



Town of Hampden
Planning Board Workshop
Tuesday, November 15, 2022, 6:30 PM
Municipal Building Council Chambers
Minutes

In Attendance:

Planning Board

Richard Tinsman, Chair
Jennifer Austin, Vice-Chair
Benjamin Dunham
Amanda Day
Monica Small

Staff

Clifton J. Iler, Town Planner
Ryan Carey, CEO

Vice-Chair Austin called the meeting to order at 6:30 p.m. and verified that all attendees in-person and virtual could hear and see each other.

1. Zoning Ordinance Rewrite

Planner Iler introduced the methodology and timeline for a potential Zoning Ordinance rewrite to the Planning Board. The purpose of a rewrite would be to respond to recent State legislation and create a more flexible and user-friendly document via a form-based code (FBC). Planner Iler reintroduced the concept and provided a brief description of how a FBC would be employed by the Town of Hampden.

In review of the memorandum and its attachments, the Planning Board had various questions on a FBC and the proposed methodology:

- What other communities in Maine employ a FBC? Can the Town work to find a planner from one of those communities to speak at a Planning Board or Town Council meeting? Planner Iler shared a list of communities employing some form of a FBC, including Standish, Belfast, Gray, Auburn, and more. The Town will work to find a planner or someone familiar with the process to speak at a future meeting.
- What is the proposed Warrant system? How would the Planning Board utilize discretionary judgement in approval processes? Planner Iler explained that the Warrant is similar to how a Conditional Use application is reviewed. The Planning Board will have discretion to approve or deny those applications based on how it could positively or negatively impact the surrounding community. Discretion is a key component to any land use process because ordinance language cannot always be black and white.
- Could the Town send out a copy of the SmartCode – the template FBC Planner Iler described – to the Planning Board and Town Council for their review? Planner Iler said he would send out a copy of the SmartCode with notes on the relevant sections to review. He also shared that both the Board and the Council have received these items already as part of previous packets.

- Can the Town look towards creating video series on Facebook or YouTube to help explain the Zoning Ordinance rewrite process and how a FBC would work? Planner Iler stated he would work with staff to find some method to share and educate residents about the FBC and the process.
- How would we fill out the sample worksheet provided (Attachment A from the packet)? Planner Iler described that the proposed timeline would fill out each section of the worksheet. The first section would be the Road Types, which will be on the December agenda.

2. Adjournment

It was the consensus of the Board members to adjourn the meeting at 8:06 p.m.

Respectfully Submitted by Clifton J. Iler
Town Planner