

MINUTES
ORDINANCE COMMITTEE MEETING
Meeting of February 27, 2018 – 8 a.m.
Conference Room A

Present: Councilor Sherrie Benner, Chair; Councilors Ron Shepard and Marla Stelk.

Also Present: Town Manager, Ephrem Paraschak; Zoning Administrator, David Galbraith; Executive Assistant to the Town Manager/HR, Jessica Hughes.

1. **Consideration of minutes of January 30, 2017 Committee meeting.**

A motion was MADE by Councilor Shepard, SECONDED by Councilor Stelk, and VOTED to accept the minutes of the January 30, 2018 Ordinance Committee as distributed. Unanimous vote.

2. **Current Business.**

- A. Review the Land Use & Development Code to allow varied density in the Village Centers and Urban Commercial District, and provide recommendations to Town Council (referred by Town Council on February 6, 2018).

The Committee reviewed a memo and attachments including two maps; the first map illustrated proposed boundaries for the small dwellings overlay district in the Village area, and the second map illustrated boundaries for the overlay district in the Little Falls area. Zoning Administrator David Galbraith explained that the concept was to adaptively use the existing stock of older housing. Councilor Stelk wants older historic homes to be able to become a multi-family unit and Councilor Benner agreed. Councilor Stelk asked how the proposed district compares to state and national historic preservation standards; Zoning Administrator David Galbraith will look at standards and obtain the dates of homes in the suggested overlay district. Town Manager Ephrem Paraschak recommended taking into consideration the number of properties in the districts, the actual age of construction and the potential for over development of multi-family units resulting in parking issues. Councilor Stelk supports density, but does not want to overwhelm the neighborhood; Councilor Shepard suggested including an owner-occupied requirement and Councilors Benner and Stelk agreed.

The Committee asked that Planning staff prepare a list to include the square footage of homes in the overlay district, the year built and to add an owner-occupied requirement in the small dwellings overlay district.

- B. General discussion regarding mixed use/density standards for Gorham Village Center District.

Zoning Administrator David Galbraith and Town Planner Tom Poirier will prepare a draft of mixed use/density standards for the Gorham Village Center District; Councilor Stelk suggested using the Village overlay.

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

Copies were provided of the existing ordinances for review. Town Manager Ephrem Paraschak advised that the Town Clerk is working on updating the language.

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

- A. Review the high intensity soil survey language within the Land Use & Development Code and recommend updates to the Town Council (referred by Town Council on March 6, 2018).

4. **Other Business.**

The Committee did not discuss other business.

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

The next meeting of the Committee is scheduled for Tuesday, March 27, at 8 a.m. The Committee discussed and requested that the following items be placed on the agenda for discussion:

- B. Review the Land Use & Development Code to allow varied density in the Village Centers and Urban Commercial District, and provide recommendations to Town Council (referred by Town Council on February 6, 2018).
- D. General discussion regarding mixed use/density standards for Gorham Village Center District.
- A. Review the Victualer's Ordinance and Special Amusement Ordinances and recommend updates, if any, to Town Council (referred by Town Council on January 2, 2018).

6. **Adjournment**

There being no further business, a motion was MADE by Councilor Shepard, SECONDED by Councilor Stelk and VOTED to adjourn. Time of adjournment: 9:23 a.m.

Respectfully submitted,

Jessica Hughes, Executive Assistant to Town Manager & HR