

MINUTES
ORDINANCE COMMITTEE MEETING
Meeting of July 10, 2018 – 8 a.m.
Conference Room A

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

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

1. **Consideration of minutes of May 22, 2018 Committee meeting.**

A motion was MADE by Councilor Shepard, SECONDED by Councilor Stelk, and VOTED to accept the minutes of the May 22, 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 the memo dated May 15, 2018 provided by Town Planner Tom Poirier with the subject, "Small Dwellings Overlay District," which referenced the revisions requested at the April 17th Ordinance Committee meeting. Councilor Stelk suggested adding a provision that new construction would need to connect to public water/sewer in the Gorham Village. The Committee further discussed performance standards for bonus units.

A motion was MADE by Councilor Stelk, SECONDED by Councilor Shepard and VOTED to send the recommended amendment to the Land Use & Development Code to allow varied density in the Village Centers and Urban Commercial District to the Town Council for review and referral to the Planning Board for public hearing and approval. Unanimous.

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

Town Planner Tom Poirier updated the Committee that Planning staff recently received form based codes from the Town Council. Tom Poirier further shared that advantages of form based codes is that they provide more information and control of what a development will look like, and homeowners and property owners would have a streamlined permitting process. Tom Poirier will draft and bring back a memo for the Committee regarding a regulatory plan/form based codes for review and discussion at the next meeting.

- C. 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).

The Committee reviewed the provided memo dated February 8, 2018 from Town Planner Tom Poirier titled "Land Use Code Amendments: High Intensity Soil Survey Language." Tom Poirier advised that the suggested amendments came from the Planning Board, and the amendments included language to have

waivers go through peer review. After review, the Committee suggested amendments to the last sentence within the second paragraph under Chapter 3 Subdivision, Section 3-3 Preliminary Plan, B. Requirements to read “where public water shall serve the lots.”

A motion was MADE by Councilor Shepard, SECONDED by Councilor Stelk and VOTED to send the recommended updates to the high intensity soil survey language within the Land Use & Development Code to the Town Council for public hearing. Unanimous.

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

The Committee discussed item A from the list of items referred by the Town Council below and the existing process for water testing for residential and commercial buyers. Town Planner Tom Poirier recommended that new construction and subdivisions connect to public water, or drill and test water. The Committee further discussed water tests to be required by third party water testing agencies.

The Committee did not discuss the other items listed below.

- A. Review adding requirements to the Land Use & Development Code for drinking water testing (referred by Town Council on April 3, 2018).
- B. 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).
- C. 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.

4. **Other Business.**

The Committee did not discuss other business items.

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

The next meeting of the Committee is scheduled for Tuesday, August 14, at 8 a.m. The Committee discussed and requested that the following items be placed on the agenda for discussion:

- A. General discussion regarding mixed use/density standards for Gorham Village Center District.
- B. Review adding requirements to the Land Use & Development Code for drinking water testing (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: 9:00 a.m.

Respectfully submitted,

Jessica Hughes, Executive Assistant to the Town Manager & HR