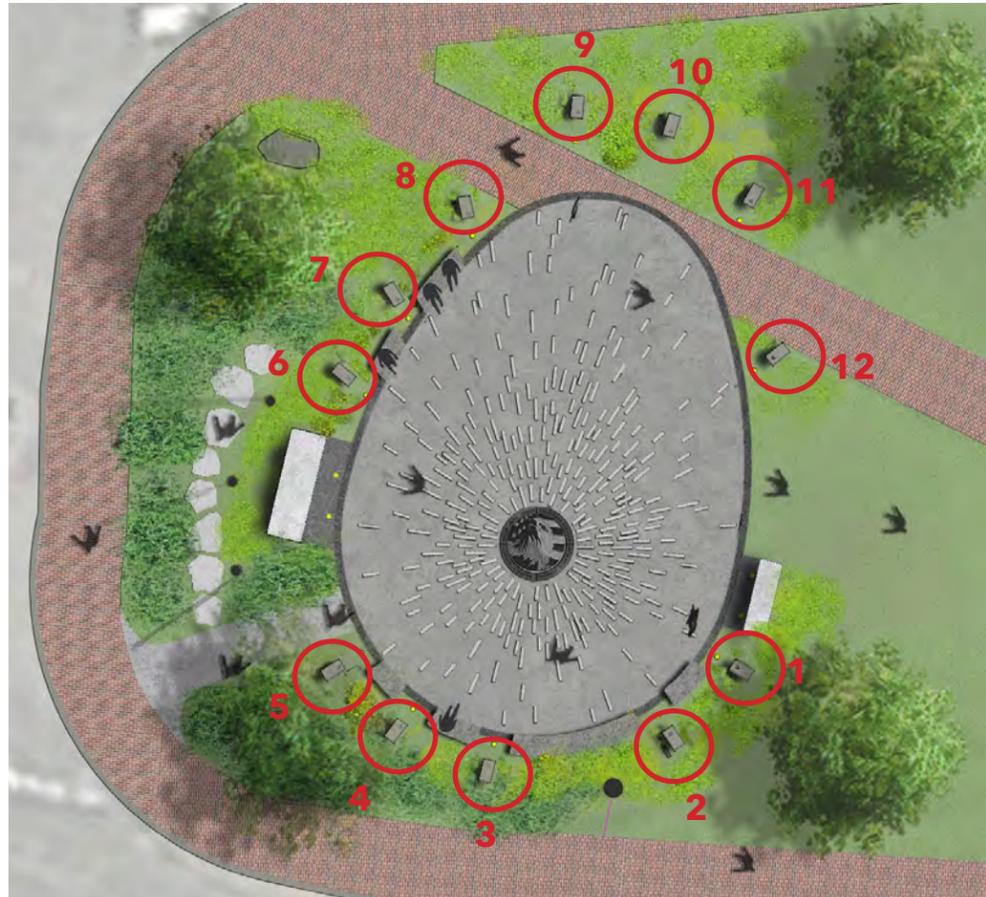
ELEVATION

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



SENTINEL POSTS



GRANITE POSTS



Quantity: 12 Posts

Granite Type: **Woodbury Gray or Equivalent**
 Color: **Medium Gray (Even Color)**
 Finish: **Thermaled on all sides**

Engraving Font: OPTIMA
 Size: 2" Height
 Finish Options: Gold Leaf

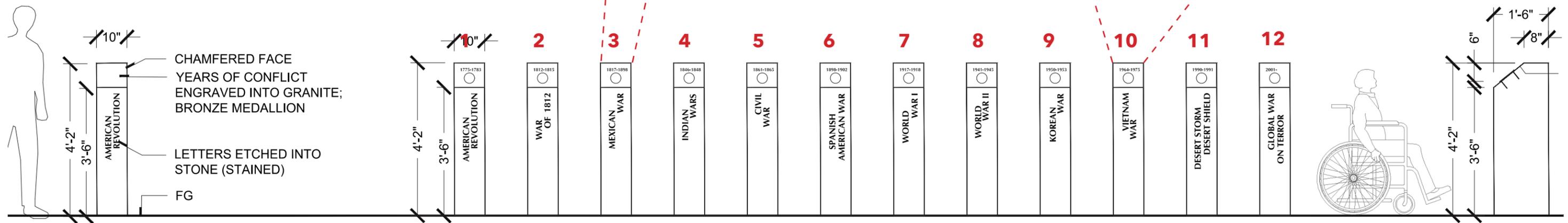
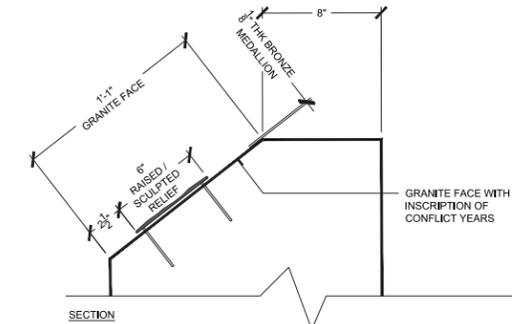


Gold Leaf Lettering

BRONZE MEDALLIONS



Bronze Medallion:
 Relief: Surface Relief



A Elevation of Sentinel Posts

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
 December 7, 2018



SENTINEL POSTS - BRONZE PLAQUE MEDAL GRAPHICS



1 American Revolution
(1775-1783)



2 War of 1812
(1812-1815)



3 Indian Wars
(1817-1898)



4 Mexican Wars
(1846-1848)



5 Civil War
(1861-1865)



6 Spanish American War
(1898-1902)



7 WWI
(1917-1918)



8 WWII
(1941-1945)



9 Korean War
(1950-1953)



10 Vietnam War
(1964-1975)



11 Desert Shield/Desert Storm
(1990-1991)



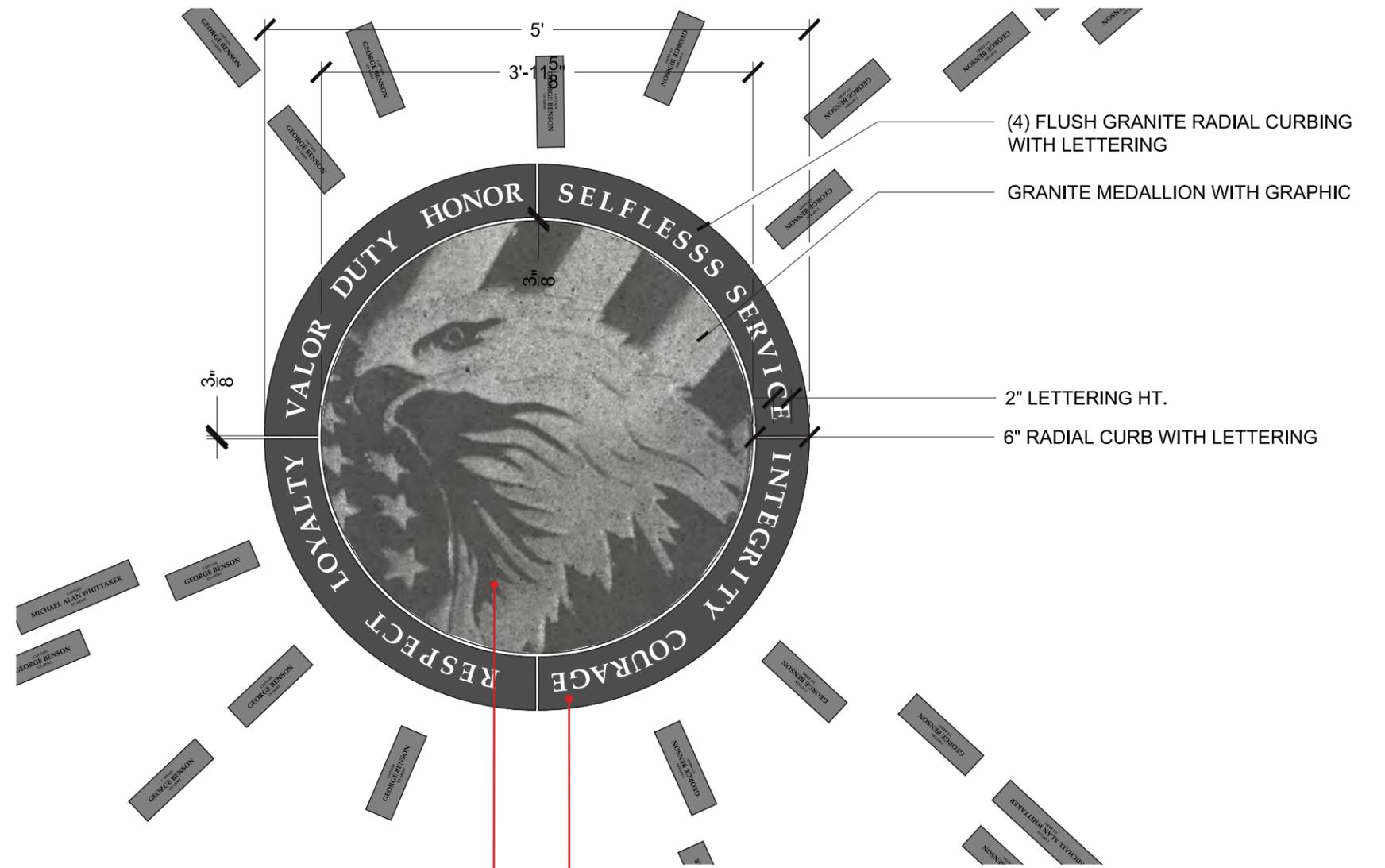
12 Global War on Terror
(2001-)



MEDALLION



4' Diameter Granite Medallion with American Eagle
 Granite Type: Woodbury Gray (TBD; to match with
 Sentinel Post Granite)

