



CITY OF GARDINER

6 Church Street, Gardiner, Maine 04345
Phone (207) 582-4200

Debby L. Willis, Chairperson
Kelly Gooldrup, Administrative Assistant

ORDINANCE REVIEW COMMITTEE

Regular Meeting

Monday, June 11, 2018 @ 3:00 PM

City Hall Council Chambers

Meeting Notes

Members Present:

- ✓ Debby Willis
- ✓ Joel Alexander
- ✓ Clare Marron
- ✓ Patricia Hart

Members Absent:

- ✗ Les Young
- ✗ Louis Sigel

Also Present:

- ✓ Barb Skelton, CEO/Assistant Planner
- ✓ Kelly Gooldrup, Administrative Assistant
- ✓ Mark Eyerman, Planner

1. **Welcome**

3:09 PM Chair Debby Willis opened the meeting and welcomed everyone.

2. **Roll Call**

Chair Willis considered the introductions with new Administrative Assistant Kelly Gooldrup as Roll Call

3. **Consideration of meeting notes of May 14, 2018**

Joel Alexander moved to approve the minutes as written. Clare Marron seconded the motion. Vote: 3 in favor. 0 opposed. Debby Willis and Patricia Hart abstained since they were not present at the May 14, 2018 meeting. Motion passed.

Barb Skelton requested to discuss the upcoming meeting schedule. Since there is a scheduled Omnibus Workshop scheduled on June 27 with the ORC, Planning Board and the City Council maybe we should cancel the June 25 meeting. The Board agreed to cancel the June 25 meeting.

Mark Eyerman said he needs to update the language of the Omnibus amendments for the Workshop. He also put together a two-page overview for the Workshop.

Patricia Hart asked about the Comprehensive Implementation Committee.

Barb Skelton said the terms have expired and the Mayor would have to make new appointments.

4. **Subdivision Review**

Mark Eyerman discussed notes and laws about traffic standards. He addressed three things after receiving feedback from the Planning Board and the City Council minutes:

1. With major subdivisions, if you generate more than four hundred one-way vehicle trips or you have more than 40 parking spaces then you have to do a traffic study. It gets added into to the submission requirements for the major subdivisions. It mirrors the State requirements.
 2. For optional requirements, add a provision if a project is going to generate more than one hundred one way trips or if there are traffic issues, the Planning Board may request a traffic study.
 3. Add a standard by which to judge whether the traffic performance is adequate. You have to demonstrate that you are meeting certain levels of service.
- Joel Alexander moved to send the Subdivision changes to the Planning Board. Clare Marron seconded. All in favor 5. Opposed 0. So moved.

Mark Eyerman asked about the sign provisions: The Planning Board made a number of suggested changes. Have those changes been made to the sign ordinance draft because that language is also in the Omnibus Amendments?

Barb Skelton said she will go back and look that. She thinks that was all taken care of.

5. Tree Ordinance

Mark Eyerman discussed where Tree provision that states the Tree Warden should be Code Enforcement Officer. Assistant Tree Warden should be the Public Works Director.

Two changes in the draft:

1. Planting and trimming of public trees.
2. Removes the City Council from the operation of the ordinance and replaces it with the City Manager in some places and the Tree Oversight Committee in other places. Member proposal for The Tree Oversight Committee would be Public Works Director, City Manager, Finance Director and Police Chief.

Another change is integrating those projects that go to Planning Board for approval if they are going to plant trees in along the street, etc.

Barb Skelton discussed the lack of care of the public trees at the Water Front. Mowing is all that is done due to staffing, budgeting, priorities, etc.

Clare Marron states that grants are available for trees. We missed the deadline for this year though.

Mark Eyerman suggested language to add Plan of installation.

Establish the startup of care of the trees until they are self sufficient. Then what are you going to do to maintain them.

Possible group of volunteers to work on it.

Barb Skelton says that there needs to be a maintenance plan in place.

Barb Skelton said it should be added back in with revised language.

No motion made.

6. Upcoming meeting dates with tentative topics

Omnibus Workshop: Wednesday, June 27

Regular meeting: July 9

-Falling ice

-Shoreland updates

7. Other

City Council has approved a recommendation for an E911 Addressing Committee. Clare Marron will be on the committee.

We need members for the Housing Committee. Suggestions are welcome.

8. Adjourn

Joel Alexander made motion to adjourn. Clare Marron seconded. All in favor 5. Opposed 0. So moved. 4:23 PM