

## **NORTH BERWICK PLANNING BOARD**

### **MINUTES OF PLANNING BOARD AUGUST 13, 2020**

**Present:** Chairman Geoffrey Aleva, Anne Whitten, Matthew Qualls, David Ballard, Scott Strynar, Roger Frechette, CEO

**Absent:** Jon Morse

**Also Present:** Lee Jay Feldman from SMPDC, Julia Schafer (interpreter), Kathryn Dumont, Scott Anderson, Ryan McCarthy, Silas Canavan, Isaiah Plante, Chuck Brutton Messo, Jordan Belknap, Troy Williams, Julie Novak, Faith Bygd, Debbie Novak, Robert ?(no last name on Zoom profile), Alan and Carolyn Dziengeleski

1. Call to Order:

Chairman Geoffrey Aleva called the meeting to order at 6:32 pm.

2. Review Previous Minutes:

Anne Whitten motioned to approve the minutes of July 23, 2020 as written. David Ballard seconded the motion. VOTE: 4-0 Abstain: 1

3. Current Business:

3.2 Public Hearing

Cardinal Way Apartments, LLC  
Burma Road (Map 022 Lot 094)

Request: Applicant proposes a Multi-family development consisting of two multi-family units each with six units

Chairman Aleva asked Ryan McCarthy from Tidewater Engineering and Surveying to go over the project. Mr. McCarthy stated that he is representing Troy Williams from Cardinal Way Apartments, LLC. He stated that it is for a 12-unit family development proposed off of Burma Road. It is the large field between the Town Hall and Burma Road. They are looking to do 2 buildings and each building will have 6 units each for a total of 12 units. Since the last meeting, they have had conversations with the Fire Chief, and they are adding a fire hydrant to the design. They are also adding a connection to both buildings so they can supplement the sprinkler system that will be installed. They have also spoken with the Water District and have received a letter from them stating that they do have adequate capacity to service the project. The Sanitary District has also reserved 12 units of capacity for the connection to the town sewer system.

Mr. McCarthy stated that the driveway comes in off of Burma Road. The buildings will be to the left side as you come into the site. They are providing 12 parking spaces per building which will allow for 2 parking spaces for each unit in each building. At the end, they will have a vehicle turnaround area. They have adjusted it since the concept plan that the Board previously received. They have made it bigger and moved it back location wise to provide better maneuverability for a larger vehicle such as a fire truck to be able to turnaround on the property.

Mr. McCarthy stated that they have made a few more changes. The water and sewer designs will be shown on the new plan along with the stormwater design. In general, they designed the grading of the property so that all of the water from the parking areas, the driveway and the front half of the buildings will be graded to a stormwater detention pond. It will not be directed to any of the abutters. It will be fully contained and sent to the pond where it will mitigate any of the additional runoff caused from the development before it discharges to the wetland and the field out back. They have also added a dumpster to the plan that will be located at the end of the access drive.

Chairman Aleva asked Roger Frechette if he had any comments regarding the project. Roger just wants to make sure that we address the abutter's concerns. He stated that he doesn't have much to go on yet. Once he gets the rest of the plans, he may have more comments at that time.

Chairman Aleva asked Anne Whitten to read the emails and letters received from abutters into the minutes.

Anne Whitten stated that the first one was sent on June 29<sup>th</sup> from Jayme Fisher of 21 Burma Rd.

I received the letter about the apartment being built with an entrance onto Burma Rd. We live on the corner of Church and Burma Rd at 21 Burma Rd.

Our concern is that people fly around the corner. The speed limit is 15 on Burman Rd but 25 on Church Ave. We have had way too many close calls with children and speeders and if this apartment complex goes through how is the traffic going to be dealt with? We need speed bumps on our rd before Dave's Garage on Burma Rd and another set on Church Ave before you enter the corner. I have been in my yard many times watching the speeders. I am VERY concerned about 24 extra cars and visitors as well. How is this going to be dealt with on such a small street?

Will parking be forbidden on the side of the roadways for the apartments? I don't want my house to become a parking area for visitors.

Please help me understand how we are going to keep our children safe on this street. It seems like Main Street has better access to handle this kind of traffic.

We are a SMALL road. We already have issue with people speeding. I really want to learn how we can petition for speed bumps and stop signs if this goes through. We will have the same sort of problems Madison Ave has encountered.

