

**CITY OF BREWER
COMPREHENSIVE PLAN COMMITTEE MEETING
MINUTES
DECEMBER 16, 2013**

Vice Chairman McIntosh called the meeting to order at the Brewer City Hall Council Chambers at 8:05 a.m.

The following were in attendance:

Kevin Birch	Present
Allen Campbell	Present - arrived at 9:18
Jim Donnelly	Absent
Michael Fitzpatrick	Absent
Nicole Gogan	Absent
David Hanna	Present
Frank Higgins	Present
Linda Johns	Present
D'arcy Main-Boyington	Absent
Richard Manzo	Present
Janet McIntosh	Present
Daniel O'Connell	Absent

Consultant Rich Rothe

Also in attendance: City Council Liaison Bev Uhlenhake (arrived at 9:21), Brewer Code Officer Ben Breadmore (arrived at 8:43).

Minutes of the December 2, 2013 Committee meeting were unanimously approved as written.

The Committee continued their discussions of various land use issues with both pros and cons.

Other parking issues.

- There are a number of small “house-keeping” items to be updated. May list the items in the goals/policies/strategies. These items may include a) to make the list of commercial uses in Section 424 consistent with the list of uses in the land use matrix, Section 306, and b) to revise the parking standards, where appropriate, for specific uses.
- Shared parking is a good concept. Less pavement is better for the environment.
- Potential problems if shared parking arrangement no longer works, ie. change in hours, expanded or change in use. Need to have a fall-back provision.
- Shared parking could be encouraged. Perhaps not count towards ordinance minimum.
- Requirements are often based on the worst case scenario. May need to re-examine regulations. It is better to have a few days when there is not enough parking rather than too much parking for many days.

- The requirement for paved parking can be an issue for small businesses.
- Consider limit amount of required parking by percentage to be shared.
- Consider review and potential changes to table of minimum required parking by use. The old Public Safety building site might be redeveloped if parking standards changed.
- Need additional public parking, especially downtown where more small shops are desired.
- The new Downtown Development District allows up to 24 on-street parking towards the required minimum amount.
- The downtown should be for small businesses
- The 1995 Plan recommended bringing in businesses to supplement residential development.
- The waterfront shouldn't be the place for large uses.
- Access to the river is an attraction. The waterfront should be a draw for businesses; it shouldn't have large parking lots.
- Want the city of feel welcoming and at a human scale.
- Bringing in more small, attractive businesses will attract other small businesses.

[Ben arrived at 8:43 am]

- Look into locations for public parking. The small lot on State Street at the bottom of the Chamberlain Park hill. Reported that Maine Dept of Transportation owns the land with the Brewer Historical Society leasing.
- The opinion of the Code Officer is that the minimum required parking amount for residential is good. Brewer reduced residential parking requirements for projects not yet built; we need to see how that goes before considering further reductions.
- The amount of minimum required parking for large retail (big box) could potentially be less. Smaller stores appear to utilize all their parking.

Outside storage/display.

- The definition of both need to be clarified in the ordinances.
- Type of items important to consider. Hazardous materials, such as fertilizers, should be carefully regulated and not left outdoors.
- Outdoor display should be limited in amount and location (behind fence? Behind building?)
- Seasonal outdoor should also be limited, such as for three weeks at a time with a maximum of nine weeks a year.
- Health and safety main issue and then aesthetics.
- There's a difference between outdoor display and outdoor storage.
- Enforcement is a problem. The business has 30 days to correct after receiving a notice from the Code Office. The Code Officer is working with the City Solicitor to address habitual offenders.

[Allen arrived at 9:18 am]

Trailers.

- Storage trailers create an unwelcoming and poor appearance.
- Storage trailers are not taxed as a building. Do not want businesses utilizing trailers and a smaller building in order to avoid paying taxes.

- Some people believe storage trailers can help a business running that needs space. Other people feel that it is not a hindrance to businesses and they should have adequate space in order to operate.
- Big companies are typically not a problem.
- Businesses can lease warehouse space if needed.
- Allow trailers within the Industrial districts but should be limited.

Administrative Review (cont'd from last mtg).

- Administrative review level makes sense.
- Mid-level review could be subject to review by the Technical Review committee, composed of department heads. It would save time and money. The downside is that there would be no public hearing.
- Needs to be clear in ordinance on which projects require administrative review and which require Planning Board review.
- Perhaps report to Planning Board afterwards on projects that received administrative approval so to keep everyone updated.

The next Committee meeting is scheduled for January 13th at Brewer City Hall.

Rich and Linda will prepare updated copies of the revised documents as discussed at this meeting.

The meeting adjourned at 10:00 a.m.