

**Hamilton Planning Commission**  
**April 21, 2010**  
**Hamilton Town Office**

Chairman McCann called the meeting to order. The Pledge of Allegiance was followed by Roll Call.  
Present: Chairman Robert McCann, Mr. Russ Beal, Mr. William Gallant, Mr. Tom Rollins  
Absent: Vice Chairman Les Carlson, Mr. Dimitri Kesari.  
Also Present: Mr. David Beniamino, Zoning Administrator

Mr. McCann advised that the meeting is primarily to review updates made to the Comprehensive Plan. Mr. Beniamino explained the new GIS system that is in the Town Office and advised that a password is still needed and additional training will be available next month. This will help with the Zoning Ordinance changes and mapping of the Town. Mr. Beniamino advised that once the Zoning Ordinance review begins the first item to be reviewed will be setbacks of all of the properties in Town.

**Comprehensive Plan**

Mr. Beniamino provided an overview of the Comprehensive Plan revisions, including pictures and maps. The plan is not yet complete and Mr. Beniamino has a meeting with the County Demographer to finalize the numbers and tables for the plan. Mr. Beniamino advised that the Plan will be made available to the residents via the Town website. Additionally, printed copies can be purchased if desired.

Mr. Beniamino reviewed the maps (11x17) that will be included in the plan:

- **Proposed Annexation:** the County is recommending that the Pearson property be included since part of it is located in the Town and part is located in the County. This would be good for future use, zoning, planning and development. The map also includes the proposed areas on the east and west end of Town.
- **Sewer Tax District:** will help with questions that are frequently asked.
- **Town Limits Map & JLMA:** recreates the current map on the wall in the Town Office.
- **Environmental Features:** shows topography, water bodies within the JLMA, etc. An Ariel photograph will soon be displayed on the wall in the Town Office.
- **Zoning:** present Zoning.
- **Town Features:** This can include buildings if that is the desire of the Commission.
- **Futures Map:** reflects future zoning of the proposed annexation east and west and the commercial core. The key differences between the current Zoning Map and Future Map is that some of the existing commercial properties are not reflected on the Futures Map. This does not mean that these businesses will not exist but does highlight commercial pockets that are in the Town. These commercial pockets are surrounded by residential properties, and it is the decision of the Town as to whether these pockets are what is desired as Hamilton moves into the future. Zoning of these properties will not change with the passage of the Comprehensive Plan and will allow for changes to be initiated by either the Owner or the majority of the Town Council, if deemed necessary. The underlying zoning will remain the same yet make it difficult to expand a commercial property that resides in a primarily residential area. The Futures Map will show clear intent by the Town that commercial businesses should be located in the designated commercial districts. It is also the intention of the Comprehensive Plan to rezone the Park and Safety Center as Institutional in use. The Commissioners agreed that Mr. Beniamino should initiate discussion with the property owners who could be impacted by this change, (Ms. Sue Phillips, Mr. Brent Campbell, Prudential Carruthers), so it is not interpreted as a punitive action against them.

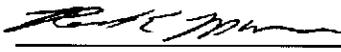
## Zoning Ordinances

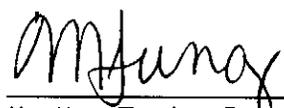
Mr. Beniamino stated that a review and changes to the Zoning Ordinance is critical to the future success of Town Planning. He reviewed some of the concepts he would like to start work on and asked for the Commissioners consideration on these ideas:

- Use the GIS system: to establish zoning districts based on setbacks & lot sizes for every property in Town. Once complete create Zoning Districts that have similar characteristics and perform a comprehensive rezoning of the Town.
- Parking: # of spaces requested, materials, lot size for commercial core/end of town commercial area, payment in lieu of parking, offsite/easement parking.
- Non conforming structures: typically this indicates that either you want the structure to go away or be brought up to standard. Presently a residential property cannot be converted to commercial without meeting commercial requirements. May want to eliminate random or alternate commercial zoning.
- Lot coverage: ability to control "McMansions" being built on existing lots.
- Role of Zoning Administrator in review process: if the Planning Commission did not perform administrative work the process could be shortened for the applicant, if the request meets code the Zoning Administrator could complete the necessary work and not involve the Commission. This would allow the Commission to focus on planning and speed up development that meets code. If the applicant doesn't like the decision of the Zoning Administrator the appeal process could begin.
- Animals: do you want to regulate to the extent you are now?
- Sign requirements: consider different requirements for the commercial core and end of Town commercial areas, 2 sets of standards for 2 separate districts.
- Euclidian Zoning vs. Performance Zoning vs. Form Based Code: the Commission unanimously agreed that they wanted Euclidian Zoning, the separation of uses by zone.
- Site Plan review process: Ms. Gilmore is stating that you want these requirements to exist in both the Subdivision Ordinance and the Zoning Ordinance.
- Environmental Options: promote and allow solar based criteria, best practices, environmental sensitive paving, wind turbines for the home, etc.

Mr. Beniamino advised that he will begin work on the Zoning Ordinance and will present ideas to the Planning Commission for review and consideration.

Mr. Beal made a motion to adjourn.

  
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Planning Chairman Robert McCann

  
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Ms. Mary Tussing, Recorder