

**Bucksport Planning Board  
6:30 P.M., Tuesday, February 2, 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 January 5, 2010, meeting.
4. **Chairman's Report**
5. **Code Enforcement Officer's Report**
6. **Unfinished Business**
7. **New Business**
8. **Other Business:**
  - A. Continued review of proposed changes to Chapter 4 Article 5 of the Bucksport Town Code.
  - B. Continued review of the proposed Rules of Procedure.
9. **Discussion**
10. **Adjournment**

**PLEASE NOTE THAT PLANNING BOARD MEETINGS  
NOW BEGIN AT 6:30 P.M.**

**Bucksport Planning Board**  
**6:30 P.M., Tuesday, February 2, 2010**  
**Bucksport Town Office**  
**50 Main Street**

**MINUTES**

1. **Call to Order:** 6:32 P.M. by Chairman George Hanson  
 The meeting was held in the town office conference room due to a schedule conflict with a school board meeting in the council chambers.
  
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 Hollowell	<input checked="" type="checkbox"/> Rosemary Bamford	<input checked="" type="checkbox"/> Edward Belcher
<input checked="" type="checkbox"/> David Grant		

Member Grant arrived after the vote for agenda item 3.  
 Staff present : Jeffrey Hammond, CEO
  
3. **Review and Acceptance of Minutes:** Minutes from the January 5, 2010 meeting were reviewed. An error was noted. In Section 9, a word (use) was in the singular tense when it should have been in the plural tense.  
  
MOTION(Curtis): To approve the January 5, 2010 Minutes, amended to correct a spelling error in Section 9, 2<sup>nd</sup> paragraph, 3<sup>rd</sup> sentence.  
SECOND(Bamford)  
DISCUSSION: None  
VOTE: 6-0 motion adopted.
  
4. **Chairman's Report:** No report.
  
5. **Code Enforcement Officer's Report:** The board was informed that the new land use ordinance and map were now posted on the town's website. The map is a color-coded version of the official black and white map. Reduced-size copies will be provided to the board. The board was provided with a copy of the revised letter of credit they approved for the Royal Ridge Subdivision.
  
6. **Unfinished Business:** None
  
7. **New Business:** None
  
8. **Other Business:**
  - A. **Continued review of proposed changes to Chapter 4 Article 5 of the Bucksport Town Code.**

The CEO provided the board with a revised version of the proposed changes to Article 5. The board reviewed changes proposed to address notice requirements for committee meetings, and additional clarification in the section addressing authority of the board. After discussing the changes, a motion was made:

MOTION(Bamford): To accept the revisions to the proposed changes to Chapter 4 Article 5.  
SECOND(Hollowell)

DISCUSSION: None  
VOTE: 7-0 motion adopted.

**B. Continued review of the proposed Rules of Procedure.**

The CEO provided the board with revisions to the proposed rules of procedure. Sections 6.3 and 6.4 contained minor changes to improve syntax. Section 6.8 was added to address parliamentary procedures. The board accepted these changes.

The board discussed additional changes to be made, including moving the chairman and CEO report back to its current location on the agenda, as identified in Section 6.3, and rewriting the step by step procedures for conducting a public meeting in Section 7 so that they are more in line with the procedures for conducting public hearings in Section 8, and more similar to the current rules of procedure. It was noted that there is no mention of the requirement for identifying parties with standing during a meeting. The CEO proposed to address that in the next revision. During the discussion on the topic, it was suggested that abutting property owners should be identified as automatic parties with standing. This should be clarified in the proposed revision of Article 5.

- 9. Discussion:** The CEO asked the board to comment on a proposed change to the current practice of referring zoning ordinances to the ordinance committee. The new land use ordinance requires zoning ordinances prepared by citizens to be submitted to the planning board for review before being presented to the town council. The CEO suggested that the same requirement be made for any zoning ordinance, including those proposed by the town council or town staff.

The CEO provided the board with comments from the town manager on the proposed changes that were not supportive. The board discussed the manager's concerns and the rationale for the change proposed by the CEO. Upon conclusion of the discussion, the consensus of the board was that a planning board should play a primary role in the development of zoning ordinances, and they supported the proposed change to the long-standing practice of the council to refer zoning ordinances to the ordinance committee instead of the planning board. The board also supported the role of the ordinance committee as a reviewer of any ordinance approved by the planning board and submitted to the council.

The CEO provided the board with copies of forms being developed for use in conjunction with the review requirements of the new land use ordinance. The board was asked to review the documents and offer any suggested changes at the next meeting.

- 10. Adjournment:** 9:00 P.M.

Minutes prepared by  
Jeffrey Hammond  
Recording Secretary