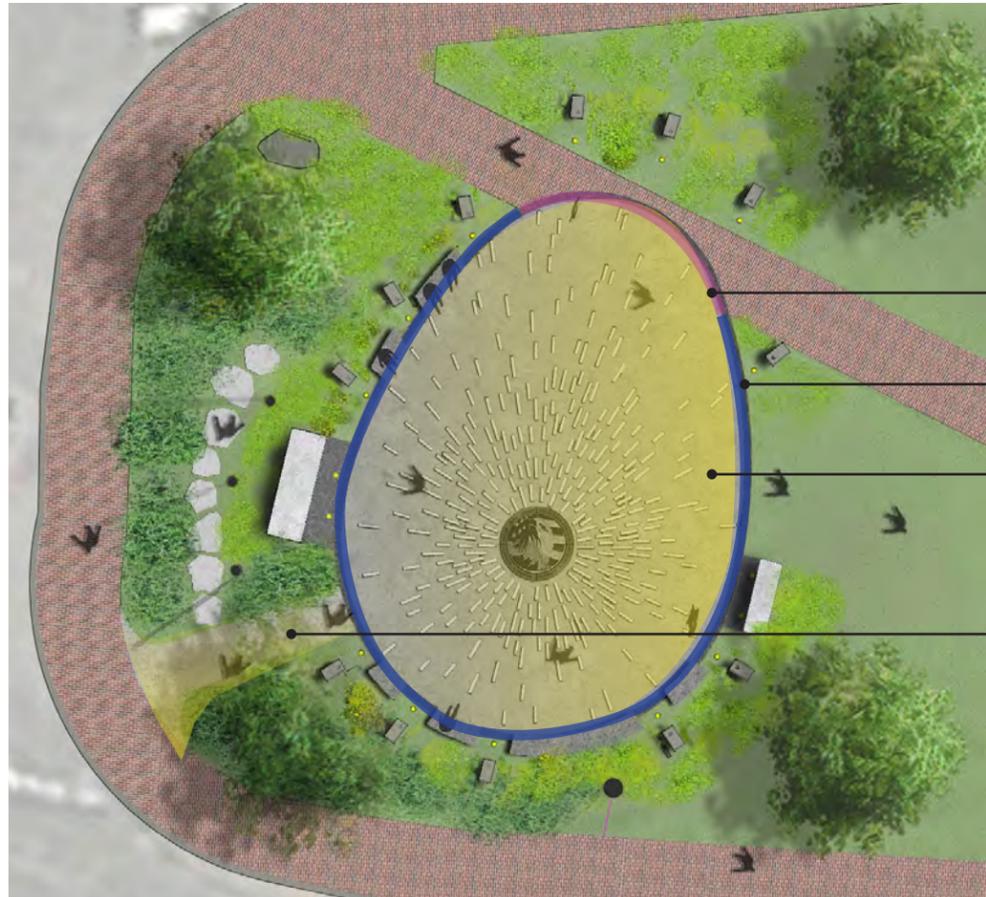


4 Flush Granite Pieces with the following words inscribed:

- VALOR
- DUTY
- HONOR
- SELFLESS SERVICE
- INTEGRITY
- COURAGE
- RESPECT
- LOYALTY



SURFACING - PAVERS and CONCRETE



Outer Paving Granite Band with Text Inlay: 18.66 LF @ 6" width

Outer Paving Granite Band: 85 LF at 6" width

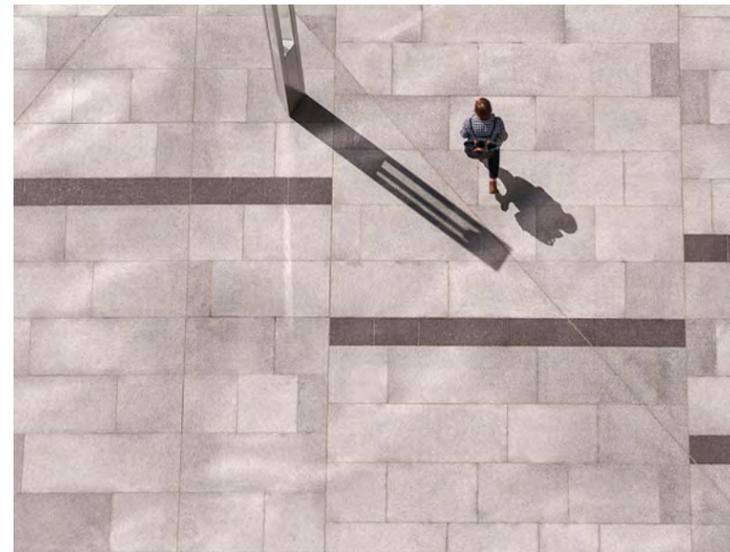
Concrete Surfacing - Plaza: 747 SF

Concrete Surfacing - Access Path: 48 SF

OUTER PAVING BAND - Text Inlay



OUTER PAVING BAND - Granite Curb



CONCRETE SURFACING



Material: Rough Broom Concrete



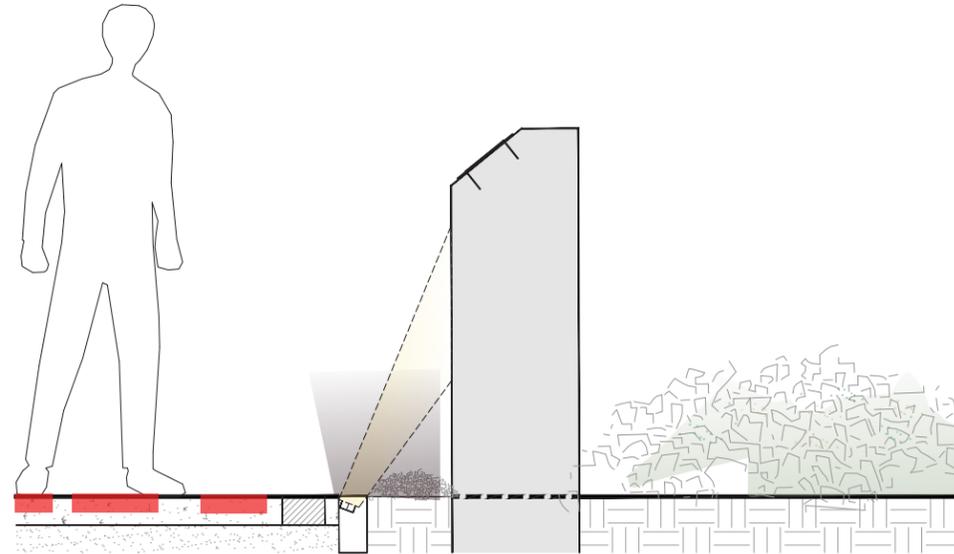
Alternate: Exposed Aggregate

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



SURFACING - PAVERS with ENGRAVING

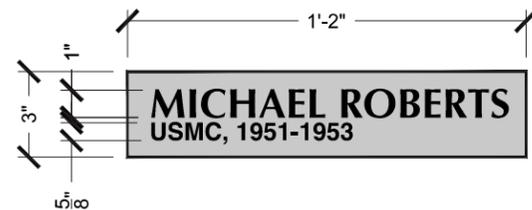


Current Proposed -
320 Flush Granite Pavers

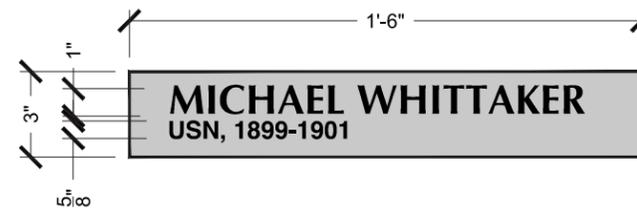
TYPE 1



TYPE 2



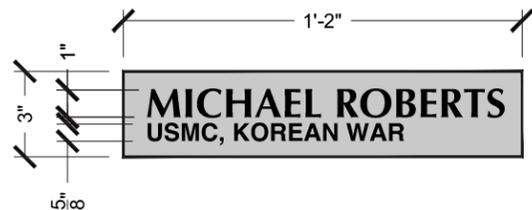
TYPE 3



TYPE 1



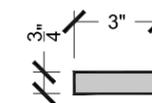
TYPE 2



TYPE 3



SECTION



LINE 1 (NAME OF VETERAN)
-FONT: OPTIMA
-SIZE: 1"

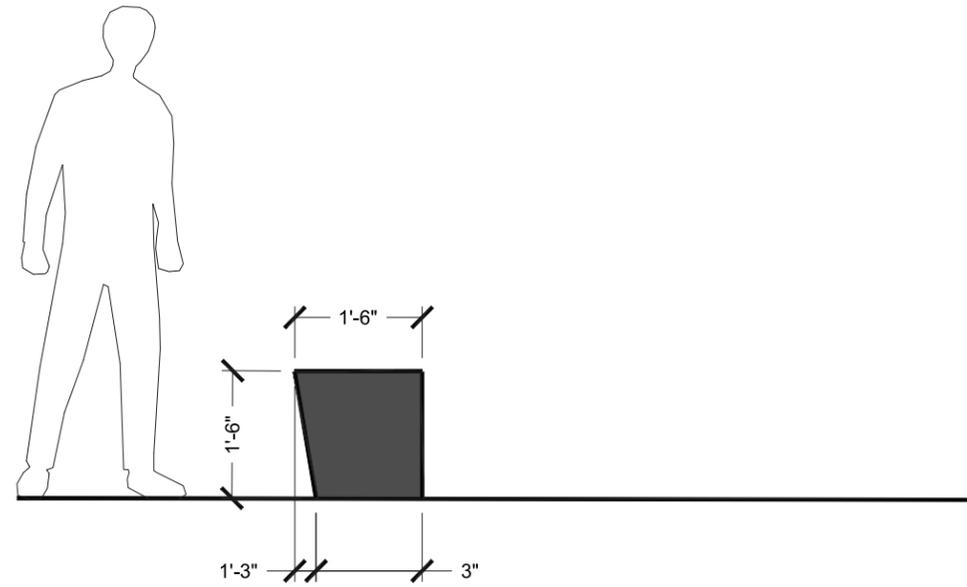
LINE 2 (CONFLICT OR YEARS + SERVICE ACRONYM)
-FONT: HELVETICA
-SIZE: 5/8"

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



RADIAL BENCH



Section - Chamfered at front edge; refer to layout plan-site furnishings for arc lengths



Material - Granite

Skate Guards



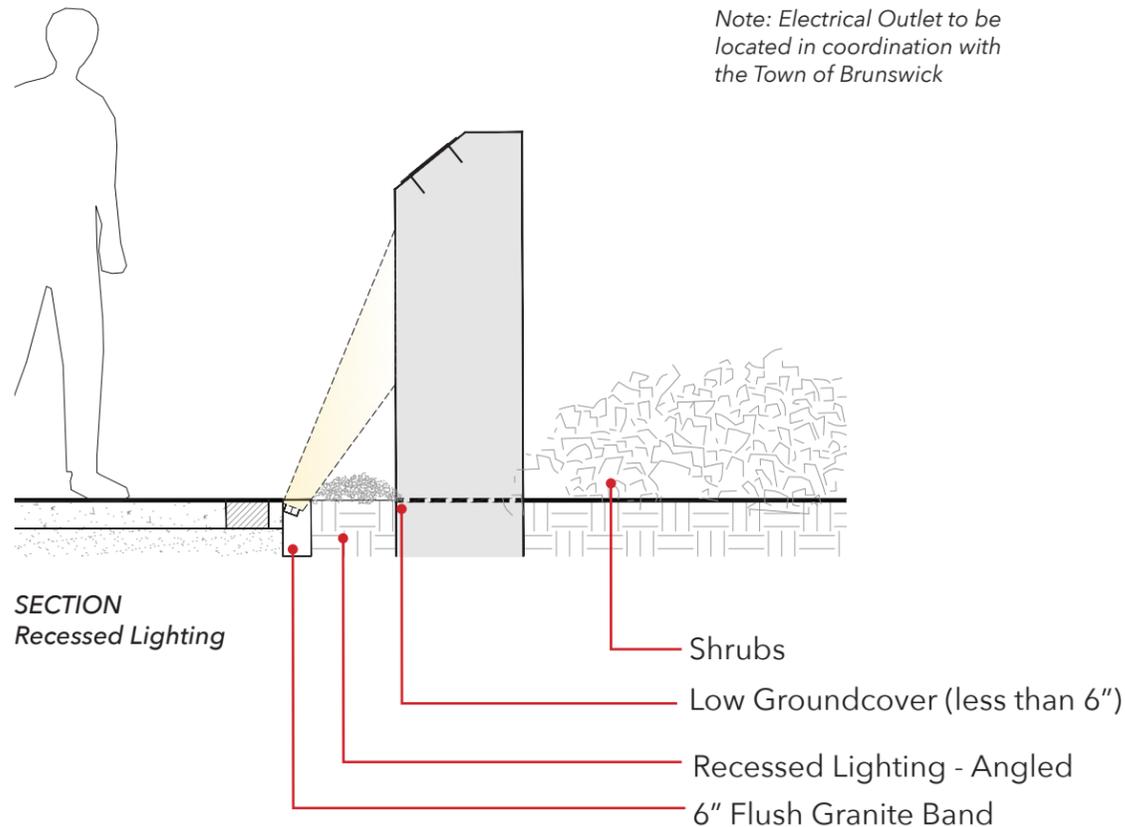
Detail - Chamfered at front edge



LIGHTING



Note: Electrical Outlet to be located in coordination with the Town of Brunswick



E10

The E10 is a solid brass well light with adjustable lamp angle and a footprint less than four inches in diameter.

