

**Windham Village District Zoning Sub-Committee
Meeting Minutes
Monday November 19, 2012**

Present:

Kristi St. Laurent
Bev Donovan
Karl Dubay
Sy Wrenn
Nancy Kopec
Tracey Partington
Glenn Greenwood

Meeting Opened: 5:05

Introductions

1) Meeting Minutes

- a. 01November2012 – change date on minutes from 10/29/2012. Approved 4-0-1
- b. 05November2012 - approved 4-0-1

2) Review 14Nov Planning Board Meeting

- a. Mr. Wrenn, Mr. Greenwood and Mrs. Partington attended the meeting and updated the rest of the team on the highlights and suggestions including:
 - i. Apartments with a max of 24 units and 48 bedrooms per building where the current max is 6 units per building. The Planning Board felt that allowing buildings of this size would impact the approvability of the ordinance change. The committee reviewed why this number was put in place initially – it was based on a recommendation by Mr. Nickerson relevant to the financials of building apartment buildings, anything less than 24 units wouldn't be financially feasible. Mr. Wrenn will follow-up with Mr. Nickerson to get more details on the financial aspects and follow-up with the committee on 03Dec. Interestingly we had capped townhomes and duplexes at 8 units and 16 bedrooms. Committee will reword section 612.2.1 to include section 612.2.2 and reference multi-unit housing structures. The committee will finalize the maximum size on 03Dec.
 - ii. Discussed incorporating a conditional use permit (CUP) for the size of multi-unit housing similar in concept to the retail space increase CUP currently in our proposal and ultimately decided to incorporate a generic CUP for up to a 50% increase in size for any building/development provided that they provide something(s) positive to the district in return. Glenn is going to rewrite the CUP

section of the proposed ordinance and share with the committee on 03Dec.

- iii. 612.4.2 – change wording. Currently this states “The increase shall not exceed 15,000SF total area.” This could be misinterpreted so we will reword to “The total gross area shall not exceed 15,000 gross square feet.”

3) Reviewed current VCD proposal for planning board – Tracey reviewed changes submitted to Ms. Wood (due to missing elements from 11/1/12 minutes)

4) New Business:

- a. Next Meeting 03December
- b. Follow-up Planning Board Workshop 12December 7pm
- c. Continuity of committee beyond 12Dec workshop for the purpose of addressing a septic/water plan, design standards, etc. for the 2014 ballot as approved by Planning Board on 14Nov. All committee members present as well as Mr. McCarthy were interested in continuing.

Ms. Donovan motioned to adjourn 6:27. Approved 6-0