



Town of Hampden
Planning and Development Committee
Wednesday January 17, 2018, 6:00 pm
Municipal Building Council Chambers
Agenda

1. Approval of December 20, 2017 and January 3, 2018 Minutes
2. Committee Applications: None
3. Updates:
 - A. MRC/Fiberight
 - B. Staff Report incl. review draft of Down East spread for March edition
4. Old Business:
 - A. Review and referral to Finance Committee of proposed Coldbrook Corners Tax Increment Financing (TIF) District Development Program
 - B. Executive Session pursuant to 1 MRSA Section 405(6)(C) to discuss economic development issues about which premature disclosure might prejudice the town's bargaining position
 - C. Update on proposed amendments to Hampden Business Park Covenants
5. New Business:
 - A. Update on proposed marketing materials for the Hampden Business Park
6. Zoning Considerations/Discussion:
 - A. Update on Planning Board Zoning Workshop held Jan. 16, 2018
7. Citizens Initiatives
8. Public Comments
9. Committee Member Comments
10. Adjourn



Town of Hampden
Planning and Development Committee
Wednesday December 20, 2017, 6:00 pm
Municipal Building Council Chambers
Minutes - Draft

Attending:

Committee/Council

Ivan McPike-Chair
Terry McAvoy
Dennis Marble
Mark Cormier
David Ryder
Stephen Wilde

Staff

Angus Jennings, Town Manager
Myles Block, Code Enforcement Officer

Public

Noreen Norton, Consultant
Ed Bearor, Town Attorney
Chuck Lawrence, Southstreet Development Co. LLC
Eric Ellingwood

Chairman McPike called the meeting to order at 6:01 pm.

1. Approval of December 6, 2017 Minutes – **Motion** to approve as submitted tonight made by Councilor Marble with second by Councilor McAvoy; carried 6/0/0. Manager Jennings will add the attachments.
2. Committee Applications:
 - a. Morton Syversen, reappointment to Planning Board. Manager Jennings noted Mr. Syversen's attendance at Planning Board meetings over the past three years, which is 54% absences (missed 19 of 35 meetings). No motion was made to refer Mr. Syversen to Town Council for reappointment.
 - b. Jake Armstrong, appointment to Planning Board. His application is in the packet but he is not in attendance tonight. **Motion** to refer the application of Jake Armstrong to the Town Council for appointment to the Planning Board as a full member made by Councilor McAvoy with second by Councilor Ryder; carried 6/0/0. Manager Jennings noted that Mr. Armstrong will be invited to attend the Council meeting when his appointment will be taken up.
 - c. Manager Jennings stated that there are two expiring terms, those of Morton Syversen and Mike Avery, who did not submit an application for reappointment. He said with the appointment of Jake Armstrong, we will have one vacant seat. However, we have an alternate member, Jennifer Austin, and he recommends that the committee refer her to Council for appointment as a full member of the Planning Board. **Motion** to refer Jennifer Austin to the Town Council for appointment to the Planning Board as a full member made by Councilor Ryder with second by Councilor Marble; carried 6/0/0.

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3. Updates: (taken up out of order)

- a. MRC/Fiberight: Manager Jennings discussed the delayed opening of the plant; focus is on the period from April 1 to actual opening and the impact of the flow control ordinance and logistical issues in handling the solid waste and getting haulers properly licensed. It was noted the CEO has authority to determine compliance with zoning ordinance, especially in regards to whether the facility is a transfer station or not. Manager Jennings suggested that we should consolidate any additional questions and send to MRC in advance of their January meeting. Chairman McPike noted Cianbro has taken over as the general contractor.
- b. Manager Jennings noted the Planning Board will be meeting on Dec 28th to continue discussions with the Town Planner of the proposed amendments to Article 3 of the zoning ordinance, specifically on the use table.

4. Old Business:

- a. Executive session pursuant to 1 MRSA Section 405(6)(C) to discuss economic development issues about which premature disclosure might prejudice the Town's bargaining position. **Motion** by Councilor Wilde to move into Executive Session pursuant to 1 MRSA Section 405(6)(C) to discuss economic development issues and to include Noreen Norton, Ed Bearor, and Town Manager Angus Jennings with second by Councilor Marble; passed 6/0/0 by roll call vote. The committee entered Executive Session at 6:05 pm.

Motion by Councilor Wilde to come out of Executive Session at 6:55 pm, seconded by Councilor Marble; passed 6/0/0 by roll call vote.

Manager Jennings summarized the outcome of the Executive Session: The committee discussed the terms of a proposed Credit Enhancement Agreement with Southstreet Development Co. LLC, and agreed in principle to terms that would return to the developer roughly the same dollar value as what would have been generated under the terms initially proposed by the developer, but over a 13 year term instead of the 10 year term proposed. The longer time frame allows for reimbursement at a lower percentage.

- b. Chuck Lawrence of Southstreet Development presented his draft plan for a Tradewinds store to the committee, noting there may be a Dunkin Donuts and a Subway within the store. It was noted the building is designed with clapboard siding and a pitched roof. There was discussion regarding the potential entrance location. The proposal also includes a car wash. Bill Boyington, 95 Main Road North asked several questions: in response Mr. Lawrence responded that there are expected to be 15-20 employees, 5-6 full time; he is looking to begin construction in spring 2018 for opening in August; and he chose this location due to proximity to I-95, at intersection with traffic light, and across from restaurant. He noted that he has wanted Tradewinds to have a presence in Hampden. Manager Jennings noted the town has an interest in having commercial development in this location, and that it is consistent with the Comprehensive Plan. Mr. Lawrence added the tax incentive provided by the TIF helps justify a larger investment.

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- c. Consultant Noreen Norton met with the committee to discuss the proposed Coldbrook Corners TIF district. Key points of discussion:
 - i. Terms of CEA expected to include reimbursement of developer's out-of-pocket costs for creation of District (\$19,500) within the first year, or within the first 2 years if not enough incremental revenue in Year 1.
 - ii. A question was asked about why privately owned land is within the "Town Tract," and Ms. Norton said that land within the District that is not subject to the proposed CEA would be the Town Tract.
 - iii. Ms. Norton noted that the allowed uses of TIF funds does not include property assembly or relocation costs, and the committee agreed these should not be included.
 - iv. Councilor McAvoy noted the allowance for use of TIF funds for infrastructure and asked if any public infrastructure investment would be needed for the Tradewinds development. Manager Jennings said no but, if the entire District is built out in the future (including the large parcels of undeveloped land), this could cause the need for investments in sewer, for instance.

5. New Business: Manager Jennings updated the committee on staff's efforts to market Hampden through the Down East Magazine. We will be working with the magazine staff and with Bangor to have a four page piece highlighting the two communities as great places to live and work; publication will be in the March 2018 Best Places to Live & Work in Maine edition.