Construction Solid brass grate. Brass outer housing. All brass fixture components.

Lens Fixture cover: Oval, tempered, soda lime glass, 3/16" [5mm] thick.
Lamp housing: Round, tempered, soda lime glass. Stepped to prevent water pooling on lens.

Voltage 12 Volts AC. Remote transformer required.

Mounting In-ground well light for placement directly into landscape/soil. Fixture design allows for hardscape installation (provided adequate drainage is maintained) without the need for a pour collar.

Adjustment Fixture grate rotates 360°. Oblong lens allows for angles up to 15° from vertical without cutoff and up to a maximum of 30° with only partial cutoff.

Lamps

GU5.3, MR16 Halogen 35 Watt max.	— ESX	20 Watt	12° spot	320 lm
	— FMV	35 Watt	24° narrow flood	
GU5.3, MR16 LED Cree chipset Warm White (3000K)	— 5W-SP	5 Watt	15° spot	320 lm
	— 5W-NFL	5 Watt	25° narrow flood	
	— 5W-FL	5 Watt	40° flood	
	— 5W-FL/60	5 Watt	60° flood	
	— 5W-WFL	5 Watt	100° wide flood	320 lm

Optical	— FR	Frosted lens
Accessories	— HL1	Honeycomb louver, 1/8" [3mm] thick
	— HL2	Honeycomb louver, 1/4" [6mm] thick
	— PR	Prismatic spread lens
	— RT	Rectilinear spread lens

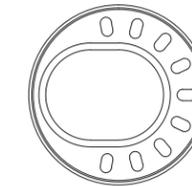
Finish: Unfinished is standard; no specification required. The fixture will weather to a natural patina. The patina process is natural with brass and copper. Rate of patina and eventual color is dependent upon climate and proximity to the ocean. Thus, Beachside does not guarantee any specific appearance.

Weight: 5.0 lbs. [2.3 kg]

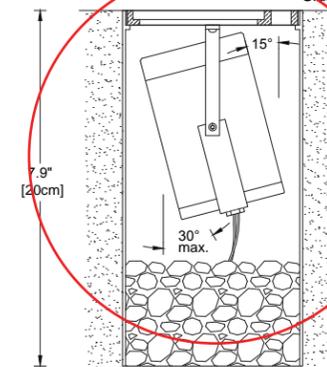
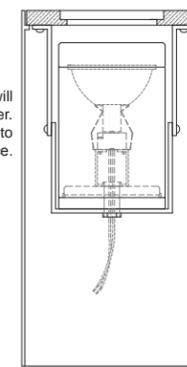
IP 66
CSA Listed, file #190030
10 year fixture warranty
5 year warranty on MR16 LED lamps



LED - 5 WATT
Narrow Flood



SOLID BRASS GRATE



BRASS HOUSING
AND COMPONENTS
(Pea gravel by others)

MADE IN USA

A Recessed Lighting - Beachside E10

TOTAL QUANTITY: 16 recessed lights

- each located ~14" from Sentinel Post
- frosted lens
- LED - 5 Watt, 25 degree narrow flood



B Flagpole Lighting - Eagle Mountain 17 watt with Rock Guard (see Flag Pole Sheet)

TOTAL QUANTITY: 3

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



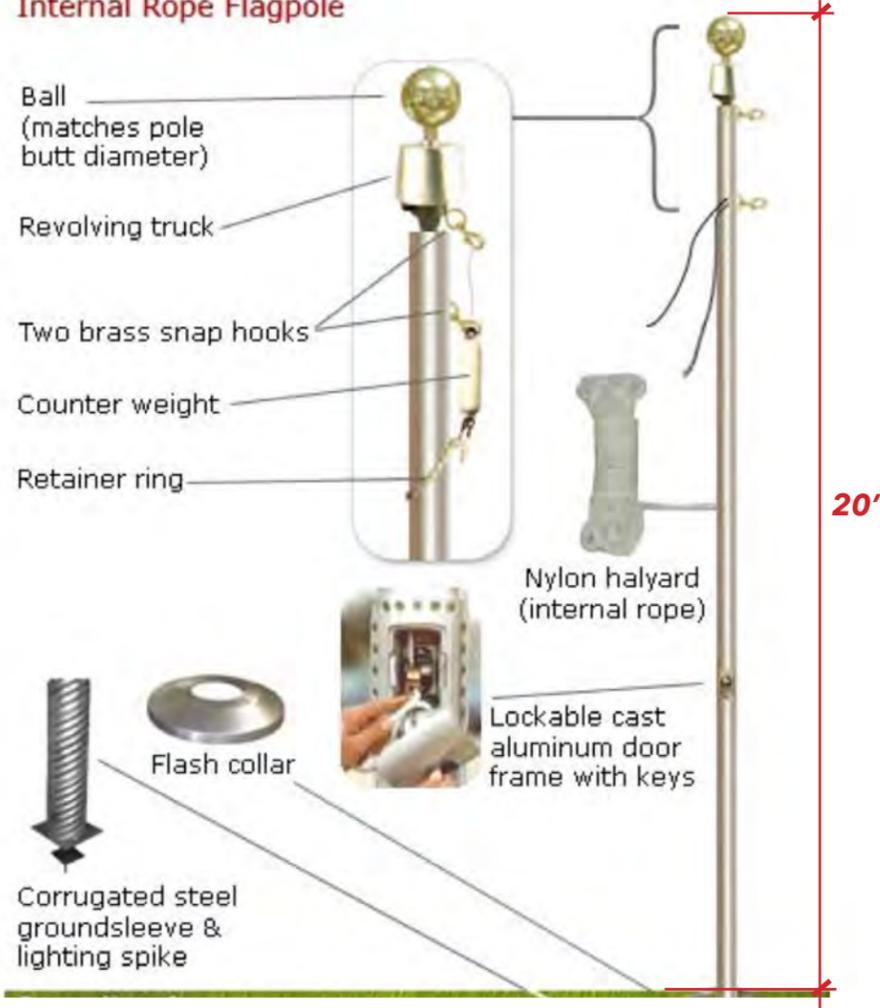
FLAG POLES



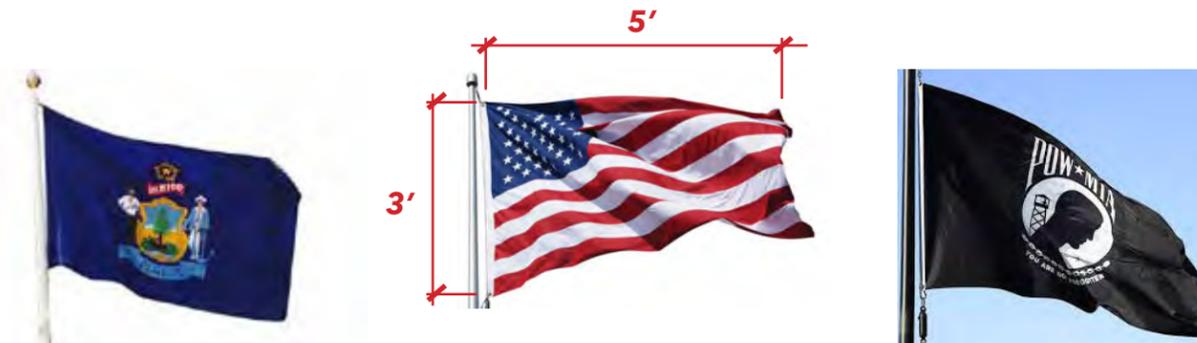
TOTAL QUANTITY: 3 Flag Poles

- American
- Maine / State
- POW-MIA

Sentry Flagpole 20" X 5" X .12.5"
Internal Rope Flagpole



TYPICAL FLAG DIMENSIONS



In-Ground LED Flagpole Light, 17 Watt with Rock Guard

[Home > Flagpole Lighting & Flag Pole Lights, Made In America > Flagpole Lighting, In-Ground Flagpole Lighting, Made In America > LED In-Ground Flagpole Lights > IGLEDE04](#)

Item Code IGLEDE04
Availability 1-10 Business Days
Recommended Flagpole Height Up To 45'

FLAG POLE LIGHTING



Veterans Plaza at the Brunswick Mall

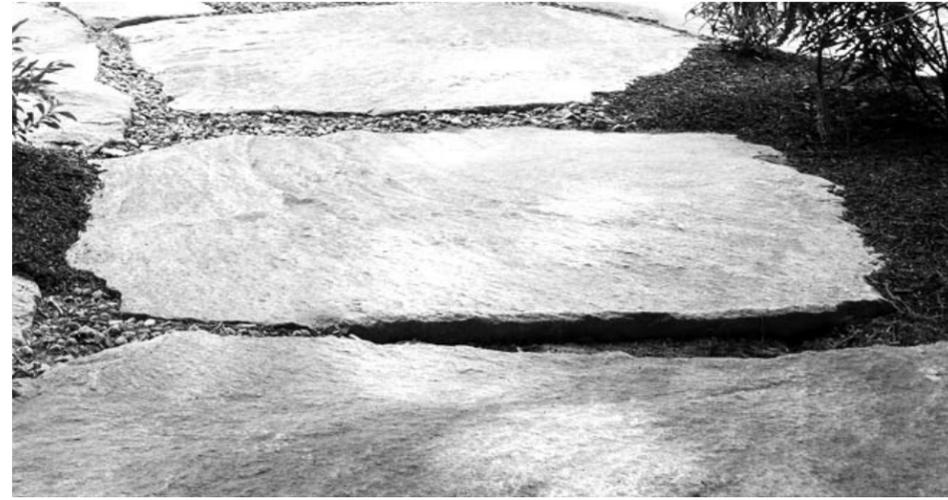
Richardson & Associates, Landscape Architects
December 7, 2018



