



PLANNING BOARD

Paul Mattor, Chair
Joe Ponzetti, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Max Kenney
Vacant Seat

Minutes of Planning Board Meeting 27 March 2019

Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Heather Sullivan, Max Kenney, Jessica Brackett, Peter Lovell; Secretary Martha Turner.

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

Minutes: Motion made and seconded to approve 27 February 2019 minutes as presented. Carried 4-0-2.

Correspondence: None

Reports: Mr. Mattor reported that he has had two productive meetings with Kathy Harriman and Faith Plummer to resume work on revision of the Hollis Comprehensive Plan.

Old Business: Review of Hollis Subdivision Regulations. Mr. Mattor suggested that the procedure for review of subdivision applications needs clarification. Mr. Ponzetti suggested the need for clearer definition of what is meant by a "complete application" at various stages of the review process.

Ms. Turner questioned the need to differentiate between "major" and "minor" subdivisions, since the criteria for all subdivisions is basically the same. The review process could be simplified by having one single set of guidelines, one checklist to be followed regardless of the number of lots. Mr. Mattor noted that the State does not use the terms "major subdivision" or "minor subdivision."

Ms. Sullivan asked for clarification of the term "PUD". Mr. Mattor stated that planned unit development is like a condo complex where there is common ownership of all the land, unlike a mobile home park where each individual owns their mobile home but pays rent for the land.

Ms. Brackett and Mr. Kenney discussed the possibility of notifying the abutters as soon as the initial subdivision application is received, as soon as it first appears on the agenda, in addition to notifying them when the site visit and public hearing have been scheduled.

Mr. Kenney made a motion to have Mr. Mattor ask Southern Maine Planning and Development for a proposal to revise the Subdivision Regulations as well as the Shoreland Zoning Ordinance. Motion was seconded and discussed. Motion carried 5-0-1. Mr. Mattor will also look into whether this could be funded by the TIF.

Public Comment: None.

Plan for Next Meeting: Wednesday 10 April 2019.

Adjourn: Meeting adjourned at 8:30 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 24 April 2019