



# PLANNING BOARD MEETING MINUTES

Thursday May 18, 2017  
Town Hall Meeting Room  
6:30 p.m.

## Call to Order

## Pledge of Allegiance

## Introduction of Board Members

*David Andreesen; Nichole Fecteau; Paul Boisvert; David Dow; Niles Schore*

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

***Alternate Members Present:***

*Sean Winston (made voting member during One Sullivan LLC presentation), John England*

***Alternate Member Absent:***

***Staff Members Present:***

*Kathy Connor, Town Planner; Joe Rousselle, Code Enforcement*

## Public Comment

## Approval of Minutes

- May 4, 2017

**Motion:** Paul Boisvert motioned to approve the minutes as presented.

**Second:** Nichole Fecteau

**VOTED – 4-0 in favor**

**Motion Passed**

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

Opposed: None

Abstain: Nichole Fecteau

## Public Hearing

**Old Business**

- Conditional Use application. 1 Sullivan Street (U-4, Lot 8)  
One Sullivan Square - Light Intensity Industrial, Museum, Club Facility/Function Hall, Restaurant (Fast Food & Standard), Retail Business, Recreational Facility, Accessory Structures – Pier, Dock, Wharf – One Sullivan, LLC

Kathy Connor shared with the board the letter that have been submitted, including letters from the Fire and Water Department, and Sewer District.

Paul Boisvert of One Sullivan LLC presented the updates to their plan. Mr. Boisvert said that the conditions have been added on the plan. Mr. Boisvert asked the board about the parking spaces illustrated on the plan, he said that there may be more spaces on the lot than what the plan shows. Kathy Connor suggested that One Sullivan LLC might submit a revised plan with the 24 parking spaces, and provide a note that the board approved with 15, so the Town has a record of what is actually built.

**Motion:** Niles Schore motioned to adopt the findings of fact as presented.

**Second:** Nichole Fecteau

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; David Dow; Niles Schore; Sean Winston; Nichole Fecteau

Opposed: None

Abstain: None

**Motion:** Niles Schore motioned to adopt the conditions as written.

**Second:** Dave Andreesen

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; David Dow; Niles Schore; Sean Winston; Nichole Fecteau

Opposed: None

Abstain: None

**Motion:** Nichole Fecteau motioned to approve the Conditional Use Application for One Sullivan Street with the conditions approved.

**Second:** Dave Andreesen

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; David Dow; Niles Schore; Sean Winston; Nichole Fecteau

Opposed: None

Abstain: None

**New Business**

*Paul Boisvert re-joins Planning Board.*

- Reintroduction of Berwick Senior Housing – Portsmouth Housing Partnership o Tax Map U4, Lot 142 – 20 Wilson Street – Former Estabrook School

Hershey Hirshkop of the Housing Partnership introduced herself. Ms. Hirshkop explained that they did not win the grant from the Housing Authority, but did confirm their grant would be viable in the next round of grants. Due to political environment, the organizations in charge of the tax credits are waiting for the market to settle down before selecting where the grants should go, due to this, the pre-application is not due until November.

Ms. Hirshkop said that the plan is not the best plan in the world, and that they intend to come back with an update to their plan, which would include more green space. Ms. Hirshkop said they will have an amended site plan, that she suggested will be improved from the first plan.

Ms. Hirshkop said that the application may be due in January. Portsmouth Housing intends to come back with an application in a few months.

Dave Andreesen asked about the deadlines for Town Meeting vote. There was a question about whether Portsmouth Housing would have to go to another Town Meeting vote to have the property transferred, and if there was a time associated with the vote from November.

**Design Standards**

- Design Standards

Dave Andreesen mentioned James Bellissimo's letter including the Town Clerk's deadlines. The letter stated that the initial goal for the September Special Town Meeting is unlikely to be met due to impending deadlines.

Dave Andreesen asked Kathy Connor about Contract Zoning and the process to getting the ordinance on the ballot. Kathy Connor said that Alfred scrambled and got their Contract Zone completed end of October, to have for Special Town meeting in December. Kathy stated they barely met the deadlines.

Paul Bosivert clarified with Kathy Connor that the Contract Zone is the easier ordinance to implement since it has been completed and reviewed by an attorney in Alfred.

Dave Andreesen said that there is not enough time due to the deadlines.

Nichole Fecteau asked when the property would be transferred back to Fund of Jupiter.

Kathy Connor shared with the board that her organization (SMPDC) Southern Maine Planning & Development Commission, is involved with the Brownfield Project, SMPDC will be providing the Town with another supplemental grant. Dave Andreesen asked when the Planning Board would be notified about that supplemental grant funding.

Paul Boisvert suggested that it makes sense to not spend time on the Contract Zone, and to solely focus on Form Based Code.

Niles Schore stated that the Town is at risk if the property is transferred back before the Design Standard are adopted. Niles clarified that the Contract Zone does not give the Town the protection he initially thought they did.

Niles said he feels comfortable moving forward with the Form Based Code, Dave agreed and said that Mike and Kathy are doing a great job.

Niles Schore asked Kathy when Berwick will be getting a full-time planner.

**Adjournment**

**Motion:** John England motioned to adjourn.

**Second:** Sean Winston

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; David Dow; Niles Schore; Nichole Fecteau; Paul Boisvert

Opposed: None

Abstain: None

Minutes prepared by Planning Technician, James Bellissimo, for consideration at the Berwick Planning Board’s June 1, 2017 meeting.

Signed as Approved by the Board:

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Signature

\_\_\_\_\_  
Date