Thanks for your time. I am sincerely worried about our kids and the desire to remain residential. This is a lot of congestion to pack into a small area.

Anne Whitten went on to read the next letter from Travis and Karen Rice dated July 8<sup>th</sup>.

To Whom It May Concern,

Writing to express our concern for the proposed subdivision in the center of town. Our main concern is the traffic that may be imposed on the Burma/Church Ave location. This street is very quiet and the only "traffic" we ever see typically is when Pratt lets out and people fly to cut through. There is a very dangerous 90 degree turn that people miss judge and we are concerned that an accident may occur if people aren't following the suggested speed limit. Maybe a stop sign or a speed bump to slow traffic would be an alternative. We are concerned that the same will be happening with the additional 12 units of housing within close proximity. Speed on this road is an ongoing issue and it seems this new development may make it worse. Thank you for taking the time to hear our genuine concerns regarding this issue.

The next email is from Jayme Fisher and is dated July 9<sup>th</sup>.

Good evening:

Due to my work schedule, I was unable to attend the meeting for the discussion of the Cardinal Way Apartment proposed building area.

Will the information shared be emailed to those who inquire? Or will it be mailed to the residents of Burma Rd?

I would like to have a copy of all that was discussed and also be informed of any decisions that were made at the meeting.

I did send another email and I did request the name of the person I will need to contact in regard to my concern over the increased traffic this will bring to our neighborhood. I was wondering if this is something you can assist with.

I look forward to your reply.

Mrs. Whitten stated that Roger did reply back to Jayme Fisher. Here was his response:

Hello Jayme,

All of the meeting was recorded into the minutes.

As soon as we receive them, they will be posted on the town's website.

As for the road speeding issue you will want to contact the police department.

Should you have any concerns or questions please feel free to contact me.

Anne Whitten went on to read the next email from Jay Mattia dated August 12<sup>th</sup>.

1. What is the project/housing going to look like? Are there renditions that can be shared? North Berwick should consider positioning itself as a destination for younger professionals as an alternative to Dover while maintaining our small town charm. Conversely, many homes downtown share a historical appearance and some effort to maintain such could be explored.

2. What is the target rent? Is this subsidized housing?

3. There is an assumption of at least 24 more cars turning into Burma Rd. This potentially increases traffic hazards as cars will slow and change direction. Travelers on Rt 9 habitually drive too fast and trucks utilize loud jake brakes or engine brakes. It is concerning that North Berwick remains one of the only surrounding towns without loud engine noise ordinances.

4. It is fair to assume there will be 24-40 more residents downtown in this area. Increased pedestrian safety should be explored including but not limited to, reflective cross walks, enhanced crosswalk signage or lighting, as well as repairing many sections of our sidewalks along Rt 9.

Chairman Aleva asked Mr. McCarthy if he wanted to address some of the issues that were brought up in the emails and letters. Mr. McCarthy stated that it was good to hear the concerns of the residents. He understands that traffic seems to be the common denominator as the primary concern from a lot of the residents. Regarding the issue of parking on the side of the road on Burma or Church Ave, he stated that there would be none. They have designed the site so that there is plenty of parking on the interior lots in front of the buildings. He stated that the Ordinance requires 1 parking space per dwelling unit, and they are providing double the required amount of spaces. Regarding the access to the site, the only access that they have is off of Burma Road. They don't have any frontage on Main Street. He stated that there is some frontage on Wells Street/Route 9, however, it is not a full 50-foot width right of way. Access coming off of that road would be a little bit more challenging and he is not sure that they could get the proper width without impacting the abutters. The most feasible location is Burma Road. In addition, when they are designing developments like this and there are multiple roads that the project abuts, they typically have the access off the road that has the least amount of traffic. It is a safer location for people to be pulling out of Burma Road. It also decreases the amount of entrances and exits on Route 9.

Mr. McCarthy stated that, they will be doing a trip generation to estimate the number of vehicles that you will see coming in and out of the development for both the peak hour in the morning and afternoon. They will also do a trip estimation for the total amount of trips that you would see on an average day. Regarding adding speed bumps or stop signs on the public roads, they do not have any authority to do so. The town would need to look into that.

Chairman Aleva asked Mr. McCarthy to describe the appearance of the structure. Mr. McCarthy stated that both structures will look similar. The applicant hired an architect to design the building so that they are nice looking and will fit well into the area. The quality of the build and the materials being used are higher grade.

