

**PLANNING BOARD MEETING MINUTES
MAY 2, 2022**

MEMBERS PRESENT

**JAMES ANDERSON, CHAIRMAN
VINCENT GRASSI, VICE-CHAIRMAN
DAVID BURROWS
SUSAN DURST
RUSSELL FRANK
SEVEN SIEGEL
MEMBERS ABSENT**

STAFF PRESENT

**THOMAS POIRIER, DIRECTOR
OF COMMUNITY DEVELOPMENT**

THOMAS HUGHES

Chairman James Anderson called the meeting to order at 7:00 p.m. Mr. Poirier called the roll, noting that Thomas Hughes was absent.

APPROVAL OF THE APRIL 4, 2022 AND APRIL 11, 2022 MEETING MINUTES

Vincent Grassi MOVED and Susan Durst SECONDED a motion to approve the April 4, 2022 and April 11, 2022 meeting minutes. Motion CARRIED, 5 ayes (Thomas Hughes absent, James Anderson abstaining as not having been present at the meetings).

CHAIRMAN'S REPORT: No report

COMMITTEE REPORTS

A. ORDINANCE SUBCOMMITTEE: No report

B. COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE: No report

ADMINISTRATIVE REVIEW REPORT: Mr. Poirier reported that there is one new Administrative Review application, which is the Town of Gorham going through review for the Weeks Road property, pump track facility. Currently there is a gravel pad in place, with some extra gravel being proposed for a more formal parking area off the road. In addition, under consideration is a type of stand-alone toilet structure, as well as a shed to store tools.

ITEM 1 Public Hearing - Land Use and Development Code Amendment - Multi-Family Housing - a proposed amendment to the Land Use and Development Code to redefine the requirements for multi-family housing.

Mr. Poirier explained that the Town Council has identified the need to revise the multi-family housing performance standards in the growth districts due to the existing standards being overly

restrictive to an urban style of development. The new standards for growth districts are to allow for multi-family housing that retains the neighborhood character and meets other development design requirements. These new standards would apply in the Town's residential and mixed- use growth districts (Urban Residential, Village Center Districts, Urban Commercial, Mosher Corner Mixed-Use District, Office- Residential District, Narragansett Mixed-Use District).

Mr. Poirier said this proposed amendment, which was forwarded by the CPIC to the Board after that group had made some proposed changes, was reviewed by the Board in a full Board workshop at its April 11, 2022 meeting. The CPIC made changes regarding longer distances for sewer and water sewer extensions and requiring that landscaping be done by the owner of the parcel. Since that time, staff has made a change regarding the method a developer can use to determine the maximum number of units allowed under the underlying zoning. Currently the number of units shall be determined by multiplying the gross acreage of the area proposed to be subdivided by sixty-five percent (65%) to allow for access and unusable land. However, should a developer not want to utilize the sixty- five percent 65%, developers have the option to provide the Planning Board with the lot's net residential density or net acreage per dwelling unit and then dividing the resulting net area by the minimum lot area per dwelling unit.

PUBLIC COMMENT PERIOD OPENED: None offered.
PUBLIC COMMENT PERIOD ENDED

Mr. Poirier and Mr. Siegel discussed the proposed calculation for the allowed number of lots in the Development Transfer Overlay in the growth districts, based on 5,000 square feet per dwelling, resulting in a total of up to 8 units per acre. Mr. Siegel said he believes that the Board should be aware that the Town wants developers to use the DTO and at the same time wants to encourage density. Mr. Poirier said all the districts in the Comprehensive Plan have densities identified with them, with most of the densities in the growth areas having been changed to those densities. Mr. Poirier said that if the Town wants to restrict density in the Rural district, it could increase the lot size in that district, but the Council decided that allowing more density in the growth areas would result in developers buying up to a certain amount and that money could be taken to preserve the rural areas.