FLAG POLES - STEPPING STONES

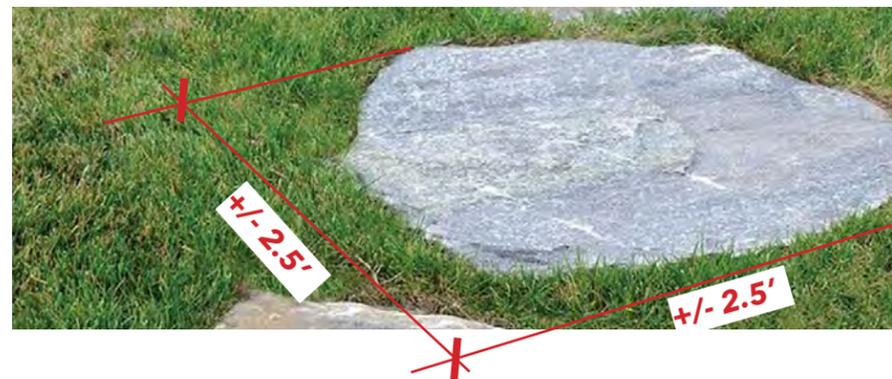


Character Imagery



(8) Granite Stepping Stones by the Flag Poles

- Approximate Dimensions: 2.5' x 2.5'
- Color: Gray (similar to the granite post type)



BANNER POLE

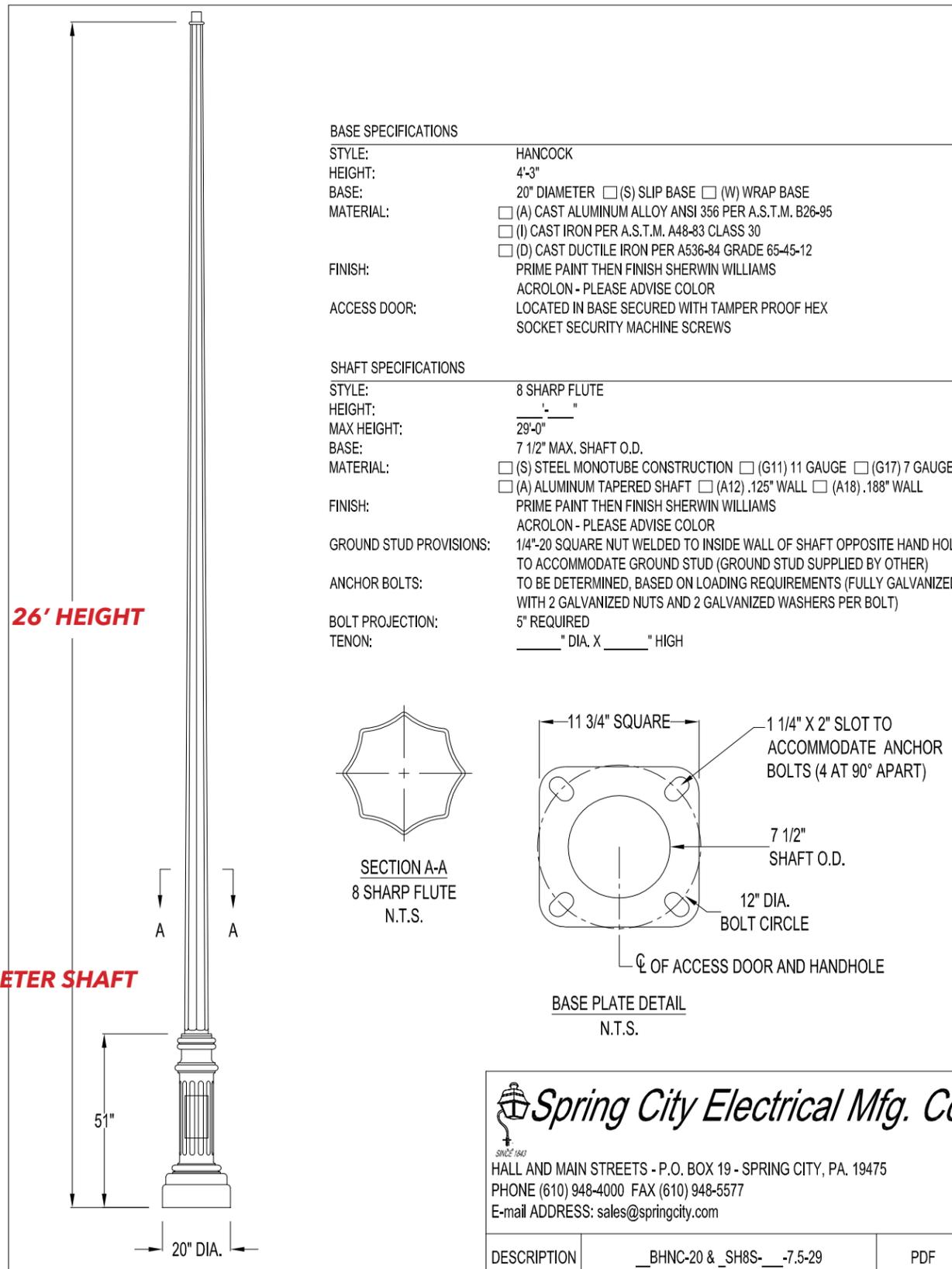


TOTAL QUANTITY: 2 Banner Poles

- Final Footing Detail TBD with Structural Engineer



Locus Plan



Existing Light at the Mall to Match the Proposed Banner Poles

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
 December 7, 2018

PLANTING - LOW MAINTENANCE / RUGGED



TREES (4)



Acer rubrum 'Northwood'
Red Maple 'Northwood' - Oval

SHRUBS



Cornus sericea 'Arctic Fire'
Redtwig Dogwood



Myrica pensylvanica
Bayberry



Fothergilla 'Mt Airy'
Bottlebrush

GROUNDCOVER



Gaultheria Procumbens
Wintergreen
Height: 2"-6"



Arctostaphylos uva-ursi
Bearberry
Height: 2"-6"



Lamium maculatum 'White Nancy'
Height: 3"-4"



Galium odoratum
Sweet Woodruff
Height: 6-8"

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



RENDERINGS



Bird's Eye View



View from Park Row Access



View South Towards the Mall



View North from the Lawn Area

Veterans Plaza at the Brunswick Mall

Richardson & Associates, Landscape Architects
December 7, 2018



ITEM 33
BACKUP



RICHARD J. RIZZO
Chief of Police

Town of Brunswick, Maine

INCORPORATED 1739

Police Department

85 PLEASANT STREET BRUNSWICK, MAINE 04011
TELEPHONE (207) 725-5521 FAX (207) 725-6627

www.brunswickpd.org
e-mail: info@brunswickpd.org

MARK M. WALTZ
Commander, Support Services

THOMAS E. GARREPY
Commander, Patrol Bureau

To: Town Manager Eldridge
From: Commander Thomas Garrepy
RE: Acquisition of Personal Water Craft
Date: February 26, 2020

T.M Eldridge,

Through the assistance of Marine Warden Sylvain, the Brunswick Police Department has been approved to receive a Yamaha Waverunner, through Long Lake Marina. The Law enforcement program is a selective program, where departments, who have large bodies of water, or coastline, may apply to receive the watercraft.

The Administration believes this program would be a valuable asset to the marine resource / enforcement program, but would also benefit the first responders in our community regarding water rescues, as well as search & rescue operations. We feel this smaller watercraft will be more appropriate in some applications, but will also reduce operating / maintenance costs associated with our larger boats.

We feel this new technology will incrementally increase the capabilities of the Police Department, allowing for increased water safety initiatives involving boaters. The watercraft will allow for easier access into shallow areas, where the larger boats may not be able to access. Additionally, the watercraft shall be utilized for water sample collection and analysis, monitoring boating laws and regulations, shellfish harvesting compliance, and onsite mooring applications.

If you have any questions, please feel free to reach out to me.



BRUNSWICK POLICE DEPARTMENT

85 Pleasant Street Brunswick, Maine 04011 1-207-725-5521



Memorandum

Marine Resource Division

TO: Commander Garrepy

FROM: Warden Sylvain

Date: January 2nd, 2020

SUBJECT: Law Loan Program

Commander,

This past fall, I was doing research and came across a grant through Public Safety Law Loan Program. After looking into this deeper, I found that if approved, your agency is given a Personal Water Craft (PWC), a Kawasaki Jet Ski or Yamaha Wave Runner free of charge for the months of April thru October. The town is responsible for providing a trailer, tie downs, insurance and having the PWC serviced at the end of the season. As long as there is a good partnership between the program and your agency, the program continues and a new PWC is issued every year.

I have been working with James Davenport, the director of sales and marketing at Long Lake Marina in Naples which deals with Yamaha. When initially speaking with him about the program, he asked why Brunswick would be a good fit for the program. After explaining the major reasons, James advised me to write up a proposal and get it to him ASAP. James approved the paperwork on his end and forwarded the information to Yamaha USA who then approved the Town of Brunswick for a Wave Runner this December.

Having a PWC in our fleet will be a huge asset due to being able to use the PWC as a single manned unit. A PWC will be able to get into tighter places and closer to shore than our Maritime boat due to its size. The draft when floating on a PWC is roughly 2 feet while our Maritime boat needs roughly 4 feet of water to operate. A PWC will be used for actively patrolling the waters, not only the ocean but parts of the river which are currently inaccessible to our other boats. The PWC will be used for collecting water samples, assisting with water rescues, checking state and local boating laws/regulations, checking on shellfish harvesters, onsite mooring applications and much more. Another positive fact, the PWC will save on fuel

consumption due to its size compared to the other boats in the fleet. I have requested a three-person PWC so I will be able to take others out onto the water when practical and necessary. This size will also help with rescues for people and equipment. The operator of the PWC will be in full uniform while operating it.

If you have any further questions, please don't hesitate to ask.

Thank you,

A handwritten signature in black ink, consisting of a large, stylized initial 'D' followed by a long, sweeping horizontal stroke that tapers to the right.

Daniel Sylvain

ITEM 34
BACKUP

Town of Brunswick, Maine

OFFICE OF THE FINANCE DIRECTOR

MEMORANDUM

TO: John Eldridge
Town Manager

FROM: Julia Henze
Finance Director

DATE: February 24, 2020

SUBJECT: Proposed Robert L. Morrell Trust

Last week we received notice that the Town of Brunswick is named as a beneficiary of the Robert L. Morrell Revocable Trust. The Trust specifies a distribution of \$20,000 to the Town:

“to be held as or added to an endowment fund, with only the net income thereon to be expended for the planting and/or maintenance of trees in the Town of Brunswick.”

As these funds will be required to be held as an endowment fund, it would be most appropriate to create a Robert L. Morrell Trust Fund, to be administered with the other funds held in trust by the Town. The Town Council functions as Trustee, with the Trust Fund Advisory Committee providing oversight of the investment and an annual distribution recommendation to the Council.

Attached for your information is the letter we received, the form to be signed to accept the bequest, and a copy of the relevant pages of the Robert L. Morrell Revocable Trust.

I recommend that the Town Council approve acceptance of the \$20,000 bequest, and the establishment of a permanent public-purpose trust fund in accordance with the specified intention of the bequest. A proposed resolution is attached.



