

**Bridgton Planning Board Meeting Minutes
Downstairs Meeting Room**

**June 16, 2020
5:00pm**

Board Members		Staff Member	
Deb Brusini, Chair	X	Brenda Day, Code Enforcement	X
Ken Gibbs-Vice Chair		Miranda Hinkley, Admin Asst., Staff	X
Greg Watkins	X	Linda LaCroix, Dir. Of Comm Development	X
Dee Miller	X		
Dan Harden	X		
Paul Tworog-Alternate	X		

Call to Order

Deb Brusini, Chair, calls the meeting to order in the downstairs conference room at 5:00 pm on June 16, 2020.

The Pledge of Allegiance

Appoint Alternate(s)

Deb Brusini, Chair, appoints Paul Tworog as voting member in Ken Gibbs' place.

Deb Brusini, Chair, requests vote to adjust the order in which agenda items will be presented to allow for Attorney comment on Mr. Sanborn site visit. Board approves 5/0

Item #6 Old Business

Aga (Drummond & Woodsum) advised the board that a previous site visit to the Sanborn property raised due process concerns because a member of the planning board was present and could have made comment without public presence. It is advised that a new site visit be scheduled with proper public notice. Mr. Sanborn expressed concerns of liability to have public on his property and has been in contact with his attorney regarding the same. If Mr. Sanborn agrees to allow site visit, the town will provide proper notification to the public and anyone may attend. If Mr. Sanborn does not agree to allow public on his property, then the CEO and Community Development Director will be the only individuals to conduct a site visit and report back to the board. Alternately, the board can choose not to conduct a site visit. All previous mention or documentation of a site visit must be destroyed and disregarded and those that have been exposed to such materials will have to provide self-declaration of such. In addition, at the February meeting of the Planning Board, a member of the board received a text from a member of the Board of Selectman in the audience, this matter will be discussed at the July 7 Public Hearing.

MOTION-Mr. Watkins moved to schedule a site visit on condition of Mr. Sanborn's approval. Seconded by Mr. Tworog. Linda LaCroix, Community Development Director, will schedule a mutually agreeable date and time for this visit. **MOTION CARRIES 5/0.**

MOTION-Mr. Watkins moved to schedule a Public Hearing to discuss the matter of Mr. Sanborn's application and site visit for July 7th at 5pm. This site visit is for the sole purpose of assessing

evidence of gravel extraction and spoken scale of extraction. Seconded by Mr. Tworog. **MOTION CARRIES 5/0.**

Approval of Minutes:

June 2, 2020 Motion: Greg Watkins Second: Deb Brusini Motion Carries 5/0

*Dee noted that bullet 5 should read “walking path wide enough” as opposed to the typo “side enough”

Item #5 Public Hearing

Senior Housing Development – New Application
15 Harrison Road Map 24 Lots 5 & 9
-No recusals

Applicant presents proposal for 48 unit building comprised of 3 floors of 1 bedroom apartments for residents aged 55+ meeting low income criteria. Marketing will be heavy in the Bridgton area and applications can be obtained by contacting management during and post construction. Heat and Hot water will be included in rent and site will have the following amenities...

Laundry Room	Community Gardens	Public Water/Sewer
Elevator	On-site management	1:1 parking
Terrace	Walking path	17 ADA Accessible units

The proposed siding is clapboard/shingle mix in keeping with traditional New England Architecture and with approval of funding timeline should begin construction in June 2021. Completion is set for approximately 1 year following commencement which will align with the Town’s Wastewater Expansion Project. The entrance driveway will be located on Harrison Rd, be lit with decorative bell-shaped poles that focus on reduction of glare and light pollution. The water line will be upgraded on Crockett Rd to allow for sprinkler system installation and fire panel will be located at the front entrance. All storm water and drainage will be controlled via storage and filtration system installed. A fence barrier will be installed on the western side of the property line and landscaping improvements will be made at Crockett Lane border. There will be 1-3 propane tanks at Crockett Lane property line that will be maintained in the winter for full access. While the Crockett Lane entrance will allow fir emergency vehicles and propane deliveries, this will not be used for other vehicle traffic. Plans are being adapted for compliance with Fire Chief’s request of widening entrance to parking lot for maneuverability of Fire Apparatus. There will be an additional hydrant installed at the Crockett Lance property line.

It was noted that the Water District has not provided its approval of this project. The applicant has had an open dialogue with their office, but due to COVID-19, the trustees have not met to deliberate.

Liz, resident at 4 Crockett Lane, voiced concerns of ponds, wildlife, and fauna preservation. Specifically, old, large apple trees diagonally behind the old schoolhouse on Meadow Lane. These trees are not on the project site and the applicant assures that there will be minimal disruption to the trees on the Crockett Lane property line and no disturbance to the eastern ½ of the site.