Matthew Qualls asked Mr. McCarthy if he could indicate what changes had been made to the plans since they original plan. Mr. McCarthy said that the vehicle turnaround area will be shifted more into the Burma Road direction. The size was originally 20 x 20 and the new size of it is 20 x 40 feet long. Chairman Aleva asked where the dumpster was going to be located. Mr. McCarthy stated that it will be at the very end of the access road after the parking spaces.

Chairman Aleva opened the Public Hearing at 6:57 pm.

Faith Bygd lives at 5 Burma Road. She stated the road right in front of her house is small and narrow. When there are 2 cars meeting each other, they almost have to come to a stop and go around each other. She stated that it is not necessarily the amount of traffic but the size of the road that makes it an issue. She also stated that the parking spaces are for the people in the units. She was wondering about people who have visitors and where they will park. If the spaces are used up by the tenants, then she assumes that the visitor will park alongside the road. Due to the size of the road, she feels that this will definitely be an issue. Ryan McCarthy thanked her for the information regarding Burma Road. He stated that they can take a look at the widths of the roads and address it in their next submission. As far as the parking, he stated that they are providing twice the amount of parking required per the Ordinance. He stated that not everyone in each unit will have 2 vehicles. Some will only have 1 vehicle so this will open up an extra space for visitors so he believes that there will be adequate parking for visitors. Faith Bygd asked if the parking spaces will be assigned or will the residents be able to park anywhere. Mr. McCarthy stated that he doesn't think that they will be assigning the spaces to each unit. Ms. Bygd asked if there would be enough space behind the parking spaces to add some vertical parking spaces to be used by visitors. Chairman Aleva agreed that extra spaces for visitors would be a good idea. He stated that most of the residents will have 2 cars. Mr. McCarthy stated that they will look into it. Lee Jay Feldman stated that they might have some room by the buildings to add a few spaces as well. Mr. McCarthy stated that they will look at the stormwater and where the drainage is located to figure something out.

Debbie Novak lives in Sanford, but her daughter lives in the area. She is wondering if there is going to be any kind of fencing between the abutters and the parking lot. Her concern is that, if there are kids that will be living in these apartments, they will cut through their land to get to

Wells Street. Mr. McCarthy stated that, as far as fencing or screening to keep people contained in the development, they are not planning on doing any. They would like to keep the open appearance across the agricultural field. It adds to the aesthetics versus fencing everything into the development. He stated that if there are specific screening concerns from the abutters, they can take it into consideration and speak to the applicant about it.

Alan Dziengeleski and his wife Carolyn live at 25 Church Ave and would be an abutter to the 2<sup>nd</sup> building. He stated that it is a nice piece of property that is shaped like a bottle. The 2 buildings and parking lot are going to be located at the bottle neck area from the back corner of their property to the back part of the unit where they will see the decks and windows. He also wondered about fencing or some sort of privacy type evergreens that would be year-round. He stated that they recently had their driveway paved and had a tree service come over. He has spoken to them as well as many other people in town about how the property has been dumped on over the years. There is a slope going into his back yard that shifts over time. They are constantly pulling out asphalt, concrete, and other things of that nature. He wondered if there are soil tests being done on the land and if there was any control over what was going to be taken out of there. Also, the slope has caused a lot of abutters to have moisture issues in their basement that they had never had before. Mr. McCarthy said that they are sensitive to them as well as their neighbor, David Burbank because of the close proximity of the houses to the property line. There is some existing vegetation between them and the 2<sup>nd</sup> building that they will try to maintain some kind of vegetated buffer closer to the property line. They will have to adjust the tree line a little bit to give the 2<sup>nd</sup> building some backyard area for the tenants. He stated that they will mention it to the applicant to see if there is anything else that they can propose to do there. Chairman Aleva stated that this was something that was brought up during the site walk. He feels that the buffer between that property line will most likely need to be supplemented to provide a break between the 2 properties. Mr. McCarthy stated that they have heard the concern before regarding stormwater from development going off the steep slope going down to their property. At the next submission, they will be providing a detailed grading plan where they are going to make sure that the runoff from the backyards don't go down the slope. They will add either a shallow swale so that it goes past the buildings and around into the field where the turnaround area is located.