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BRENDAN P. RIELLY
NICHOLAS J. MORRILL
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KENNEBUNK, MAINE 04043
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February 14, 2020

Town of Brunswick
Attn: Julia Henze, Finance Director
85 Union Street
Brunswick, ME 04011

Re: Robert L. Morrell Revocable Trust

Dear Julia:

Your organization has been named as a beneficiary of the Robert L. Morrell Revocable Trust. Please find the enclosed copy of the Trust agreement, with three amendments. The Third Amendment is the operative document governing the gift to your organization.

Also enclosed is a receipt for your organization to sign and return to me in the enclosed envelope. Once I have received the signed receipt, I will instruct the Trustee to make payment. Payment will be made by check to the address above. If you would prefer a different address be used, please notify us in your return correspondence.

If you would like to send a personal message to Mr. Morrell's widow, Nan Morrell, feel free to send it to me and I will be sure she receives it.

Kind regards,

Tudor N. Goldsmith

~ Over 60 Years of Service ~

RECEIPT AND RELEASE

The Town of Brunswick, Maine hereby acknowledges that it is to receive Twenty Thousand Dollars (\$20,000) from Nancy Morrell, Trustee of the Robert L. Morrell Revocable Trust u/a/d 6/20/2007, in full payment of the distributions to be made to it under said trust, and that said money is to be held or added to an endowment fund, with only the net income thereon to be expended for the planting and/or maintenance of trees in the Town of Brunswick.

In consideration of this payment, said Town hereby agrees to promptly return to said Trustee, or her successors or assigns, any part of this payment which finally may be determined by said Trustee, or her successors or assigns, in their reasonable judgment, for any reason to be in excess of the amount due to said Town, whether on account of unpaid taxes, interest and penalties in respect thereto, or creditor's claims of any type, kind, nature and description, which hereafter may be legally assessed or imposed upon said Trust.

In further consideration of this payment, said Town hereby releases and discharges said Trustee, her successors or assigns, and the Robert L. Morrell Revocable Trust u/a/d 6/20/2007, of and from any and all further liability on account of this payment.

Dated: _____, 2020.

Town of Brunswick, Maine
By: _____
Its: _____

THIRD AMENDMENT TO
THE ROBERT L. MORRELL REVOCABLE TRUST – 2001
AS AMENDED AND RESTATED JUNE 20, 2007

AMENDMENT OF TRUST, made this 11th day of January, 2013, by and between ROBERT L. MORRELL, of Brunswick, Maine (hereinafter the “Donor”), and the Donor’s spouse, NANCY K. MORRELL, of Brunswick, Maine, and Donor (hereinafter the “Trustees”).

WHEREAS, Donor created THE ROBERT L. MORRELL REVOCABLE TRUST – 2001 by and between Donor and the Trustees on January 11, 2001, and previously amended and restated the same in its entirety on June 20, 2007, and previously amended the same by FIRST AMENDMENT dated September 2, 2010 and SECOND AMENDMENT dated October 13, 2011 (hereinafter the “Trust”), and reserved to himself in Article FIRST thereof the right to alter, amend or revoke the Trust, and Donor now desires to amend the Trust;

NOW THEREFORE, Donor and Trustees agree to amend the Trust as follows.

FIRST: Donor hereby amends said Trust by revoking Section B of Article THIRD thereof in its entirety and in its place inserting the following Section B.

“B. Specific Distributions. Following the payments described in Section A of this Article THIRD, the Trustees shall make the following gifts to the charitable institutions named herein:

	<u>NAMED CHARITY</u>	<u>AMOUNT</u>
1.	First Parish Congregational Church (United Church of Christ), Brunswick, Maine	\$10,000
2.	Town of Brunswick, Maine, to be held as or added to an endowment fund, with only the net income thereon to be expended for the planting	\$20,000

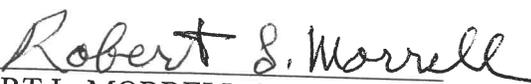
- and/or maintenance of trees
in the Town of Brunswick.
3. Portland Symphony,
Portland, Maine \$10,000
 4. Hospice Volunteers of
Midcoast Maine, Brunswick,
Maine \$10,000
 5. Midcoast Hunger Prevention
Program, Brunswick, Maine \$10,000
 6. Trustees of Bowdoin
College, Brunswick, Maine \$110,000
 7. Oasis Health Network, Inc.,
aka Oasis Free Clinic
Brunswick, Maine \$10,000

At the time of the distribution to each named charitable institution, the donee shall be an organization described in Sections 170(c) and 2055(a) of the Internal Revenue Code of 1986, as amended, or successor provisions thereto. In the event that a named institution does not so qualify or is not then in existence, then the Trustees shall distribute the amount designated for such institution to one or more of the other named institutions then described in Sections 170(c) and 2055(a) of the Code as the Trustees shall select in their sole discretion.”

SECOND: In all other respects, Donor hereby affirms and ratifies said Trust.

IN WITNESS WHEREOF, ROBERT L. MORRELL has hereunto set his hand and seal as Donor, and ROBERT L. MORRELL and NANCY K. MORRELL have hereunto set their hands and seals as Trustees as of the day and year first above written.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:


 ROBERT L. MORRELL, Donor



Robert L. Morrell
ROBERT L. MORRELL, Trustee

Nancy K. Morrell
NANCY K. MORRELL, Trustee

STATE OF MAINE
CUMBERLAND, ss.

Then personally appeared the above-named ROBERT L. MORRELL and acknowledged the foregoing instrument to be his free act and deed, on the 11 day of January, 2013.

Before me,

Rebecca J. Ewald
Notary Public

REBECCA J. EWALD
Notary Public, Maine
My Commission Expires April 13, 2016

**TOWN OF BRUNSWICK
RESOLUTION ESTABLISHING THE ROBERT L. MORRELL TRUST FUND**

WHEREAS, the Town of Brunswick has been named as a beneficiary of the Robert L. Morrell Revocable Trust (“Revocable Trust”); and

WHEREAS, the Revocable Trust makes a gift of \$20,000 to the Town of Brunswick “to be held as or added to an endowment fund, with only the net income thereon to be expended for the planting and/or maintenance of trees in the Town of Brunswick”;

**NOW THEREFORE THE FOLLOWING RESOLUTION IS HEREBY
ADOPTED:**

The Town of Brunswick accepts the contribution of \$20,000 from Nancy Morrell, Trustee of the Robert L. Morrell Revocable Trust (u/a/d 6/20/2007), and establishes the Robert L. Morrell Trust Fund (“Trust”), to be governed by the procedures outlined herein.

The Trust is established as a non-expendable fund, and will be administered with the Town’s other Trust Funds. The Trust Fund Advisory Committee will supervise and monitor the investment of the Trust, and determine the annual disbursement from the Trust for recommendation to the Town Council.

The annual disbursement from the Trust will be used for the planting and/or maintenance of trees in the Town of Brunswick. Expenditures will be authorized by the Director of Parks and Recreation and the Town Arborist. Unexpended annual disbursements will accrue from year to year, and be available for expenditure in following years.

The Treasurer of the Town of Brunswick is authorized to accept additional contributions to be added to the principal amount of the fund.

Proposed to Town Council: March 2, 2020

Town Council Adoption:

ITEM 35
BACKUP

Town of Brunswick, Maine

INCORPORATED 1739

RECYCLING & SUSTAINABILITY COMMITTEE

MEMORANDUM

TO: Town Council
John Eldridge, *Town Manager*

FROM: Jennifer Hicks, *Chair of the Recycling & Sustainability Committee*

DATE: February 27, 2020

SUBJECT: Brunswick Solid Waste Reduction and Management Plan Framework

Framework Background:

In the spring of 2019 the Town was confronted with a major price increase for the collection and processing of recyclables, spurred by changing markets for recycled commodities. At its June 3, 2019 meeting, the Town Council requested the Recycling & Sustainability Committee to identify options to the current method of residential curbside collection and processing of recyclables.

In a September 10, 2019 memo to the Town Council, the Committee provided several options to consider, with two overarching recommendations:

1. Continue the current curbside recycling program (single stream) under a short-term (1-year) contract and include various actions to increase public education and reduce contamination.
2. Develop a comprehensive town-wide waste reduction plan that includes strategic actions to reduce, reuse and recycle more of the Town's waste stream.

The Council asked the Committee to expand on recommendation #2 by creating a blueprint for a comprehensive, town-wide waste reduction and recycling plan. At its September 26, 2019 meeting the Committee decided it would first develop a Framework Plan based upon logical major components to achieve our overall goal of creating a comprehensive long-term solid waste reduction and recycling plan that is both environmentally and economically sustainable.

The Issue:

Because of a major price increase for the collection and processing of recyclables, the town must have a clear approach to hedge against further drastic cost increase while reducing the amount of waste being produced in the town. Maine has had a comprehensive solid waste management strategy since 1989, with a clear hierarchy for the management of solid waste (see: www.maine.gov/dep/sustainability/sw-hierarchy.html). The three major components of the waste stream are traditional recyclables, organics, and municipal solid waste (MSW).

Although the hierarchy remains more relevant than ever, solid waste management in Maine, and throughout the US, has changed dramatically over the past 30 years. What has also changed is a much greater understanding of the impact individual solid waste components, and different solid waste management practices, can have on the environment, energy recovery, greenhouse gas emissions and the development of the circular economy. Complicating the situation is the waste stream continues to change, with lightweight plastic packaging and cardboard, for example, comprising an increasing percentage of the waste stream, displacing many traditional recyclables like newspaper and glass. Taking all this into consideration, we believe the town needs a comprehensive solid waste management plan that considers both specific local conditions, as well as future trends and opportunities.

Recommended Next Steps:

This Framework Plan will serve as the basis for a process to gather input, guidance and collaboration with Town staff and the Town Council to develop a town-wide plan. Once the council approves the framework the committee will focus on developing and completing a full plan with a focus the following major components:

Short-Term Solid Waste Management Transition Plan (1-3 years)

Public Education

Public Policy

Organics Management

Long-Term Solid Waste Management Plan (beyond 3 years)

The Committee is requesting the Council's approval for the Brunswick Recycling & Sustainability Committee to proceed as recommended.

Brunswick Recycling & Sustainability Committee

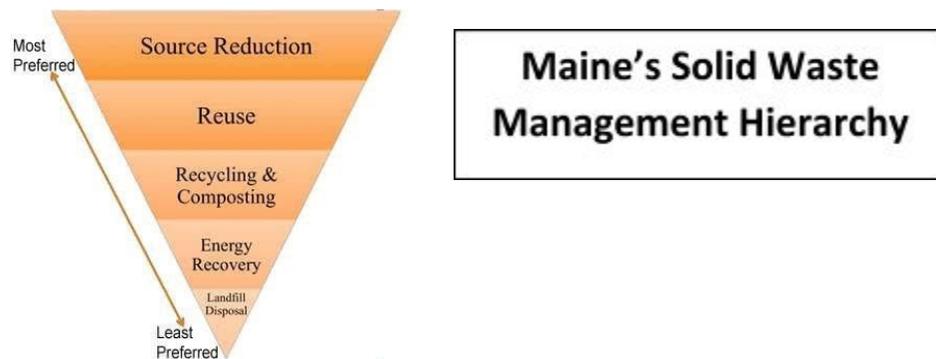
Framework for a Comprehensive Solid Waste Management Plan

LONG TERM OUTCOMES FOR TOWN-WIDE WASTE MANAGEMENT PLAN

1. The Town makes continuous progress toward a “Zero Waste Future” that is economically, environmentally, and socially sustainable.
2. The Town reduces total tons of municipal waste disposed (landfilled or incinerated) ___% by 2030 (from 2018 baseline).
3. The Town’s solid waste management financial costs are stabilized and reduced over time.

