

MINUTES
ORDINANCE COMMITTEE MEETING
Meeting of November 20, 2018 – 8 a.m.
Conference Room A

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

Also Present: Town Manager, Ephrem Paraschak; Zoning Administrator, David Galbraith; Town Planner, Tom Poirier; Executive Assistant, Jessica Hughes.

1. **Consideration of minutes of October 16, 2018 Committee meeting.**

A motion was MADE by Councilor Smith, SECONDED by Councilor Wilder Cross, and VOTED to accept the minutes of the October 16, 2018 Ordinance Committee as distributed. Unanimous vote.

2. **Current Business**

No items were scheduled for discussion under Current Business.

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

- A. Consider developing an amendment to the Land Use & Development Code, to increase the minimum lot size for new lots in the rural district and bring the committee's recommendation back to the Council, at a later date, for the Town Council to consider (referred by Town Council on June 5, 2018).

At the October 16, 2018 Ordinance Committee Meeting, the committee voted to send revised language in the Land Use Objectives section of the Comprehensive Plan to the Town Council for consideration at a future Town Council meeting; however, after brief discussion, the Ordinance Committee and staff agreed that the item should be reviewed again for clarification of the intended amendment(s) and discussed at a future Ordinance Committee Meeting before referring the committee's recommendation back to the Council for consideration.

- B. Review and provide recommendations on improvements to the Cemetery Ordinance and bring recommendations back to the Town Council for consideration (referred by Town Council on November 13, 2018).
- C. Review home cultivation of marijuana for personal adult use and prepare an ordinance regarding the same for adoption by the Town Council (referred by Town Council on November 13, 2018).

Staff will provide a draft ordinance at the next Ordinance Committee meeting.

- D. General discussion regarding mixed use/density standards (Form Based Code) for the Gorham Village Center District.

Staff will provide examples of Form Based Code and zoning tools to the committee for review and discussion at the next Ordinance Committee meeting.

- E. Review new and existing Impact Fees and recommend updates, if any, to Town Council (referred by Town Council on August 7, 2018).

Town Planner, Tom Poirier, suggested that staff should recommend the top three impact fees for the Ordinance Committee to review and amend, then have a consultant review and recommend any changes for future planning and new capacity needs. Staff will provide examples of impact fee languages to the committee for review and discussion at the next Ordinance Committee meeting.

- F. Review municipal road acceptance of private ways and recommend updates, if any, to Town Council (referred by Town Council on August 7, 2018).

Staff will draft language and bring back a memo at the next Ordinance Committee meeting.

- G. Review and consider developing an amendment to the Land Use & Development Code to incorporate the requirements of the South Gorham Crossroads and recommend updates, if any, to Town Council (referred by Town Council on August 7, 2018).
- H. Review and consider developing an amendment to the Land Use & Development Code to incorporate the requirements of the South Gorham Commercial Center and recommend updates, if any, to Town Council (referred by Town Council on August 7, 2018).
- I. Create an Invasive Plants Species Ordinance and recommend to Town Council (referred by Town Council on August 7, 2018).
- J. Review adding requirements to the Land Use & Development Code for drinking water testing (referred by Town Council on April 3, 2018).

Staff will draft language that works within state law and provide at a future Ordinance Committee meeting.

- K. Review the Special Amusement Ordinance and recommend updates, if any, to Town Council (referred by Town Council on January 2, 2018).

4. **Other Business**

No other items were discussed under Other Business.

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

The next meeting of the Committee is scheduled for Tuesday, December 18, at 8 a.m. The Committee discussed and requested that the following items be placed on the agenda for discussion:

- A. Review home cultivation of marijuana for personal adult use and prepare an ordinance regarding the same for adoption by the Town Council (referred by Town Council on November 13, 2018).

- B. General discussion regarding mixed use/density standards (Form Based Code) for the Gorham Village Center District.
- C. Review new and existing Impact Fees and recommend updates, if any, to Town Council (referred by Town Council on August 7, 2018).
- D. Review municipal road acceptance of private ways and recommend updates, if any, to Town Council (referred by Town Council on August 7, 2018).

6. **Adjournment**

There being no further business, a motion was MADE by Councilor Wilder Cross, SECONDED by Councilor Smith and VOTED to adjourn. Time of adjournment: 9:03 a.m.

Respectfully submitted,

Jessica Hughes, Executive Assistant to the Town Manager & HR