Julie Novak lives at 50 Wells Street. She stated that pedestrians are definitely crossing their backyard and is concerned about the potential increase of people doing this. She said that they also see water in their basement. At the back end of their property, there is already water that is filling in the back of the property. When these 2 buildings come in, she is concerned that there will be an increase of water in the back property going into their basement. She would also like to see a fence of some kind or some kind of buffer between the 2 properties added to the plan. Mr. McCarthy stated that the stormwater management plan will be part of the next submission. It will look closely at the stormwater runoff and making sure that they mitigate any peak flows coming off of the site by sending to the retention basin. It will have a full analysis of what the stormwater effects are on the property and how they are addressing them.

Debbie Novak asked if they have determined where lights will be located on the building and/or parking lots. Mr. McCarthy stated that they have not looked at the lighting of the development yet. It will be part of the next phase. If lighting is provided, they would make sure that any of the lighting is shining down and not be any kind of spotlight type of lighting.

Chairman Aleva closed the Public Hearing at 7:14 pm.

Matthew Qualls said that he was thinking about the population increase in that small area of town. When he has been in that area, he has noticed that there are no sidewalks down those roads. As a town, what are the standards for this kind of issue. Since they are increasing the density of the area, are they providing enough sidewalks. Chairman Aleva started that it becomes very hard for them as a Planning Board to do something. He stated that, in looking at the area in this part of town, it has a higher density. If you look at the land area, the density of this project could be upwards of 40 units instead of the 12 that they are proposing. He stated that it is up to the town to look at adding sidewalks and requirements to town right of ways then it is for the Planning Board. He stated that they can make some requests for off-site improvements, but they have to be practical and reasonable. He stated that they need look at what they are proposing compared to what the maximum density could be. According to the Comprehensive Plan and our Zoning Ordinance, this is a part of town that indicates a high density of units. Lee Jay Feldman said that if they look at the survey information that Tidewater has provided, the current road goes right to the property lines so there is not enough width to add sidewalks. If there were any sidewalk issues, the town would need to either purchase land frontages from people or get easements to be able to construct the sidewalk. Mr. Feldman also stated that, normally narrower streets tend to slow people down. The wider the street becomes, you'll find that people want to park their cars on the side of the street to slow people down.

David Ballard asked if, when they contract with the tenants, will they have the understanding that they have 1 space for them and 1 space as a visitor space so they know that it is shared throughout the complex or are they going to think that they have 2 spots that are their sole parking unit. Mr. McCarthy stated that they will go back to the applicant and find out from him on how he plans on spelling that out in the rental lease for the tenants.

Anne Whitten stated that there was a question in the letter from Jay Mattia that didn't get answered. He asked what the target rent was going to be and if it was going to be subsidized housing. Mr. McCarthy stated that it will not be subsidized housing. Troy Williams stated that the rent will be at market rate but is not sure what it will be yet. It will be targeted to people who work in town or nearby.

David Ballard stated that he knows the applicant has no control regarding speed bumps on the roads. He wondered if they were considering adding any withing the development for when people are entering or exiting the complex. Mr. McCarthy stated that they are not. Typically, they would not want to add a speed bump to the exit to Burma Road. The way they will be

controlling traffic there is by having a stop sign or stop bar. He doesn't believe that a speed bump would be necessary for this type of development because of only having 12 units. It would also add difficulties with maintenance and snowplowing as well potential stormwater runoff.

Anne Whitten stated that she would like to discuss with Dwayne the possibility of speed bumps on that road and the possibility of having No Parking signs added. She said that they did do it on Madison Street.

Chairman Aleva moved Scott Strynar up to full voting status.

Anne Whitten motioned to table the multi-family development on Burma Road until the September 10<sup>th</sup> meeting or whenever they are ready thereafter. David Ballard seconded the motion. VOTE: 5-0

### 3.1 Continued Review

TPE NB11

30 Coffin Ln. (Tax Map: 001 Lot: 037B)

Request: The applicant proposes to install an 18.2-acre Solar Array on the 60.8-acre parcel of land owned by Richard W Crispin

Chairman Aleva asked Roger if he had any issues or comments regarding the project. Roger stated that he did not have a chance to look at them today. He will defer to Lee Jay Feldman to comment because he did give us his findings. Lee Jay stated that he has not provided the Board with any additional memo. He did look at the landscaping plan that they submitted today. They did do what he had suggested regarding providing an evergreen type of planning that is sporadic and not uniform for the buffer. They have also provided a profile showing the tree line and the types of trees in that area and how they will line up with the solar arrays.