Tom Harriman, Fire Chief, would like the power lines to be underground to allow for ladder truck access. The applicant states they will upgrade the 2-phase power on Crockett Lane to 3-phase power and lines will be buried from property line to structure.

In answer to the following Planning Board Members questions:

- What are the onsite management hours of operation? **Answer: There will be a resident service advisor scheduled for 10 hours per week and management will be onsite 1-2 days. They typically try to alternate so that there is a staff member there 3-4 days weekly.**
- Will there be an unloading area for residents? **Answer: There is a possibility of converting parking spot on the end to a drop off/unloading spot, however the parking is all relatively close to the building.**
- Will the elevator be accessible by stretcher? **Answer: Application will have to research this further with the architect.**
- Will sign at Harrison Rd be externally or internally lit? **Answer: Externally**
- At the Crockett Lane opening, how will propane delivery trucks turn around, and how will the snow be stored? **Answer: There will be room at the clearing for snow and if too much is piled up, they will have it removed. They will likely have to remove or relocate some of the new tree plantings to ensure the entrance is wide enough for vehicle turn-around.**

It appears that all setbacks, density limit, buffer requirements, and water quality studies have been met. It is the suggestion of the Chair that the hearing be recessed for continuation on the July 7th meeting of the Planning Board at which time the Board would like to see updated plans sent to the CEO by June 26th (NLT June 29th) displaying the following...

- Modification of parking lot to show widening per Fire Chief request
- Parking Analysis
- Loading/Unloading area
- Landscape modification for propane delivery
- More detailed sketch of 3rd floor units
- Narrative discussing snow removal
- Narrative discussing the stretcher accessibility of the elevators
- Anything additional that is different from the original plan

The Board will present a letter to the Water District asking that they do their best to execute a decision on the development at 15 Harrison Rd.

MOTION-Ms. Miller moved to continue the hearing for July 7th. Seconded by Mr. Watkins.

MOTION CARRIES 5/0

Item #7 New Business

Brown Mill Farm – New Application
30 Brown Mill Rd Map 19 Lots 6 & 7

Site Review application is complete.

Mr. Swett advised that he has not yet added the additional railings to the stairs and landings, that he will be adding additional smoke/carbon monoxide detectors and an additional fire extinguisher per Fire Chief request. It appears that the flow of traffic (both vehicle and pedestrian) is confusing; the board asks if there will be someone present directing traffic. Mr. Swett advises that there will be a person to direct incoming traffic to a parking spot. He further states that parking spots 36-48 are in a secondary area due to the hilly terrain. He remarks that the parking is 30-40 ft from the property line and intends to hold events once a week at most, but likely only 2-3 times per month. All events will end no later than 11pm. When asked about winter functions and heating, Mr. Swett advised that he would install a Renai heater, but he is not sure he will allow events in the winter months yet. The board voices concern of the double barn doors opening in toward the space rather than out. They feel this could be a fire hazard, but upon further discussion with all the egress options and the fact that snow could pile outside making pushing doors open a challenge, it was decided to leave the doors as they currently stand.

Site Review Application:

Items 1-3 – No comment

Item 4 – Dee Miller is concerned that the parking plan seems casual and would like a more firm parking plan and narrative discussing how cars will enter and exit as well as how he plans to manage pedestrian traffic (will there be a drop off area).

Items 5-19 – No comment

Item 20 – The board discussed, with the applicant, noise levels and times. Applicant is aware.

Item 21 – No comment

Item 22 – ADA accessibility will be addressed by grading the entrance (double barn doors) to bring level to the sill.

Items 23-26 – No comment

Conditions of approval:

1. Add railings to stairways and landings, provide additional fire extinguisher and smoke/carbon monoxide alarms, and hang occupancy, no smoking, and pathway diagram signs to comply with Fire Chief's directive.
2. Provide a more detailed description of parking vehicle and pedestrian traffic flow and load/unload area adding arrows to diagram.
3. Grade land outside double doors to bring level with doors and act as an ADA ramp.

MOTION-Mr. Watkins moved to conditionally approve the application for Brown Mill Farm events.

Seconded by Mr. Tworog. **MOTION CARRIES 5/0**

Deb Brusini, Chair, advised that pending the Finding of Fact and Conclusions of Law, which they have 30 days to complete, this application is approved. Mr. Swett is required to comply with the conditions of the approval by sending verification to the CEO.

Item #8 Approved Applications

None

Item #8 Other

Reminder to bring in the old iPads to be returned to the Deputy Town Manager.

Findings of Fact/Conclusions of Law for the Solar farm are located on the One Drive under Prior Applications. Please review for the July 7th meeting.

Deb has proposed changes to the bylaws concerning the third Tuesday meeting. She would additional flexibility to make this a workshop/meeting as needed.

The Board should be prepared to discuss training.

Item #9 Adjourn

MOTION-Mr. Watkins moved to adjourn at 7:55pm. Seconded by Mr. Harnden. **MOTION CARRIES 5/0.**