



# Office of Planning & Codes

---

## Wiscasset Ordinance Review Committee Meeting Notes January 24, 2011

Members Present: Karl Olson, Doc Schilke, Jackie Lowell, Larry Lomison, Jeffrey Hinderliter (Town Planner), Bob Faunce (Lincoln County Planner).

1. Meeting Opens at 5:03 PM.
2. Agenda items discussed: Sign Ordinance (1/10/2011 Draft 4), Downtown Business and Residential Zoning Districts amendments, Ordinance Workshop Catch-up (1/11/2011).
3. January 10, 2011 meeting notes approved

Karl indicates he'd like to add an agenda item and begin with it. Karl introduced Bob Faunce, Lincoln County Planner, and states that Bob will begin working with the ORC on ordinances. Bob begins by discussing the funding for his position and the work he intends to do. This work includes new shoreland, site plan review, subdivision, and zoning ordinances. The order of the work will be: 1. Shoreland; 2. Zoning; 3. Subdivision; 4. Site Plan Review. In regard to some of the ordinances like shoreland, he'll need to go through the current ordinances and pull out all shoreland standards because the shoreland will be a new, stand-alone ordinance. Bob believes the role of the ORC will primarily be making decisions. Bob will present the ORC with info that they will review and provide comments. Before the next ORC meeting, Bob wants the ORC to review uses in the shoreland zone. Bob hands out a chart outlining land uses in the shoreland zone and if they are or are not permissible. Bob indicates he will send a draft of the new shoreland zoning ordinance before the next meeting. He asks the ORC to review the chart and ordinance before the next meeting. Bob concludes and thanks the ORC.

Jeffrey begins with the scheduled agenda items and summarizes the remaining work left on each unfinished ordinance. The objective is to complete the ORC's work on these ordinances so they can move forward to public info meetings and eventually the June ballot.

- Sign Ordinance. 1. Go over comments from previous ORC meeting and selectmen's ordinance workshop; 2. Review comments from Jeffrey's 24 January memo.
- Downtown Business and Residential Districts. 1. Amendments as proposed ok (change to zoning map and changes to the Business and Residential Districts ordinance description)? 2. Previous meeting comments; 3. Work on Business and Residential Districts descriptions.
- Shellfish Ordinance. Review proposed changes discussed at selectmen's ordinance workshop.
- Temporary Business. Review proposed changes discussed at selectmen's ordinance workshop.
- Village Waterfront Ordinance. Review selectmen Ed's comments.

Jeffrey resumes with each of the items scheduled on the agenda beginning with the Sign Ordinance.

4. Sign Ordinance (1/10/2011 Draft 4). Jeffrey briefs the ORC on the remaining issues to be discussed.

- Description of the Downtown Historic District. The question is should we keep the district as currently described (large rectangle) or adjust the location so it does not include all the properties in the current description. The ORC first decides this district should be named the Downtown Sign District (removal of Historic). the downtown district. Replace 'historic' with 'sign' in all the areas of the ordinance that mention The ORC decides the district as currently proposed is too large- it includes a number of properties that have no historical or architectural significance. ORC discusses the areas of the village that should be included within the downtown district and outline this area on a map. Jeffrey will create a written description and Karl will work on a map.
- 7.1: Add 'vending machines' to exempted signs.
- 8.10: Delete Home Occupation standards since they're mentioned elsewhere in the ordinance.
- Temporary Business Signs- should we regulate these? How do they differ from temporary advertising signs? Should they be included in the total sign area calcs are be exempt from those counts?
- ORC discusses electronic message board signs and decides that Jeffrey should develop some standards before they decide to prohibit them.
- 11.4: Delete second sentence.
- 12.2: Delete in its entirety.
- 15.2: There are several changes to this standard. Add 'total allowable sign area' to most of these where appropriate. A. delete and include with wall signs; B. delete 'be located only on the awning valance and shall'; C. ok; D. ok; E. ORC discuss what the maximum size of a freestanding sign should be and decide on 80% of the total allowable sign area; F. add deleted language from 8.10 to this standard; G. ok; H. ok; I. ORC discuss neon signs including whether 4 sq. ft. is enough area. ORC decide to leave this as-is; J. ok; K. Wall signs- include 'applied' signs and add '20' to the blank percentage area; L. delete 'except that up...2 weeks; M & N. combine temporary advertising signs with temporary signs and limit both to a maximum of 12 sq. ft.
- Appeals- leave it in as-is for now.
- **Recommendations:** Amend description of the Downtown Sign District; Create map of the Downtown Sign District; Standards for Banners, Flags and Pennants; Standards for Electronic Message Boards; Temporary Advertising Sign standards.

5. Shellfish Ordinance. Jeffrey discusses the changes recommended at the selectmen's meeting. He indicates he consulted with Dick Forrest, Shellfish Committee member, about the changes and made adjustments to the ordinance where it seemed appropriate. ORC approves the changes.

6. Temporary Business Ordinance. Jeffrey discusses the comments made at the selectmen's ordinance workshop meeting. They deal with clarification of what time frame a business activity can be conducted and adding a standard that requires landowner permission. Jeffrey indicates he the changes are shown in the most recent draft of the ordinance. The ORC adjusts the language to 1.4.3.c to state the fee shall be set by the selectmen. ORC approves the changes.

7. Downtown Business District. Jeffrey indicates the easiest way to change this would be amendments to the zoning map and the residential and business districts ordinance descriptions. Any other change will involve more detailed work including analyzing how the changes will impact properties and the affected area as a whole. The changes conform to the comprehensive plan. ORC discuss why and why this area's zoning should change. How does it benefit the town? ORC takes a vote- 3-0-1 (Larry abstaining) in favor of moving this ordinance amendment forward as proposed. Jeffrey will develop the district description and Karl will create the map.

8. Jeffrey reviews the items remaining. Do to time, the ORC did not review the Village Waterfront Ordinance but this ordinance will be considered at the 25 January Selectmen's workshop. There are a few items remaining regarding the sign ordinance and the downtown business district proposal. Jeffrey will work on the written items and Karl will work on the mapping. The ORC and Jeffrey believe it may take part of one more meeting for ORC's final ordinance review. The ORC thanked Jeffrey for the work he's done.

9. Adjourn- 7:45 PM