

**Windham Village District Zoning Sub-Committee
Meeting Minutes
Monday October 29, 2012**

Present:

Kristi St. Laurent
Bev Donovan
Karl Dubay
Sy Wrenn
Peter Griffin
Chris McCarthy
Tracey Partington

Meeting Opened: 5:12

Introductions

- 1) **Review and Approve 10/22/2012 Meeting Minutes** – not yet available due to power outage
- 2) **Discussion: Design Review**
 - a. Committee members agreed that there wasn't sufficient time remaining to address this topic.
 - b. Ms. St. Laurent suggested that we could consider suggesting the Site Plan Review Regulations as well.
 - c. Mr. Dubay motioned that the committee notify the Planning Board that we didn't have sufficient time to address design review but suggest that they reference the current design/site plan review standards for other zones. Motion approved 7-0.
- 3) **Discussion: VCD Purpose Statement**
 - a. Discussed current zoning recommendation 40/40/20 split of retail, residential in the district, intent for mixed use and removing any percent recommendations.
 - b. Mr. McCarthy motioned to approve rewritten purpose statement as agreed upon at the 10/22/12 meeting. Motion approved 7-0.
- 4) **Discussion: Definitions**
 - a. Mr. Dubay suggested that the terms contained in our proposal were commonly used terms with generally accepted definitions to begin with. Also, that because the terms are broadly used and not specific that definitions shouldn't be necessary.

5) Discussion: Permitted and Prohibited Uses

- a. Ms. Partington suggested that the committee has spent a great deal of time on this subject over the past several months and is complete as-is.
- b. Minor edits provided:
 - i. 612.1.1 – add “except as noted in section 612.3 “Prohibited Uses”.
 - ii. 612.3.3 – reword – “No tattoo or body piercing services are permitted in the district”.
- c. VCD committee approved amended permitted and prohibited uses 6-0.

6) Discussion: Conditional Use Permit (CUP)

- a. Mr. Dubay suggested that this section is complete and will go through legal review by an attorney prior to being approved by the Planning Board so that we should leave this “as-is” unless there are substantive changes.
- b. Ms. St. Laurent suggested a renumbering of 612.4 as edited in the 11/1/12 proposal attached.
- c. Ms. St. Laurent motioned to approve as revised. Approved 6-0.

7) Discussion: Development Standards

- a. 612.5.4 – edit 50’ frontage requirement to “The road frontage requirements shall be fifty (50) feet at the front lot line or have appropriate **dede** access rights to a Class 5 or better road”
- b. 612.5.6 – remove reference to Heritage Commission and instead reference Historic and Cultural Resource Lists
- c. 612.5.7 – remove – no views/vistas presently to preserve.
- d. Mr. McCarthy motioned to approve amended section 612.5, approved 5-0.

8) Discussion: Final District Boundaries

- a. Staff to confirm with owners of Stove Shoppe and Village Green whether they are interested in being rezoned to VCD. If yes, they must come to the 11/5/12 meeting. From there the committee will determine whether to extend the VCD boundaries in our proposal or to recommend keeping the boundaries “as is” for now.

9) New Business

- a. Next meeting dates
 - i. November 5 –DES to review community well/septic systems as well as other matters related to water and septic availability.
 - ii. November 14 – presentation of VCD committee proposal to Planning Board.

Meeting Adjourned: 6:53