6. Zoning Considerations/Discussion: None

7. Citizen Initiatives: Eric Ellingwood of Dudley Street commented that his proposal (of Dec 6) regarding a town forest and recreational trails would help tourism. He submitted an updated proposal. Chairman McPike thanked Mr. Ellingwood for sharing his ideas. Manager Jennings noted that the Council will hold its goals setting session in February and could consider whether to prioritize work on recreational trails.

8. Public Comments: Eric Ellingwood asked a question about the Coldbrook Corner TIF district; Manager Jennings described the basics of how a TIF District works and its purpose.

9. Committee Member Comments: Councilor Ryder asked what the status of the town center rezoning effort is in relation to the potential housing development at the end of Dewey Street. Manager Jennings noted that the timeline for the Town Center work has slipped for reasons the committee is aware of, and that this location would be considered in that context. Discussion ensued regarding priorities and the best manner to amend the zoning ordinance. Manager Jennings noted that the Zoning Ordinance provides landowners the opportunity to initiate their own proposed zoning amendments if the Town's timeline isn't working for them.

10. Adjournment: **Motion** to adjourn at 8:06 pm by Councilor McAvoy; seconded by Councilor Marble, carried 6/0/0.



Town of Hampden
Planning and Development Committee
Wednesday January 3, 2018, 6:00 pm
Municipal Building Council Chambers
Minutes - Draft

Attending:

Committee/Council

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

Staff

Angus Jennings, Town Manager
Myles Block, Code Enforcement Officer
Karen Cullen, Town Planner

Public

Eric Ellingwood

Chairman Ryder called the meeting to order at 6:01 pm.

1. Chairman Ryder noted the minutes from the December 20, 2017 meeting will be taken up for approval at the January 17, 2018 meeting.
2. Committee Applications: None
3. Updates: (taken up out of order)
 - a. MRC/Fiberight: Manager Jennings said there has been no new information the last couple of weeks, and noted the next conference call with DEP is scheduled for Monday.
 - b. Staff Report:
 - Planner Cullen and Manager Jennings reported on the progress for the Down East Magazine advertorial which will be published in the March issue. It was noted we'll receive a pdf version that we can post on the town's website.
 - Planner Cullen noted the contract will be awarded soon for the purchase of the floating dock, and it is anticipated the new dock will be ready for installation at the normal time in the spring.
 - Planner Cullen noted only one application has been submitted for Planning Board approval, and the applicant has requested it be on the March Planning Board agenda.
 - Planner Cullen and Manager Jennings noted the MEREDA conference this year is in Portland and although it has been suggested it would be a good opportunity for us to connect with the economic development community, after reviewing the agenda for

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the conference we both feel it is not in the town's best interest for us to take a day from work to attend. All councilors were invited to attend.

- Planner Cullen handed out draft maps of the proposed Coldbrook Corners TIF district and asked for confirmation of the boundaries. It was agreed that the district should include the Coldbrook Road right-of-way from Route 1A to I-95. It was also agreed to keep the one single-family residential parcel on the south side of Coldbrook Road in the district, due to potential change of use from residential to commercial. It was also confirmed to include the entire Southstreet parcel as it currently exists. Manager Jennings noted the final working draft of the TIF program will be on the agenda for January 17.
- Manager Jennings noted we are continuing to work on landing a major development in the business park. The opportunity seems promising and exciting, and there is potential they could be breaking ground this spring

4. Old Business:

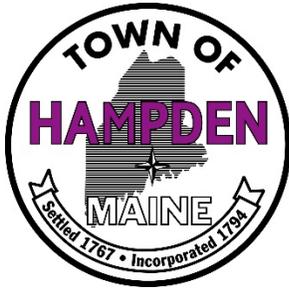
- a. Hampden Business Park Covenants. Noel Musson of Musson Associates met with the committee to discuss the redlined draft of the covenants. He said the general philosophy is to remove items that are redundant with zoning, but to retain items that will protect the interests of the owners in Phase 1 who purchased with specific expectations for future development of the park. Key points of discussion were:
 - i. anything related to building or building design probably should be in the zoning, and the language in the covenants may be modified with that transition.
 - ii. In regards to architectural standards along Route 202, may have zoning worded such that any development within "x" feet of Route 202 must meet the standard.
 - iii. The deeds reference the covenants as of a specific date; these may need to be changed so the modified covenants govern.
 - iv. The subdivision plan will also need to be modified and approved by the Planning Board since the easements along the property lines are proposed to be eliminated.
 - v. The language in section 3.9.a regarding lots purchased for speculation will be retained, although several sections with related language will be reworked to be clear and concise. Basically these sections address the requirement for development to take place within two years of land purchase. There are two schools of thought on this issue: the town ought not prevent private parties from owning land without developing it, and the town has an interest in ensuring development takes place and the land doesn't sit fallow. The majority of the committee agreed that since the town owns the land now, and there is an interest in getting businesses in the park, it makes sense to retain the language. It was noted there is language in the covenants to allow an extension to the two year requirement for good cause.
 - vi. Noel Musson addressed a question on stormwater management, noting that the subdivision approval and DEP permit specify the areas on each lot that can be developed with impervious surfaces.

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- vii. The next step in this process will be to hold a meeting with Noel, David Hughes of Epstein Commercial Real Estate, a representative of Sargent Corp, and staff to review the details of the standards in the covenants.
5. New Business: None.
6. Zoning Considerations/Discussion: Planner Cullen gave a brief review of her memo on the status of the zoning ordinance amendments, noting that the work on Article 3 is progressing well and she is working with the Planning Board to review the proposed changes. Shoreland zoning is also under review but will entail not only the text, which requires more work than simply adopting the state's guidelines, but also the map, which will entail careful review in light of base map modifications made by the state
7. Citizen Initiatives: None.
8. Public Comments: Eric Ellingwood was present and asked a number of questions related to various topics, including installation of plaques on a couple of historic structures, the Western Ave. sidewalk, the recent land swap at Ammo Park, development and zoning on Route 1A north of the R&K Variety store, the road work and sidewalk on Route 1A, the use of the "LL Bean" parcel as a town forest (it will be used for commercial development as that's why the town purchased it), regulations on unconventional buildings or "off grid" living, and the basics of tax increment financing districts.
9. Committee Member Comments: Councilor McPike asked if the committee could address the idea of producing marketing materials for the business park. After discussion, the consensus of the committee was to direct Manager Jennings to begin working on this – likely to include a brochure and a page on the town's website.
10. Adjournment: **Motion** to adjourn at 8:06 pm by Councilor McPike; seconded by Councilor Marble, carried 6/0/0.

Respectfully submitted by
Karen Cullen, Town Planner

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Town of Hampden
Land & Building Services

Memorandum

To: Planning & Development Committee
From: Karen M. Cullen, AICP, Town Planner *KMC*
Date: January 12, 2018
RE: Proposed Coldbrook Corners TIF District

Attached please find the updated Development Program for the proposed Coldbrook Corners TIF District, received from consultant Noreen Norton. Minor edits were made to page 1 and table 1. Data on acreage and valuation were added to pages 7 and 8, and language was added at the bottom of page 11 to cap the reimbursement to the Company. Additionally, Exhibits A, B, and C have been populated with information.

