

Planning and Development Committee
March 16, 2016
6:00 PM
Conference Room
AGENDA

1. Approval of March 2, 2016 Minutes
2. Committee Applications:
3. Updates:
 - A. Status of Planning Board Review
Subdivision Open Space
Codification
Zoning Reference to Open Space
4. Old Business:
 - A. Draft Mineral Extraction Repeal - Attorney
 - B. Draft Home Occupation – Attorney
 - C. Flag Lots Discussion
5. New Business:
 - A. Sewer line for Ammo Park and Triangle, potential TIF funding to upgrade to larger pipe
6. Zoning Considerations/Discussion
7. Citizens Initiatives:
8. Public Comments:
9. Committee Member Comments:
10. Adjourn

Planning and Development Committee
March 2, 2016
6:00 PM
Conference Room
DRAFT MINUTES

Attendees:

Committee

Ivan McPike - Chair
Stephen Wilde
Dennis Marble
Terry McAvoy
David Ryder
Greg Sirois

Staff

Angus Jennings, Manager
Dean Bennett, Community Dev Director (CDD)

1. Approval of February 22, 2016:

Minutes were unanimously approved

2. Committee Applications: None

3. Updates:

Subdivision Ordinance Rework Private Roads
Draft Complete and Distributed to Committee prior to meeting.

Codification – April 18th
Tentative Deadline for Return to Town Council

MRC/Fiberight Timeline Update
Tentative Timeline Distributed to Committee

4. Old Business:

A. Draft Mineral Extraction Repeal – Attorney

CDD advised Committee that the draft had been provided to the Manager for forwarding to the Town Attorney

B. Draft Home Occupation – Attorney

CDD advised Committee that the revised draft had been provided to the Manager for forwarding to the Town Attorney

C. Subdivision Ordinance Rework Private Roads

CDD briefed the Committee on the Planning Boards perspective of the draft. The Planning Board felt that the Subdivision process, as provided in the Statute, needed to be followed whether there were private or public roads proposed within the subdivision. The Planning Board asked that the draft be reworked with the changes made to address their concerns. CDD felt that he had adequately addressed their concerns in the redraft. He further stated that neither the Rework of Private Road nor the Criteria Rework had been reviewed by the Town Attorney.

Subdivision Ordinance Criteria Rework

CDD briefed the Committee on the Planning Board's perspective of the draft. The Planning Board felt that the Subdivision Criteria Guidelines were excessive and asked that they be simplified. CDD felt that he had addressed their concerns and draft was ready to go back to the Planning Board.

5. New Business:

A. David Hughes, Epstein Realty
Business Park Agreement

David Hughes of Epstein Realty reported to the Committee on the current demand or lack thereof for commercial and industrial properties in the region, indicating there was an excessive amount of empty buildings which impacted the demand for commercial and industrial lots.

He shared his observations on land pricing, presented comparisons on recent sales in neighboring parks and proposed changes to the draft Exclusive Authorization to Sell Agreement that is up for renewal.

Committee Action: Motion and Seconded to refer the draft Exclusive Authorization to Sell Agreement to the Town Council with "recommendation to approve as presented." Vote 6-0

- 6. Zoning Considerations/Discussion: None
- 7. Citizens Initiatives: None
- 8. Public Comments: None
- 9. Committee Member Comments: None
- 10. Adjourn: 7:30pm



**To: Planning and Development Committee
Angus Jennings, Town Manager**

From: Dean Bennett, Director of Community Development

Date: March 14, 2016

Subject: Flag Lots

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In accordance with the Planning and Development Committees desire to pursue the creation of land use regulations that allow for the creation of up to 2 individual lots that utilize common road frontage and a shared driveway but does not constitute a subdivision, I offer the attached for Committee's consideration.

I found the following provisions from the Town of Brunswick. I have talked with the Town Planner Jared Woolston, who then reached out to the Code Enforcement Officer. They have both confirmed that the language serves the town well and there has been no issues raised.

I hope to have an aerial map that depicts that type of development in the Town of Brunswick for the meeting on the 16th.

