

**Planning and Development Committee  
Minutes of November 16, 2011  
6:00 PM  
Hampden Council Chambers - Town Office**

**Attendees:** Tom Brann, Chair  
William Shakespeare  
Jean Lawlis

**Staff:**  
Dean Bennett, CEDD  
Bob Osborne, Planner  
Guest: Jim Kiser  
Dr. Steven Lord

**1. Approval of November 2, 2011 Minutes**

Approved by Consensus

**2. Committee Interviews**

None

**3. Old Business**

a. Recreation Plan  
Ongoing

b. Billington Subdivision

Committee discussed with Jim Kiser the issues raised at previous Council meeting with regard to language within the Easement Agreement. After discussion/clarification the Committee took the following action:

**Committee Action:**

Committee voted to recommend to Council the acceptance of the 6 green/open spaces as depicted and presented on the Billington Subdivision Plan.  
Vote: 2-0

Committee Action:

Committee recommends to Council the approval of the Easement Agreement, subject to agreed upon changes

Vote: 2-0

c. Marina Park

CEDD reports that the Conversation Application to the National Park Service is coming together and will be complete upon an Archaeological Phase 1 Assessment as required by the Maine Historic Preservation Commission (MHPC). He further explained the need for continued technical assistance associated with the implementation of the Marina Concept Plan.

CEDD requested approval for the engagement of Betsy Poulin R.L.A., for technical services with regard to the implementation of the Marina Plan such as coordination and permitting. Betsy has been working with CEDD in the development of the approved Marina Concept Plan and primarily funded by the Chevron Corporation on behalf of the town. CEDD stated she is licensed and qualified in the areas necessary for plan implementation and very familiar with the project to date.

Committee Action:

Committee recommends to Finance Committee the approval of a contract with Betsy Poulin R.L.A. for technical services associated with the implementation of the Marina project for the “not to exceed” amount of \$ 9,500 per contract. Vote: 2-0

CEDD stated that the MHPC has required a Phase 1 Archaeological Assessment be completed for the peninsula property in that the 1800's maps indicate the presence of two office buildings. CEDD obtained the list of qualified archaeologist from MHPC and contacted the individuals. He requests the approval of Rick Morris from In Depth Archaeology to conduct the assessment.

Committee Action:

Committee recommends to Finance Committee the approval of a contract with Rick Morris of In Depth Archaeology for a Phase 1 Assessment of the

peninsula property as required by the Maine Historic Preservation Commission.

d. School Appraisal

Per Council directive, CEDD reports the engagement of Ted Webersinn of Webersinn Appraisal for the determination of market value of the former Hampden Academy property. He anticipates the report will be completed prior to December 1, 2011 and available for Council review at the December 5, 2011 Council Meeting.

e. Waterfront District Amendment/Revision

CEDD reports that the new Waterfront District description and provisions have been revised per Committee direction. He requested that the item be tabled until the next meeting to allow time for a complete legal review by all parties.

f. Sign Ordinance

At the invitation of CEDD, Dr. Steven Lord shared his thoughts on the draft sign ordinance provisions indicating that as a business owner he would like to suggest the following considerations to be incorporated into the document:

Free Standing Sign: Square footage limitation should be increased on free standing signs to allow for multiple business names.

Sign Setback: The 8' setback requirement should be eliminated to allow for placement of signs at edge of right-of-way to allow for a more visible location of sign.

Non-Conforming Signs: Non-conforming language should be amended to encourage greater conformance with regulations without loss of "grandfathered" situations. Currently there are little incentives for sign updating and replacement.

**4. New Business:**

CEDD inquired as to whether the Committee wanted to support EMDC's Brownfields Grant application as requested by EMDC. Resources, if obtained, would be utilized to help assess vacant and under-utilized properties that may be suitable for economic development opportunities within the EMDC service region. There are no costs or obligations to the town associated with the proposal.

Committee Action:

Committee advised that they are in support of the application and requested CEDD to prepare the supportive documentation as requested.

**5. Public Comments**

**6. Committee Member Comments**

**7. Adjourn: 8:30pm**