

Ordinance Review Committee

March 13, 2025

Attendees: Mike Edes, Bob Vail, Denise Thorsson, council members

Matthew Sturgis, Jennifer Doten, Bridget Perry, Bill Longley, staff

1. Meeting was called to order at 5 pm by Councilor Vail
2. Chapter 84 Fees and Fines, section 22 Site Plan Fees and section 26 Subdivision
 - a. Town Planner Bridget Perry explained the origins of the item and that fees need updating and that the ordinance is incomplete. There was a recommendation on an increase in the fees application and for escrow fees.
 - b. The subdivision section is to address the fees that are required through the process, and this would identify those fees and what they are for.
 - c. Motion to forward to TC for hearing and action Denise Thorsson, Second Mike Edes, 4-0
3. Office commercial south and village center commercial including mixed use zoning
 - a. Councilor Thorsson inquired about the definition of mixed use zoning and Planner Perry and Code Officer Longley explained the use and definition.
 - b. Councilor Vail stated this is a good step to encourage development and maintain the commercial base.
 - c. Councilor Edes noted that there are currently uses that have apartments above and are successful.
 - d. Councilor Thorsson asked what the qualifications are for mixed use, is it percentage of use, collocation within the same structure, how is it defined?
 - e. The committee needs new language for defining for future consideration.
 - f. Use to be (315-13) not more than 50% residential use as measured by square footage.
 - g. Motion to move to Planning Board Denise Thorsson, Second by Mike Edes, 3-0
4. Site Plan Review to provide only one set of paper copy, also extends the time period to 28-day requirements for submittals.
 - a. Bob Vail does not like the process where there is not enough information for people to use, but he understands the new use of electronic copies.
 - b. The additional time is to allow for adequate turn around and consistency with other requirements.
 - c. Denise Thorsson would like the email address that the applicant needs to submit to added.

- d. Motion to send to Planning Board: Mike Edes, Second by Denise Thorsson, 3-0.
5. Solar ordinance recommendations
 - a. The new submittal contains information on setbacks, elevations, community solar definition and commercial solar definition.
 - b. Bob Vail set out what he considers to be community solar to benefit the residents of the Town and to have this as an option. Many property owners may not have the lot size, orientation, or are economically unable to install their own solar, and this could be an option.
 - c. Denise Thorsson thought if you want it to be municipally owned, then that should be defined.
 - d. Bridget Perry explained that it may be set as an allowable use in the ordinance.
 - e. The commercial use is tied to the commercial property it is benefiting.
 - f. Maximum height to be at 24 feet.
 - g. Motion to forward to council Mike Edes, include change to height and setback changes, but not including community solar definition. Second by Denise Thorsson, 3-0
6. Signs: A proposal to amend the sign ordinance to allow three signs per street side based on the building design, which is subtle and not a formal structure install.
 - a. Curt Neufield provided examples and context.
 - b. Motion to amend and approve the request and send to Planning Board by Denise Thorsson, Second by Mike Edes: 3-0.
7. Motion to adjourn D. Thorsson second by Mike Edes, 3-0.