

## MINUTES

### ORDINANCE COMMITTEE MEETING

Tuesday, March 24, 2015 – 8 a.m.

Conference Room A

Present: Councilor Matt Robinson, Chair; Councilor Ben Hartwell

Absent: Councilor Sherrie Benner

Also Present: Town Manager David Cole; Town Planner Tom Poirier; Zoning Administrator David Galbraith; Mike Means

1. Approval of February 23, 2013 Committee Meeting minutes.

A motion was MADE by Councilor Hartwell, SECONDED by Councilor Robinson, and VOTED to accept the minutes of the February 23, 2015 Ordinance Committee meeting as distributed. 2-0 (Benner absent).

It was noted that Councilor Benner was out of town on business and not present at the meeting.

2. Current Business

- A. Review the Narragansett Development District to see if additional permitted uses or changes could be made to encourage more development with the District and recommend appropriate changes to the Land Use and Development Code for the Town Council to consider (referred by Town Council at July 1, 2014 meeting).
- B. Develop a proposal to provide more flexibility for allowing home occupation businesses for the Town Council to consider at a future meeting (referred by Town Council on December 3, 2013).

The Committee discussed 2(A) and 2(B) as one item. The Committee reviewed and discussed a memo from the Town Planner listing proposed definitions of Contractor's Yard and Office of a Contractor or Tradesman. The Committee also reviewed and discussed proposed mixed uses for the Narragansett Development Area and Corridor Commercial Area taken from the Town's Comprehensive Plan.

There was a general discussion about the process of stating the intent of an ordinance or law, such as a preamble, for ease of interpretation.

The Committee recommended that the phrase "but which is not competitive to the uses in the Village" be deleted at the end of the first sentence under Allowed Uses section of the Comprehensive Plan. The Committee requested that staff develop language for an amendment to provide additional permitted uses in the Narragansett Development District and any other language that staff believes is pertinent for the Committee's review at the next meeting.

The Zoning Administrator distributed and explained proposed changes to current Home Occupation language. As proposed, Home Occupations would be divided into two levels: Level 2 Home Occupation would address those more intensive home occupations in the rural and rural-manufactured zone that do not conform to the present Home Occupations but will be permitted as long as the Planning Board finds

the proposed home occupation is compatible does not negatively impact the surrounding neighborhood or roadway system.

Level 1 Home Occupation. The Committee discussed allowing the sale of products such as shampoo in Level 1 home occupations that directly serve the home occupation business and asked staff to draft language.

Level 2 Home Occupation. The Committee requested that the words “that are not part of an approved subdivision” be struck in (1) home occupation-level 2. The Committee also requested that staff draft language to address the following changes:

A tiered system for site review that will allow a simpler plan to be submitted and reviewed by staff and a trigger requirement for when the application will be reviewed by Planning Board. It was agreed that it will be a two tier system: If the application meets the requirement of five acres or less, it will require an administrative review, and if the application is over five acres, the application will be reviewed by the Planning Board.

Change #4 to allow retail sales similar to Level 1.

The Committee asked staff to draft the changes for review at the next Committee meeting.

- C. Bring forward the proposal to adopt the current NFPA 101 Life Safety Code used by the State as the Town’s Life Safety Code, and include language that future Life Safety Codes adopted by the State would automatically become the Town’s Life Safety Code, for the Council to consider at their May 5, 2015 Council Meeting (referred by Town Council on March 3, 2015).

The Committee asked for information such as the cost and fiscal impact of adopting the current NFPA 101 Life Safety Code and a survey of surrounding communities of what edition the community is using and if there is an automatic update. Gorham is currently using the 2003 edition and is two editions behind. The Town Manager reported on the information he received from several communities.

It was agreed that the Fire Chief and Deputy Chief be asked to attend the next Ordinance Committee Meeting so that the Committee can ask them questions and gather more information.

3. Other business.

There was no other business.

4. Schedule next meeting.

The next meeting is scheduled for April 21 at 8 a.m.

5. Adjournment.

There being no further business, the meeting adjourned at 9:36 a.m.

Respectfully submitted,

Jeri Sheldon, HR Director