



PLANNING BOARD MEETING MINUTES

Thursday December 4, 2014

Town Hall Meeting Room

6:30 p.m.

Call to Order

Pledge of Allegiance

Introduction of Board Members

Regular Board Members Present:

John Higgins; Niles Schore; Judy Burgess; Paul Boisvert; David Dow

Regular Board Member(s) Absent:

None

Alternate Members Present:

Dave Andreesen

Alternate Members Absent:

None

Staff Members Present:

Joe Rousselle, Code Enforcement Officer; John Stoll, Town Planner

Approval of Minutes

- November 20, 2014

Motion: Mr. Schore made a motion to accept the minutes as written

Second: Mr. Boisvert

VOTED – 5-0 in favor

Motion Passed

In favor: John Higgins; Paul Boisvert; Judy Burgess; Niles Schore; David Dow

Opposed: None

Abstain: None

Alternate: Dave Andreesen

Absent: None

Public Comment

No Comment Entered

Public Hearing

- Conditional Use – Owner Occupied Apartment
 - Leo Belair Jr, 215 Long Swamp Rd (R-7, 1-A)

Chair Higgins opened the public hearing at 6:32 pm

Mr. Belair summarized his request to construct a one bedroom owner-occupied apartment at 215 Long Swamp Rd.

Chair Higgins noted that the Board members had completed a site walk at this location earlier in the day.

No Public Comment was entered.

Chair Higgins closed the public hearing at 6:34 pm.

Old Business

- Conditional Use – Owner Occupied Apartment
 - Leo Belair Jr, 215 Long Swamp Rd (R-7, 1-A)
 - **Potential Final Action**

Ms. Burgess stated that her concern was that this lot must be split (subdivided) prior to the issuance of any permits.

Mr. Andreesen asked what the Fire Chief usually looked for when inspecting for fire protection purposes. Mr. Rousselle answered that they want to make sure that emergency vehicles can get into the site and turn around as well as accessibility for fire protection purposes.

Motion: Chair Higgins made a motion to accept the Findings of Fact, Conclusions of Law, and Conditions of Approval as accepted.

Second: Ms. Burgess

VOTED – 5-0 in favor

Motion Passed

In favor: John Higgins; Paul Boisvert; Judy Burgess; Niles Schore; David Dow

Opposed: None

Abstain: None

Alternate: Dave Andreesen

Absent: None

Motion: Mr. Schore made a motion to approve the application to construct an owner occupied apartment at 215 Long Swamp Rd.

Second: Mr. Boisvert

VOTED – 5-0 in favor

Motion Passed

In favor: John Higgins; Paul Boisvert; Judy Burgess; Niles Schore; David Dow

Opposed: None

Abstain: None

Alternate: Dave Andreesen

Absent: None

New Business

- Minor Site Plan Revision – JTF Corporation
 - Storage Facility plan revision approved by Fire Chief
 - Map R-72, Lot 10; Route 4

Moved down in the agenda

- Workshop Conditional Use – Northeast Redimix, LLC
 - Concrete Production at 420 Portland St. R-71, Lot 10

Lindel Quint stated that his engineer would be in shortly and this item was moved down in the agenda

- Decision Letter Approval – Cumberland Farms

Mr. Schore asked if Cumberland Farms had seen the public comment submitted landscape plan that was referenced in the decision letter. Mr. Stoll stated that Cumberland Farms had seen the landscape plan.

Motion: Mr. Schore made a motion to accept the decision letter as written

Second: Mr. Boisvert

VOTED – 5-0 in favor

Motion Passed

In favor: John Higgins; Paul Boisvert; Judy Burgess; Niles Schore; David Dow

Opposed: None

Abstain: None

Alternate: Dave Andreesen

Absent: None

- Minor Site Plan Revision – JTF Corporation
 - Storage Facility plan revision approved by Fire Chief
 - Map R-72, Lot 10; Route 4

Tom Harmon of Civil Consultants explained this request. Mr. Harmon stated that the original fire protection storage tanks were not necessary and that they had received approval from the Berwick Fire Department to reduce the number of required storage tanks.

Ms. Burgess read from the Fire Chiefs letter addressing this issue; "The future addition of proposed financial structures will require further review by the State Fire Marshall's office as well as the Berwick Fire Department before any construction is permitted."

Motion: Chair Higgins made a motion to accept the requested amendment reducing the onsite fire protection water supply to 20,000 gallons in accordance with the recommendation of the Berwick Fire Chief.

Second: Mr. Schore

VOTED – 5-0 in favor

Motion Passed

In favor: John Higgins; Paul Boisvert; Judy Burgess; Niles Schore; David Dow

Opposed: None

Abstain: None

Alternate: Dave Andreesen

Absent: None

- Workshop Conditional Use – Northeast Redimix, LLC
 - Concrete Production at 420 Portland St. R-71, Lot 10

Jason Bopack, registered land surveyor, represented this item. Mr. Bopack explained a plan that had been previously approved at this location for concrete production. Mr. Bopack asked about submission requirements for this specific project. Mr. Stoll explained that if the project did not trigger site plan review that the applicant would only be bound by Conditional Use requirements.

Ms. Burgess asked if there would be two businesses on the site or one. The applicant explained that they would bring in a mobile concrete plant and that any building on site would be used for storage and maintenance of vehicles that support the concrete plant.

Chair Higgins asked how many employees would work at this site. The applicant responded that not many employees would be required; maybe 2-4.

Ms. Burgess clarified that the applicants would not trigger site plan review based upon this discussion.

Chair Higgins stated that he would like to at least see an aerial photograph and a proposed layout of the area.

Mr. Bobeck asked if the Board would want to see any traffic studies for this project. The applicant believed that they may have traffic study information on file from a past project. Chair Higgins stated that it would be beneficial if the applicant could show a comparison based upon the original approval.

Other/Non-Agenda Items

Staff and Board members discussed potential amendments to the Berwick Land Use ordinance at this time.

Public Comment

None Entered

Adjournment

Motion: Chair Higgins made a motion to adjourn

Second: Mr. Boisvert

VOTED – 5-0 in favor

Motion Passed

In favor: John Higgins; Paul Boisvert; Judy Burgess; Niles Schore; David Dow

Opposed: None

Abstain: None

Alternate: Dave Andreesen

Absent: None

The Board adjourned at approximately 8:02 p.m.

Minutes prepared by Town Planner John Stoll, for consideration at the Berwick Planning Board's January 8, 2015 meeting

Signed as Approved by the Board:

Paul Boisvert

Date