

MINUTES
ORDINANCE COMMITTEE MEETING
Meeting of March 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 February 27, 2018 Committee meeting.**

A motion was MADE by Councilor Stelk, SECONDED by Councilor Shepard, and VOTED to accept the minutes of the February 27, 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).

Town Planner Tom Poirier updated the Committee that he is working with Cumberland County Office of Regional Assessing to obtain a list of homes within the Small Dwellings Overlay District to include lot size, building size and year built. Tom Poirier also advised that a residency provision would be difficult to enforce and suggested a standard for upkeep instead.

Planning staff will provide at the next meeting a list of homes within the Small Dwellings Overlay District, including lot size, building size and year built. Planning Staff will also add a standard for upkeep to the Small Dwellings Overlay District.

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

Town Planner Tom Poirier reiterated to the Committee that the Planning department wants to hire an outside consultant for the process of drafting mixed use/density standards for the Gorham Village Center District and will be inquiring with surrounding municipalities, including Windham, Scarborough and Kennebunk, for recommended consultants. Councilor Stelk suggested that Planning also reach out to GPCOG for recommendations.

The Committee discussed the prospect of Jon Smith potentially developing 6 units of 1-2 bedroom apartments on College Avenue near Gorham Arts Alliance. Councilors Stelk and Benner shared that parking would be a major consideration for any mixed use properties. Councilor Shepard inquired if there could be offsite parking for mixed use properties and Zoning Administrator David Galbraith confirmed that it was allowed. Planning staff can prepare a study to illustrate what mixed use/density development could impact at Jon Smith's property and 76 Lincoln Street.

Planning staff will provide at the next meeting an update on efforts with obtaining recommendations for an outside consultant to draft mixed use/density standards for the Gorham Village Center District, as well

as a study to illustrate what mixed/use density development could impact on College Avenue near Gorham Arts Alliance and 76 Lincoln Street.

- 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).

Town Manager Ephrem Paraschak advised the Committee that Town staff are working on revising their respective department fees and once received, they will be submitted for the Ordinance Committee's review, including the Victualer's Ordinance and Special Amusement Ordinances.

This item will be tabled for review at a future Ordinance Committee Meeting.

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).
- B. Review the Sprinkler Ordinance and propose adding additional language for sprinkler systems for occupancies not currently addressed in the Town's Ordinances (referred by Town Council on April 3, 2018).
- C. Review adding requirements to the Land Use & Development Code for drinking water testing (referred by Town Council on April 3, 2018).
- D. 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).

4. **Other Business.**

The Committee discussed a potential water issue with the Seedlings to Sunflowers daycare center. Code Enforcement staff will meet with the owners the week of April 2nd to discuss further. The daycare center was allowed to have a smaller septic system design; however, it now needs a larger system to support a water treatment/filtration system. Councilor Stelk will sponsor an item on the April 3rd Town Council meeting agenda to add requirements to the Land Use & Development Code for drinking water testing.

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

The next meeting of the Committee is scheduled for Tuesday, April 17, at 8 a.m. The Committee discussed and requested that the following items be placed on the agenda for discussion:

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

- C. Review the Sprinkler Ordinance and propose adding additional language for sprinkler systems for occupancies not currently addressed in the Town's Ordinances (referred by Town Council on April 3, 2018).

6. **Adjournment**

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

Respectfully submitted,

Jessica Hughes, Executive Assistant to Town Manager & HR