

Amendments to OR District – to allow limited retail sales.

**Town of Gorham
Planning Board Ordinance Committee Meeting
April 11, 2017**

ITEM 1 –Land Use and Development Code: Amendment to allow limited retail sales in the Office Residential District.

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AMENDMENT TRACKING

DESCRIPTION	COMMENTS	STATUS
Town Council Meeting	The Town Council (7 ayes) forwards the item to the Planning Board for Public Hearing.	February 7, 2017
Planning Board Ordinance Committee Meeting	The Planning Board discussed and requested staff research the size of some retail buildings and look at revising the size of the Office Residential to meet the requirements of the Comp Plan.	February 28, 2017
Planning Board Meeting	The Planning Board referred the item back to the Board's Ordinance Subcommittee for review and recommendations.	March 20, 2017
Planning Board Ordinance Committee Meeting	Planning Board Ordinance Committee discussed a number of aspects were the committee thought that the ordinance did not comply with the Comprehensive Plan	April 4, 2017

The Planning Board refers to staff notes during the review process; however, it shall be noted that staff recommendations are noncommittal and all final decisions are those of the Planning Board and not Town Staff.

Edward L. Zelmanow, Chairperson, Gorham Planning Board

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1. Overview

At the last Planning Board Ordinance Committee meeting the committee, staff, and some members of the public had an extensive discussion about the creation of 2 zoning districts with proposed uses and district boundaries in order to get the Town Council's proposal to meet the Town's Comprehensive Plan for the area. In place of writing a new proposed district and revising the boundaries of the existing Office-Residential District which will take up significant Board time and staff resources which the Town Council may not support when completed, staff recommends that the Planning Board review the proposed ordinance amendment and list out where the Planning Board feels the proposed zoning does not meet the Comprehensive Plan. Below is a list of some items discussed by the committee at its last meeting. Staff recommends reviewing the proposed uses and making any changes or additions that the Committee feels are relevant.

- The Comprehensive Plan does identify retail sales as a proposed use in the Office-Residential District.
- The Comprehensive Plan identifies that the existing Office Residential District be reduced in size and a new Village Approach District be created. The Committee recommends that the Zoning Map be updated to show the 2 proposed districts identified in the Comprehensive Plan prior to any zoning amendments for the Office-Residential District.
- 4,000 sq.ft. of gross floor area for retail sales – The Committee feels that 4,000 sq.ft. is too big for the proposed district and will not fit within the existing uses and buildings in the area. The Committee further recommends that the maximum allowed gross floor area for retail sales in the Village Approach District should be limited to no more than 2,800 sq.ft., which is the size of the current Community Pharmacy building.
- The Committee recommends that the Village Approach District be drafted to include a more complete list of specific site plan performance standards to protect abutting neighbors and to ensure the buildings and uses meet a Village style of development.

Below is information presented to the Planning Board at the last meeting. The Committee asked staff to provide the size of the Community Pharmacy building. The Pharmacy building is 2,784 sq.ft. based on the Assessing database. To give the Ordinance Committee a sense for building size, Planning staff has provided the Committee with two lists completed by the Assessing Department. One list identifies buildings with a gross floor area between 2,000 and 4,000 sq.ft., the yellow highlighted property is the Community Pharmacy Building. The other sheet identifies gross floor area between 4,000 and 5,000 sq.ft. Planning staff will bring a laptop computer with aerial photographs so if the Committee would like we can review some of the buildings identified in the tables to get a sense of scale.

There was also discussion about revising the size of the Office Residential District from its current size to the size identified in the Comprehensive Plan. Staff has provided a copy of the existing zoning map showing the Office-Residential District and a copy of the Office-Residential District as identified in the Comprehensive Plan. The Comprehensive Plan identifies that retail sales use is to occur in the Village Approach District and not the Office-Residential District. In order for the proposal to be consistent with the Comprehensive Plan, the following will need to happen:

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- The Office Residential District size needs to be revised to the area shown on the Future Land Use map.
- The adoption of a new Village Approach District as shown on the Future Land Use Map with the permitted uses being those identified below, with one of the uses being small scale retail sales. (Staff will start working on a new Village Approach District ordinance and bring a copy to the meeting for preliminary discussion).

At the March 20, 2017 meeting with the full Planning Board, the Board identified that more research regarding design standards needs to be reviewed as part of the ordinance amendment. The Board directed staff to review Scarborough standards. Staff will bring a copy of the Scarborough design standards to the meeting.

The information below has previously been provided to the Planning Board.

The Town Council is looking to allow some small scale retail sale uses in the Office Residential District. The Town Council amended language is shown underlined and ~~struck through~~.

As a reminder to the Planning Board all proposed zoning amendments are required to be consistent with the Town's Comprehensive Plan. Below is the excerpt from the Comprehensive plan for the district. In the Comprehensive Plan this area is identified as Village Approach.

- **Village Approach Area**

- ***Location*** – The Village Approach Area includes the portion of the Main Street corridor on either side of Libby Avenue extending from the Chick property eastward to the Gateway Commons area (see Figure 6.3).
- ***Allowed Uses*** – The allowed uses in the Village Approach Area should include a wide range of residential uses together with a limited range of non-residential uses including small-scale retail uses, restaurants without drive-thru service, offices, personal and business services, and B&Bs. Larger, more-intensive commercial uses should not be allowed in this portion of the corridor.
- ***Development Standards*** – The development standards should allow for both new development and the reuse of existing buildings in a manner which maintains this area as an attractive entrance to Gorham Village. The standards should require that buildings be located within reasonable proximity to the street with a landscaped buffer strip along the edge of the street and not more than one, double-row of parking between the building and the street. Off street parking should be encouraged to be located at the side and/or rear of the building for non-residential uses. New or expanded buildings should be required to conform to good site and building design standards that assure that the project has a “village character” and contributes to an attractive entrance to the Village. The creation of vehicular accesses should be carefully managed and the interconnection of uses encouraged. Residential development should conform to the density and development

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standards for the Village Residential designation including the provisions for development transfer and variable density for small units.

Proposed Ordinance Language

Chapter 1: Zoning Regulations

Section 1-14: Office Residential District

B. Permitted Uses

5) Retail Sales having a gross floor area of less than 4,000 sq.ft.

F. Performance Standards

13) All principal building and structures for non-residential purposes shall be of a traditional New England Village design to be compatible with the predominant scale and character of the existing Gorham Village architecture.