Silas Canavan from Walsh Engineering is representing the applicant TPE NB11. At the last meeting that he attended, they had received some peer review comments and staff review comments. They did provide a response to all of those just before the meeting started tonight so he understands if the Board has not had time to review it yet.

The biggest concern that they came away with from the last meeting was from the abutters regarding the visual impact to their property, especially the abutters on Meehan Lane. They originally proposed to clear all of the trees in the area south of the array. They were going to leave the understory as to not impact the Resource Protection zone as much, but there were a lot of trees to clear. They also heard the neighbors and realized that it would reduce the buffer to the project. They studied the area more and studied the shading impacts to the array. The whole point to clearing that area was to reduce shading to the array. Instead they have revised that area from a fully cleared area to a vegetation management area. Chairman Aleva shared Sheet C1.1 from the plan to show this area. Within the length of the vegetation management area, they are going to draw an imaginary line from the top of the fence up to a height of about 55 feet, which



they are estimating to be the height of the tallest trees in that area. Any trees that are taller than that line will be cut because they would throw a shade on the array. Anything below that line will not be cut. By doing it this way, they will save a significant amount of trees. They have not gone out to survey the area yet so they do not know the total amount of trees that will be cut down. There is a mix of deciduous, conifer trees and evergreens located in that area. They are proposing that this area can be managed throughout the life of the solar array. If they come back after a few years and see that some of the trees they did not previously cut have now grown too tall, they would need to cut them at that time.

Mr. Canavan asked Chairman Aleva to show Sheet C2.4. It is a landscape plan where they are proposing to supplement the entire vegetation management area with 145 evergreen trees. They chose trees that are native and will vary in size. The ones that are closer to the edge can grow to 55-60 feet and the ones that are closer to the array will max out at about 20-25 feet. He stated that, because the area is mostly deciduous trees that lose their leaves in the winter, adding the evergreen trees will enhance the buffer for the neighbors quite substantially. They are set up in a random fashion, so they don't look like they are just a row of trees. It is more of a 3-dimensional buffering approach and it will look more natural. Mr. Canavan stated that there was also some noise from the train traveling across the property. They have no control over the train operations, but they do think that by saving some of trees and adding the evergreen trees, it will be a significant improvement to any noise traveling across the site. The vegetation management area is about 100 feet wide, so they are basically providing an additional 100 feet of buffer from the properties. Mr. Canavan stated that Sheet C2.3 shows what the line of sight will look like from the abutting properties on Meehan Lane. There is about 700 feet of vegetation from the Meehan Lane properties to the array which is being maintained as wooded area.

Mr. Canavan stated that they feel they have addressed the concerns of the people as much as they can. They have put their best foot forward to improve the design for the neighbors while still maintaining a viable project.

Scott Strynar asked if there were any water lines running through the solar field to any type of facility building. Mr. Canavan stated that there were no utilities except for the electrical connection going to the site. There is no sewer, gas, or water systems. Mr. Strynar stated that he likes the idea of the additional evergreen plantings, but he is concerned about them surviving without any type of supplemental watering. Mr. Canavan stated that they are showing these trees in specific locations, but from a practical standpoint we don't know which trees will be cut and which ones won't. The trees will be shifted around in locations that will be the most suitable for them to grow. They could also go out there with a water truck to water them if needed.

David Ballard asked what the prominent direction will the arrays be facing. He said that it is difficult to tell from some of the drawings because it looks like they are opposite of each other. Mr. Canavan stated that the panels will be facing slightly southwest in this area.

Anne Whitten stated that she appreciates that they are putting the extra trees and thinks that if they can plan to plant the trees when it is not dry, they would stand a better chance of surviving. Mrs. Whitten asked if they would be able to just trim the top of the tree instead of cutting the whole thing down. Mr. McCarthy stated that most of the trees are deciduous and if you take the top off the tree will most likely not survive.

Chairman Aleva asked stated that the applicant has responded to the peer review comments but he asked Lee Jay if they have gone back and satisfied everything with our town engineer. Mr. Feldman stated that the peer engineers were satisfied with all of the redesign that was done prior to the last Planning Board meeting.