GUIDING PRINCIPLES FOR TOWN-WIDE WASTE MANAGEMENT PLAN

1. Make Solid Waste Decisions Based on the Maine Solid Waste Hierarchy - All solid waste decisions should first be passed through the filter of the Maine Solid Waste Hierarchy (see: www.maine.gov/dep/sustainability/sw-hierarchy.html) which recommends the following order of consideration *1. Reduce 2. Reuse 3. Recycle 4. Compost 5. Waste to Energy 6. Landfill*. Consider a ranking system for decisions impacting our solid waste management efforts, so decisions do not get based solely on short term cost implications.



2. Embrace Waste Reduction as a Foundation of the Town’s Waste Management Plan - To make fact-based decisions, we should not just consider how much we recycle, *but most importantly, how much we reduce the amount generated*. Consider tracking not just waste recycled, but percent waste **diversion** (waste not made) from a benchmark year of 2018 from the “end of life” disposal options of incineration and landfilling. Support efforts locally and at the state level to reduce the creation of all forms of waste.
3. Focus on Waste Separation at the Source – Despite recent shifts in the commodities markets, separation of recyclables, organics and other wastes at the source (at homes, businesses, institutions) has proven to be an extremely resilient approach to waste recovery. Although several mixed-waste processing facilities have been developed in the U.S. to sort recyclable materials from the trash stream, few have proven to operate at scale with high recovery rates.

4. Support Community Education Efforts - Outside of the Brunswick School Department almost no community solid waste education effort exists in Brunswick today. A portion of the solid waste management budget should be dedicated each year to sustained and defined outreach efforts, such as website maintenance, workshops, community education events, etc.
5. Develop “Whole Community” Options – Although this Plan is focused on the residential, municipal and public school sectors, other parts of the Brunswick community (e.g. Bowdoin College, Brunswick Landing, businesses) should be part of our long-term thinking. Economies of scale for certain programs may help with affordability, etc.
6. Support State Initiatives – Monitor and support policies and legislation that align with Brunswick’s Guiding Principles, including support of the Maine Solid Waste Hierarchy (1. Reduce 2. Reuse 3. Recycle 4. Compost 5. Waste to Energy 6. Landfill), waste reduction, expansion of recycling programs, and material or product bans where appropriate.
7. Control Our Destiny – Consider solid waste reduction and management options and approaches that allow us flexibility and the ability to take advantage of options and innovation over time.

FRAMEWORK COMPONENTS

This Plan will focus on the following major components:

1. Short-Term Solid Waste Management Transition Plan (1-3 years)
2. Public Education
3. Public Policy
4. Organics Management
5. Long-Term Solid Waste Management Plan (beyond 3 years)

1. SHORT-TERM SOLID WASTE MANAGEMENT TRANSITION PLAN

Background: Brunswick is facing permanent closure of its landfill in 2021. Since that landfill opened, solid waste management practices in Maine - and throughout much of the US - have changed dramatically. This Committee sees the landfill closure as a great opportunity to reorient the town toward a strategy that measurably reduces solid waste and focuses on longer term solid waste initiatives. To this end, the Town must develop a short-term plan for solid waste disposal program post-landfill closure, as well as options for its single stream recycling.

Committee will focus on: *Developing a protocol of baseline operating and financial data related to town-wide solid waste disposal; identifying and qualify options for processing Brunswick’s recyclables and disposal of its MSW; exploring decoupling contracts for collection services from the processing of recyclables and MSW; exploring near-term options for various transfer station activities.*

2. PUBLIC EDUCATION

Background: Public education should underpin all efforts as it has the potential to have the greatest return on investment (ROI). Communities that have made significant progress in reducing solid waste generation, increasing recycling rates, and reducing contamination of recyclables have committed to sustained public education and outreach campaigns. These efforts change behavior over time, building awareness to reduce waste generation and drive down solid waste disposal and

costs. The Town needs to increase knowledge among its citizenry about solid waste reduction including proper recycling protocol, waste reduction strategies, and the economics of solid waste management.

Committee will focus on: *Identifying a set of online and other community communication tools; determining the nature of a series of public workshops; exploring the option of working with waste management vendors to help educate the community; creating an approach to engage Brunswick schools and the commercial sector.*

3. ORGANICS MANAGEMENT

Background: Approaching ~30-40% of the total waste stream, organic waste (food, yard waste, food soiled paper products) is the largest component of the overall solid waste stream. Diverting this relatively heavy material from landfills and incinerators to beneficial uses, such as composting or anaerobic digestion, results in significant environmental benefits, including a major reduction in greenhouse gas emissions. Many Maine communities are adopting various strategies to both reduce organic waste in the MSW stream, as well as responsibly recycle it. Brunswick should develop similar strategies.

Committee will focus on: *Developing programs to support residential composting; continue/expand seasonal yard waste composting; develop centralized food waste collection options similar to those used by the School Department; exploring the establishment of an organics curbside collection service.*

4. PUBLIC POLICY

Background: Communities around the world are finding the need to implement policies to address the problems of our complex waste system and achieve a “zero waste” future. The Committee will explore local policy solutions that are effective at addressing systemic barriers to the goals of the plan. Policy recommendations that can be implemented locally will be included in the other named components of the Committee’s work. The committee will split out wider public policies (e.g., regional initiatives, state-level policies, federal policies and initiatives) that could affect the Plan and deserve consideration.

Committee will focus on: *Identifying policy solutions that have been implemented in other localities and at other levels of government that could benefit Brunswick.*

5. LONG-TERM SOLID WASTE MANAGEMENT PLAN

Background: Brunswick lacks a comprehensive long-term solid waste management plan. Development of a “Zero Waste Master Plan”, including on-going planning and education efforts, would ensure sustained progress toward our goals to reduce solid waste generation and recycle as much as possible of the remaining waste stream. We can augment this with continual exploration of new approaches and innovations that will inevitably emerge over time.

Committee will focus on: *Lead effort to develop a long-term Zero Waste Master Plan; Monitor implementation and progress toward goals. Explore strategies/tools implemented successfully by other communities; explore regionalization opportunities; explore alignment within the Town of which Department “owns” solid waste management data management, education and policy/planning.*

Brunswick Recycling & Sustainability Committee

Framework for a Comprehensive Solid Waste Management Plan

BACKGROUND

In the spring of 2019 the Town was confronted with a major price increase for the collection and processing of recyclables, spurred by changing markets for recycled commodities. At its June 3, 2019 meeting, the Town Council requested the Recycling & Sustainability Committee to identify options to the current method of residential curbside collection and processing of recyclables.

In a September 10, 2019 memo to the Town Council, the Committee provided several options to consider, with two overarching recommendations:

1. Continue the current curbside recycling program (single stream) under a short-term (1-year) contract and include various actions to increase public education and reduce contamination.
2. Develop a comprehensive town-wide waste reduction plan that includes strategic actions to reduce, reuse and recycle more of the Town's waste stream.

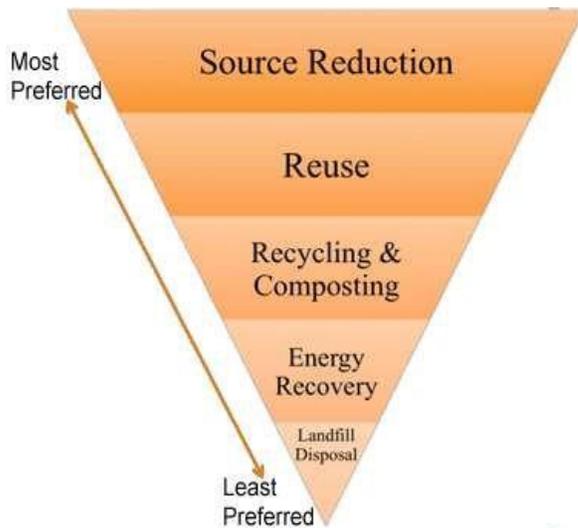
The Council asked the Committee to expand on recommendation #2 by creating a blueprint for a comprehensive, town-wide waste reduction and recycling plan. At its September 26, 2019 meeting the Committee decided it would first develop a Framework Plan based upon logical major components to achieve our overall goal of creating a comprehensive long-term solid waste reduction and recycling plan that is both environmentally and economically sustainable. This Framework Plan would then serve as the basis for more input, guidance and collaboration with Town staff and the Town Council in the development of the town-wide plan.

LONG TERM OUTCOMES FOR TOWN-WIDE WASTE MANAGEMENT PLAN

1. The Town makes continuous progress toward a "Zero Waste Future" that is economically, environmentally, and socially sustainable.
2. The Town reduces total tons of municipal waste disposed (landfilled or incinerated) ___% by 2030 (from 2018 baseline).
3. The Town's solid waste management financial costs are stabilized and reduced over time.

GUIDING PRINCIPLES FOR TOWN-WIDE WASTE MANAGEMENT PLAN

1. Make Solid Waste Decisions Based on the Maine Solid Waste Hierarchy - All solid waste decisions should first be passed through the filter of the Maine Solid Waste Hierarchy (see: www.maine.gov/dep/sustainability/sw-hierarchy.html) which recommends the following order of consideration *1. Reduce 2. Reuse 3. Recycle 4. Compost 5. Waste to Energy 6. Landfill*. Consider a ranking system for decisions impacting our solid waste management efforts, so decisions do not get based solely on short term cost implications.



Maine's Solid Waste Management Hierarchy

2. Embrace Waste Reduction as a Foundation of the Town's Waste Management Plan - To make fact-based decisions, we should not just consider how much we recycle, *but most importantly, how much we reduce the amount generated*. Consider tracking not just waste recycled, but percent waste **diversion** (waste not made) from a benchmark year of 2018 from the "end of life" disposal options of incineration and landfilling. Support efforts locally and at the state level to reduce the creation of all forms of waste.
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4. Support Community Education Efforts - Outside of the Brunswick School Department almost no community solid waste education effort exists in Brunswick today. A portion of the solid waste management budget should be dedicated each year to sustained and defined outreach efforts, such as website maintenance, workshops, community education events, etc.
5. Develop "Whole Community" Options – Although this Plan is focused on the residential, municipal and public school sectors, other parts of the Brunswick community (e.g. Bowdoin College, Brunswick Landing, businesses) should be part of our long-term thinking. Economies of scale for certain programs may help with affordability, etc.
6. Support State Initiatives – Monitor and support policies and legislation that align with Brunswick's Guiding Principles, including support of the Maine Solid Waste Hierarchy (1. Reduce 2. Reuse 3. Recycle 4. Compost 5. Waste to Energy 6. Landfill), waste reduction, expansion of recycling programs, and material or product bans where appropriate.
7. Control Our Destiny – Consider solid waste reduction and management options and approaches that allow us flexibility and the ability to take advantage of options and innovation over time.

