



Town of Hampden

Planning Board

Wednesday March 8, 2017, 7:00 pm

Municipal Building Council Chambers

Minutes

In Attendance:

Planning Board

Eugene Weldon, Chair
Kelley Wiltbank
Michael Avery
Peter Weatherbee
Jim Davitt
Tom Dorrity

Staff & Others

Karen Cullen, AICP, Town Planner

Chairman Weldon called the meeting to order at 7:00 pm.

1. Administrative
 - a. Minutes of February 8, 2017 meeting: Motion by Member Weatherbee to approve as submitted; second by Member Wiltbank, carried 5/0/1 (Davitt abstained).
2. Old Business: none.
3.
 - a. Public Hearing: Proposed Zoning Ordinance Amendment to Sections 3.4.2, 3.5.2, 3.6.2, 3.7.3, 3.8.3, 3.9.2, 3.13.2, 3.14.3, 4.1.9.1, 4.2.3.9, 4.8.1, 4.8.3.6, 4.8.3.7, 4.8.6, 4.10, and 7.2, all related to the use of a residence for business purposes (home occupations).

Chairman Weldon opened the public hearing at 7:02 pm, and noting there were no members of the public in attendance, closed the public hearing immediately.

Ordinance Committee (OC) Chairman Avery gave a report on the proposed amendment, noting the OC had met twice on this amendment, the last meeting being February 6th when the OC voted unanimously to recommend referral with a recommendation “ought to pass” to Town Council. He noted the language contained one error, where a phrase had inadvertently been left in the most recent draft. Specifically, in §4.10.5.4, delete “other than a sign in conformance with §4.8, Signs.”

Motion by Member Avery to send the proposed amendments on home occupations as amended tonight (see above change to §4.10.5.4) to Town Council with a recommendation of “ought to pass”; seconded by Member Wiltbank. Chairman Weldon called a roll call vote; with all in favor the vote was 6/0/0.

Member Davitt commented that he had been out due to illness and had missed these meetings, but upon review of the proposed amendments he thought they were well thought out and congratulated those involved on a job well done.

b. Report from the Ordinance Committee on other amendments in progress.

Amendments related to accessory apartments: Planner Cullen handed out the most recent draft with a redline notation of an error she had found earlier in the day; the definition of accessory apartment as written is inconsistent with the regulations. Chairman Weldon noted that the OC had reviewed this and had voted unanimously to send to the Planning Board for public hearing with a recommendation "ought to pass." After discussion it was apparent there was dissatisfaction with the draft as written. Motion by Member Wiltbank to send the accessory apartment amendment back to the OC for further review prior to scheduling a public hearing; seconded by Member Avery, so voted 6/0/0.

Amendments on flexibility in design standards: Planner Cullen noted these amendments are being worked on to add guidance for permit granting authorities and will be back before the OC for additional review.

Amendments to Article 1: Member Weatherbee reported the OC had discussed this and thought the proposed changes were good and resulted in better language and a better and clearer process than is currently in place. The Planning Board agreed this is ready for public hearing and requested Planner Cullen to schedule it. Discussion ensued as to whether to hold this until the other amendments (accessory apartments and flexibility in design standards) are ready for hearing.

Ordinance Committee and meeting schedule: Planner Cullen requested that the Planning Board consider setting a standard monthly meeting for the OC, and also to re-appoint or appoint members to the committee. After discussion, Chairman Weldon appointed Members Avery (Chair), Weatherbee, Wiltbank, and Weldon as members of the OC, with Members Syversen, Davitt, Reilly, Scott, and Dorrity as alternates on the OC. This was confirmed upon motion by Member Wiltbank and second by Member Avery, with unanimous vote (6/0/0). The Board also decided to set a regular meeting schedule with the meetings to be on the third Tuesday of each month at 6:30 pm, in the conference room at the Town Offices. Chairman Weldon encouraged all Board members to attend all OC meetings, noting that any Board member (full or alternate) in attendance at any OC meeting will be welcome to participate and vote on any item before the committee.

The meeting was adjourned at 7:44 pm by motion of Member Davitt with second by Member Wiltbank; motion carried 6/0/0.

Respectfully submitted by Karen Cullen, Town Planner

Materials reviewed or handed out at the meeting:

- Proposed zoning amendment for home occupations (for public hearing)
- Proposed zoning amendment for accessory apartments (hand-out)