

**TOWN OF HOLLIS
PLANNING BOARD
34 Town Farm Road
Hollis ME 04042**

Minutes of Planning Board Meeting 26 February 2014

Call to Order: The regular meeting of the Town of Hollis Planning Board was called to order at 7:00 PM on Wednesday, February 26, 2014, at the Hollis Community Building by David Goodwin, Chairman.

Roll Call: David Goodwin, Chris Roy, Faith Plummer, Victor Kirmes, CEO Peter Gordon.

Review of Minutes: The minutes of the February 12 meeting were approved as presented.

Correspondence: 1. Letter from Habitat for Humanity
2. End of subscription to Maine Townsman

CEO Report: Mr. Gordon reported that he has received a request for an application for a conditional use permit for a seasonal outdoor wedding facility. This will be coming before the Board in the near future.

Old Business: Mr. Goodwin asked Mr. Gordon about activity he had observed at the Gravel Pit on Cape Road which the Board approved last year. Mr. Gordon explained that the new activity is actually on the lot next door which is being developed, and will not concern the operations of the Gravel Pit.

New Business: Consideration of draft of Accessory Dwelling Ordinance.

Mr. Goodwin asked the CEO where this ordinance will appear in the Zoning Ordinance. Mr. Gordon replied that it can be a stand-alone ordinance, such as the junkyard ordinance, flea market ordinance, or cell tower ordinance.

The Board recommended that the CEO be required to review each Accessory Dwelling Unit Occupancy Permit every two years.

Questions were raised concerning whether or not to include "hardship" language in the new ordinance. Discussion included whether an accessory dwelling will always be based on a hardship, or whether it will simply be a temporary resolution to a time-limited situation. The consensus: "hardship" does not need to be specifically included in the ordinance.

Parking concerns were discussed. The following sentence will be included in the ordinance: "Adequate off-street parking space shall be available for an Accessory Unit."

Mr. Gordon clarified the septic system requirements. He noted that there are two requirements: the system must be functioning properly at the time the permit is issued, and the CEO must have on hand a new plan in case the system fails after the addition of the extra load.

Public Comment: none

Next Meeting: At the next meeting, March 12, there will be a Public Hearing regarding the proposed Accessory Dwelling Ordinance.

Adjourn: With no further business to be considered tonight, the meeting was adjourned at 8:15 PM.

Minutes submitted by Martha Turner, Secretary