



# PLANNING BOARD MEETING MINUTES

Thursday January 7, 2016  
Town Hall Meeting Room  
6:30 p.m.

## Call to Order

Chair David Andreesen called the meeting to order

## Pledge of Allegiance

## Introduction of Board Members

*David Andreesen; Paul Boisvert; Nichole Fecteau; Niles Schore; - David Dow would enter later*

### ***Regular Board Member(s) Absent:***

*None*

### ***Alternate Members Present:***

*John England*

### ***Staff Members Present:***

*Joseph Rousselle, CEO; John Stoll, Town Planner*

Chair Andreesen made John England a voting member for this evening's meeting and Nichole Fecteau a non-voting member.

## Public Comment

None Entered

## Approval of Minutes

- December 3, 2015

Paul Boisvert noted that paragraph four on page four listed Niles Schore as the speaker where it should read David Andreesen.

**Motion:** Paul Boisvert made a motion to approve the minutes as amended

**Second:** Niles Schore

**VOTED – 4-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; John England; Niles Schore

Opposed: None

Abstain: None

**Public Hearing**

**Old Business**

- Conditional Use Application 46 Knox Lane David Turcotte – Decision Letter Approval

Niles Schore pointed out that Planning Board policies and procedures require the election of officers annually.

**Motion:** Niles Schore made a motion for David Andreesen to continue as Chair for the 2016 year.

**Second:** Paul Boisvert

**VOTED – 4-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; John England; Niles Schore

Opposed: None

Abstain: None

**Motion:** Niles Schore made a motion for Paul Boisvert to continue as Vice-Chair for the 2016 year.

**Second:** David Andreesen

**VOTED – 4-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; John England; Niles Schore

Opposed: None

Abstain: None

David Dow was welcomed to the Board at this time

**Motion:** John England made a motion to approve the Decision letter as written

**Second:** Niles Schore

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; John England; Niles Schore

Opposed: None

Abstain: None

**New Business**

- **Amendment to an approved Site Plan – JTF Commercial Development**
  - **Map R72, Lot 10 Portland Street**

John Stoll introduced the application stating that staff had reviewed this item and found no issues. The plan meets all local zoning requirements and is a simple lot split that conforms to the land use ordinance.

Tom Harmon of Civil Consultants represented the application. The applicants want to divide the lot in order to sell the storage facility and retain the commercially approved lot. In summary nothing on the approved plan would be changing except for a new lot line running through the plan.

Mr. Stoll read aloud a draft findings of fact prepared by the Planning Department.

**Motion:** Niles Schore made a motion to approve the amendment to an existing site plan submitted by JTF Corporation

**Second:** Paul Boisvert

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; John England; Niles Schore

Opposed: None

Abstain: None

- **Lot Line adjustment/Amendment to an approved Subdivision Plan**
  - **Map U4, 146 -20 Sullivan Street - Prime Tanning – Town of Berwick**

John Stoll represented the application on behalf of the Town of Berwick. Mr. Stoll stated that the reason for the lot line adjustment was to better align the lot lines with existing building walls. This would help reduced costs for demolition and remediation through the Brownfields Program.

Mr. Stoll stated that the EPA had already approved this proposal. Mr. Stoll read aloud a draft findings of fact prepared by the Planning Department.

**Motion:** Niles Schore made a motion to approve the amendment to adjust the lot lines in the Tannery Row Subdivision

**Second:** Paul Boisvert

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; John England; Niles Schore

Opposed: None

Abstain: None

- **Workshop proposed conditional use/site plan Sawmill Hill Road – Mike Hennessey**

Tom Harmon of Civil Consultants introduced the application to the Board. Mr. Harmon stated that Mike Hennessey had some ideas for the former Catholic Church site on Sawmill Hill Road. Mr. Harmon presented three different concept sketches for discussion. The concepts that were presented called for renovation of the former church and the construction of a new gym building which could be located at several different locations on the site.

Mike Hennessey stated that he plans to rent the single family home located on the lot.

John Stoll explained the land use ordinance regulations that are in place regarding building placement. Under the Village Overlay the ordinance requires new buildings to be placed within 5 feet of the property line unless usable public space is provided in the setback difference. Mr. Stoll advised the Planning Board and the applicant to pay careful attention to Article 9.8.I.1.c. which requires buildings to be harmonious to the existing terrain and buildings in the area.

The Board discussed the positives and negatives of the three different concepts with most of the conversation centered on placement of the proposed gym building.

The applicant was made aware of the Town's plans for a proposed TIF district and how that might assist the applicant. The Board questioned the applicant about the possible uses for the proposed community center.

John Stoll again brought up Article 9.8.I.1.c. and asked the Board if there was any additional advice they could provide to the applicant regarding their proposal and this standard. David Andreesen stated that he didn't believe the first concept would work so close to the road, and advised option 3. John England advised option 3 stating that the building would be better hidden towards the back of the lot. Niles Schore and Nichole Fecteau both expressed concern over the creation of additional impervious surfaces. Paul Boisvert stated that he preferred that the building was placed on George Street. Mr. Stoll

stated that Option 2 could work with the building being placed behind the parking lot if the impervious surface in front was usable public space with options such as an outdoor basketball court or skate park.

**Information Items**

**Other**

**Public Comment**

**Adjournment**

**Motion:** Niles Schore made a motion to adjourn

**Second:** John England

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; John England; Niles Schore

Opposed: None

Abstain: None

The Board adjourned at approximately 8:10 p.m.

Minutes prepared by Town Planner John Stoll, for consideration at the Berwick Planning Board's January 21, 2016.

Signed as Approved by the Board:

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