

SOUTH BERWICK PLANNING BOARD
Regular Meeting Minutes
Date: February 15, 2023

PUBLIC HEARING

RE: MS4 Permit; Required changes to South Berwick Stormwater Ordinances.
Changes effect Chapter 96, 108, 121 & 140.

Mr. Zinser opened the Public Hearing at 7:02pm

Noted there was no Public Comments or Board Comments on the Public Hearing.

Mr. Zinser closed the Public Hearing at 7:05pm

PLEDGE OF ALLEGIANCE

REGULAR MEETING

Mr. Zinser opened the regular Planning Board Meeting at 7:05pm.

ROLL CALL:

In-Person: Planning Board Members; Greg Zinser, Bill Cole, Zachariah Nobel, Alternate Christine Prunier;
Jenifer McCabe, CEO & Town Planner; Amy Aiguier, Administrative Assistant
Via Zoom: Hershey Hirschkop

PUBLIC AUDIENCE:

In-Person: Tom Howarth with LJE Properties
Via Zoom: Town Council Member Jeff Minihan, J. Dallatore, Monique

BOARD COMMENTS:

Mr. Zinser stated Planning Board Member Christine Prunier is recognized as a regular Planning Board Member for tonight's meeting.

PUBLIC COMMENTS: None

MEETING MINUTES APPROVED:

Mr. Cole motioned to accept the 2/1/2023 Planning Board meeting minutes with amendment to line 103. Mr. Nobel seconded the motion.

VOTE: 5-0-0 APPROVED

Approve: Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:** None

NEW BUSINESS:

SP # 23-001 LJE Properties 3-Lot Subdivision, 7 Lords Lane, Map 1 Lot 29

Mr. Howarth with LJE Properties addressed the board with a brief overview on the 3-lot subdivision for sketch plan review in the R3 Zone. Mr. Howarth had a survey done as well as a wetland survey done. The subdivision of land includes 3-lots, with a shared driveway access for two of the lots off Lords Lane and a single lot driveway access off Rte. 236.

51
52 Ms. Hirschkop asked about the possibility of a Brook running through this parcel or is there a portion of a run-
53 off that runs through? Or possibly located on the other side of Lords Lane?
54 Mr. Howarth stated there may be a run-off that goes under the highway, but there is no Brook on this property.
55 A wet-land survey was completed, and a Brook was not found.
56
57 Ms. Hirschkop asked what the procedure will be for driveway permitting for this parcel.
58 Mrs. McCabe, CEO stated if the permit is submitted before July 1, 2023, it would be with the Maine DOT, if
59 after July 1, 2023, will be with the town.
60
61 Mr. Zinser stated a site-walk and Public Hearing will be scheduled tonight. Is there a need for a site-walk by the
62 Planning Board Members?
63
64 Ms. Prunier motioned to not hold a site-walk for SP #23-001 LJE Properties Lords Lane. Mr. Cole seconded the
65 motion.
66 **VOTE: 5-0-0 APPROVED**
67 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
68 None
69
70 Mr. Nobel motioned to hold a Public Hearing for SP #23-001 LJE Properties, Lords Lane on Wednesday March
71 1, 2023. Ms. Prunier seconded the motion.
72 **VOTE: 5-0-0 APPROVED**
73 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
74 None
75
76 Mr. Cole makes a motion to accept SP #23-001 LJE Properties, Lords Lane Sketch Plan and proceed to
77 Preliminary Plan. Mr. Nobel seconded the motion.
78 **VOTE: 5-0-0 APPROVED**
79 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
80 None
81
82 Ordinance Amendment/Discussion on Site Plan Submission
83 Seeking an ordinance change to add required pre-submittal meeting with the Town Planner and Code
84 Enforcement Officer before submittal of documents to the Planning Board. The language changes and an index
85 change to the drafted amendment was discussed
86
87 Mr. Nobel makes a motion to accept the language changes and re-index of Chapter 121-27 under A-1. Mr. Cole
88 seconds the motion.
89 **VOTE: 5-0-0 APPROVED**
90 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
91 None
92
93 Ms. Prunier makes a motion to set a date for a Public Hearing for the Ordinance Amendment to Chapter 121-27,
94 A-1 on Wednesday March 1, 2023. Ms. Hirschkop seconds the motion.
95 **VOTE: 5-0-0 APPROVED**
96 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
97 None
98
99

100 South Berwick Table B Dimensional Requirements Change
101 Seeking an ordinance change for the I1 and I2 Zones to reduce the front setback from seventy-five feet (75')
102 down to forty feet (40'). This will match like communities and ensure businesses that would like to establish
103 their roots in South Berwick can do so. The Town of South Berwick is working diligently to bring more
104 business to the community, and this would certainly be a step in the right direction.
105
106 Mr. Zinser stated the request of this change was made in response to justifying the possible increase in
107 businesses in the I1 and I2 Zone. The suggestion is warranted by the Towns Code Enforcement Officer Jenifer
108 McCabe, Town Manager Tim Pellerin and Economic Development Director Denise Clavette.
109
110 Ms. Hirschkop makes a motion to accept the changes in dimensional requirements in the I1 and I2 Zone,
111 Chapter 140 Attachment 2, Table B from seventy-five feet (75') down to forty feet (40'). Mr. Cole seconded the
112 motion.
113 **VOTE: 5-0-0 APPROVED**
114 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
115 None
116
117 Ms. Hirschkop makes a motion to schedule a Public Hearing on Wednesday March 1, 2023, to address the
118 request for changes in dimensional requirements in the I1 and I2 Zone, Chapter 140 Attachment 2, Table B from
119 seventy-five feet (75') down to forty feet (40'). Ms. Prunier seconds the motion.
120 **VOTE: 5-0-0 APPROVED**
121 **Approve:** Greg Zinser, Hershey Hirschkop, Bill Cole, Zach Nobel, Christine Prunier. **Deny:** None **Abstain:**
122 None
123
124 **PUBLIC COMMENTS:** None
125
126 **BOARD MEMBER COMMENTS:** None
127
128 **ADJOURNMENT:**
129 Mr. Cole moved to adjourn the meeting at 7:45pm. Mr. Nobel seconded the motion.
130 **VOTE: 5-0-0. APPROVED**
131 **Approve:** Greg Zinser, Bill Cole, Zachariah Nobel, Hershey Hirschkop, Christine Prunier
132 **Deny:** None **Abstain:** None
133
134
135
136 Attested By: _____