A Board member asked how the DTO applies. Mr. Poirier said the District is tied to where sewer and water can easily be extended, as well as being able to connect to the existing side walk network. Mr. Poirier and a Board member discussed other criteria involved, such as compatibility with a surrounding neighborhood. Mr. Poirier said there are standards about how houses are built, build-to lines, lot sizes needing to meet certain sizes, and amounts of open spaces both active and passive having to be allocated. Mr. Poirier said that to date the only DTO projects reviewed by the Board have been for single family subdivisions.

Mr. Anderson asked if, in light of the discussion this evening, the Board wants to send the proposed amendments back to the CPIC for more review. Mr. Siegel said he doesn't believe much would be changed if it went back to the CPIC, but that the Board should send a strong recommendation to the Council that this density should be increased for future Comprehensive Plans.

Mr. Grassi said he believes the item should be moved along to the Council, but concurred with Mr. Siegel's recommendation to add a note suggesting that the Council reconsider the density.

Seven Siegel MOVED and Susan Durst SECONDED a motion to recommend adoption by

the Town Council of the proposed Zoning Amendment for Multi-family Housing under Chapter 2, Section 2-4 Residential as amended by the Planning Board, along with a recommendation to review density standards outside of the Development Transfer Overlay District. Motion CARRIED, 6 ayes (Thomas Hughes absent).

ITEM 2 Public Hearing - Land Use and Development Code Amendment - Performance Guarantee and Site Plan Review Process - a proposed amendment to the Land Use and Development Code to streamline the performance guarantee and site plan review process.

Mr. Poirier said the proposed amendment began with staff reviewing the site plan review process with the Town Council. The amendment is meant to accomplish the following: Stream line the Minor Development Project Review process by reducing the number of department heads needed to review projects; revising the Ordinance to be aligned with current practices regarding review and post approval requirements; and revising the on-site performance guarantee requirements to be required only prior to issuance of a temporary occupancy permit.

Mr. Poirier said that the Board's Ordinance Committee also recommended some additional language that revises the requirements for lots in approved commercial, industrial, or business park subdivisions to a staff review equal to the building, impervious, and fill amounts identified in the subdivision review parameters.

PUBLIC COMMENT PERIOD OPENED: None offered.

PUBLIC COMMENT PERIOD ENDED

Mr. Anderson commented that he works for Great Falls Builders, and as someone going through the review process, these changes make a lot of sense and makes the process smoother. In reply to Mr. Anderson, Mr. Poirier said that a peer review of a project will be necessary only if the stormwater trips a certain threshold. The members of the Ordinance committee concurred that the proposed amendment makes sense.

Vincent Grassi MOVED and _____ SECONDED a motion to recommend adoption by the Town Council of the proposed zoning amendments under Chapter 4. Site Plan Review as amended by the Planning Board. Motion CARRIED, 6 ayes (Thomas Hughes absent).

ITEM 3 Discussion - Land Use and Development Code Amendment - Mobile Vending - a proposed amendment to the Land Use and Development Code to allow for mobile food vendors to operate in the Little Falls Village District and Urban Residential - Manufactured Housing District.

Mr. Poirier explained that the Town Council has asked the Planning Board to review adding Mobile Vending units as a permitted use in the Little Falls Village zoning district, as well as Urban Residential-Manufactured Housing district. Mr. Poirier said that included in the Board's packet is Figure 6.4 from the Comprehensive Plan, Little Falls Village future zoning map. He said that adding the use to the Urban Residential-Manufactured Housing District opens up allowing food trucks to an extensive area, not just the area adjacent to Little Falls.

Mr. Poirier said that staff recommends the item be sent to one of the Planning Board's sub-committee for review and recommendations. In reply to Mr. Anderson, Mr. Poirier recommended that the Board's Ordinance Committee would be the appropriate committee to discuss and review the proposed amendment.

Susan Durst MOVED and Vincent Grassi SECONDED a motion to send the proposed zoning amendment for mobile vending units in Little Falls Village to the Planning Board's Ordinance subcommittee for review and recommendation. Motion CARRIED, 6 ayes (Thomas Hughes absent).

