



Town of Hampden
Planning and Development Committee
Wednesday April 5, 2017, 6:00 pm
Municipal Building Council Chambers
Minutes

Attending:

Committee/Council

Ivan McPike-Chair
Terry McAvoy
David Ryder
Dennis Marble
Mark Cormier
Greg Sirois
Steve Wilde (partial)

Staff

Angus Jennings, Town Manager
Karen Cullen, Town Planner
Myles Block, CEO

Public

Vince Drottar, Chickadee Lane HOA

Chairman McPike called the meeting to order at 6:00 pm.

1. Approval of March 1, 2017 Minutes – **Motion** to approve as submitted made by Councilor Marble with second by Councilor McAvoy; carried 6/0/0.
2. Committee Applications: None.
3. Updates:
 - a. MRC/Fiberight: An application for a modification of the Board Order is pending before the Planning Board to deal with the frontage issue so MRC/Fiberight can obtain a building permit before the roadway is constructed. The next MRC Board meeting is scheduled for April 26; Greg Louder is hoping to have the various loose ends tied up by that time. At this time it is unknown whether PERC will appeal the recent court decision.
 - b. Staff Report:
 - i. Planner Cullen mentioned that the memo in the packet regarding the percentages of commercial and residential real estate had been done by Assessor Karter last year; a recent inquiry by a Councilor led us to include the memo in the packet.
 - ii. Planner Cullen reported that staff had recently closed out 29 old escrow accounts dating back to 2005; 15 were refunded to the applicants (leftover funds that should have been returned years ago), 10 were transfers to the General Fund (monies that were improperly receipted years ago), and 4 were accounts in the negative, with the balances forgiven due to the length of time that has passed since the Town should have collected the amounts. There are 20 more accounts that staff will be doing additional research on to figure out what to do with the balances remaining in them. All of these accounts were related to Planning Board

applications, either subdivisions or site plans. Manager Jennings expressed his appreciation to the staff for the many hours of hard work that has gone into this project.

- iii. Planner Cullen mentioned that the zoning ordinance amendments for home occupations are set for public hearing with the Town Council April 18, 2017.
- iv. Planner Cullen noted that staff is working on the grant applications discussed at the Infrastructure Committee meeting last week. The first one to go out will be the Harbor Management & Access grant, we are seeking \$15,000 toward the cost of replacing the floating dock.

4. Old Business:

- a. Town Center status: Planner Cullen gave a brief overview of the zoning analysis work she's been doing recently; most notably that nearly every parcel is non-compliant to the current zoning regulations. She added that this is because the regulations were apparently not written with the existing development in mind, as much of it predates zoning. She will be using this analysis to create regulations that make sense for the area. Manager Jennings said the schedule for this project anticipates public meetings this summer as we address uses and pedestrian circulation and facilities (e.g. crosswalks) in addition to dimensional requirements.

5. New Business: Streetlight Petition for Chickadee Lane

Chairman McPike invited Mr. Drottar, representing the Chickadee Lane Homeowner's Association, to address the committee. Mr. Drottar stated they are seeking to have an additional light installed at the intersection with Main Road North, since currently it is very difficult for drivers to see the Chickadee Crossing sign after dark. This is in addition to the other lights discussed at the March 27 Infrastructure Committee meeting.

Councilor Wilde made a motion to refer the request to Town Council with a recommendation to approve the installation of three additional lights on Chickadee Lane; seconded by Councilor Sirois.

Discussion regarding the location of the lights that had been approved in the subdivision plan, the location of the lights that were actually installed, the lack of specificity of the Planning Board approval, the lack of specificity regarding the lights when Town Council accepted the road, and the lack of written documentation when apparently the developer had discussions on this issue at the time of construction.

Chairman McPike suggested it might be a good idea to have LED lights installed here, as a test case for the rest of town since we're considering switching to LED in the near future. It was agreed that an inquiry will be made to Emera. It was noted that Chief Rogers did not recommend this since the request doesn't meet the requirements of the ordinance. Manager Jennings said he will check with DPW Director Currier to ensure the costs he provided are correct prior to the Town Council Meeting.

Chairman McPike called for a vote; the motion passed unanimously.

6. Zoning Considerations/Discussion:
 - a. Recreational marijuana – Planner Cullen gave a brief summary of her memo. Discussion points:
 - i. The P&D Committee has previously, by consensus, expressed their desire to prohibit retail sales and social clubs. It would be appropriate for the full Council to take such a vote.
 - ii. Concern about how and when zoning is amended to deal with all five use categories.
 - iii. Location of the three uses to be allowed; Planner Cullen recommended only in the industrial districts. There may be reasons to allow in certain areas of the rural district too; will require more research.
 - iv. Discussion on the number of facilities; whether to limit at all and if so, how to come up with the limit.
 - v. Regarding a moratorium, consensus that enacting one is not necessary at this time. Instead, a resolution will be drafted for Town Council to adopt stating that retail sales and social clubs will not be permitted in the town.
 - vi. Question as to whether these operations should be permitted as home occupations; it was felt that especially in the beginning we should be conservative in dealing with this industry.
 - b. Article 1, accessory apartments, and flexibility in design standards – Planner Cullen stated these three amendments are going to public hearing on April 12 with the Planning Board.
 - c. Certificate of Compliance – Manager Jennings summarized a recent issue where a business moving into an existing space was potentially subject to a permitting process that was not going to result in any changes; staff has, in consultation with the Town Attorney, come up with a good resolution to this case. Staff is now working on a zoning amendment to this section of the ordinance to correct the problem.
7. Citizen Initiatives: None.
8. Public Comments: None.
9. Committee Member Comments: Chairman McPike mentioned that the victualers licenses can be renewed all at once, which will improve efficiency for staff and should make things easier for businesses as well. New licenses issued during the year can be done as normal, and then they will go onto the same annual schedule as the rest of them. CEO Block agreed this would be much better, and suggested that following the calendar year with inspections in December would work well for code enforcement staff.
10. Adjournment: **Motion** to adjourn at 7:42 pm by Councilor McAvoy; seconded by Mayor Ryder, carried 6/0/0.

*Respectfully submitted by
Karen Cullen, Town Planner*