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## PLANNING BOARD

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Paul Mattor, Chair  
Don Roth Jr, Vice Chair  
Heather Sullivan  
Tom Witkowski  
Gregg McPherson  
Seth Davis  
Stephen Stark

### Minutes of Planning Board Meeting 13 September 2023

**Members Present:** Paul Mattor, Chair, Vice Chair; Heather Sullivan, Stephen Stark, Seth Davis

**Call to Order:** With a quorum present, the meeting was called to order by Chair Paul Mattor at 7:00 PM.

**Minutes:** None

**Correspondence:** None unrelated to the project.

**Reports:** Selectman Mary Hoffman – Tax Commitment is being worked on, LD290 which entails freezing of property taxes Hollis had 400 applications.

**Public Hearing:** None

**Old Business:**

**New Business:**

**1. Shoreland Zoning Map Update**  
**Raegan Young, SMPDC**

Working on creating a separate map from the Zoning Map for Shoreland Zoning. Every map must be approved by DEP. The map will include wetland delineation date and Shoreland Zone. The map is only a guide and there must always be a ground survey. SMPDC recommends to look to National Wetlands Inventory. Gregg stated it makes sense to have the most up to date data but agrees it is just a guide.

Board discussion follows. Why wouldn't they update it, make sense to have most up to date data. Raegan says it's a matter of time and budget. Tom questioned if this is just a guide is it worth all the time and money, Raegan explaining this map will trigger the applicant to do the investigation. Paul further explained a buyer will use the map to see the wetlands and will also trigger investigation on the part of Code Enforcement. The current map is 15 years old and the data has gotten much better. Larger areas will probably stay the same but smaller areas will probably change. TIF money can be utilized with a specific outline and cost estimate. The original map was approximately \$2,000.00 so it will probably be that much again plus a little more.

Motion made and seconded to allow SMPDC to move forward to utilize National Wetlands Inventory.

**Vote: 5-0-1 (Mattor)**

**2. Lee Jay Feldman, SMPDC**  
**Hannah Bonine, SMPDC**

Zoning Ordinance work is not a complete re-write but a lot of updates. There are issues within the ordinance not making sense as he works through. He's doing away with cisterns and fire ponds and inserting sprinklers into the subdivision ordinance. The definitions and use tables need alignment, uses listed that have no definitions and definitions that have no uses in the table. Heather stated they need to review the Planning Board review process as she sees a lot of redundancies and why not use the best that's out there. Looking for clarity of Planning Board vs. Select Board vs. ZBA processes. Lee Jay clarified the Zoning Ordinance put the burden on the Planning Board, whereas usually the burden of use falls on the Code Office then go to ZBA.


There was extensive Board discussion and workshopping with Lee Jay and Hannah moving through the ordinance for first review of edits. Required changes pertaining to LD2003 and Accessory Dwelling Units have been made for compliance by July 1, 2024.

**Public Comment:**

**Long Range Planning:**

**Plan for Next Meeting:** Lee Jay and Hannah to make edits pursuant to discussion this evening and provide the next updated draft for continued workshop at the next meeting.

**Adjourn:** Meeting adjourned 9:00 PM.

Minutes submitted by  Angela Chute, Admin. Asst.