

**Planning Board
December 15th, 2016
Bristol Town Office**

Committee Members present: Andrea Cox, Patricia Jennings and Jeff Eilenberg.

Public: None

Absent: Robert Cushing, Benjamin Pendleton, Jason Lord (Alternate), Andrew Poland (Alternate)

Also present: Joseph Rose, Jessica Westhaver

The meeting was called to order at 7:05 p.m. by Andrea Cox, Chairperson.

House Keeping

- Subdivision Fee Recommendations
 - Joseph Rose met with Jenny from MMA. Through discussion it was determined there are too many variables in determining what is required to complete any type of change and the recommendation was to not change the current fees associated with subdivision modifications. It was also recommended to not change the ordinance to allow the CEO the ability to sign off on subdivision modifications.
 - Appeals process would remain in effect if an applicant wanted to appeal the fee. This would go directly to the Selectmen.
- Building Permit Fees
 - It was discussed to waive building permits for Handicap Ramps.
- Planning Board Establishment and Bylaws
 - Bylaws are not required to be approved through Town Meeting. Establishment or Re-Establishment of Committee is required to be approved through Town Meeting.
 - Last discussion of Re-Establishment was in 2004. Jessica will follow-up on when an update to the Planning Board Establishment is required and when Re-Establishment last occurred.
- Shore Land Zoning
 - Discussed a timeline for the Shore Land Zoning Ordinance amendments. In order to complete the amendments the Planning Board will need to hold a public hearing at least 17 days prior to Town Meeting.
 - Jessica to send most recent “red line” edited version that was reviewed by Colin Clark. All Planning Board members are to review the edits and be prepared to attend and discuss at the January 19th Planning Board meeting.
 - Items to be discussed:
 - Overlay Issues
 - Unstable Bluffs
 - Change to the title of the “Parks & Rec” district zoning to eliminate confusion from the Parks & Rec Department
 - Joe to provide a marked up SZO map

New Business.

- Comprehensive Plan
 - Comprehensive plan was approved at Town Meeting in 2004 as Article #70.
 - Jessica to follow-up with Selectmen and MMA to determine if the Comprehensive Plan is in place.

Follow-Up Items.

- Next work meeting will be used to discuss the following items:
 - Shore Land Zoning
 - Establishment and Bylaws

Meeting adjourned at 7:40PM. The next meeting is scheduled for January 19th, 2017 at 7PM and will be a working meeting only.

Respectfully submitted,
Jessica Westhaver
Staff Liaison

PLANNING BOARD APPROVED: _____