



## COMMUNITY DEVELOPMENT COMMITTEE (Town Council Sub-committee)

### Members (FY2016)

Karen Farber  
Caleb Hemphill  
Claudia King

### Staff

Amanda Stearns  
Nathan Poore  
Theo Holtwijk

## Meeting Minutes Monday, August 3, 2015

1. C. King called the meeting to order at approximately 8:00 a.m.
2. **Approval of Minutes** – With a motion by K. Farber and a second by C. Hemphill, the minutes of July 13 and July 21, 2015 were approved unanimously with construction corrections as identified by staff.
3. **Year 1 Comp Plan Implementation** – continued discussion, please bring materials from last two meetings

**Timeframe/Process** – A. Stearns mentioned that there have been several inquiries regarding the timeframe of amendments. The committee discussed the process and concluded that it would not be wise to project when the work will be considered by the Council. As discussed in a previous meeting, the elements of the zoning package may warrant being broken apart for purpose of public input prior to the beginning of a formal adoption process. Trying to estimate a date when certain aspects of the amendments may be heard by the Council may create unrealistic expectations. Staff were directed to respond by indicating that the committee is working diligently on the zoning and that interested parties are welcome to attend meetings and keep up to date on the progress. Staff will relay this to those who have contacted her so far.

**Lot Dimensions (RA)** – K. Farber suggested continuing to use the outline to more through the dimensional requirements. C. King asked for a quick summary of the decision to date. Lot width was discussed and after a review of the resulting lot configuration and building envelope generated by a 10,000 MLS, the recommended lot width of 50 feet and the proposed setbacks, the committee agreed to keep the lot width as recommended even though the MLS was being doubled. This will provide more flexibility in the design of infill lots.

**Progress** – A. Stearns will amend the matrix entitled Comprehensive Plan Implementation Year 1 to amend the third column to be Current Status and CDC Recommendations. This will summarize the on going work of the committee and serve as a tool to communicate with the public. It is recognized that the CDC work will be presented to the Council as a recommendation.

4. **Year 2 Comp Plan Goals** – Councilors reported that the Year 1 work remains a priority for the committee and that immediately following this work they will move to the Route 100 land use recommendations.
5. **Zoning Amendment Request** –342 US Route One, Saints Falmouth LLC – The committee reviewed the history of the property as well as the testimony given at the Council meeting. It was agreed that they will meet with Roger St. Pierre after he has submitted the following information and they have had a minimum of five days to review the information.
  - a. Use the building plans submitted with the 2013 BZA application to show the current location, size (square footage), and use of the building.
  - b. Use the building plans submitted with the 2013 BZA application to show the future location, size (square footage), and use of the building. If there are multiple uses that you are targeting then please identify all the uses you wish to have the right to establish.
  - c. How many residential units do you wish to establish on the property?
  - d. How many separate commercial uses do you wish to establish that would be independent of the residential units?
6. **Other Business** - none
7. **Next Meetings** – August 10 & August 24 at 8:00 a.m.
8. **Adjournment** – The meeting was adjourned at 10:00 a.m.

Notes prepared by Amanda Stearns  
August 6, 2015