

**Planning and Development Committee**  
**November 7, 2012**  
**6:00 PM**  
**Council Chambers**  
**MINUTES**

Attendees:	Committee Members	Staff	Guests
	Tom Brann	Dean Bennett	Kelley Wiltbank
	Janet Hughes	Bob Osborne	Jim Kiser
	Jean Lawlis		

1. October 17, 2012 Minutes - Approved

2. Committee Interviews

Kelley Wiltbank – Planning Board

Committee Approved with recommendation for appointment to Town Council.

Vote: 3-0

3. Updates

- Business Park Signage – Revised Concept Drawing Not Ready
- Academy Development Interested Parties  
CEDD identified the following
  - Beal College
  - Eastern Maine Community College
  - Apostolic Church
- Marina Development  
CEDD informed the Committee of the likely Conversion approval by National Park Service this month according to State (Mick Rogers)  
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CEDD requested clarification on desired restroom size  
  
**Committee Action:** Confirmed preference to be similar to the existing facilities as established by Hamlin Marine.
- Museum in the Streets  
Planner: Referred to New Business B.

4. Old Business

A. Sign Ordinance Discussion w/ HBA

There were no businesses from the Hampden Business Association in attendance for the discussion.

B. Business Park RFP Draft

Committee reviewed initial draft as presented by CEDD. CEDD will bring back final draft at a future meeting.

C. Marina Engineering Proposal – Woodard & Curran

CEDD presented a proposal provided by Woodard & Curran for the design of components of the Marina project, including parking lot and storm water. Committee requested additional information of a total project budget prior to review of proposal. CEDD will provide at a future meeting.

5. New Business

A. Redistricting Discussion on Inland Waterfowl Habitat

Jim Kiser requested that the Committee consider initiating a zoning change in response to the State Minimum Guideline changes for the protection of Waterfowl Habitat. Jim explained that the change would not reduce the level of protection of the resource, it would just amend the shoreland zoning provision to continue consistency with minimum State Guidelines.

Committee Action: Committee requested Planner to invite a person of applicable qualification to present the changes to the Committee and explain the significance or lack thereof on the protection of the resource if in fact the community amended the Shoreland Zoning Regulations.

B. Museum in the Streets Grant Application

Town Planner explained the history of the initiative originating from the Historic Preservation Commission and supported by the Hampden Business Association and Historical Society.

**Committee Action:** Voted to forward request for the approval of pursuit of the applicable grant to the Town Council with recommendation to approve. Vote: 3-0

- Business Park RFP  
The CEDD updated the Committee on the method by which he would develop the RFP with the assistance of Woodard and Curran. CEDD indicated his desire to meet with Mayor Hughes (due to her experience with such RFP's) to discuss the specifics of the RFP with regard to ensuring equitable, clear and articulated intent within the RFP as to what the town is seeking. CEDD will report back to the Committee on progress.

6. Comprehensive Plan

A. Impact on Zoning

Committee requested that staff create and present a draft of the new district locations as required by the Comprehensive Plan. They include: Institutional, Waterfront, and Business Districts along Coldbrook Rd.

7. Citizens Initiatives: None
8. Public Comments: None
9. Committee Member Comments: None
10. Adjourn: 8:30pm