

**Planning Board  
October 20th, 2016  
Bristol Town Office**

*Committee Members present: Andrea Cox, Patricia Jennings, Benjamin Pendleton and Jason Lord (Alternate).*

*Public: None*

*Absent: Robert Cushing, Andrew Poland (Alternate)*

*Also present: Joseph Rose and Jessica Westhaver*

**The meeting was called to order at 7:02 p.m. by Andrea Cox, Chairperson.**

**House Keeping.**

- Fee Change on Minor Subdivision Modification
  - It was discussed if fee should be based on whether the modification requires a meeting with the Planning Board or if Joseph Rose can approve minor modifications. Discussion surrounding if section 14.1 should be changed to read “Applicant to attend meeting with Planning Board *OR* CEO. This would also pose the question if the CEO is legally allowed to approve minor subdivision amendments which need to be recorded with the Registry of Deeds.
  - Discussion surrounding what would determine if the matter required CEO level or Planning Board discussion. Possibly change wording that applicant would meet with the CEO first.
  - Suggested fee revisions:
    - Piers and Docks under Shoreland Zoning increase to \$200.00
    - “Minor” Subdivision revision lower to \$200.00 (*if the do not require Planning Board*)
  - This discussion was tabled for next working meeting.
- Add Definition of “Minor” to subdivision ordinance definitions. Take the working from Section 14.
- Board of Appeals
  - Discussion surrounding a probable need for the Board of Appeals for a possible upcoming appeal. Town Administrator, Kristine Poland, stated that once it is determined there is a requirement for the Board of Appeals she will contact prior serving members.
- Zoning
  - Shoreland Zoning
    - Per Colin Clark, there is no specific deadline for an updated Shoreland Zoning Ordinance yet. However, many towns have adopted the State model. The Town of Bristol ordinance is not up to date with the State Model.
    - Most towns have moved away from the 30% expansion figuring.
    - Differences in the State model ordinance vs. Town of Bristol could create enforcement issues.

- State Law requires Shoreland Zoning changes be registered at the Registry of Deeds.
  - Rose believes the State model is much clearer and easier to understand.
- Parks & Rec “Zone” for Shoreland Zoning is often confused with “Parks & Rec” Department of the Town. It also states there is a list of “allowed uses” for this zone, however, there is no list.
  - “Unstable Bluffs” identified as to unstable soil. Proper measurement should be from the edge of bluff. Map needs to reflect what zone unstable bluffs is in. (overlay).
  - Bristol Mills to be looked at as “Village” and not “Residential”.
  - Rose’s recommendation to adopt option 1 in the “Timber” zone. This is a complete repeal from the Shoreland Zoning Ordinance.
  - All zoning matters tabled until next working meeting.

**New Business.**

- None

**Follow-Up Items.**

- Next work meeting will be used to discuss the following items:
  - Zoning
  - Follow-Up of the Subdivision fee.
  - Bylaws

Meeting adjourned at 7:54PM. The next meeting is scheduled for November 17th at 7PM and will be a working meeting only.

Respectfully submitted,  
 Jessica Westhaver  
 Staff Liaison

PLANNING BOARD APPROVED: \_\_\_\_\_