

Planning and Development Committee

Tuesday May 17, 2016

6:00 PM

Conference Room

AGENDA

1. Approval of May 3, 2016 Minutes
2. Committee Applications:
3. Updates:
 - A. Planning Board public hearing re Fiberight proposal continues on Wednesday, May 25 at 7 PM
4. Old Business:
5. New Business:
 - A. Preview of FY17 Budget Proposal for Planning / Economic Development / Assessing / GIS-IT / TIF – Angus Jennings, Town Manager
6. Zoning Considerations/Discussion
7. Citizens Initiatives:
8. Public Comments:
9. Committee Member Comments:
10. Adjourn

Note: Harbor Ordinance
Fees Ordinance Revisited
Codification Pending
Subdivision Amendments PB
Home Occupation Pending

Mineral Extraction Pending
Flag Lots Pending
Accessory Apartments Pending
Sign Revisions

Planning and Development Committee
May 3, 2016
6:00 PM
Conference Room
DRAFT MINUTES

Attendees:

Committee

Ivan McPike-Chair
Dennis Marble
Terry McAvoy
David Ryder

Staff

Angus Jennings, Manager
Dean Bennett, Community Dev Dir (CDD)
Myles Block, Code Enforcement Officer

1. Approval of April 20, Minutes - Approved

2. Committee Applications:
 - A. Brittany Goetting – Historic Preservation Commission

**Committee Action: Motion made and Seconded to recommend to the Town Council the appointment of Brittany Goetting to the Historic Preservation Commission.
Vote: 4-0**

 - B. Andrew Scott – Planning Board Alternate

**Committee Action: Motion made and seconded to recommend to the Town Council the appointment of Andrew Scott to the Planning Board as an Alternate Member.
Vote: 4-0**

 - C. Kristen McAlpine – Historic Preservation Commission

**Committee Action: Motion made and seconded to recommend to the Town Council the appointment of Kristen McAlpine to the Historic Preservation Commission.
Vote 4-0.**

3. Updates: Planning Board – Fiberight

Community Development Director reported that the MRC/Fiberight application is under review by the Planning Board. The initial meeting was conducted on April 13, 2016. The discussion focused on odor and traffic standards. A Public Hearing was held and suspended and will resume on May 11, 2016. Supplemental information has come in from the applicants as a result of the initial meeting that addresses many of the stated concerns of the Planning Board.

4. Old Business:

A. Shoreland Zoning Amendments

Community Development Director presented draft amendments of the Shoreland Zoning Ordinance, initiated in response to the Department of Environmental Protection Guideline changes, and the statutory requirements to meet those minimum standards. CDD provided the redline changes to the current ordinance that reflect the mandatory changes. Also within the document, in blue type, are additional changes recommended by the Code Enforcement Officer.

The Code Enforcement Officer reviewed his proposed changes with the Committee and explained the rationale behind his recommendations.

Committee Action: Motion made and seconded to recommend to the Town Council for forwarding to the Planning Board, the proposed amended Shoreland Zoning Ordinance containing the mandatory revisions and the proposed administrative change to provide for the creation of separate Shoreland Zoning Application. Vote: 4-0

B. Harbor Ordinance

The Committee's discussion centered around efforts to develop proposed amendments to the dated Harbor Ordinance, in order to update its provisions to reflect current practices with regard to the public launch facility and mooring placement along Hampden waterfront.

After discussion and input from both users of the waterfront and interested citizens, the need for an Ad-Hoc Committee was suggested in order to develop appropriate protocols and practices associated with the management of the waterfront. The goal of the Ad-Hoc Committee would be to develop protocols that balance safety and responsible practices, to the minimum extent necessary, along with a recommendation for Harbor Master duties and responsibilities.

Manager Jennings will be forming an Ad-Hoc Committee, made up of interested, knowledgeable individuals, to work on the development of Harbor Ordinance amendments and practices.

C. Fees Ordinance Revisited

Discussion continued from the last P&D Meeting (April 20, 2016) on proposed updates to the Fee's Ordinance. The Committee agreed that the recommended changes thus far, principally with regard to Public Works, will be forwarded to the May 16, 2016 Town Council Meeting for consideration by the full Town Council.

Fees Ordinance discussions will continue at future meetings of the Committee.

5. New Business:

A. Zoning Ordinance/MUBEC Inconsistency

The mandated Maine Unified Building Energy Code of 2010 contains a provision which exempts certain minimum square foot structures from the Building Permit Application requirements. This provision is contrary to the Zoning Ordinance which requires Building Permits for all "structures" as defined.

In efforts to address this inconsistency, the following actions were initiated.

Committee Action: Motion made and seconded to amend the Zoning Ordinance to reference Maine Unified Building Energy Code's threshold for structures exempted from the requirement of a Building Permit. Vote: 4-0.

Committee Action: Motion made and seconded to amend the Zoning Ordinance to reflect the Shoreland Zoning Ordinance Building Permit time frame for expiration. Vote: 4-0.

6. Zoning Considerations/Discussions
7. Citizens Comments
8. Public Comments
9. Committee Member Comments
10. Adjourn: 7:45pm

Planning Board Referral Deadlines

Subdivision Amendments with Private Roads/State Criteria

Referred to Planning Board 12.21.15

Next Scheduled Planning Board Meeting: January 13th

45 days from January 13th Planning Board Meeting – Due back to Council: February 29, 2016

Accessory Apartments

Referred to Planning Board May 2, 2016

Next Scheduled Planning Board Meeting: May 11, 2016

45 days from May 11th Planning Board Meeting – Due back to Council: June 27, 2016

Off-Premise Sign Revision

Referred to Planning Board May 2, 2016

Next Scheduled Planning Board Meeting: May 11, 2016

45 days from May 11th Planning Board Meeting – Due back to Council: June 27, 2016