Rear Flag Lots

A. In Rural Districts a rear lot shall be accessed by one of the following:

1. **Access Strip:** A single rear lot may be accessed by a strip of land owned by the owner of the rear lot that has a minimum width of 25 feet and at least 25 feet on a public street. No more than two access strips shall be adjacent to one another. When there are two access strips adjacent to one another, a shared driveway shall be used and the width of each access strip may be reduced to 15 feet.
2. **Deeded Right-of-Way.** A rear lot may utilize a deeded right of way with a minimum width of 25 feet, through another parcel.

B. In Growth Districts rear lots shall be accessed by one of the following:

1. **Access Strip:** A single rear lot may be accessed by a strip of land owned by the owner of the rear lot that has a minimum width of 25 feet and at least 25 feet of frontage on a public street. This width may be reduced to 15 feet with approval of a stormwater plan by the Public Works Director. No more than two access strips shall be adjacent to one another. When there are two access strips adjacent to one another, a shared driveway shall be used and the width of each access strip may be reduced to 15 feet.
2. **Deeded Right-Of-Way:** A rear lot may utilize a deeded right-of-way with a minimum width of 25 feet, through another parcel. This width may be reduced to 15 feet with approval of a storm water plan by the Public Works Director.

C. All rear lots shall have safe access for fire, police and emergency vehicles as determined by the Fire Chief.

D. Rear lots shall not be bound by the lot width requirements of the district in which it is located.

Definitions

Front Lot Line:

That line which separates the lot from a public or private right-of-way. On corner lots, the front lot line shall be the line opposite the front of the principal building.

Rear Lot:

A lot which is located to the rear of another lot which lacks minimum road frontage required in the land use district, and access to which is either by a strip of land which is part of that lot or a deeded right-of-way over one or more of the front lots.

Private Road: An easement containing a road or driveway that serves as the principal access for more than one property.

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TO: Planning & Development Committee
FROM: Angus Jennings, Town Manager
DATE: March 15, 2016
RE: Sewer line through Ammo Park to serve new development

As you know, the 8" sewer line installed by Maine Ground Developers (MGD) to serve the Ammo Park and provide a connection to the proposed extension serving the MRC/Fiberight development area needs to be re-installed in order to resolve problems with initial installation. MGD is ready to proceed with this work, and their contractor is awaiting notice to proceed.

Our peer review engineer for the MRC/Fiberight proposal has advised that the 8" line would have sufficient capacity, in their opinion, to serve the new development and the newly developable area that would have access to the new sewer line.

This line represents a long-term capital investment, and there is a public interest in ensuring that the line is sized properly to allow the Town to permit significant new development in this area. We have asked Woodard & Curran to provide an opinion regarding how much additional development - beyond current and MRC/Fiberight - could be supported by a 10" or 12" line.

Following a meeting last week, Sargent Corp., the contractor to MGD, prepared an estimate of the incremental costs, above and beyond the re-installation, to upgrade to 10" or 12" pipe. Incremental costs are estimated at \$61,720 (10") up to \$68,020 (12"). Much of the cost is driven by the need to replace ten manholes at \$5,000 apiece.

If the Town wishes to pay some or all of these incremental costs, in the interest of optimizing this infrastructure for future economic development, it would be an eligible expenditure of the Emera TIF funds. Eligible expenses include infrastructure costs "directly related to and made necessary by the Town Tract / Coldbrook Road District... in order to extend utilities and infrastructure from their current location to the District on Coldbrook Road."

At next Monday's 3/21 Council meeting, consideration will continue regarding how to manage the TIF funds that were not part of the recent budget adjustment to meet the Credit Enhancement Agreement obligations under the approved TIFs. Within that discussion, I am working to bring forward a proposal for Council consideration of funding all or a portion of the incremental costs associated with a larger pipe. I will notify MRC/Fiberight and H.O. Bouchard that this matter is under consideration. I do not believe that we have the ability to require their contribution to this expense, but since their interests would be served by a larger pipe, I would make them aware that this is under consideration.

Ammo Park Sewer

		10" pipe		12" pipe	
		<u>Cost/LF</u>	<u>Cost</u>	<u>Cost/LF</u>	<u>Cost</u>
Pipe (LF)	2930	\$ 4.00	\$ 11,720.00	\$ 6.15	\$ 18,019.50
Manholes	10	\$ 5,000.00	\$ 50,000.00	\$ 5,000.00	\$ 50,000.00
			<u>\$ 61,720.00</u>		<u>\$ 68,019.50</u>

Source: Estimate from Sargent Corp., March 9, 2016