

**CITY OF BREWER  
COMPREHENSIVE PLAN COMMITTEE MEETING  
MINUTES  
DECEMBER 2, 2013**

Chairman Campbell called the meeting to order at the Brewer City Hall Council Chambers at 8:04 a.m.

The following were in attendance:

Kevin Birch	Absent
Allen Campbell	Present
Jim Donnelly	Absent
Michael Fitzpatrick	Absent
Nicole Gogan	Present
David Hanna	Present
Frank Higgins	Present
Linda Johns	Present
D'arcy Main-Boyington	Present
Richard Manzo	Present
Janet McIntosh	Present
Daniel O'Connell	Absent
Bev Uhlenhake	Present

Consultant Rich Rothe Present arrived at 8:15.

Also in attendance: Brewer Code Officer Ben Breadmore arrived at 8:10.

Minutes of the November 18, 2013 Committee meeting were unanimously approved as written.

The Committee decided to meet the following Mondays from 8-10 a.m. at City Hall unless otherwise noted:

January 13 and 27  
February 10 and 24  
March 10 and 24.

The Committee continued their discussions of various land use issues with both pros and cons.

Open Space/Conservation/Cluster Subdivisions.

- The City currently has provisions for cluster subdivisions, however, it is not very clear and should be reviewed and amended.
- The City currently does not have a minimum amount of required open space for traditional subdivisions. This should be reviewed and amended.
- Many towns require 10% of the overall land to be placed into open space for traditional subdivisions.
- Currently, when open space is created as part of a subdivision, it is owned by a homeowners' association.

- Cluster subdivisions and conservation subdivisions allow for a reduction in minimum lot dimensions with the remainder of land being common or open space. The number of lots would be the same as if the minimum lot dimensions are met.
- Provisions for density bonuses could be included in both traditional and conservation subdivisions.
- Conservation subdivisions could be required for certain parts of town, such as all areas outside the designated growth area.
- Some towns require a minimum of 50% of the total land area to be placed in conservation if outside the growth area.
- A variety of subdivision types is beneficial. Examples of cluster/conservation subdivisions is Dirigo Pines and Avalon Village.
- Potential density bonuses should have guidelines.
- Most developers want to maximize their return. Cluster/conservation subdivisions may increase their return with less roads to build and less public utilities to run.
- Need to detail how open space is calculated so that it consists of more than just the unusable, left-over land. Wetlands are already protected, the open space should have other benefits. Perhaps wetlands count as a percentage.
- The density bonus can vary according to the quality of open space. Developers that make trails, etc should get a higher density bonus.
- The goal should be to allow a variety of subdivision developments.
- Density bonuses should be tied to the quality of open space provided.

[Allen and Janet left at 9:00 am]

With both the Chair and Vice Chair absent, Linda became Chair pro-tem.

Commercial land use issues:

#### Administrative Review.

- Linda explained that development projects currently either go through Planning Board review/approval or the Code Officer can issue a permit. This is determined by the Schedule of Uses matrix in the ordinance.
- City staff has discussed the concept that for some projects, it may make sense to have a middle level which can be reviewed and approved by staff members of various city departments.
- For some smaller projects, the Planning Board process can add a large cost and also time constraint. An example is the re-use of an existing building with no proposed outdoor changes.
- In some of these cases, the Planning Board review does not contain any information worth reviewing, thus creating unnecessary regulations.
- For some projects that do not trigger Planning Board review, proposals should be reviewed by other staff besides the Code Office such as engineering and environmental services.
- An administrative review level should include specific items to review.
- This topic will be continued at a later meeting when Planning Board chair Allen Campbell is in attendance.

#### Adaptive Reuse District.

- Linda explained that the Adaptive Reuse is a floating zone created earlier this year primarily for the reuse of the recently vacated school buildings. There are specific eligibility standards, allowed uses, and design standards.
- One of the eligibility standards is that it was previously used as a school. Staff has briefly discussed the concept of expanding the Adaptive Reuse to other old, privately-owned buildings.
- Brewer wants to keep its historic buildings and perhaps this provision may make it more feasible.
- Reuse of the existing building is the key factor.
- The Committee decided staff should review the current Adaptive Reuse District for expansion to utilize non-school buildings as long as there are specific standards and guidelines. Such buildings to be allowed should be of historic and/or architectural significance. Examples would include the Box Factory and the VFW Post building but not shopping centers or bowling alley.
- The Adaptive Reuse District could potentially be limited by a location within the City, such as the triangle (Wilson St, State St & Penobscot River) and/or the waterfront.
- Mixed uses should be allowed in re-used buildings.
- It is unlikely that the waterfront will be redeveloped unless density is addressed.
- Consensus: expand Adaptive Reuse to private buildings with conditions and limit it to a geographic area.

#### Parking Requirements in the Convenience Business (CB) District.

- Parking within the Convenience Business District should be reviewed as many of the parcels are small in size and rely on on-street parking. Current site plan criteria requires parking to be located on-site. Redevelopment of these parcels can be difficult.
- Allowing less parking can work for current business but can be a problem if site is conveyed to a new owner and/or a new use.
- Consider up to four on-street or other parking spaces per parcel be allowed to count towards their parking requirements.
- On-street parking should be used for uses with high-turnover customers. Employees should be required to park on-site.
- Residential uses should be required on-site. This also assists snowplowing of streets.

The next Committee meeting is scheduled for December 16<sup>th</sup> at Brewer City Hall.

Rich and Linda will prepare updated copies of the revised documents as discussed at this meeting.

The meeting adjourned at 10:00 a.m.