There are several other areas where you will see yellow highlights where additional edits will be made as the program and proposed credit enhancement agreement with the Company are finalized. There are also a few corrections I have noted with red text, which will be taken care of prior to final action by the Council.

**ECONOMIC DEVELOPMENT
HAMPDEN, MAINE**

An Application for a Municipal Development and Tax Increment Financing District

**HAMPDEN COLDBROOK CORNERS OMNIBUS
MUNICIPAL DEVELOPMENT AND
TAX INCREMENT FINANCING DISTRICT**

Presented to:

TOWN OF HAMPDEN

DATED:

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EXHIBITS:

- A-1 TIF District Map Showing District in Relation to Municipal Boundaries**
- A-2 Map Showing TIF District Boundary**
- B Statutory Requirements & Thresholds**
- C Assessor's Certification of Original Assessed Value**
- D-1 TIF Revenue/Captured Assessed Values Projections**
- D-2 Tax Shift Calculations**
- E Public Hearing Notice**
- F Public Hearing Minutes**
- G Town Council Resolution**

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I. Introduction

A. The Coldbrook Corners Project

Coldbrook Corners is an important intersection in Hampden. Traffic volumes are relatively high, reflecting travel going to or from Interstate Routes 95 or 395. Route 202, one of the roads comprising this intersection, carries traffic to and from Route 395, Bangor, and provides access to the Hampden Business Park and other industrial and commercial sites to the north. Coldbrook Road, the other road comprising the intersection, runs from Route 1A near the Penobscot River northwest to I-95. Given these major roadways, this intersection is busy and the land area around it is becoming more attractive for development.

The town's 2010 comprehensive plan recognizes this area as having growth potential, and most of the land in the proposed district is zoned for commercial use. Currently, one quadrant of the intersection is the site of a major trucking trailer company and a popular seafood restaurant, and another is used for a small auto dealership and repair facility. One quadrant is the 76-acre site of a former concrete plant, which is ripe for redevelopment, and an adjacent 77-acre parcel of undeveloped land. The fourth quadrant is the site where Southstreet Development, LLC ("the Company") is interested in constructing a gasoline station with convenience store and other retail, as well as a stand-alone bank. High visibility and relatively high traffic volumes at this intersection are key (the "Project"). Hampden expects that development of this use in this location will anchor this area, and help spur development on other parcels within the District and along Coldbrook Road, heading toward I-95.

B. Tax Increment Financing – Coldbrook Corners Project

To make the Project investment financially viable, the Company has requested a credit enhancement agreement made possible through the creation of a Municipal Tax Increment Financing ("TIF") district. The establishment of a TIF district, together with the execution of a credit enhancement agreement between the Town and the Company, will help ensure the economic viability, allow the envisioned scale of the Project and bring investment and jobs to the Town.

The Town seeks to support the Project as it is anticipated to bring attention to the value of this high traffic intersection, and vacant land along Coldbrook Road between Coldbrook Corner and I-95, thus motivating new commercial investment on land in an area identified as a growth area for development by the Town. The proximity to the interstate makes this an attractive area for development, and in the past year public water service was extended from its prior terminus at 202 northwesterly along Coldbrook Road. However, the lack of sewer infrastructure along Coldbrook Road has limited the opportunities for development, and will continue to constrain opportunities.

The Town can designate the proposed TIF District consistent with the provisions of 30-A M.R.S.A. § 5223, adopt this Development Program, authorize a credit enhancement agreement, and accomplish the following goals:

- Maintain the existing tax revenues generated within the Town;
- Support the development of mixed use commercial development within a designated growth area thus enhancing the future tax revenues generated within the TIF District;
- Provide resources (i.e. TIF revenues) for municipal economic development investments;
- Encourage new commercial development;
- Create employment opportunities for area residents; and
- Improve the general economy of the Town as well as the Bangor Region and the State of Maine.

In addition, by creating a TIF District, the Town can “shelter” the increase in valuation that this Project will bring about. This tax shelter will mitigate the impacts that the District’s increased assessed property value would have on the Town’s share of state aid to education, municipal revenue sharing and its county tax assessment. An estimate of the tax shelter benefit is shown as Exhibit D-2 attached hereto.

In order to fulfill these goals, the Company property (a portion of Map-Lot 33-0-011-A) on the corner of Route 202 and Coldbrook Road along with ten other parcels (Map -Lots 22-0-004, 22-0-004-1, 22-0-005, 22-0-005-A, 9-0-020, 9-0-020-A, 9-0-030, 9-0-028-A, 17-0-001, and 17-0-002), and the public right-of-way extending from this location northwesterly along Coldbrook Road to its intersection with I-95, have been proposed as the **“Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District”** (the “District”). Through the creation of the District, together with a credit enhancement agreement (the “Credit Enhancement Agreement”) between the Town and the Company, a portion of the projected tax revenue generated from the real property taxes paid on the captured assessed value of the improvements made within the Company Tract (as described herein) of the TIF District will be allocated to and used by the Company to fund the Project and to pay eligible expenses which may include debt service associated with the improvements. These eligible expenses and potential investments are described more fully herein.

Additional credit enhancement agreements may be approved within the Town Tract of the business park through an Omnibus feature of the District described herein.

C. Tax Increment Financing – Hampden Economic Development Program

The Town intends to use its portion of tax revenue generated from the taxes on real property paid on the captured assessed value of the improvements made within the District (the “TIF Revenues”) to finance some or all of the costs of public improvement projects and

future economic development programs and initiatives which collectively will improve the Town’s economy and increase the Town’s ability to stand out in a competitive marketplace as a dynamic place in which to grow a business. Anticipated Town Projects are described in Table 1 below, such costs being authorized as project costs as defined under 30-A M.R.S.A. § 5225 and § 5230.

