



Office of Planning & Codes

ORDINANCE REVIEW COMMITTEE NOTES OF THE APRIL 25, 2011 MEETING

Members present: Pat Barnes, Jackie Lowell, Chairman Karl Olson and Doc Schilke

Others present were Bob Faunce, Lincoln County Planner; Rick Lang, CEO; Ed Polewarczyk, Selectman; Bill Phinney and George Freeman

1. Call to Order

Karl Olson called the meeting to order at 5:04 p.m.

2. Consideration of April 11, 2011 meeting notes

Doc Schilke moved to accept the meeting notes of April 11 as presented. Vote 4-0-0.

3. Discussion: Draft Section 11 - Subdivision

The following points were discussed and/or decided:

Section 1 Purpose and Administration

- Connection to town water is mandatory where available.
- The review criteria will be moved out of Section 1
- The preapp will be mandatory.
- A preliminary application will be required for all subdivision applications.
- The procedures for major and minor subdivision sections will be combined.
- No decision was made on requiring a quorum for a site walk. How can public participate if not a legal meeting?
- No decision was made on the time limit for submissions. Fourteen days was suggested.
- Reference to an urban compact municipality will be deleted from review criteria.
- Words or phrases such as "unreasonable burden", "undue adverse effect", "unreasonably" should be clarified or criteria given to determine what constitutes unreasonable, etc.
- Language in Item 21 in the review criteria will be clarified.
- Only farmland more than five acres needs to be identified.

Section 3 Subdivision Application

Section A

- Section A (1)(c) - Change CEO to PB or designee. Decide on location of fee schedule, who sets?
- Section A (1)(d) - should provide for the ability to have more than one inspection.
- Section A (1)(e) - delete
- Section A(2)(a)(1) - change to “tax map boundary lines”
- Section A(2)(a)(2) - delete
- Section A(2)(a)(3) - change to “Streets on and adjacent to the tract name and right of way width if known.”
- Section A(2)(a)(4) - change to” Walks and culverts within the tract and immediately adjacent thereto.”
- Section A(2)(a)(5) - Change to “existing water and sewer utilities on or adjacent to the tract”, and delete (a) through (d).
- Section A(2)(a)(6) - delete.
- Section A(2)(b) - change to “It is recommended that...”, indicate the type of soil survey (Knox Lincoln County NRCS soils map) and delete (3) and (4) of this section.

Section B

- Definition of Major Subdivision - “A subdivision containing six or more lots of dwelling units or units in a commercial development or any subdivision containing a proposed street.”
- Section B(1)(a) - change to “Within six months after Sketch Plan has been presented to the PB, the subdivider...at least 14 days before the Board...”.
- Section (c) - Add that Town determines who will do professional review.
- Section (d) - Add “At the board’s discretion” before the second sentence, delete last two sentences and add that applicant bears the expense and responsibility for notification of public hearing and for notification of abutters.
- Section (e) - Change first sentence to “The Planning Board shall review the application at its first meeting following submission of the application and determine whether it is complete...” Last sentence is changed to “...additional material submitted by the close of business on the Monday before the meeting...”
- Section B(1)(c) - Add that if a professional review is required, the board can request it only after making appropriate “findings”
- Section (g) - Discussed but not changed.
- Section B(2) - Delete reference to additional submissions.
- Section (a) - Delete scale and insert “graphically in proportion.” Delete last sentence.
- Section (a)(2) - delete “widths”
- Section (b) - delete “(preferably forty (40) feet to the inch)”
- Section (b)(3) - delete “land surveyor or engineer” and insert “appropriate professional”

The meeting adjourned at 7:15 p.m.