ITEM 4 Discussion - Land Use and Development Code Amendment - Outdoor Dining - a proposed amendment to the Land Use and Development Code to make certain COVID 19 exemptions permanent in relation to outdoor dining

Mr. Poirier explained this item was sent by the Town Council to the Planning Board for its review, noting that in response to the 2020 Coronavirus pandemic, the Town of Gorham adopted a temporary Outdoor Dining Policy to encourage and create public dining options available under the current circumstances. The Policy does not require obtaining additional use permits from the Town.

The Town Council's Ordinance Committee requested staff prepare draft ordinance amendments to more permanently allow outdoor dining options in such a way that permits for creative design, but that do not encroach upon public health and safety.

The Town Council's Ordinance Committee provided feedback and voted on March 15, 2022 to send the draft ordinance to the full Council. In answer to a question about what affect this would have on the Mobile Vending Units Ordinance section, staff offers the following excerpt from that section: "The Mobile Vending Unit shall be prohibited from locating in the rights-of-way for Town and State roads, including on-street parking spaces, or Town sidewalks." This section appears to prohibit permanent seating capacity for outdoor dining opportunities in relationship to mobile vending units only.

Mr. Anderson suggested that the proposed amendment be forwarded to the Board's Ordinance Committee.

David Burroughs MOVED and Russell Frank SECONDED a motion to send the proposed amendment on outdoor dining to the Planning Board's Ordinance Committee for review and recommendation. Motion CARRIED, 6 ayes (Thomas Hughes absent).

ITEM 5 Discussion - Land Use and Development Code Amendment - South Gorham Crossroads - a proposed amendment to the Land Use and Development Code to adopt the South Gorham Crossroads District.

Mr. Poirier explained that the South Gorham Crossroads is the district that follows the CMP corridor on South Street, almost all the way to the Stroudwater River, and is bordered by

Brackett on one side and comes across Washburn. It is a new district identified in the Comprehensive Plan and is the district that is going to move away from single family and duplex units to multi-family housing.

Mr. Poirier said the Town Council worked with Northstar Planning to draft a proposed South Gorham Crossroads District. Community Development staff recommends the item be sent to the Planning Board's Comprehensive Plan Implementation Committee for review and recommendations. The CPIC will work with the Town and Northstar staff in their review of the new district.

Mr. Anderson confirmed with Mr. Poirier that this is the same area where the Turnpike Authority is looking at a possible connector. Mr. Anderson said this will be an extensive review process for the CPIC before it comes back to the Board for comments and recommendations.

A Board member asked how close to completion the bypass connector plan is and if this district could be designed around it. Mr. Poirier said the current draft that he has heard about the proposed plan but not seen involves the northern edge of this district, coming off the roundabout and clipping the golf course, turning south and crossing Brackett and the Stroudwater Bridge with one bridge, continues down crossing County Road, clipping the edge of EcoMain and 114 and going all the way to the new 45 exit.

Susan Durst MOVED and Vincent Grassi SECONDED a motion to send the proposed zoning amendment for South Gorham Crossroads District to the Planning Board's Comprehensive Plan Implementation Committee for review and recommendations. Motion CARRIED, 6 yes (Thomas Hughes absent).

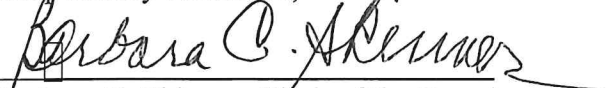
OTHER BUSINESS A site walk has been scheduled for May 5, 2022 at 8:00 a.m. for the 5-lot clustered subdivision project request of Ricky Jones, 36 Middle Jam Road, zoned SR and Shoreland, Map 97, Lot 3.

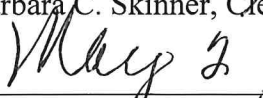
ANNOUNCEMENTS None

ADJOURNMENT

Vincent Grassi MOVED and Susan Durst SECONDED a motion to adjourn. Motion CARRIED, 6 ayes (Thomas Hughes absent).

Respectfully submitted,


Barbara C. Skinner, Clerk of the Board

 May 2, 2022