TABLE 1
Town of Hampden Coldbrook Corners TIF District Project Costs

Project Description	Cost Estimate	Statutory Cite
Investments Within the District		
<p>1. <u>Capital Costs including but not limited to:</u></p> <ul style="list-style-type: none"> • The acquisition or construction of land, improvements, public ways, infrastructure, buildings, structures, fixtures and equipment for public or commercial development district use, including, but not limited to: <ul style="list-style-type: none"> ○ sewer, water or stormwater utilities, electric lines, and roadway improvements. ○ public ways include the Coldbrook Road public right-of-way extending from Route 202 northwesterly to I-95 • Public safety measures including but not limited to turning lanes, road widening installation of turning lanes, signalization, or other traffic control; signal preemption for emergency response; • The demolition, alteration, remodeling, repair or reconstruction of existing buildings, structures and fixtures; • Site preparation and finishing work; • Fees and expenses including but not limited to licensing, permitting expenses, project design and planning, engineering, architectural, legal and accounting expenses. 	\$	<p>30-A M.R.S.A. § 5225(1)(A)(1)(a),(b), (c), and (d)</p> <p>30-A M.R.S.A. § 5225(1)(A)(5)</p>
<p>2. <u>Financing Costs:</u> TIF Revenues may be used to finance any of the other projects listed herein. Such costs may include, but are not limited to, closing costs, issuance costs and interest paid to holders of evidences of indebtedness issued to pay for project costs and any premium paid over the principal</p>	\$,000	<p>30-A M.R.S.A. § 5225(1)(A)(2)</p>

Project Description	Cost Estimate	Statutory Cite
amount of that indebtedness because of the redemption of the obligations before maturity.		
3. <u>Administrative Costs</u> : A dedication of reasonable reimbursement from District revenues to defray administrative costs in connection with the implementation of the development program, including pro-rated municipal staff salaries.	\$,000	30-A M.R.S.A. § 5225(1)(A)(5)
4. <u>Organizational Costs</u> : relating to the establishment or amendment of the district, including, but not limited to, the costs of conducting environmental impact and other studies and the costs informing the public about the creation of the District and implementation of the project plans.	\$,000	30-A M.R.S.A. § 5225(1)(A)(7)
Investments Made Necessary by District		
5. <u>Infrastructure Costs</u> : Improvements directly related to and made necessary by the District including, but not limited to sewer, water or stormwater utilities, electric lines, and roadway improvements. Use of TIF Revenues for such improvements will be limited to improvements within the District and improvements outside the District pro-rated to include only the portion of improvements made necessary by the Project.	\$,000	30-A M.R.S.A. § 5225(1)(B)(1)
6. <u>Public Safety</u> : As development occurs within the District, significant increases in traffic may require measures to address safety concerns outside the District boundaries. TIF Revenues will be made available to address those concerns through measures which may include, but are not limited to, installation of turning lanes, signalization, or other traffic control; signal preemption for emergency response; communications infrastructure: or fire protection equipment & maintenance if development requires equipment not	\$,000	30-A M.R.S.A. § 5225(1)(B)(2)

Project Description	Cost Estimate	Statutory Cite
currently owned by the municipality.		
Investments Related to Economic Development		
<p>7. * # % <u>Costs of funding economic development programs and/or events including, but not limited to:</u></p> <ul style="list-style-type: none"> • Municipal economic development programs marketing the municipality as a business location, • Events that will attract visitors to the municipality, • Planning for economic development within the Town of Hampden, including but not limited to, Economic Development Strategic Planning, Feasibility Studies for a Downtown Development District, Downtown Redevelopment Plan, Transportation Planning, Broadband Feasibility Study, Utilities expansion feasibility etc. <p>Pro-rated costs of staff salary or consultant fees to oversee the TIF program and to promote economic development within the Town.</p>	\$0,000	30-A MRSA §5225 (1)(C)(1)
THIS SPACE INTENTIONALLY LEFT BLANK		
<p>8. * # % <u>Economic Development Program Support</u> Pro-rated share of dues to organizations that provide economic development support to the Town, such as the Eastern Maine Development Corporation. Such funding may include additional economic development services and contracts.</p>	\$,000	30-A MRSA §5225 (1)(C)(1)

Project Description	Cost Estimate	Statutory Cite
9. # % <u>Costs of funding environmental improvement projects</u> related to commercial activities in Hampden. Such projects could include impact studies and watershed management in areas that affect, or are affected by, commercial development in Hampden.	\$,000	30-A MRSA §5225 (1)(C)(2)
10. # % <u>Costs of funding to establish permanent economic development revolving loan funds, investment funds, loan guarantee programs, and/or grants.</u>	\$,000	30-A MRSA §5225 (1)(C)(3)
11. # % <u>Costs of services and equipment to provide skills development and training</u> , including scholarships to in-state educational institutions or to online learning entities when in-state options are not available, for jobs created or retained within Hampden. Expand Broadband Access to improve access to training and educational opportunities.	\$,000	30-A MRSA §5225 (1)(C)(4)
12. * # % <u>Costs relating to planning, design, construction, maintenance, grooming and improvements to new or existing recreational trails</u> determined by the department to have significant potential to promote economic development, including bridges that are part of a trail corridor, used all or in part for all-terrain vehicles, snowmobiles, hiking, bicycling, cross-country skiing or other related multiple uses. Trail systems are prevalent and active in Hampden, drawing visitors from surrounding communities.	\$,000	30-A M.R.S.A. § 5225(1)(C)(6)
13. % <u>Costs associated with a new or expanded transit service</u> , limited to transit service capital costs, including but not limited to: transit vehicles such as buses, ferries, vans, rail conveyances and related equipment; bus shelters and other transit-related structures; and benches, signs and other transit-related infrastructure.	\$,000	30-A M.R.S.A. § 5225(1)(C)(7)(a)

Project Description	Cost Estimate	Statutory Cite
14. # % <u>TIF revenues to be used as match for applicable State and Federal Economic Development Grant Programs</u> To be used for purposes identified as authorized project costs in 30-A M.R.S.A. § 5225.	\$,000	30-A M.R.S.A. § 5230
Total Municipal Investment Plan Costs:	\$00,000	

- * Projects identified with an asterisk (*) share funding with Dennis Paper & Foodservice TIF, a currently active TIF District within the Town of Hampden.
- # Projects identified with a hash tag (#) share funding with Coldbrook Road & Emera Maine Hampden TIF, a currently active TIF District within the Town of Hampden.
- % Projects identified with an asterisk (*) share funding with Hampden Business Park TIF, a currently active TIF District within the Town of Hampden.

II. Development Program Narrative

A. The Development District

The District consists of real property and facilities within the identified boundaries and will exist for a total of thirty (30) years. The Development Program described herein will serve the purpose of administering the District as a Municipal Development and Tax Increment Financing District pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the “Development Program”). Subsequent to the Town Council vote designating the District and adopting the Development Program, the designation of the District and adoption of this Development Program will become effective on July 1, 2018, following approval by the Commissioner of the Maine Department of Economic and Community Development (“DECD”) and end on June 30, 2048. The District is more fully described below in this Development Program and is depicted on the maps attached as Exhibit A. The Town plans to capture one-hundred percent (100%) of the increased assessed value of taxable real property located within the District. The Town will use the property taxes paid on such captured real property value to fund a Credit Enhancement Agreement with the Company of the Project, any subsequent CEAs with companies or developers of property within the District boundaries, and to fund municipal projects described in detail in Table 1 herein.

1. Physical Description

The District will encompass a total of 289.2+/- acres of property with a Company Tract and a Town Tract.

