

Utility Location Permit Policy

3-20-07

Town of Bar Harbor

The Town Council hereby adopts the following procedure for the review and approval or denial of Utility Location Permits.

1. **Notice to Council** – Councilors shall be notified promptly of each application, a copy of which shall be placed in the packet of materials provided to Councilors each week.
2. **Review by Councilors** – Any Councilor having a concern about an application may request that it be placed on the next Town Council agenda. Said request shall be made to the Town Manager, or in his/her absence the Town Clerk, prior to the close of business on the first business day following distribution of the application to Councilors. The Manager or Clerk shall promptly report any such request to the Public Works Director.
3. **Approval by Director** – Should no Councilor request Council review as provided above, the Public Works Director is delegated the authority to approve or deny the application as provided by law.
4. **Appeal** – Any applicant denied a permit by the Public Works Director shall have the right to appeal that decision to the Town Council by requesting the placement of the appeal on the Council agenda in accordance with the Town Council Rules of Order.

LEGISLATIVE HISTORY

1-7-03 Councilor requested policy draft
3-20-07 Formal policy adopted by Council