

Bucksport Planning Board
6:30 P.M., Tuesday, December 7, 2010
Bucksport Town Office
50 Main Street

AGENDA

- 1. Call to Order**
- 2. Roll Call**

<input type="checkbox"/> John Daniels	<input type="checkbox"/> Marc Curtis	<input type="checkbox"/> George Hanson
<input type="checkbox"/> Gail Hollowell	<input type="checkbox"/> Rosemary Bamford	<input type="checkbox"/> Edward Belcher
<input type="checkbox"/> David Grant		
- 3. Review and Acceptance of Minutes:** Minutes from the November 10, 2010, special meeting.
- 4. Chair's Report**
- 5. Code Enforcement Officer's Report**
- 6. Limited Public Forum** (An opportunity for the Public to address the Board on matters related to land use or planning in the Town of Bucksport)
- 7. Unfinished Business:** None
- 8. New Business:**
 - A. Request from David Saunders to terminate the letter of credit required for the Royal Ridge Subdivision.
- 9. Administrative Business:**
 - A. Setting the meeting schedule for 2011
 - B. Elections
 - C. Review of proposed amendment to Appendix K involving setback requirements
 - D. Application review procedures workshop
- 10. Discussion**
- 11. Adjournment**

**Bucksport Planning Board
6:30 P.M., Tuesday, December 7, 2010
Bucksport Town Office
50 Main Street**

MINUTES

1. Call to Order: 6:30 P.M. by Chair George Hanson

2. Roll Call

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> John Daniels | <input checked="" type="checkbox"/> Marc Curtis | <input checked="" type="checkbox"/> George Hanson |
| <input checked="" type="checkbox"/> Gail Hallowell | <input checked="" type="checkbox"/> Rosemary Bamford | <input checked="" type="checkbox"/> Edward Belcher |
| <input checked="" type="checkbox"/> David Grant | | |

Staff present : Jeffrey Hammond, CEO

3. Review and Acceptance of Minutes: Minutes from the November 10, 2010 special meeting were reviewed.

MOTION (Bamford): To accept the November 10, 2010 special meeting minutes as submitted.

SECOND (Curtis)

DISCUSSION: None

VOTE: 7-0 motion adopted

4. Chairman’s Report: No report

5. Code Enforcement Officer’s Report: The CEO provided the board with copies of the approved Rules of Procedure, and copies of planning board regulations in Chapter 4 of the Town Code. The CEO noted that the agenda for the meeting was reformatted to comply with the new rules of procedure.

6. Limited Public Forum- An opportunity for the public to address the board on matters related to land use or planning in the Town of Bucksport.

The chair opened the forum. No comments from the public were submitted. The chair closed the forum.

7. Unfinished Business: None

8. New Business:

A. Request from David Saunders to terminate the letter of credit required for the Royal Ridge Subdivision.

David Saunders was present. The board reviewed written comments received from Duane Nadeau, Public Works Director. Mr. Nadeau noted that the subdivision road construction met all town requirements, except the shoulders varied in width and were not brought up to the level of the pavement yet. The board discussed the public works director’s comments. Mr. Saunders stated that he would like the town to accept the road and that he realized the remaining work needed for the shoulder construction would have to be addressed before the road would be accepted. The board noted that the subdivision road was well-constructed and that the remaining work on the shoulders was minor. After further discussion, a motion was made:

MOTION (Grant): To release Mr. Saunders from the requirement of providing the town with a letter of credit.

SECOND (Hallowell)

DISCUSSION: None

VOTE: 7-0 motion adopted

Mr. Saunders was advised that a letter documenting the board's position would be provided to him.

9. Administrative Business:

A. Setting the meeting schedule for 2011

After discussion, the chair set the schedule for 2011. The board will continue to hold their regular meeting on the first Tuesday of each month, starting at 6:30pm.

B. Elections

The chair called for a nomination of the chair for 2011.

MOTION (Bamford): To elect George Hanson as chair.

SECOND (Hallowell)

DISCUSSION: Member Curtis expressed his interest in serving as chair had he been nominated, but acknowledged that the board should complete the vote on the present motion.

VOTE: 6-0-1 motion adopted (Hanson abstained)

The chair called for a nomination of the secretary for 2011.

MOTION (Daniels): To elect Marc Curtis as Secretary.

SECOND (Bamford)

DISCUSSION: None

VOTE: 6-0-1 motion adopted (Curtis abstained)

C. Review of proposed amendment to Appendix K involving setback requirements

The board reviewed the proposed ordinance, which addressed changes in front setback requirements in the Rural Districts. The board asked that the proposed reduction in setback applicable to Central Street only be deleted.

The proposed ordinance also contained several housekeeping amendments. No changes were required by the board.

A public hearing on the ordinance was scheduled for the regular meeting in January.

D. Application review procedures workshop

The CEO offered the board observations on how the board has been conducting application reviews. The main focus was on the importance of being prepared for the standards review and fully conducting the review. It was noted by the board that they would be very receptive of guidance provided by the CEO related to determining which standards were deserving of close inspection and which may be less important, based on the proposed project.

The board was advised that all applications will now be sent out by mail so that members will have an opportunity to study them prior to the meeting. At the conclusion of the workshop, the board expressed interest in conducting additional workshops in the future. The chair thought that the board could conduct these workshops without public notice, but the CEO advised the board that any meeting of the board must be conducted as a public meeting.

- 10. Discussion:** Member Bamford provided the board with an update on the progress being made by the committee formed to develop mineral extraction regulations. The committee has met 12 times and is nearing completion of the draft to be submitted to the full board.

- 11. Adjournment:** 9:44pm

Minutes prepared by
Jeffrey Hammond
Recording Secretary