Company Tract: The Company Tract is a 24.2+/- acre parcel within the Coldbrook Corners District found on Town tax map 33-0-011.^B

Town Tract: The Town Tract is a collection of parcels within the Coldbrook Corners District found on Town tax maps 09, 17, 22 and the Coldbrook Road public right of way from Route 202 to I-95 (265+/- acres).^{1A} Maps of the proposed District are presented in Exhibit A-1, a Locational Map and A-2, which provides detail of individual sections of the District.

2. Statutory Requirements and Thresholds

The Statutory Requirements and Thresholds form addressing the acreage and valuation conditions for approval mandated by 30-A M.R.S.A. § 5223(3) is set forth in Exhibit B.

3. Duration of the Program

The District will be designated for a total of thirty (30) years, becoming effective on July 1, 2018, following approval by the Commissioner of the Maine Department of Economic and Community Development (“DECD”) and ending on June 30, 2048.

4. Certification of Original Assessed Value

The Original Assessed Value (“OAV”) of the District was \$2,675,200 as of March 31, 2017, (April 1, 2016). The Assessor’s Certificate of Original Assessed Value is included as Exhibit C.

B. The Project

The Project, as described herein, consists of the construction of a “Tradewinds” retail food (small grocery) and gasoline establishment and other retail, as well as infrastructure improvements for the Project. The District is designed to assist in financing of improvements put into place within the District.

The Town intends to use tax increment financing to support the Project by allocating certain tax revenues generated by future new development within the District to the Project. Under the Development Program, the Town will make a portion of the incremental tax revenues from real property investments within the Company Tract of the District available to the Company pursuant to a Credit Enhancement Agreement, which Agreement will be consistent with the allocation of incremental tax revenue as detailed below in the Financial Plan section of this document and reflected in Exhibit D-1 attached. These revenues will be used by the Company to pay costs of the Project directly or to pay debt service on funds borrowed privately by the Company to finance the cost of the Project. By means of a Credit Enhancement Agreement between the Town and the Company, a portion of the TIF Revenue generated solely from the property taxes paid on the captured assessed value of real property improvements made within the Company Tract of the District will be allocated to and used by the Company to fund Project costs. The TIF Revenues will provide financial assistance for the Project itself,

making it a more viable endeavor for the Company, including in addressing significant up-front costs to develop the site due to existing topography, infrastructure and environmental constraints.

C. The Development Program

The Town’s designation of the District and adoption of this Development Program creates a single municipal TIF district in order to capture the value of the taxable real property improvements to be made within the District and enable the use of a portion of the TIF Revenues to assist the Company through a Credit Enhancement Agreement. It will also permit a portion of the TIF revenues be used to finance various municipal economic development projects as set forth in Table 1 above.

This Development Program will run for a term of 30 years and will capture one-hundred percent (100%) of the increased assessed taxable real property value of the District. The Town will retain the tax revenues generated by the captured assessed taxable real property value for designated economic development purposes.

The Town will enter into a Credit Enhancement Agreement with the Company, which will allocate to the Company a portion of the TIF Revenues generated from the captured assessed value resulting from site improvements and building investment within the Company Tract. The credit enhancement allocation to the company will begin in the first tax year in which the Company pays taxes on an assessed value of the Company Tract that is greater than the original assessed value of the Company Tract. The credit enhancement shall continue for a total of years, as set forth below in Section IV—Financial Plan. The Company will use such TIF Revenues to offset the cost of its investment in the Project, as more fully discussed in this Development Program. Any TIF Revenues not allocated to the Credit Enhancement Agreement will be retained by the Town to fund municipal economic projects as described in this document.

Through the Omnibus feature of this TIF District, the Town reserves the right to negotiate and execute one or more future credit enhancement agreements for up to the balance of the term of the District with up to one hundred percent (100%) reimbursement of the TIF Revenues to a Company or company making investments within the Town Tract of the TIF District. Approval of such future credit enhancement agreements is at the sole discretion of the Hampden Town Council.

The Town will retain any portion of the TIF Revenues not designated to a credit enhancement agreement for economic development programs and projects as discussed in Table 1 above. By adopting this Development Program, the Town will underscore Hampden’s commitment to business retention and growth, support its growing reputation as a desirable community in which to locate a business.

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended. Subsequent to a public hearing and Town Council vote, and following approval by the Commissioner of the Maine Department of Economic and Community Development, adoption of this Development Program will be effective on July 1, 2018.

D. Operational Components

1. Public Facilities

Please refer to Table 1 for the various public infrastructure improvements that TIF Revenues will support. The Town will be responsible for these improvements as it deems necessary to accommodate future development.

2. Commercial Improvements Financed Through Development Program

The Company Project consists of planning, permitting and construction of building and infrastructure improvements within the Company Tract of the District.

By means of an Omnibus structure, the Town will have the flexibility to negotiate and execute future credit enhancement agreements with a Company or developer of property within the Town Tract of the District. Such credit enhancement agreements will be executed at the sole discretion of the Town Council and may provide a reimbursement of up to one hundred percent (100%) of the TIF Revenue generated for a term not to exceed the balance of the District term remaining at the time of approval.

3. Relocation of Displaced Persons

Not applicable.

4. Transportation Improvements

Please refer to Table 1. The Town will fund roadway and traffic improvements within the District and/or outside the District that are made necessary by the investments within the District.

5. Environmental Controls

The improvements made under this Development Program will meet or exceed all federal, state and local environmental laws, regulations and ordinances and will comply with all applicable land use requirements for the Town.

6. Plan of Operation

The Company shall be responsible for securing needed permits and for completion of all improvements it will make within the proposed Project area. All of the personal property improvements made by the Company and located within the District are planned to be owned

by the Company. The Company will be responsible for maintenance expenses, insurance and taxes on all Project improvements.

Any company or developer of private parcels within the District will be responsible for securing needed permits and for completion of all improvements to those parcels and for maintenance expenses, insurance and taxes on all Project improvements.

During the term of the District, the Town Manager or his/her designee will be responsible for all matters related to public ways and all administrative matters within the purview of the Town concerning implementation and operation of the District.

III. Financial Plan

A. Increased Assessed Values & Credit Enhancement Agreements

Estimates of the increased assessed value of the District property, TIF Revenues to be generated by the District, and credit enhancement projections are shown in Exhibit D-1.

The Development Program provides that the Town will “capture” one-hundred percent (100%) of the increased assessed value over the Original Assessed Value on taxable real property of the District beginning on July 1, 2018 after approval of this TIF District and Development Program by the Commissioner of DECD. The TIF Revenues so collected will fund tax reimbursements to the Company pursuant to a Credit Enhancement Agreement and/or contribute to the funding of the approved municipal projects as described on Table 1 hereof. At the end of the TIF term all taxable real property value captured in the District will be added to the general tax rolls.

