



Town of Hampden
Planning Board
Wednesday, December 14, 2022, 7:00 pm
Municipal Building Council Chambers
Minutes

In Attendance:

Planning Board

Richard Tinsman, Chair
Jennifer Austin, Vice Chair
Brent Wells
Amanda Day
Benjamin Dunham
Monica Small (Alternate)

Staff

Clifton J. Iler, Town Planner
Wanda Libbey, Administrative Assistant
Amy Ryder, Economic Development Director

Public

Chair Tinsman called the meeting to order at 7:00 p.m. and verified that all attendees in-person and virtual could hear and see each other.

1. Administrative

a. Minutes – November 9, 2022, Regular Meeting

Motion by Member Dunham to approve the minutes of November 9, 2022, Regular Meeting as written, seconded by Member Austin; motion carried 6/0/0 by roll call.

b. Minutes – November 15, 2022, Workshop Meeting

Motion by Member Austin to approve the minutes of November 15, 2022, Workshop Meeting as written, seconded by Member Dunham; motion carried 6/0/1 by roll call.

2. Old Business – None

3. New Business

a. Thoroughfare Design Standards – Discussion of draft Thoroughfare Design Standards as part of a potential Zoning Ordinance Rewrite. Referred from Planning Board Workshop and presented by the Town Planner.

Planner Iler recalled the presentation at the Planning Board Workshop on November 15, 2022, where a timeline of discussion topics related to a zoning ordinance rewrite was introduced. The first item on that list was Thoroughfare Design Standards – a discussion on roads, sidewalks, and other design details within the public right-of-way.

Planner Iler gave an interactive presentation to illustrate why and how these design standards could be implemented in a new ordinance. In review of the memorandum, and the presentation throughout the evening, Planning Board members made various recommendations:

- An approved project with a cul-de-sac should require at least one, if not multiple, ROWs stemming from the road in order to facilitate a future network expansion.
- Private roads and local roads should have a dwelling unit limit imposed so the lesser design requirements are not exploited.
- The Town should consider whether private roads should be allowed at all, given recent issues with inefficient or non-existent HOAs.
- Optional design elements will not be constructed as developers only care about the bottom line of a project. The Town would have to construct or install these elements. How will they be funded?

4. Town Planner Report

Planner Iler mentioned that this was the last meeting for Wiltbank and Jennifer Austin as their terms expire at the end of the year. He thanked them both for their years of service to the Town of Hampden. Their experience and knowledge will be missed.

5. Planning Board Comment

Chair Tinsman thanked Kelley Wiltbank and Jennifer Austin for their time on the Planning Board. He stated Jennifer was a seasoned member before he joined and has always been the conscience of the Board. Her analysis and review of the materials, questions, and comments were always on point and she will be missed.

Member Austin expressed her gratitude and stated that she has learned a lot as a member of the Planning Board. She believes that the Town is making positive steps forward in the years to come.

6. Adjournment

Motion by Member Dunham moved to adjourn the meeting at 8:15 p.m., seconded by Member Day, the motion carried 6/0/0 by roll call vote.

Respectfully submitted by Wanda Libbey,
Administrative Asst.