Chairman Aleva opened the meeting up for public comment at 7:47 pm. There were no comments.

Chairman Aleva closed the public meeting at 7:47 pm.

David Ballard had a concern with them coming back in a couple years to cut down more trees. He said that if they come back in 2 years and find that they need to cut down about 80% of the trees then it may be an issue. He asked if there was a way that they can limit the percentage of trees that they can cut down. Chairman Aleva stated that they could add some sort of condition. It could state that, prior to cutting, they need to let the Code Enforcement Officer know what they are going to do for that assessment. They could also add a condition that says that they have to maintain the vegetation management area during the life of the project. If they do go in and have to cut 80% of the trees, then they need to go in and add additional plantings to maintain the vegetation management area. Lee Jay said that it could read something like, "The vegetated buffer management area shall be maintained ruing perpetuity of solar array system and that if any management of area is to include cutting trees, the Code Enforcement Officer shall be notified prior to any cutting so an inspection can be accomplished both prior and post any management of that area."

Anne Whitten asked if the management area was in some place where if they cut a tree down, another one will grow. Chairman Aleva said that, over time, some will grow. Scott Strynar said that more will definitely grow. Once the sunlight hits the ground it will start sprouting a lot more growth. Matthew Qualls stated that the evergreens are more for supplementing and not replacing all of the trees there now.

Lee Jay Feldman read the updated condition that he wrote so he can add it to the findings. It reads, "The vegetated management area must be maintained during the life of the solar array. If cutting is to occur in the buffer area, the CEO shall be notified prior to cutting for inspection and after cutting in order to maintain continuity in the vegetated management area." Lee Jay stated that if the Board chooses to approve the project tonight, they can do so subject to the Findings of Fact. They will get the Findings of Fact at the next meeting to review and make sure that they are comfortable with the conditions and the wording. Anne Whitten stated that they should just wait until they get the Findings of Fact because nothing can happen anyway. Chairman Aleva

stated that, with a project like this, they need an approval to keep moving forward. If the Board gives them a conditional approval it will help them out with their process of moving forward with the regulatory and financial aspects of the project. He stated that waiting 2 weeks could be a burden on the applicant that is really not necessary. Mrs. Whitten asked what happens if they find something in the Findings of Fact that would make them take the approval away. Chairman Aleva stated that he doesn't believe that there will be because everything else meets the requirements of the Ordinance. The only condition that it would have is the maintaining of the vegetated management area. Mrs. Whitten asked if they are all set if this applicant walks away and who takes care of the project. Lee Jay stated that this is what the condition will do. Whoever owns the property, whether it is this applicant or someone that they sold it to, they will be responsible because the condition runs with the property and not the owner. Chairman Aleva told Lee Jay that she is also talking about future cleanup and the information that we had at the last discussion to make sure that this was included in the Findings of Fact as well. Lee Jay stated that they have a standard condition of approval that requires them to adhere to anything that they said or provided in writing at any of the meetings. Roger Frechette asked if they were talking about just the area that they are maintaining or whole system decommissioning. Chairman Aleva stated that they were discussing both.

Anne Whitten stated that, in the last minutes, it says that Roger mentioned that there was quite a bit of trash on the property and he would like to see it removed. Chairman Aleva stated that the applicant said that they would take care of it. Jordan Belknap from Turning Point stated that they are working with the landowner regarding cleaning up the site. He told Roger that he could go out there and make sure that he satisfied with what was done.

Anne Whitten motioned to accept the applicant's proposal to install an 18.2-acre Solar Array on the 60.8-acre parcel of land owned by Richard W. Crispin Tax Map 001 Lot 037B with the conditions previously stated that will be added to the Findings of Fact. Scott Strynar seconded the motion. VOTE: 5-0

3.3 Public Meeting  
Kathryn Dumont  
19 Chadbourne Ln. (Map 008 Lot 089-8)  
Request: Applicant proposes to build a 22' x 22' addition to the right side of the existing house to be used as an In-Law Apartment

Chairman Aleva asked Roger if he had any concerns or issues with the project. Roger said he had none.

Anne Whitten stated that on their permit application under the section Additional Permits, Approvals and Inspections Required, there is nothing checked off. She asked Roger if they will need plumbing, septic and electrical permits. Roger stated that they would, but they do not need

it for the approval. They do not have to be listed on the application because those come at a later date.