A [redacted]-year period for tax reimbursements to the Company will begin in the tax year in which there is an increase in the taxable value of real property within the Company Tract of the District over the established original assessed value (see Exhibit C). Tax reimbursements to the Company shall be [redacted] percent ([redacted]%) of the taxes on the Incremental Assessed Value, except that the following conditions shall apply: If, in Year One of the reimbursement period, [redacted] percent ([redacted]%) of the taxes on the Company Tract Incremental Assessed Value is less than \$19,500, then, provided District TIF Revenues are available, the Company reimbursement shall be \$19,500, with the remaining portion coming from what would have been Town TIF Revenue. This condition shall continue into subsequent years until the Company has received \$19,500 in reimbursement. If this condition is exercised, the actual dollar value of the Town TIF Revenues used to supplement the Company reimbursement to reach the \$19,500 shall be deducted from the Company reimbursement in the next year those revenues are available within the Company reimbursement period. Additionally, the total value of reimbursement to the Company shall be capped at \$ [redacted]. If total reimbursements meet this value before the x year period has expired there shall be no further reimbursements to the Company.

Through the Omnibus feature of this TIF District, the Town reserves the right to negotiate and execute one or more future credit enhancement agreements for up to the balance of the term of the District with up to one hundred percent (100%) reimbursement of the TIF Revenues to a company or developer making investments within the Town Tract of the TIF District. Approval of such future credit enhancement agreements is at the sole discretion of the Hampden Town Council.

Any TIF revenues not committed to a credit enhancement agreement will be retained by the Town to fund municipal TIF project costs as outlined in Table 1.

Upon each payment of property taxes by the property taxpayers in the District, the Town will deposit into a development program fund (the "Development Program Fund") the entirety of the property tax payments constituting TIF Revenues. The Development Program Fund is pledged to and charged with the payment of the project costs in the manner provided in 30-A M.R.S.A. § 5227(3). The Development Program Fund consists of two segregated accounts, a sinking fund account ("Sinking Fund Account") and a project cost account (the "Project Cost Account"). The Town will deposit the TIF Revenues necessary to pay debt service on any bonds issued to pay for District improvements, if any, into the Sinking Fund Account. The money in this account is pledged to and charged with the payment of interest and principal on municipal indebtedness related to the improvements in the District. The Town will deposit any additional TIF Revenues into (a) a subaccount or subaccounts of the Project Cost Account to be used for credit enhancement payments to the Company and (b) to a subaccount of the Project Cost Account for other approved municipal projects outlined in this Development Program and not financed with Town indebtedness. Additional dedicated Development Program subaccounts will be created with each Omnibus credit enhancement agreement approved by the Town Council.

The Town has agreed to enter into a Credit Enhancement Agreement with the Company over a period of () years as reflected in Exhibit D. Estimates of the increased assessed values of the District, the anticipated TIF Revenues generated by the District, that portion of the TIF Revenues to be applied to the District each year, and the estimated tax shifts are shown in Exhibit D.

B. Sources of Revenues

The Company will finance the Project through private funds. The Company will be responsible for making all arrangements for, and payments with respect to, any additional indebtedness incurred to fund the Project.

Town Public Improvements that are not part of the Project will be financed with municipal resources including TIF revenues. The Town will be responsible for making all

arrangements for, and payments with respect to, any additional indebtedness incurred to fund the Public Improvements.

C. Public Indebtedness

The Town does not anticipate funding municipal project costs through public indebtedness. The Town, however, reserves the right to incur bonded indebtedness for approved projects in the future, provided that the timing and funding of any bonded projects complies with all statutory requirements for paying bonded indebtedness with TIF Revenues.

D. Original Assessed Value

Certification by the Town's Tax Assessor of the Original Assessed Value of the District is set forth in Exhibit C.

IV. Statutory Requirements and Thresholds

The Statutory Requirements and Threshold limits addressing the conditions for approval mandated by 30-A M.R.S.A. § 5223(3) are set forth in Exhibit B.

V. TIF Projections and Tax Shifts

In accordance with 30-A M.R.S.A. § 5224(4), the tables set forth in Exhibit D-1 and Exhibit D-2 show, based on planned investment within the Company Tract, for each year of the term of the District: (1) estimates of the increased assessed values of the District; (2) the portion of increased assessed values to be applied to the Development Program as captured assessed values; (3) the resulting tax increments (i.e., the TIF Revenues); and (4) the estimated tax shifts that are expected to result from the designation of the District. There is no reliable way to project investment value or timing of full development of the District.

VI. Municipal Approvals

A. Notice of Public Hearing

Attached as Exhibit E is a copy of the Notice of Public Hearing regarding the establishment of the Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District and adoption of this Development Program for the District, published in the Bangor Daily News, a newspaper of general circulation in the Town, on _____, 2018 a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing Held by Town Council

Attached as Exhibit F is a certified copy of the minutes of the public hearing held on _____, 2018 at which time the proposed District and Development Program were discussed by the public.