FRAMEWORK COMPONENTS

Maine has had a comprehensive solid waste management strategy since 1989, with a clear hierarchy for the management of solid waste (see: www.maine.gov/dep/sustainability/sw-hierarchy.html). The three major components of the waste stream are traditional recyclables, organics, and municipal solid waste (MSW).

Although the hierarchy remains more relevant than ever, solid waste management in Maine, and throughout the US, has changed dramatically over the past 30 years. What has also changed is a much greater understanding of the impact individual solid waste components, and different solid waste management practices, can have on the environment, energy recovery, greenhouse gas emissions and the development of the circular economy. Complicating the situation is the waste stream continues to change, with lightweight plastic packaging and cardboard, for example, comprising an increasing percentage of the waste stream, displacing many traditional recyclables like newspaper and glass.

Taking all this into consideration, solid waste management planning decisions need to consider both specific local conditions, as well as future trends and opportunities. For these reasons, this Plan will focus on the following major components:

1. Short-Term Solid Waste Management Transition Plan (1-3 years)
2. Public Education
3. Public Policy
4. Organics Management
5. Long-Term Solid Waste Management Plan (beyond 3 years)

1. SHORT-TERM SOLID WASTE MANAGEMENT TRANSITION PLAN

Background: Brunswick is facing permanent closure of its landfill in 2021. Since that landfill opened, solid waste management practices in Maine - and throughout much of the US - have changed dramatically. This Committee sees the landfill closure as a great opportunity to reorient the town toward a strategy that measurably reduces solid waste and focuses on longer term solid waste initiatives. To this end, the Town must develop a short-term plan for solid waste disposal program post-landfill closure, as well as options for its single stream recycling.

Committee will focus on: *Developing a protocol of baseline operating and financial data related to town-wide solid waste disposal; identifying and qualify options for processing Brunswick's recyclables and disposal of its MSW; exploring decoupling contracts for collection services from the processing of recyclables and MSW; exploring near-term options for various transfer station activities.*

2. PUBLIC EDUCATION

Background: Public education should underpin all efforts as it has the potential to have the greatest return on investment (ROI). Communities that have made significant progress in reducing solid waste generation, increasing recycling rates, and reducing contamination of recyclables have committed to sustained public education and outreach campaigns. These efforts change behavior over time, building awareness to reduce waste generation and drive down solid waste disposal and costs. The Town needs to increase knowledge among its citizenry about solid waste reduction

including proper recycling protocol, waste reduction strategies, and the economics of solid waste management.

Committee will focus on: *Identifying a set of online and other community communication tools; determining the nature of a series of public workshops; exploring the option of working with waste management vendors to help educate the community; creating an approach to engage Brunswick schools and the commercial sector.*

3. ORGANICS MANAGEMENT

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Committee will focus on: *Developing programs to support residential composting; continue/expand seasonal yard waste composting; develop centralized food waste collection options similar to those used by the School Department; exploring the establishment of an organics curbside collection service.*

4. PUBLIC POLICY

Background: Communities around the world are finding the need to implement policies to address the problems of our complex waste system and achieve a “zero waste” future. The Committee will explore local policy solutions that are effective at addressing systemic barriers to the goals of the plan. Policy recommendations that can be implemented locally will be included in the other named components of the Committee’s work. The committee will split out wider public policies (e.g., regional initiatives, state-level policies, federal policies and initiatives) that could affect the Plan and deserve consideration.

Committee will focus on: *Identifying policy solutions that have been implemented in other localities and at other levels of government that could benefit Brunswick.*

5. LONG-TERM SOLID WASTE MANAGEMENT PLAN

Background: Brunswick lacks a comprehensive long-term solid waste management plan. Development of a “Zero Waste Master Plan”, including on-going planning and education efforts, would ensure sustained progress toward our goals to reduce solid waste generation and recycle as much as possible of the remaining waste stream. We can augment this with continual exploration of new approaches and innovations that will inevitably emerge over time.

Committee will focus on: *Lead effort to develop a long-term Zero Waste Master Plan; Monitor implementation and progress toward goals. Explore strategies/tools implemented successfully by other communities; explore regionalization opportunities; explore alignment within the Town of which Department “owns” solid waste management data management, education and policy/planning.*

ITEM 36
BACKUP



MEMORANDUM

TO: Town Council
FROM: Appointments Committee
SUBJECT: Report for March 2nd Appointments
DATE: 2/25/2020

The Appointments Committee met on the evening of Wednesday February 19th and voted unanimously of those present to make the following appointments recommendations to the Town Council:

Village Review Board

Art Boulay for a balance of a 3-year term as a District Representative begin immediately and to expire on October 20, 2022

Bicycle Pedestrian Advisory Committee

Sandra Hodge for a balance of a 3-year term to begin immediately and to expire on June 1, 2022.

Zoning Board of Appeals

Diana Garcia for the balance of a 3-year term as an Associate Member to begin immediately and to expire on July 1, 2022.

We also recommend elevating ZBA Associate Member, Katherine Greason to full member status, filling the available vacant full member slot. We further recommend altering the termination of Ms. Greason's term so that, instead of ending December 18 of 2020, it now ends July 1 of 2021.

Elin Gould

From: noreply@civicplus.com
Sent: Tuesday, February 4, 2020 11:59 AM
To: Fran Smith; Elin Gould
Subject: Online Form Submittal: Board Application Form

Board Application Form

Select the Board, Commission, or Committee applying for Village Review Board

If Other, what committee OR if specific membership type
Fill this in if the Committee you are applying for is not listed OR if the Committee you applied for has different membership types (e.i. Alternate, Full) type here

First Name	Art
Last Name	Boulay
Address1	32 FEDERAL ST
Address2	<i>Field not completed.</i>
City	BRUNSWICK
State	ME
Zip	04011
Home Phone Number	2077210772
Cell Phone Number	2077981733
Work Phone Number	2073739301
Occupation	business consultant
Email Address	aboulay@strategictalentmgmt.com
Are you currently serving on other Boards, Commissions, or Committees?	Yes
If yes, which	Village Review Board
Have you served on a Board, Commission, or Committee before?	Yes

If yes, which	Personnell
Please list civic organizations to which you belong	BDA
Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:	small developer
Upload Resume (Optional)	<i>Field not completed.</i>
1. Do you have any questions about what the Board/Commission/Committee does or on its charge?	no--already serving
2. Do you have any practical experience or formal education that would be relevant to the Board/Commission/Committee?	experience on VRB and as a small developer in the downtown
3. Why would you like to be on the Board/Commission/Committee?	already serving
4. Are you aware of the time involved and would you be able to attend most of the meetings?	yes
5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?	no
6. Do you have anything you would like to add	no

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Town of Brunswick
Application for
Appointment to Board/ Commission/ Committee

For Office Use Only
_____ Date App.
_____ Received
_____ Date App.
_____ Entered
_____ Appointed

Full Name: Diana Garcia Date 2/8/2020
Street Address: 58 Adams Road Home Phone # 751-0150
Cell/mobile Phone #: 751-0150 E-mail Address: dgarcia0150@gmail.com I live in Council Dist. #: 1

I wish to be considered for appointment to the:
Zoning Board of Appeals

(NAME OF BOARD/COMMISSION/COMMITTEE)

Check one or both:
FULL MEMBERSHIP STATUS: X TERM BEGINS: now
and/or
ASSOC/ALT MEMBERSHIP STATUS: _____ TERM EXPIRES: 12/18/2020

Do you or any relative currently serve on any Town Board/Commission/Committee? no If so, please state name of Board/Commission/Committee, the number of years of service, and the relationship to this applicant:

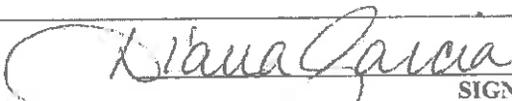
_____ # of Years _____ Date term exp. _____ Relationship _____

Your occupation: President/CEO
Employer: Maine Solutions Federal Credit Union Work Telephone #: 207-775-8371

List any civic organizations to which you belong:
n/a

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
35+ years as finance professional that include reviews of real estate documentation including appraisal, title records, federal and state compliance issues

Have you previously served on a Town board/commission/committee? no If so, please list the board/commission/committee and years of service:


SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

Applicants may submit a cover letter and resume with the application form.
Applications should be returned to the TOWN CLERK'S OFFICE, 85 Union Street, Brunswick, Me 04011.

You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Commissions/Committees

PLEASE NOTE: This completion of this application allows a person to be considered for a Town

Board/Commission/Committee, but does not guarantee placement on a Board/Commission/Committee.

APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

Board/Commission/Committee Applying For: Zoning Board Appeals

Term Length: until 12/18/2020

1. Do you have any questions about what the Board/Commission/Committee does or on its charge?

I would like to hear about the review process on previous appeal cases.

2. Do you have any practical experience or formal education that would be relevant to the Board/Commission/Committee?

In addition to my professional experience, I have a Masters degree in Organizational Leadership and 15 + years of working on boards/committees.

3. Why would you like to be on the Board/Commission/Committee?

I want to contribute my time and talent to support the community in which I live.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Yes. I can commit to the time necessary to serve on this committee.

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No.

6. Do you have anything you would like to add?

Not at this time.

PLEASE REVIEW THE TOWN OF BRUNSWICK BOARDS, COMMISSIONS, AND COMMITTEES APPOINTMENT POLICY PRIOR TO SUBMITTING THIS APPLICATION. YOU MAY VIEW THE POLICY AT <http://www.brunswickme.org/departments/town-clerk/boards-committees/> OR OBTAIN A COPY FROM THE TOWN CLERK'S OFFICE.

