



Town of Hampden  
**Planning and Development Committee**  
Wednesday November 2, 2016, 6:10 pm  
Municipal Building Council Chambers

## Minutes

Attending:

Committee/Council

Ivan McPike-Chair  
David Ryder, Mayor  
Terry McAvoy  
Mark Cormier  
Dennis Marble  
Stephen Wilde  
Greg Sirois

Staff

Angus Jennings, Town Manager  
Karen Cullen, Town Planner

Public

Tom Brann  
Bill Shakespeare

Chairman McPike called the meeting to order at 6:15 p.m.

1. Approval of October 19, 2016 Minutes – Staff noted several housekeeping edits. Motion to approve as amended made by Councilor Sirois with second by Councilor McAvoy; carried 7/0/0.
2. Committee Applications: None.
3. Updates:

A. Status of MRC/Fiberight

Town Manager Jennings and Planner Cullen gave an update on the project, primary points included:

- Town has recently received notice from DEP that a modification of their permit has been issued to change the wetlands compensation to a fee-in-lieu, meaning the MRC is no longer seeking an easement holder for the 80 acre parcel that was going to be preserved.
- Construction has begun, the first construction meeting was held yesterday and they haven't run into any significant issues. They have run into clay and are needing to over-excavate those areas to put in a gravel base for the sewer lines. The next construction meeting will be in a month, by which time most of the first phase construction should be completed.
- The location of the water line continues to be a point of concern; staff and the Water District have been trying to get a meeting with representatives of MRC for some time now, and have been

pressing them as there is an urgency to iron out any differences. The primary issue is that MRC has recently mentioned that they want to run the water line through Ammo Park and not on Coldbrook Road as had been approved by the Water District and understood by the Planning Board. There are concerns regarding fire flow and adequate water for future development in the area.

- We are still waiting to hear from MRC about how they plan to address the frontage issue, as without frontage for the parcel Fiberight will be unable to get a building permit.

4. Old Business:

A. Business Park TIF: Planner Cullen led a discussion on a draft list of eligible project costs for the TIF funds, noting that the draft list had been developed based on a sample from a nearby town and state statute. The main points of discussion were:

- The idea put forth in the comprehensive plan to have an access road along Coldbrook Road is still a viable option, and the location of the water line (for MRC) would not impact the potential for an access road. It was noted that it would be done by the property owners and the town has limited ability to influence the concept.
- Town center improvements – it was noted that the holiday lighting infrastructure is going to be completed within the next few months and so that project was deleted from the list.
- Will modify the wording regarding the revolving loan program to specify it is for small businesses; large businesses have other resources they can tap into for financial assistance that most small businesses can't.
- Recreational facilities that are eligible are limited to trails, and for those DECD must make a finding that the trail project is going to have a benefit to economic development. Usually these are trails that run through a town center area, but Planner Cullen noted that with the snowmobile trail out by the MRC site and the LL Bean parcel, there might be an opportunity to expand the trail network and to provide parking for trail access.
- We will be holding a kickoff meeting with the consultants on Monday Nov. 7.
- Manager Jennings confirmed with Epstein and Sargent that they are in favor of including the undeveloped front parcels (which are not specified in the development agreement as being within the TIF) in the TIF.

5. New Business: None.

6. Zoning Considerations/Discussion:
  - A. Format of Use listings in zoning ordinance – Planner Cullen noted that she is continuing work on the use table, but hasn't gotten enough done to have any useful discussion about it tonight.
  - B. Draft language for home occupations – Planner Cullen led a discussion on the language she had drafted for businesses that are run out of a residential property. The main points of the discussion were:
    - The committee agreed with the concept of creating three levels of businesses.
    - The limitation on truck size (weight) needs more work; 10,000 pounds GVW is too small; also need to include any limit only for the home business and customary home occupation categories and not for the home based contractor.
    - The signage section needs to be looked at to ensure consistency with the sign regulations elsewhere in the ordinance as well as state law, and the size should be increased above 4 square feet.
    - Traffic generation should be consistent with residential use (not just single family), or change the language so it is consistent with the zoning district which it is in.
    - These permits should run with the land as opposed to the applicant, but the Planning Board should have the authority to set a condition for specific home occupation proposals that they will not run with the land; this would allow flexibility to the Board to limit the potential for a business to expand beyond the original home occupation proposal with transfers of owners.
    - Some of the sections retained from the current Hampden Zoning Ordinance (specifically “Additional Conditions Necessary for Approval...”, “Alterations to Land and Buildings of Previously Approved...”, and “Discontinuation and Abandonment of a Legacy Home Occupation”) are not well understood by any of those present. Karen will research this further to see if she can figure out the reasoning behind those sections and will modify the draft amendment as appropriate.
7. Citizens Initiatives: None.
8. Public Comments: Tom Brann asked about the status of the codification project; Manager Jennings stated it is still on the work plan and in fact is one of the top four priorities set by Town Council this year. There are issues, most notably costs involved and limited staff resources to devote to the project.
9. Committee Member Comments: Manager Jennings noted that Dollar General will be holding a grand opening in January; more details will follow.

10. Adjournment: Motion to adjourn at 7:35 by Councilor Marble; seconded by Councilor Wilde, carried 6/0/0. (Councilor Sirois left early).

*Respectfully submitted by  
Karen Cullen, Town Planner*