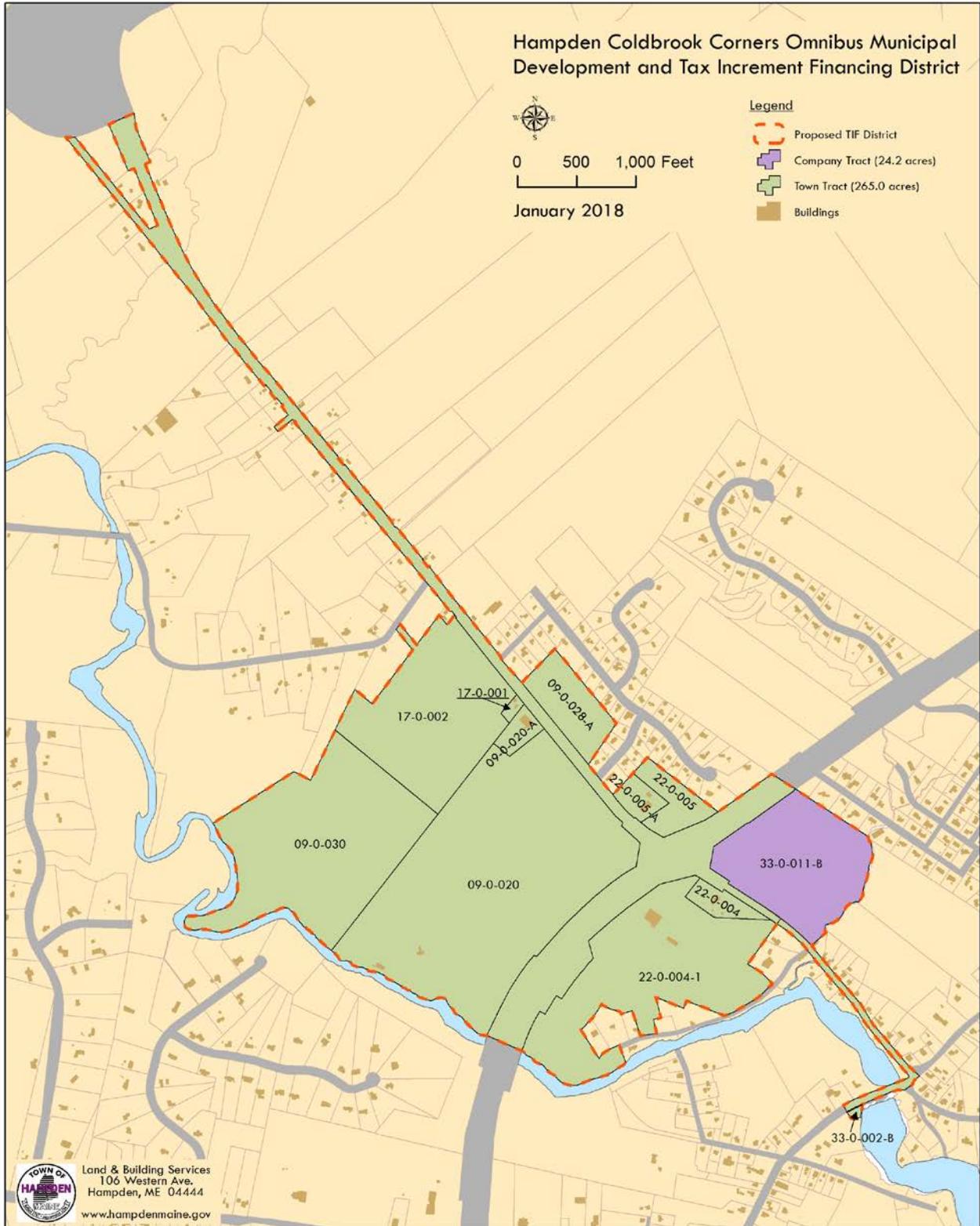
C. Authorizing Votes

Attached as **Exhibit G** is a copy of the Hampden Town Council Resolution designating the District and adopting this Development Program, which Resolution was adopted by the Council at a meeting of the Council duly called and held on **_____**, 2018.

DRAFT

TIF DISTRICT MAP SHOWING DISTRICT IN RELATION TO MUNICIPALITY BOUNDARIES





Note, I (Karen) will add road labels to this map.

EXHIBIT B
STATUTORY REQUIREMENTS & THRESHOLDS

A. ACRE LIMITATION		
1. Total Acreage of Municipality		24,000
2. Total Acreage of Proposed Municipal TIF District		289.2
3. Total Downtown acres contained in the Proposed Municipal TIF District		-0-
4. Total Transit acres contained in the Proposed Municipal TIF District		-0-
5. Total acreage of Proposed Municipal TIF District counted towards 2% cap (A2-A3-A4)		289.2
6. Percentage of total acreage in proposed municipal TIF District (cannot exceed 2%) Divide A5 by A1		01.21. %
7. Total acreage of all existing and proposed municipal TIF districts in the municipality. Add A2 to sum of all existing TIF district acreage. (+A.5.) *		658.57
8. Total acreage of an existing or Proposed Downtown TIF District in the municipality.		0
9. Total acreage of all <u>existing</u> Pine Tree Development Zone TIF Districts in the municipality.		0
10. Total acreage of all existing or Proposed Transit TIF Districts in the municipality.		0
11. Total acreage of all existing and Proposed Municipal TIF Districts in the municipality counted toward 5% cap. Subtract A8+A9+A10 from A7.		658.57
12. Percentage of total acreage in all existing and proposed Municipal TIF Districts (cannot exceed 5%) Divide A11 by A1.		02.74%
13. Total Acreage of all real property in the Proposed Municipal TIF District that is:		
(Note: a, b, or c must be at least 25%)	Acres	%
a. Blighted (Divide acres	-	-
b. In need of rehabilitation/conservation (Divide acres	-	-
c. Suitable for industrial/commercial site (Divide acres	240.8	83.26%
TOTAL	240.8	83.26%
B. VALUATION LIMITATION		
1. Total Aggregate Value of Municipality (TAV) <i>Use most recent April 1st</i>		653,375,903
2. Original Assessed Value (OAV) of Proposed Municipal TIF District. <i>Use March 31st of tax year preceding date of municipal designation</i>		2,675,200
3. Total OAV of all existing and Proposed Municipal TIF Districts in the municipality. <i>Add b2 to sum of all existing TIF district OAVs (10,005,500+B.2.) *</i>		12,680,700
4. OAV of an existing or proposed Downtown TIF District in the municipality.		0
5. OAV of all <u>existing</u> Pine Tree Development Zone TIF Districts in the municipality.		0
6. OAV of all existing or Proposed Transit TIF Districts in the municipality.		0
7. Total OAV of all existing and Proposed Municipal TIF Districts in the municipality counted toward 5% cap. <i>Subtract B4+B5+B6 from B3</i>		12,680,700
8. Percentage of total OAV to TAV in all existing and Proposed Municipal TIF Districts (cannot exceed 5%). <i>Divide B7 by B1</i>		1.94%

*Total from Hampden Business Park TIF, plus proposed

Statutory Requirements Backup Data

Hampden Business Park

District	Year Established	Acreage	OAV	Expiration FY
HEC	2008	1.64	87,400	2017-18
Dennis Paper	2012	13.00	1,378,300	2027-28
Coldbrook Rd/Emera	2015	224.39	1,582,200	2038-39
Hampden Business Park	2017	130.34	6,957,600	2046-47
TOTAL:		369.37	10,005,500	

Coldbrook Corners

District	Year Established	Acreage	OAV	Expiration FY
HEC	2008	1.64	87,400	2017-18
Dennis Paper	2012	13.00	1,378,300	2027-28
Coldbrook Rd/Emera	2015	224.39	1,582,200	2038-39
Hampden Business Park	2017	130.34	6,957,600	2046-47
Coldbrook Corners	2018	289.2	2,675,200	2047-48
TOTAL:		658.57	12,680,700	

ASSESSOR'S CERTIFICATE OF ORIGINAL ASSESSED VALUE

TOWN OF HAMPDEN

COLDBROOK CORNERS OMNIBUS MUNICIPAL DEVELOPMENT & TAX INCREMENT FINANCING DISTRICT

ASSESSOR'S CERTIFICATE

The undersigned Tax Assessor for the Town of Hampden, Maine, does hereby certify pursuant to the provisions of 30-A M.R.S.A. §5254 that the taxable assessed value of taxable real property in the Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District, as delineated on a map included in the Development Program to which this Certificate is included, was \$2,675,200 as of March 31, 2017, (April 1, 2016).

As of the Original Assessed Value date, there was \$XXX personal property which was exempt from taxation pursuant to the business equipment tax exemption within the Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District.

IN WITNESS WHEREOF, This Certificate has been executed as of this XXth day of Month, 201x.

