

## Planning Advisory Committee

22 August 2017

### Minutes

The meeting opened with a discussion of the Committee's mission to provide the Board of Selectmen with a recommendation, based on all information provided to the Committee, on whether to update and revise current ordinances, or develop a new Form Based Code (FBC) for the Town. The Committee's report is due to the Selectmen at their first meeting in December. Ground rules for the Committee were agreed to, as follows:

1. Six members are required for a quorum;
2. There will be a five minute limit per person in discussion a specific point;
3. Meetings will be conducted on the second and fourth Tuesdays of each month, beginning at 5:00 and lasting one hour.

Additional ground rules will be established based on need.

Tony Dater was not available for the meeting, so his discussion on current zoning ordinances and the permitting process (e.g., application through building) will be tabled until the next meeting.

Bruce Rockwood discussed the draft Historic District Ordinance, the development of a template of all ordinances, and the potential option to combine all ordinances (eliminating duplication, updating, etc.). A discussion noted that related ordinances (e.g., Sign, Accessory Apartments, etc.) would have to be updated to comply with the new template. A general goal is to have all ordinances be organized in the same way for their ease of use.

In discussing the draft Historic Ordinance, Bruce said that the National Registry doesn't prevent demolition of current (historic) buildings, and thought controls were needed as the village area is critical to the economic and social aspects of the Town. Shari Sage suggested that the Committee look at other towns for alternative ordinances/codes that might aid in the discussion. Laurie Green suggested that towns that have implemented FBC should be studied to see what problems, if any, they had. Bristol, RI, was suggested as there are currently no towns in Maine with FBC. (Newcastle has not yet finalized/implemented its FBC.)

Haas Tobey discussed the natural environment in relation to current and future ordinances. Brunswick developed a code in about 2005-07 that addressed natural environment and transfer development. He will look into it, but it was thought that, because of the small size of Damariscotta's commercial zone, it might not be reliable.

The Committee agreed that whatever is recommended to the Selectmen, it must be consistent with the vision in the Comprehensive plan, so those with specific assignments must ensure that they meet Comp. Plan requirements.

It was suggested that we find a developer who has worked with FBC to speak to the town to discuss pros/cons. Ron Ranes thought that it was too early, as the Committee hasn't yet agreed to move in that direction. Bruce Rockwood suggested that the Committee study the links he had provided regarding FBC for a future discussion. Robin Mayer provided the Committee with a copy of Newcastle's Design Standards Ordinance as an example of providing additional direction to developers in the absence of an FBC.

### Tasks/Assignments

- Shari Sage will look at other towns' ordinances/codes for alternative ideas/items. She also will prepare a new C3 zone that could consider sign/light ordinance issues.
- Laurie Green and Ann Jackson will begin to compile definitions across all land use ordinances
- Tony Dater and Matt Lutkus will provide information about relevant Maine State Statutes.