

MINUTES

ORDINANCE COMMITTEE MEETING

Meeting of July 25, 2017 – 8 a.m.

Conference Room A

Present : Councilor Ben Hartwell, Chair; Councilors Sherrie Benner and Ron Shepard.
Also Present: Town Manager, David Cole; Zoning Administrator, David Galbraith; Town Planner, Tom Poirier; Fire Chief, Bob Lefebvre; Administrative Assistant to the Town Manager/HR, Jessica Hughes; 1 member of the public.

1. Consideration of minutes of June 27, 2017 Committee meeting.

A motion was MADE by Councilor Benner, SECONDED by Councilor Shepard, and VOTED to accept the minutes of the June 27, 2017 Ordinance Committee as distributed. Unanimous vote.

2. Current Business.

- A. Review a proposal to allow the Fire Department to provide an option to conduct reviews and issue construction permits of building plans that currently require review and approval by the State Fire Marshall's Office, and to make appropriate recommendations to the Town Council (referred by Town Council on July 5, 2016).

The Committee reviewed the proposal and Chief Bob Lefebvre explained the improved service to the community through decreased lead time on plan reviews and issuance of construction permits of building plans if conducted locally by the Fire Department. Chief Lefebvre further estimated a two-week lead time could be achieved on plan reviews if conducted locally vs. eight to 12 weeks through the State Fire Marshall's Office. Although ADA Compliance reviews would still have to be conducted by the State Fire Marshall's Office, it would not adversely affect the lead time of plan reviews if done locally. The Committee recommended inserting additional language within Section 2, Appeals, of the Fire Protection, Prevention and Local Building Plan Review Ordinance, that the Town will accept the State Fire Marshall's review if a developer submits a second application for review to the State Fire Marshall.

The Committee recommended the proposed amended ordinance for review and approval at the August 8, 2017 Town Council meeting.

- B. Review the Sprinkler Ordinance and consider putting some limitations on what is defined as a structure and report back to Town Council with recommendation (referred by Town Council on January 3, 2017).

The Committee reviewed the Sprinkler Ordinance and Chief Lefebvre will ask the International Building Code for their interpretation of IBC 903.3.1.2.1, Balconies and decks. Specifically, Chief Lefebvre will ask if a roof or deck is required to have type 5 material; if not, what material is required.

This item will be tabled for further review by the Ordinance Committee until clarification is received back from the International Building Code.

- C. Review the Narragansett Development District and make appropriate recommendations for changes, if any, to the Town Council (referred by Town Council on January 5, 2016).

The Committee reviewed the Narragansett Development District and made several changes as follows:

1.) Councilor Benner recommended changing the reference to New England style to “aesthetically pleasing façade” under Section A “Purpose”; 2.) amend to allow retail sales as accessory use; 3.) add motorcycle sales and service as a permitted use; 4.) omit all references to “mini parks;” 5.) require commercial space on bottom floor; 6.) amend language from 75’ to 50’ feet set back from Narragansett Street under Section D “Performance Standards.”

Staff will bring back the amended Narragansett Mixed-Use Development District to the Ordinance Committee for review.

3. Items Referred to Committee for Future Meetings/Action

The Committee reviewed the items in front of them for future discussion and will review the Agricultural Special Event item, as well as Food Trucks item at the August 22nd Ordinance Committee meeting.

4. Other Business.

Councilor Hartwell shared a resident’s recent concern about fireworks and the stress it causes their horses; the resident asks that advance notification be provided to adjacent property owners when fireworks will be set off in relation to the item under review allowing agricultural special event facilities in the rural zone.

Councilor Hartwell also shared that improved communication between Town committees, such as the Planning Board and Ordinance Committee, would be helpful.

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

The next meeting of the Committee is scheduled for Tuesday, August 22, at 8 a.m. The Committee discussed and requested that the following items be placed on the agenda for discussion:

- A. Review the Narragansett Development District and make appropriate recommendations for changes, if any, to the Town Council (referred by Town Council on January 5, 2016).
- B. Review and amend the Land Use & Development Code to allow agricultural special event facilities in the rural zone and to allow the events to occur in a manner that is reasonable and fair to the surrounding neighborhood and bring back the Committee’s recommendations back to the Town Council (referred by Town Council on July 11, 2017).
- C. Review a request from Andrew Kull on behalf Samira Mohammed, to amend the Land Use and Development Code to allow adult day care in the Suburban Residential District (referred by Town Council on June 6, 2017). **The Committee will recommend to Town Council at the subsequent Town Council meeting to amend the definition of Day Care Homes and Day Care Centers.**

- D. Consider developing an amendment to the Land Use & Development Code to make it easier for Food Trucks and Food Carts to operate in Gorham and bring the Committee's recommendation back to the Town Council, at a later date, for the Town Council to consider (referred by Town Council on July 11, 2017).
- 6. Adjournment.

There being no further business, a motion was MADE by Councilor Shepard, SECONDED by Councilor Hartwell, and VOTED to adjourn. Time of adjournment: 9:45 a.m.

Respectfully submitted,

Jessica Hughes, Administrative Assistant to Town Manager & HR Director