

# MINUTES

## ORDINANCE COMMITTEE MEETING

Meeting of November 12, 2019 – 8:00 a.m.

### Conference Room A

Present: Committee Chair, Councilor Shepard; Councilors Smith and Wilder Cross.

Also present: Town Manager, Ephrem Paraschak; Director of Community Development, Thomas Poirier; Deputy Police Chief Chris Sanborn, and Executive Assistant, Jessica Hughes.

1. **Consideration of the minutes of the October 15, 2019 meeting.**

A motion was MADE by Councilor Wilder Cross, SECONDED by Councilor Smith and VOTED to accept the minutes of the October 15, 2019 meeting as distributed. Unanimous vote.

2. **Current Business**

- A. Review and consider developing an amendment to the Land Use and Development Code to allow varied density in the Village Centers and Urban Commercial District and recommend updates to the Town Council (referred by the Town Council on February 6, 2019).

Director of Community Development Tom Poirier advised that he is working on a floor area ratio study, which is taking longer to develop due to the amount of detail. The study will look at the size of a building versus the lot-size, instead of using building-area size. The floor area ratio standard is a hybrid of Form Based Code and performance standards, which the Town of Falmouth currently uses. The application and intent for this standard in Gorham is for mixed-use buildings in the Village.

A motion was MADE by Councilor Wilder Cross, SECONDED by Councilor Smith and VOTED to table the item for further discussion at the December 17, 2019 meeting. Unanimous vote.

- B. Review and consider amending the Land Use & Development Code to allow for the commercial adult use cultivation, manufacturing and processing of marijuana and bring back recommendations to the Town Council (referred by the Town Council on October 1, 2019).

Mr. Poirier advised the Committee that staff will set up a site walk soon, and he will provide the state regulations at the next meeting. Councilor Wilder Cross requested to review the state regulations prior to any site walk.

A discussion ensued in which Councilor Smith recommended that Fire Chief Lefebvre attend the next meeting when this item is discussed again by the Committee. Councilor Wilder Cross requested that staff ask if Chief Lefebvre can please attend the site walk as well. Councilor Shepard asked that any site walks please be scheduled on Mondays or Tuesdays. Councilor Smith recommended having facility inspection results on file. Town Manager Ephrem Paraschak shared that the Town Council's recent marijuana workshop reviewed that Towns need to delineate between cultivation and retail uses. Mr. Poirier will provide state regulations to all Councilors and schedule site walks prior to the next meeting. Councilor Shepard added that he would like to do a site walk of operations in the Industrial Park and South Gorham. Police Chief Sanborn added that he would like to participate in any site walks. Councilor Smith suggested including language to not allow advertising of retail sales.

A motion was MADE by Councilor Wilder Cross, SECONDED by Councilor Smith and VOTED to table the item for further discussion at the December 17, 2019 meeting. Unanimous vote.

- C. Review and consider an amendment to the Historic Preservation Ordinance to include a new category for Historic Sites, to include the Old Yard Cemetery, Town Clock, Civil War monument and Founders monument and bring back recommendations to the Town Council (referred by the Town Council on October 1, 2019).

Mr. Poirier provided a memo and explained that the Committee needs to determine if they want to add “historic sites” as a new category to the Historic Preservation Ordinance, and that another option is to change the definition to include “sites.” Councilor Shepard recommended inviting Noah Miner and Bruce Roullard to the next meeting when the item is discussed again.

A motion was MADE by Councilor Wilder Cross, SECONDED by Councilor Smith and VOTED to add the Civil War monument and Founders monument as historic landmarks to Historic Preservation Ordinance. Unanimous vote.

A motion was MADE by Councilor Wilder Cross, SECONDED by Councilor Smith and VOTED to table the item for further discussion at the December 17, 2019 meeting. Unanimous vote.

3. **Items Referred by Town Council to Committee for Future Meetings/Action**

- A. Review and consider developing an amendment to the Land Use and Development Code to allow for storage units in the Roadside Commercial District and bring back recommendations to the Town Council (referred by the Town Council on November 12, 2019).

4. **Other Business**

- A. Councilor Wilder Cross thanked Councilor Smith for his participation and wisdom on the Committee for the last year.

5. **Schedule next meeting and discuss agenda items for next meeting.**

The next meeting of the Committee is scheduled for Tuesday, December 17, 2019 at 8:00 a.m. The following items will be discussed at the next meeting:

- A. Review and consider developing an amendment to the Land Use and Development Code to allow varied density in the Village Centers and Urban Commercial District and recommend updates to the Town Council (referred by the Town Council on February 6, 2019).
- B. Review and consider an amendment to the Historic Preservation Ordinance to include a new category for Historic Sites, to include the Old Yard Cemetery, Town Clock, Civil War monument and Founders monument and bring back recommendations to the Town Council (referred by the Town Council on October 1, 2019).
- C. Review and consider amending the Land Use & Development Code to allow for the commercial adult use cultivation, manufacturing and processing of marijuana and bring back recommendations to the Town Council (referred by the Town Council on October 1, 2019).
- D. Review and consider developing an amendment to the Land Use and Development Code to allow for storage units in the Roadside Commercial District and bring back recommendations to the Town Council (referred by the Town Council on November 12, 2019).

6. **Adjournment**

There being no further business, a motion was MADE by Councilor Wilder Cross and SECONDED by Councilor Smith and VOTED to adjourn. Time of adjournment: 8:56 a.m.

Respectfully submitted,

Jessica R. Hughes, Executive Assistant