Roger stated that it is a very well thought out addition. They meet all of the required setbacks. He doesn't see anything that would stop the application from going through and he has not heard anything from any of the neighbors opposing it.

Anne Whitten asked the applicant if it was a blood relative that was moving in. Kathryn Dumont stated that her daughter, son-in-law, and herself own the property and she will be building the in-law apartment. She stated that they are all currently living in the house, but she is the one that will move into the apartment once it is completed.

Anne Whitten motioned to accept the application as complete. Scott Strynar seconded the motion. VOTE: 5-0

Chairman Aleva opened the meeting for public comment at 8:08 pm. There was no public comment.

Chairman Aleva closed the meeting for public comment at 8:08 pm.

David Ballard asked if they needed to do a site walk. Chairman Aleva said that they did not for this project.

Anne Whitten motioned to accept the application for Kathryn Dumont to build a 22' x 22' addition to the right side of the existing house to be used as an In-Law Apartment (Map 008 Lot 089-8). Scott Strynar seconded the motion. VOTE: 5-0

### 3.4 Public Hearing

Town of North Berwick

21 Main Street (Map 018 Lot 090)

Request: Verizon Wireless proposes to install an antenna and related equipment to be located on the roof top of Town Hall located at 21 Main St.

Chairman Aleva asked Roger if there was any additional comments or issues that came up since the last meeting with them. Roger stated that there were none.

Anne Whitten stated that they were supposed to do a structural inspection of the chimney. Scott Anderson and Chuck Brutton Messo were present for the project. Scott Anderson stated that they know the inspection has been done, but they are just trying to track down the person at Verizon that has a copy of it. He stated that if there are no other concerns with the project, they can make sure that they provide it to Roger as a condition of any approval so he has a chance to review before they commence with any construction.

Chairman Aleva opened the Public Hearing at 8:12 pm. There were no comments.  
Chairman Aleva closed the Public Hearing at 8:12 pm.

Matthew Qualls asked what the antennas will look like cosmetically and if they meet the town code regarding the aesthetic look. Scott Anderson stated they will be mounting 6 antennas on one of the chimneys. They try to keep the racks tight to the chimney. He stated that you will see the antennas up there. He stated that there are a couple of antennas up there right now. Usually with the insulation on the chimney, the antennas seem to blend in over time. Lee Jay stated that there is a no masking requirement in our Town Ordinance for cell towers.

Lee Jay stated that the Board should have a copy of his Findings of Fact for this project. He stated that it is a standard condition of approval so whatever is said by the applicant, they will be held to. Chairman Aleva asked if there was anything special with the Findings of Fact other than our standard information that goes along with all projects. We would also have the condition that before they can get a building permit, they need to provide the letter from a structural engineer to the CEO. Lee Jay stated that he was not aware of that conversation, so it is not included as a condition of the approval. However, it was discussed tonight, and we have the standard condition rule, so they are covered.

Anne Whitten motioned to accept the application from Verizon Wireless to install an antenna and related equipment to be located on the roof top of Town Hall located at 21 Main St. (Map 018 Lot 090) with all conditions that will be stated in the Findings of Fact. David Ballard seconded the motion. VOTE: 5-0

#### 4. Other Business:

Roger stated that Joel Littlefield will move forward with his project, but he has an amendment to his original proposal. He wanted to put in a couple of 6-unit apartment buildings but, right now, he is just going to combine his property. He has it split in 2 and he wants to sell a lot. Because it was a previous development, he has to come before the Board to get permission to do what he wants.

They are going to have an 8-lot subdivision on Turkey Street. Roger stated that Chairman Aleva is part of that project so they will need to figure out how to handle it. Lee Jay stated that he can just recuse himself from discussing anything for this project.

Roger stated that he will also have a possibility of 2 in-law apartments for the next meeting.

#### 5. Adjournment:

Anne Whitten motioned to adjourn the meeting at 8:30 pm. Scott Strynar seconded the motion. VOTE: 5-0

Roger Frechette  
Planning Coordinator

Respectively submitted,  
Susan Niehoff, Stenographer

Chairman Geoffrey Aleva

Approved at August 27, 2020 ZOOM meeting

Jon Morse

Anne Whitten

Matthew Qualls

David Ballard

Approved at August 27, 2020 ZOOM meeting

Scott Strynar

Approved at August 27, 2020 ZOOM meeting