

**Minutes**  
**Bar Harbor Planning Board**  
**Wednesday, July 11, 2018**  
**Special Meeting**  
**Council Chambers- Municipal Building**  
**93 Cottage Street**  
**5:00 P.M.**

**I. CALL TO ORDER**

*The Chair called the meeting to order at 5:00 PM. Members present: Tom St. Germain, Chair; Alf Anderson, Member; Basil Eleftheriou, Jr, Secretary; John Fitzpatrick, Member; and Joseph Cough, Vice Chair.*

*Also present: Janna Richards, Planning Director and Angela Chamberlain, Code Enforcement Officer.*

**II. ADOPTION OF THE AGENDA**

*Mr. Fitzpatrick moved to adopt the agenda as prepared. Mr. Eleftheriou, Jr. seconded the motion and the Board voted 5-0 to approve the motion.*

**III. EXCUSED ABSENCES**

*There were no excused absences.*

**IV. PUBLIC COMMENT PERIOD**

*There was none.*

**V. APPROVAL OF MINUTES**

**June 20, 2018**

*Mr. Eleftheriou, Jr. moved to approve the minutes of the June 20, 2018 meeting as submitted. Mr. Anderson seconded the motion and the Board voted 5-0 to approve the motion.*

**VI. REGULAR BUSINESS**

**a. Public Hearing: SP-2018-04 – Community Boat Ramp**

**Project Location:** 43 Lookout Road, Bar Harbor Tax Map 217, Lot 015-000

**Applicant:** Jeffery H. Crafts, PE for John Cochran

**Application:** The applicant is proposing to construct a permanent 1,000 square foot boat ramp, of which approximately 500 square feet above the highest annual tide will be paved, and 500 below the highest annual tide will be made of precast concrete.

*Mr. Crafts introduced Mr. Cochran, who joined Mr. Crafts at the applicant table. Mr. Crafts provided a brief description of the proposed project and noted changes that had been made to the site plan since the previous completeness review meeting. Mr. St. Germain opened the Public Hearing and, with no one coming forward, he immediately close the Public Hearing. It was*

*confirmed that the applicant received approved copies of both the Army Corp of Engineers and Department of Environmental Protection permits, which were provided to the Board.*

*Ms. Richards went through the conditions to approval that were included in the draft decision and there was discussion regarding these conditions between the Planning Director, the Board, and the applicant and owner.*

*Mr. Fitzpatrick moved to approve the major site plan application SP-2018-04 as submitted subject to the conditions numbered one through four in the draft decision dated July 11, 2018. Mr. Anderson seconded the motion. Mr. Cough ensured that the motion was sufficient for and understood by staff and the applicant. Mr. Cochran inquired as to what the process would be if the motion was approved. With no further discussion, the Board voted 5-0 to approve the motion.*

*Ms. Richards asked if the Board would feel comfortable moving the workshop (agenda item 7.a) to after adjournment. Mr. St. Germain confirmed that the workshop did not need to be televised. Mr. Cough confirmed that the agenda advertising the workshop had been posted more than two days prior to the meeting.*

*Mr. Cough moved to amend the order of the agenda so that item 7.a (workshop) could occur after item 9 (adjournment). Mr. Fitzpatrick seconded the motion and the Board voted 5-0 to approve the motion.*

## **VIII. BOARD MEMBER COMMENTS AND SUGGESTIONS FOR THE NEXT AGENDA**

*Ms. Richards provided the Board with a brief description of the items on the July 18, 2018 regularly scheduled Planning Board meeting. Mr. Fitzpatrick asked that pending applications please be added to future Planning Board agendas.*

*Mr. Eleftheriou, Jr. asked Ms. Richards to provide an update from the Maine Municipal Association workshop she attended on July 10, 2018 regarding adult use marijuana. Mr. St. Germain asked if Ms. Richards could provide the Board with any regulations South Portland may have in regard to adult use marijuana.*

## **IX. ADJOURNMENT**

*Mr. Cough moved to adjourn at 5:33 PM. Mr. Fitzpatrick seconded the motion and the Board voted 5-0 to approve the motion.*

## **VII. OTHER BUSINESS**

### **a. Workshop – Discussion of proposed dormitory use land use ordinance amendment**


*There was a discussion on the calendar and benchmarks for putting the proposed amendment on the June 2019 ballot. Ms. Richards noted that she would work with the dates that need to be met to get the proposed on the June 2019 ballot and, within that timeframe, develop benchmark dates for ordinance drafts and meeting dates. It was discussed that the Board and staff would like to have well-attended public meetings to get input on the draft ordinance at varying stages of the process*

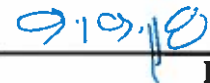
*and that to get well-attended meetings, there would be a need for greater advertising. There was also discussion about holding joint workshops with the Council and the Warrant Committee.*

*The Board and staff went through the proposed changes to the definitions section of the land use ordinance and the newly proposed employee dormitory standards. Takeaways from the discussion were that all of the proposed uses would need to meet the building code and the fire protection code. In addition, all of the proposed uses would be subject to the Town's noise ordinance, inspections (a new inspection section would need to be created in the Town's code that would be similar to the vacation rental inspections), and a licensing process with its own set of standards (a new licensing section would need to be created in the Town's code that would be similar to special amusement licenses, etc.). The maximum number of occupants would be calculated using the square footage of the proposed building and the area per person requirements found in the building code and the fire protection code. An additional submission requirement for site plan review could be a set of draft operation rules/occupancy standards that are drafted by the employer that outline rules that need to be followed by those living within the dormitory/rooming house.*

*Mr. Fitzpatrick left the workshop at 6:00 P.M. Mr. Anderson left the workshop at 7:00 P.M. Ms. Donna Karlson was the only member of the public at the workshop. The workshop ended at 7:35 P.M.*

**Signed as approved:**

  
**Basil Eleftheriou, Jr., Secretary**  
**Planning Board, Town of Bar Harbor**



**Date**