

**BERWICK PLANNING BOARD**  
**MINUTES**  
**January 20, 2011**

Present: Paul Boisvert, Kerry Ashburn, Ron Morrell, Judy Burgess, Peter Perri, Tom Wright (Alternate), Mary Gagnon (Alternate), and Susie Scott (Planning Coordinator).

Public Audience: 9 attendees.

**APPROVAL OF MINUTES**

- Minutes – January 6, 2011: Pending.

**INTRODUCTION/COMMENTS/NON-AGENDA ITEM**

None provided.

**PUBLIC HEARING**

- Tom Goulet / Daycare Home / 428 Portland Street (R71, 9): Conditional Use Application.

Tom Goulet requests to build and operate a Child Care Facility at the residence of Tom Elliott. Mr. Elliott will use the paved driveway and garage for 1 vehicle. A separate 24x44', 2-story structure will be built upon an existing floating slab with preexisting septic and well systems. Current septic capability allows for  $\leq 12$  children but Mr. Goulet intends to enlarge system to accommodate up to 24 children. Fire Marshall requirements to include egress windows, a Fire Plan and necessary site lighting. A proposed fenced play area to be built per State and local requirements.

Board discussed:

- Confirmation of age and anticipated number of children for facility;
- Needing elevations and/or architectural drawings of proposed structure;
- Needing delineated parking requirements on Site Plan;
- State licensing requirements specific to local permitting procedure;
- Hours of Operation: Monday – Friday, 7:00 am to 6:00 pm with possible Saturdays included.

Site Walk scheduled for Saturday, January 22, 2011 at 8:00 AM.

**NEW BUSINESS**

- Hall Ponds Subdivision / Creation of 2 residential lots / Old Pine Hill Road: Major Subdivision Amendment. Present: Joseph Cheever, EIT (Attar Engineering), Paul Kennedy and Dana Hall.

Joe Cheever discussed creating two residential lots within a portion of the remaining land of the previously approved commercial subdivision. Proposed residential lots located on Old Pine Hill Road will be on public water and sewer. Stormwater Management plan provided.

Public Hearing scheduled for Thursday, February 3, 2011 at 6:30 PM.

### UNFINISHED BUSINESS

- Bateman Partners, LLC / Old School Building – Affordable Housing / School St.: Permit Extension Request.

David Bateman requested a permit extension per Maine State Housing Authority's review and approval of the amended site plan. The new plan eliminates the majority of front yard parking leaving a total of 4 spaces, 1 dedicated for handicap parking. Once MSHA has completed their final architectural plan review in May 2011, construction completion is estimated to occur by June 2012.

MOTION by Paul Boisvert, SECOND by Judy Burgess to approve a 1-year extension for the March 18, 2010 Conditional Use permit for 45 School Street (Map U-4, Lot 142), PASSED unanimously, 5-0.

### OTHER

- Revisit Ordinance Amendments proposed fall 2010: Board decided not to forward any ordinance amendments for Selectmen consideration for their March 29, 2011 meeting.

### Downtown Redevelopment

Board discussed:

- Methods to convey amendments so voters understand intent including written summary in voting booth;
  - Public Outreach: Brainstorming workshop, postcard mailing, flyers;
  - Encouraging developers to provide conceptual ideas for Town and public review;
  - Public/Private partnerships;
  - State assistance or similar programs to assist with downtown planning.
- Discussion of Site Walks: Board discussed legal opinions from MMA and the Town Attorney, and requested guidelines for conducting site walks.
  - Workshop scheduled for 2/3/11 to discuss BI&MR. *Public Hearing rescheduled from 1/20/11 to 2/17/11.*

Meeting adjourned at 9:28 pm.

  
Kerry Ashburn, Chairman