



PLANNING BOARD MEETING MINUTES

Thursday June 19, 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

Regular Board Member(s) Absent:

None

Alternate Members Present:

David Dow

Alternate Members Absent:

None

Staff Members Present:

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

Chair Higgins appointed David Dow as a voting member for this evenings meeting

Approval of Minutes

- June 5, 2014

Chair Higgins made a motion to accept the minutes as amended; Mr. Schore seconded the motion:

VOTED – 5-0 in favor

Motion Passed

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

Opposed: None

Abstain: None

Absent: None

Old Business

- Proposed Major Subdivision-Map R-44, Lot 12
 - John Corliss-**Decision Letter**

Mr. Schore noted that the date of the public hearing should be included in the report.

Mr. Schore made a motion to accept the Decision Letter as amended; on a second from 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

Absent: None

New Business

- Conditional Use Application – Owner Occupied Apartment
 - Map R-44, Lot 24; 80 Old Pine Hill Rd.- Andrew Hodsdon

Members of the Planning Board discussed with Town Staff whether this application actually would require Planning Board review.

Board members asked the Code Enforcement Officer if this would qualify for a two-family dwelling rather than owner-occupied.

An owner-occupied apartment in Berwick requires a person with possessory interest to reside in one of the dwelling units. During this discussion it was discovered that the applicant would not actually reside in the dwelling. This fact would make the applicant in-eligible for an owner-occupied apartment at this location.

Mr. Rousselle stated that he would review the application again and make a determination in the next week on whether the applicant would be eligible for a two-family apartment at this location.

The application was formally withdrawn at this time.

Other

At this time Mr. Stoll began to review the implementation section of the Berwick Downtown Vision and Implementation Plan with the Planning Board. Mr. Stoll began by discussing the Planning Board's role in implementation of this plan. The Vision and Implementation plan is broken into "core goals" with different groups taking the lead on their assigned sections. The Planning Board will be specifically responsible for the Land Use section of the plan.

Ms. Burgess asked about the role of the new "Envision Berwick" land use committee in this process. Mr. Stoll explained that his view of this new committee was that it would serve as an organizing and vetting board for various sub-committees that are working on their own sections of the Action Plan.

Chair Higgins stated that his 1st priority for this process would be implementation of Form Based Codes for the Downtown. Mr. Stoll stated that he would like to begin that process with a larger and more broad ordinance that could be tightened up we see how it is working.

Mr. Boisvert pointed out that Sanford, ME had adopted something similar to this, but hadn't referred to it as Form Based Codes. Mr. Stoll explained that he believed the purpose of this was to eliminate buzz words and allow a better understanding for the public at large. Mr. Boisvert pointed out that he thought that Low Impact Development (LID) standards should be a priority for the Planning Board.

Chair Higgins stated that any overlay that these new design standards would be tied to needs to be defined in advance.

Mr. Stoll asked Board members if they would be willing to hold a workshop soon. Mr. Stoll stated that he would send a few dates out for approval, and proceed from there. Chair Higgins asked Mr. Stoll to prepare a map showing the current urban overlay for this workshop.

(The Planning Board scheduled and held a workshop on these items on July 7, 2014 at 3:00 p.m.)

Public Comment

Adjournment

Mr. Dow made a motion to adjourn; on a second from 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

Absent: None

The Board adjourned at approximately 8:20 p.m.

Minutes prepared by Town Planner John Stoll, for consideration at the Berwick Planning Board's July 17, 2014 meeting

Signed as Approved by the Board:

John Higgins

Date