

**Planning Board Meeting  
September 2, 2020  
6:30 p.m.**

**Present:** Ken Lust, Claire Nelson, John Newsom, Gwen Hilton, Eric Hoar, Joe Hartigan

**Guest:** Leo Mayo, Code Enforcement Officer

**Old Business:** Motion made and carried to approve the minutes of August, 5, 2020

**New Business:** Adequate public notice was given of the meeting, a quorum was present and no conflicts of interest or bias were reported.

***Meet with CEO***

At the Board's invitation, Leo Mayo joined the meeting to discuss concerns, share updates and seek input on future initiatives.

- Some discussion regarding a possible application for a building permit within Shoreland Zoning and the need for the applicant to present the request to the Planning Board
- Recommendation that the Board revisit the current Building Ordinance which is quite dated
- Concern raised on where responsibility falls for keeping track of the renewal of "Letters of Credit" for construction/decommissioning of projects. Ken agreed to research how these notes Letters are handled and develop a mechanism for ongoing monitoring.

***Reviewing, rescinding and/or revising current ordinances***

A recent project to reorganize the Planning Board's files, cull unnecessary documents and archive dated materials highlighted the need to review existing ordinances to ensure that documents were current and in compliance with State statutes.

- The Board will review its Hazardous Materials Ordinance (1999), the Radioactive Waste Ordinance (1991) as well as the Sludge Spreading Ordinance (1996) to determine their current applicability
- The existing Marijuana Ordinance is no longer valid and should be repealed. New Maine laws state that any municipality that intends to allow the commercial sale and/or production of cannabis, must pass an Ordinance to permit such activity.

***Status of Planning Board by-Laws***

A draft of the revised by-laws was reviewed and discussed. A motion was made and carried to have the Board vote on the final document at its October 7<sup>th</sup> meeting. The required Public Hearing will be scheduled and moved to referendum after approval by the Board of Selectmen.

***Subdivision Ordinance documents***

A draft of the Subdivision Ordinance Application Decision Document will be sent to the Board for review. Gwen will work on drafting the Application form as part of the initial review process.

***Site Plan Review Ordinance revisited***

The Board will consider making several changes to the current Site Plan Review Ordinance.

- currently the Plan does not provide provisions for decommissioning a project
- wording may need to be included requiring an applicant to provide a plan to address emergency public services such as ambulance, fire, and/or police. Gwen has agreed to draft language that speaks to these issues.

Motion to adjourn 8:08 p.m.

Next meeting scheduled for October 7<sup>th</sup>, 2020.

Respectfully submitted,

Claire Nelson, Secretary