

Bar Harbor Comprehensive Plan

ROLES AND RESPONSIBILITIES OF THE COMPREHENSIVE PLANNING COMMITTEE

PURPOSE OF THE COMPREHENSIVE PLAN

The purpose of the new Bar Harbor Comprehensive Plan will be to reflect and respond to the needs, values, and priorities of the community while safeguarding Bar Harbor's sense of place, history, and natural resources. The new plan will serve as a guide for future growth and development, covering subjects such as, but not limited to, land use, zoning, capacity and expansion of utilities, economic development, transportation, housing, recreation, capital budgeting, provision for municipal services and facilities, and regional coordination. The plan will also serve as a foundation for determining effective public policy, master planning, and land use decisions for the future. The new Bar Harbor Comprehensive Plan will have a 2035 outlook. Bar Harbor's current Comprehensive Plan dates back to 2007.

COMMUNITY ENGAGEMENT

As part of the comprehensive planning process, the town will place a major emphasis on community engagement to involve residents and stakeholders in framing a plan that truly belongs to the community and implements its values. Therefore, the public will be engaged through various means, including but not limited to, presentations, hearings, social media, POLCO (a civic engagement participation technology platform), the internet, and workshops. The community engagement process will be present throughout the planning process.

PROJECT MANAGEMENT

A consultant will work collaboratively with the town to create the new comprehensive plan. This work will occur with the assistance of the Comprehensive Planning Committee (CPC), along with the Police Chief, Harbor Master, Fire Chief, Code Enforcement Officer, and the Director of Public Works (water, sewer and highway), and in consultation with the Town Council, Planning Board, Design Review Board, Communication & Technologies Committee, Conservation Commission, Cruise Ship Committee, Harbor Committee, Marine Resources Committee, Parking Solutions Task Force, Parks and Recreation Committee, Age Friendly Committee, and the Climate Emergency Task Force. Furthermore, consultation with civic institutions and not-for-profit entities including, but not limited to, the Jessup Memorial Library, schools, Bar Harbor Chamber of Commerce, Acadia National Park, etc. (the count is about 25) will be necessary.

The Planning Director will serve as the primary contact and coordinator between the CPC, other boards and committees, the community, and the consultant.

ROLE OF THE COMPREHENSIVE PLANNING COMMITTEE (CPC)

The CPC will consist of 15 volunteer residents appointed by the Town Council to advise staff and the consultant throughout the Comprehensive Planning Process. The CPC shall deliver a system- and value-based Comprehensive Plan to the Town Council that provides for stewardship, prosperity, equity, livability and sustainability. The Town Council will have official review responsibilities and decision-making authority on what is presented to the voters. The CPC will be dissolved after its final meeting.

MAKE-UP OF THE COMPREHENSIVE PLANNING COMMITTEE (CPC)

The CPC will consist of 15 members, all of whom must be Bar Harbor residents. It is expected, but not required, that the CPC include eight residents who presently serve on town boards and committees. It is also expected, but not required, that the CPC include seven community representatives reflecting the diversity of Bar Harbor including, but not limited to, representation across demographics (age, gender, ethnicity), institutional sector, business sector, advocacy organization (except business), and/or service organization.

APPOINTMENT PROCESS

A Comprehensive Planning Committee application form is available from the Town Clerk or at www.barharbormaine.gov. Applications should be returned to the Town Clerk for consideration by the Town Council Appointments Committee by November 3, 2021. The Appointments Committee will contact candidates with interview times and make their recommendation to the Town Council at the November 16, 2021 Town Council meeting. The Town Council will vote on the nominations. It is best to attend the nominating meeting, in case Councilors have questions. Approved members will need to be sworn in by the Town Clerk and take an ethics training exam. Members cannot vote until these steps have been completed.

EXPECTATIONS OF CPC MEMBERS

Member of the CPC will be expected to:

- Commit to attend a minimum of 75% of all meetings (about 15) between December 1, 2021 and February 1, 2023.
- Prepare for meetings (review meeting materials, respond to requests for input, etc.)
- Have access to email, and to an electronic device and WiFi in the event remote participation is necessary.
- Abide by meeting protocols established at the first CPC meeting.

- Meetings will generally take place from 6:00-8:00 PM on the third Thursday of the month.
- Meetings will be held at the Bar Harbor Municipal Building; however, other venues may be used if deemed beneficial and appropriate. In the event that remote meeting participation is necessary, the online platform Zoom will be used.

KEY DATES

A. November 16, 2021	Town Council appoints members of the CPC
B. December 1, 2021	Work begins
C. December 1, 2022	Completion of Final Draft Plan & Executive Summary
D. February 1, 2023	Final Plan & Executive Summary

**For comments or questions about the
Comprehensive Planning Committee,
contact Town Clerk Liz Graves:**

clerk@barharmormaine.gov

288-4098