

Planning and Development Committee
September 2, 2015
6:00 PM
Conference Room
AGENDA

1. Approval of August 19, 2015 Minutes
2. Committee Applications:
3. Updates:
 - A. Municipal Marina Sign Costs
4. Old Business:
 - A. Codification Portfolio
 - B. Draft Private Ways Ordinance
 - C. Proposed Zoning Map Change (Coldbrook/Emerson Drive)
 - D. Impact Fee Ordinance
5. New Business:
6. Zoning Considerations/Discussion
7. Citizens Initiatives:
8. Public Comments:
9. Committee Member Comments:
10. Adjourn

Planning and Development Committee
August 19, 2015
6:00 PM
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DRAFT MINUTES

Attendees:

Committee
Bill Shakespeare
David Ryder
Stephen Wilde
Terry McAvoy
Greg Sirois

Staff
Dean Bennett, Com/Econ Development Director

1. Approval of August 5, 2015 Minutes:

Minutes were approved unanimously.

2. Committee Applications: None

3. Updates:

- A. Codification Portfolio
Community and Economic Development Director (CEDD) indicated he will be meeting with Attorney Russell to finalize. He will seek an extension if necessary.
- B. Downtown Development Plan
CEDD reported that he will be attending the RSU 22 Building Committee Meetings in the Fall and per Councilor Marbles suggestion will invite Manager Jennings to attend as well.
- C. Municipal Marina Sign
CEDD presented illustrations provided by Caron Signs with regard to the creation of a Municipal Turtle Head Park Sign. Committee reviewed sign illustrations and asked CEDD to provide costs for the Committee preferred sign.

4. Old Business:

- A. Draft Private Ways Ordinance
CEDD provided copies of the previously drafted Private Ways Ordinance along with standards from Windham's Zoning and Subdivision Regulations for review and consideration moving forward. Committee to undertake review of drafted at next meeting.

- B. Yard Sale Ordinance Repeal Process
CEDD was asked to research and present process for repealing the Yard Sale Ordinance. The suggestion for the repeal was initiated by CEDD. Upon reflection, CEDD requested the item be tabled until such time the administration of the permits was reviewed, further stating his request was initially made in haste.

5. New Business

- A. Zone Change Discussion – Dennis Melvin
(Coldbrook/Emerson Drive)

Dennis and Debbie Melvin indicated their interest in adding an additional apartment to the two-unit dwelling located at the corner of Emerson Drive and Coldbrook Road. The desired preservation of and investment in the family home is their expressed intent. In order to move forward, a zoning change is necessary. An extension of the Business District to include their property is necessary as the currently designated Residential A does not allow their intended change in use.

In consideration of their intended residential use, the adjacent Business District, and the location in proximity to the Coldbrook Road, the Committee asked the CEDD to prepare the necessary paperwork to begin the initiation of the change. The Committee acknowledged that the nature of the area, being a residential subdivision, may require the Melvin's to explain to the neighborhood their intent with the zone change. Committee felt the Planning Board public hearing and subsequent recommendation would be helpful to the Councils ultimate decision.

**Committee Action: Motion made by Dave Ryder, seconded by Greg Sirois, to ask Community and Economic Development Director to prepare necessary documentation to initiate the process and present to the Committee at the next meeting
Vote: 5-0**

B. Zone Change Discussion – Dan Harnden
c/o Neally's Corner Store

CEDD indicated he spoke with Code Officer Block prior to the meeting to gain an understanding of the current situation. If the desire was to place another dwelling unit on the site, there is insufficient land area to do so. If the desire was to build an addition onto the existing structure, pending compliance with zoning, building, and plumbing codes, it was possible to do so. The apparent plans, once clarified with the Committee, do not require any zoning change consideration.

6. Zoning Considerations/Discussion: None
7. Citizens Initiatives: None
8. Public Comments: None
9. Committee Member Comments: None
10. Adjourn: The meeting was adjourned at 8:30pm.