Diana Garcia
58 Adams Road, Brunswick, ME 04011
207-751-0150
dgarcia0150@gmail.com

EMPLOYMENT	President/CEO Maine Solutions FCU <i>South Portland, Maine</i>	June 2003-present
	<ul style="list-style-type: none">• Responsible and accountable for all credit union operations/relationships.• Develop and adhere to annual budget, strategic goals, and policies.• Leadership by fostering culture of integrity and service excellence.• Prepare and submit all regulatory and compliance documentation.• Negotiate all contracts for purchase and service.• Present recommendations, data analytics and financial results to board.	
	Treasury Management/Accountant Cole Haan <i>Yarmouth, Maine</i>	December 2000-June 2003
	<ul style="list-style-type: none">• Coordinated all corporate accounts, domestic and international.• Responsible for all foreign currency contracts.• Maintained control over all fixed assets, prepaid and accrual allocations.• Managed all commercial lines of credit.• Prepared tax filings in 20+ states.	
EDUCATION & PROFESSIONAL DESIGNATIONS	Vice President of Lending National Semiconductor FCU <i>Sunnyvale, California</i>	February 1995-July 1999
	<ul style="list-style-type: none">• Managed real estate, consumer, VISA, and collection departments.• Member of the asset/liability team.• Experienced in strategic planning and facilitation.• Coordinated marketing/lending/business development campaigns.	
	Lending Manager Valley Credit Union <i>San Jose, California</i>	January 1985-January 1995
	<ul style="list-style-type: none">• Underwriter of all portfolio real estate loans.• Implemented a centralized lending environment.• Credit union growth from \$50 to \$150 million in assets during tenure.	
	M.S. in Organizational Leadership <i>Southern New Hampshire University</i>	
	Certificate in Human Resources Management	
	B.S. in Business Studies with a concentration in Organizational Leadership <i>Southern New Hampshire University</i>	
	Treasurer, Board of Trustees, North Yarmouth Academy	
	Notary Public for the State of Maine	

Elin Gould

From: noreply@civicplus.com
Sent: Wednesday, February 12, 2020 4:29 PM
To: Fran Smith; Elin Gould
Subject: Online Form Submittal: Board Application Form

Board Application Form

Select the Board, Commission, or Committee applying for Bicycle & Pedestrian Advisory Committee

If Other, what committee OR if specific membership type
Fill this in if the Committee you are applying for is not listed OR if the Committee you applied for has different membership types (e.i. Alternate, Full) type here

First Name	Sandra
Last Name	Hodge
Address1	63 Willow Grove Rd.
Address2	<i>Field not completed.</i>
City	Brunswick
State	ME
Zip	04011
Home Phone Number	607-4020
Cell Phone Number	315-0669
Work Phone Number	<i>Field not completed.</i>
Occupation	retired
Email Address	sandish3@icloud.com
Are you currently serving on other Boards, Commissions, or Committees?	No
If yes, which	<i>Field not completed.</i>
Have you served on a Board, Commission, or Committee before?	No

If yes, which	<i>Field not completed.</i>
Please list civic organizations to which you belong	<i>Field not completed.</i>
Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:	Have been a cyclist for over 35 years. Serve as the secretary and Treasurer of the Kennebec Valley Bicycle Club. Member of the Bicycle Coalition of Maine. Member League of American Bicyclists.
Upload Resume (Optional)	<i>Field not completed.</i>
1. Do you have any questions about what the Board/Commission/Committee does or on its charge?	Received information from Annee Tara.
2. Do you have any practical experience or formal education that would be relevant to the Board/Commission/Committee?	I have assisted in the planning and execution of several multi-day bicycle events. Planned and lead many club bike rides. Provided bike safety information to foster children.
3. Why would you like to be on the Board/Commission/Committee?	I am a dedicated supporter of cycling for transportation and recreation for all ages and capability and would like to work to support that in Brunswick.
4. Are you aware of the time involved and would you be able to attend most of the meetings?	Yes
5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?	No
6. Do you have anything you would like to add	<i>Field not completed.</i>

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CONSENT AGENDA - A BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
February 18, 2020
Regular Meeting - 6:30 P.M.
Council Chambers
Town Hall
85 Union Street

Councilors Present: W. David Watson, Stephen S. Walker, Dan Jenkins, John M. Perreault, Toby McGrath, James Mason, Kathy Wilson, and Dan Ankeles

Councilors Absent: Christopher Watkinson

Town Staff Present: John S. Eldridge, III, Town Manager; Fran Smith, Town Clerk; Ryan Leighton, Assistant Town Manager; Matt Panfil, Director of Planning and Development; Julia Henze, Finance Director; Tom Farrell, Director of Parks and Recreation; Jay Astle, Public Works Director and TV video crew

Chair John Perreault called the meeting to order and asked for roll call.

Adjustments to Agenda: none

Public Comments/Announcements: *(This item was discussed at 6:30 p.m.)* none

MANAGER'S REPORT *(This item was discussed at 6:31 p.m.)*

a) Financial update

Manager Eldridge provided this report.

b) Election update

Fran Smith, Town Clerk, spoke regarding this item.

c) Council Workshop on Village Review Guidelines

Manager Eldridge provided this report.

PUBLIC HEARING

- 20. The Town Council will hear comments regarding proposed changes to the parking ordinance for Farmers' Market and food vendors, and will take any appropriate action. (Town Manager Eldridge) *(This item was discussed at 6:34 p.m.)***

Chair Perreault opened the public hearing.

Manager Eldridge introduced this item.

Town Council Minutes

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Councilor Wilson spoke regarding this item.

Fran Smith, Town Clerk, spoke regarding this item.

Chair Perreault closed the public hearing.

There were no objections to voting tonight.

Councilor Wilson moved, Councilor Ankeles seconded, to adopt changes to the Municipal Code of Ordinances, Chapter 15 – Traffic and Vehicles to allow for permits by fee for Farmers’ Market and Mall Vendors, which allows extended parking along Park Row from Green Street to Fitch Place for the duration of the Farmers’ Market on Farmers’ Market days, and for food vendors for the hours they are present. The motion carried with eight (8) yeas.

(A copy of the adopted ordinance will be attached to the official minutes.)

- 21. The Town Council will hear comments regarding Special Amusement applications, and will take any appropriate action. (Town Manager Eldridge) (This item was discussed at 6:37 p.m.)**

Special Amusement

Vessel and Vine, LLC
D/B/A: Vessel and Vine
4 Pleasant Street, #1

Nikaline Iacono

O’Donoghue Corp.
D/B/A: O’Donoghue’s
103 Pleasant Street

Patrick & John O’Donoghue

Chair Perreault opened the public hearing.

Fran Smith spoke regarding this item.

Chair Perreault closed the public hearing.

Councilor Jenkins moved, Councilor Watson seconded, to approve Special Amusement licenses for Vessel and Vine, 4 Pleasant Street, #1, and O’Donoghue’s, 103 Pleasant Street. The motion carried with (8) yeas.

TABLED

16. **The Town Council will consider setting a public hearing for March 2, 2020 regarding proposed zoning ordinance text amendments to define and allow Environmental Resource Center as a conditional use in the Growth Outdoor (GO) Zoning District, and will take any appropriate action. (Planning Board) (This item was discussed at 6:41 p.m.)**

Matt Panfil, Director of Planning and Development, spoke regarding this item and responded to questions from Chair Perreault.

Tom Wright, property owner, spoke and responded to questions from Chair Perreault, Councilor Ankeles, and Councilor Watson.

Councilor Wilson spoke on this item.

Lee Cataldo, Brunswick Topsham Land Trust, spoke regarding this item.

Councilor Walker moved, Councilor Watson seconded, to set a public hearing for March 2, 2020 regarding proposed zoning ordinance text amendments allowing for a new conditional use in the Growth Outdoor (GO) district. The motion carried with eight (8) yeas.

NEW BUSINESS

22. **The Town Council will consider adopting “A Resolution Authorizing an Appropriation of \$47,000 from Recreation Impact Fees for the Purpose of Funding Costs of the Development and Construction of a Shared-Use Path Connecting Merriconeag Road to the Kate Furbish Preserve”, and will take any appropriate action. (Town Manager Eldridge) (This item was discussed at 7:07 p.m.)**

Manager Eldridge and Tom Farrell, Director of Parks and Recreation Department, introduced this item.

Councilor Walker and Councilor Watson asked questions, to which Mr. Farrell responded.

Councilor Walker moved, Councilor Watson seconded, to adopt “A Resolution Authorizing an Appropriation of \$47,000 from Recreation Impact Fees for the Purpose of Funding Costs of the Development and Construction of a Shared-Use Path Connecting Merriconeag Road to the Kate Furbish Preserve”. The motion carried with eight (8) yeas.

(A copy of a memo from Tom Farrell, Director of Parks and Recreation, the resolution, a cost estimate and a map will be attached to the official minutes.)

23. **The Town Council will consider setting a public hearing for a future meeting date regarding a proposed Impact Fee ordinance, and will take any appropriate action. (Town Manager Eldridge) (This item was discussed at 7:16 p.m.)**

Town Council Minutes

February 18, 2020

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Manager Eldridge introduced this item.

Councilor Ankeles, Councilor Walker, and Councilor Watson spoke regarding this item.

Councilor Mason moved, Councilor Wilson seconded, to set a public hearing for March 16, 2020 regarding a proposed impact fee ordinance. The motion carried with eight (8) yeas.

- 24. The Town Council will consider “A Resolution Authorizing a Transit Service Study and Re-Design of Local Bus Service, and Authorizing an Appropriation of up to \$20,000 from Available TIF Revenues for the Purpose of Funding the Transit Service Study and Re-Design”, and will take any appropriate action. (Town Manager Eldridge) (This item was discussed at 7:29 p.m.)**

Manager Eldridge and Ryan Leighton, Assistant Town Manager, introduced this item, and responded to questions from Chair Perreault, Councilor Ankeles, Councilor McGrath, and Councilor Watson.

Chair Perreault, Councilor Watson, and Councilor Wilson spoke.

Fred Horch, 44 Pleasant Street, spoke regarding this item.

Councilor Walker moved, Councilor Watson seconded, to adopt “A Resolution Authorizing a Transit Service Study and Re-Design of Local Bus Service, and Authorizing an Appropriation of up to \$20,000 from Available TIF Revenues for the Purpose of Funding the Transit Service Study and Re-Design.” The motion carried with eight (8) yeas.

(A copy of the adopted Resolution will be attached to the official minutes.)

- 25. The Town Council will consider ratifying the appointment of Taylor Burns as Assessor, and will take any appropriate action. (Town Manager Eldridge) (This item was discussed at 7:44 p.m.)**

Manager Eldridge introduced this item.

Councilor Ankeles moved, Councilor Mason seconded, to consent to the appointment of Taylor Burns as the Town Assessor. The motion carried with eight (8) yeas.

- 26. The Town Council will consider sending a letter of opposition to the Legislature of the State of Maine and to the Governor, regarding bills LD 900 and LD 2090, and will take any appropriate action. (Town Manager Eldridge) (This item was discussed at 7:45 p.m.)**

Manager Eldridge introduced this item.

Councilor Mason, Chair Perreault, Councilor McGrath, Councilor Wilson, and Councilor Watson spoke on this item.

Town Council Minutes

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Councilor Wilson moved, Councilor Watson seconded, to send a letter in opposition to bills LD 900 and LD 2090 to the Legislature and to the Governor. The motion carried with five (5) yeas. Opposed were Councilor McGrath, Councilor Ankeles, and Councilor Mason.

(A copy of the letter will be attached to the official minutes.)

CORRESPONDENCE /COMMITTEE REPORTS

There was none.

CONSENT AGENDA *(This item was discussed at 8:01 p.m.)*

- a) **Approval of the minutes of February 3, 2020**
- b) **Approval of a quitclaim deed for real estate depicted as Map 045 Lot 043 Sub 000 Typ 000**

(A copy of the quitclaim deed for item CA-b will be attached to the official minutes.)

Councilor Ankeles moved, Councilor Watson seconded, to approve the Consent Agenda. The motion carried with eight (8) yeas.

Councilor Watson moved, Councilor Walker seconded, to adjourn the meeting.

The meeting adjourned at 8:02 p.m.

PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT WWW.BRUNSWICKME.ORG.

*Frances M. Smith
Town Clerk
February 24, 2020*

March 2, 2020
Date of Approval

Council Chair