

**TOWN OF MANSFIELD  
TOWN COUNCIL  
Ad hoc Committee on Ordinance Development and Review  
Thursday, March 11, 2010  
Audrey P. Beck Municipal Building  
Conference Room B  
7:30 am**

APPROVED MINUTES

**1. Call to Order/Roll Call**

Mr. Kochenburger called the meeting to order at 7:32 AM

Members present: P. Kochenburger, D. Keane, T. Moran  
Guest(s): M. Ninteau, G. Padick

**2. Minutes:**

T. Moran moved and D. Keane seconded that the minutes of February 26<sup>th</sup> be approved as drafted. The motion carried unanimously

**3. Draft Ordinance: Offstreet Parking on Residential Property**

Committee members and staff reviewed, on a section-by-section basis, potential revisions to the previously distributed 1/11/10 draft ordinance. Particular attention was given to Section 3 (Findings and Purpose), Section 5 (Applicability), Section 6 D (Parking Space Site Plan Requirements), Section 8 (Modifications of Parking Place Site Plan) and Section 10 (Enforcement).

Subject to one minor wording revision, Committee members concurred that the proposed revisions to Section 3 were both important and needed in order to clarify and strengthen the ordinance intent. Potential revisions to Section 5, which also are being reviewed by the Town Attorney, focused on appropriate wording for an ownership exemption. After discussion, Committee members agreed that this exemption needed to be carefully defined and limited and that wording acceptable to the Town Attorney should be incorporated. Turning to the parking area requirements contained in Section 6, G. Padick explained that since the last Committee meeting, staff had reviewed the criteria for parking areas and a number of refinements are now considered appropriate to add flexibility, particularly for sites with existing dwellings that are either close to a street or significantly distant from a street. Members reviewed each of the draft parking area approval standards and concurred that the suggested revisions were appropriate.

G. Padick noted that, based on the Committee's discussion on February 26<sup>th</sup>, staff had reviewed and comprehensively revised Section 8 regarding modifications. As drafted the revisions to this section would authorize staff to approve modifications of the Section 6 standards for existing situations where traffic safety or neighborhood impact problems were not observable or otherwise known and where existing site characteristics or other factors made strict compliance unreasonable. After discussion and incorporation of a wording revision, Committee members expressed support for the recommended revisions to Section 8. Turning to Section 10

(enforcement), members discussed with staff anticipated enforcement processes and the need to specifically reference the right to issue warnings. After considering and revising the wording of a proposed new sentence in Section 10, members agreed that the proposed addition regarding the issuance of violation warnings, should be incorporated.

After discussing potential next steps, Committee members agreed that subject to the Town Attorney's review, they were ready to recommend to the Town Council that the revised draft ordinance be presented at a new public hearing. Staff agreed to reformat the proposed revisions to the 1/11/10 draft to clarify proposed additions and deletions and P. Kochenburger agreed to approve a transmittal memorandum.

#### **4. Future Meetings**

No additional meetings were scheduled.

#### **3. Adjournment**

The members adjourned the meeting at 8:37 AM.

Respectfully submitted,

Gregory Padick  
Director of Planning