TOWN ASSESSOR

By: _____

Original Assessed Value for Individual Tax Map Lots

Tax Map and Lot Number	Acreage	Original Assessed Value as of March 31, 2017 (April 1, 2016)
Town Tract		
9-20	76	330,700
9-20-A	2	566,300
9-28-A	8.2	73,400
9-30	45	41,600
17-1	.5	113,800
17-2	32	49,900
22-4	2.7	330,900
22-4-1	43	878,200
22-5	4.7	48,500
22-5-A	2.5	185,600

add parcel 33-0-002-B

DRAFT Coldbrook Corners Omnibus TIF Development Program

Roads	48.2	
Total Town Tract	265.0	\$2,618,900
Company Tract 33-11-B	24.2	56,300
Total Company Tract	24.2	56,300
Total:	289.2	\$2,675,200

DRAFT

EXHIBIT D-1
INCREASED ASSESSED VALUE AND TIF REVENUE PROJECTIONS

DRAFT

DRAFT

**NOTICE OF PUBLIC HEARING
TOWN OF HAMPDEN MAINE
Regarding**

**A Municipal Tax Increment Financing Development Program for the District Known as the
“Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District”**

Notice is hereby given that the Hampden Town Council will hold a public hearing on

_____, 2018

at the

**Council Chambers, Hampden, Maine,
The Public Hearing will be at 7:00 p.m.**

The purpose of the public hearing is to receive public comments on the designation of the proposed Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District (the “District”), the Development Program and Financial Plan for said District, and a proposed credit enhancement agreement with the Company, Southstreet Development Company LLC, all pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended. The proposed Municipal Development and Tax Increment Financing District consists of approximately xxx acres of property located on Route 202 and Coldbrook Road, known as the Coldbrook Corners and identified on Town Tax Map Lots _____; including the roads contained therein.

All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time. Verbal and written comments received prior to the close of the public hearing will be included in the public hearing record.

EXHIBIT F
MINUTES OF PUBLIC HEARING AND TOWN COUNCIL MEETING

DRAFT

**HAMPDEN TOWN COUNCIL
ORDER # _____**

WHEREAS, the Town of Hampden, Maine (the “Town”) is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes as amended (the “Act”), to designate a specified area within the Town as the Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District (the “District”) and to adopt a development program (the “Development Program”) for the District pursuant to the Act; and

WHEREAS, there is a need for economic development in the Town, in the surrounding region, and in the State of Maine; and

WHEREAS, there is a need to improve and broaden the tax base of the Town; and

WHEREAS, designation of the District and adoption of the Development Program will help to improve and broaden the tax base in the Town and improve the economy of the Town and the region by attracting business development to the District; and

WHEREAS, there is a need to implement continued economic development initiatives in the planned District through the establishment of the District in accordance with the provisions of Act; and

WHEREAS, the Town desires to designate the District and adopt the Development Program; and

WHEREAS, it is expected that approval will be obtained from the State of Maine Department of Economic and Community Development (the “Department”), approving the designation of the District and adoption of the Development Program.

ORDERED AS FOLLOWS:

Section 1. The Town Council of the Town of Hampden Maine, as the legislative body of said Town pursuant to Article II, section 205 of the Hampden Town Charter, hereby designates the Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District and hereby adopts the Development Program for said District; such designation and adoption to be pursuant to the following findings, terms, and provisions:

Section 2. The Town Council hereby finds and determines that:

a. At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is suitable for commercial uses; and

b. The total area of the District does not exceed two percent (2%) of the total acreage of the Town, and the total area of all development districts within the Town (including the proposed District) does not exceed five percent (5%) of the total acreage of the Town; and

c. The original assessed value of all existing and proposed tax increment financing districts (including the proposed District) does not exceed five percent (5%) of the total value of equalized taxable property within the Town as of April 1, 2016 (March 31, 2017); and

d. The designation of the District and adoption of the related Development Program will make a contribution to the economic growth and well being of the Town and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the Town, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose. The Town has considered all evidence, if any, presented to them with regard to any adverse economic effect on or detriment to any existing business and has found and determined that such adverse economic effect on or detriment to any existing business, if any, is outweighed by the contribution expected to be made through the District and the Development Program.

Section 3. The Town Manager, or his duly appointed representative, is hereby authorized, empowered and directed to submit the proposed designation of the District and the proposed Development Program for the District to the Department for review and approval pursuant to the requirements of 30-A M.R.S.A. § 5226.

Section 4. The Town Manager, or his appointed representative, is hereby authorized and directed to enter into the Credit Enhancement Agreement contemplated by the Development Program with Southstreet Development Company LLC, in the name of and on behalf of the Town, such agreement to be in such form and to contain such terms and provisions, not inconsistent with the Development Program, as the said Town Manager or his duly-appointed representative, may approve, his approval to be conclusively evidenced by his execution thereof.

Section 5. The foregoing designation of the District and approval of the Development Program shall automatically become final upon receipt by the Town of approval of the designation of the District and adoption of the Development Program by the Department, without requirement of further action by the Town, the Town or any other party, and shall take effect in accordance with Title 30-A M.R.S. section 5224(2)(H) for the tax year subsequent to the Department's approval, beginning July 1, 2017.

Section 6. The Town Manager or his duly appointed representative is hereby authorized and empowered, at his discretion, from time to time, to make such revisions to the Development Program as the Town Manager, or his duly appointed representative, deems reasonably necessary or convenient in order to facilitate the process for review and approval of the District and/or the Development Program by the Department, or for any other reason, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the District and the Development Program.

Dated: _____, 2018.

TOWN OF HAMPDEN, MAINE

(By) _____
Ivan P. McPike, Councilor

David I. Ryder, Councilor

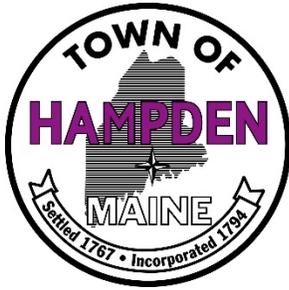
Mark S. Cormier, Councilor

Dennis R. Marble, Councilor

Terry McAvoy, Councilor

Gregory J. Sirois, Councilor

Stephen L. Wilde, Councilor



Town of Hampden
Land & Building Services

Memorandum

To: Planning & Development Committee
From: Karen M. Cullen, AICP, Town Planner *KMC*
Date: January 11, 2018
RE: Hampden Business Park Covenants

Noel Musson of The Musson Group met with staff and a representative of Sargent Corp. on January 10th during which the covenants were reviewed and revisions noted. Noel is editing the draft amendments document which will then be sent to the town attorney for a thorough review. Once that is completed and additional edits made, and after staff completes a review of that version, it will be sent to the owners of businesses in the park as stipulated in the covenants for a 30 day review period; we anticipate that occurring the last week of January. That final draft will be brought to the February 7 P&D meeting for referral to Town Council for public hearing (required under Article VI of the covenants); it is anticipated that hearing will be held on March 5.