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Debby Willis, Chairperson  
Angelia Christopher, Administrative Assistant

**PLANNING BOARD  
MEETING MINUTES  
Tuesday November 14, 2023 @ 6:00 PM  
City Council Chambers**

- 1. Call the Meeting to Order-** Chair Willis called the meeting to order at 6:00pm.
- 2. Roll Call-** Chair Debby Willis, Lisa St. Hilaire, Adam Lemire, Shawn Dolley, Jacob Waltman, and Cathy Galgano were present. Zachary Hanley and Pam Mitchel were unable to attend. City staff present- Kris McNeill and Angelia Christopher.
- 3. Review of the October 10, 2023, minutes-** Lisa St. Hilaire sent edits in earlier. Lisa St. Hilaire offered a motion to approve the minutes from 10/10/23 with the small edits. Seconded by Adam Lemire. No further discussion. Unanimously approved.
- 3. Public Hearing:** Review possible changes to the LUO in section 6.3.7 regarding Public Meeting requirements. Chair Willis opened the public hearing. Seeing no correspondence, she closed the public hearing. Lisa St. Hilaire moved to accept the changes to 6.3.7 and send to City Council with the recommendation of approval. Seconded by Shawn Dolley. Adam Lemire asked a clarifying question. No further discussion. All members in favor. Unanimously approved.
- 4. Public Hearing:** Review possible changes to the LUO section 10.29 regarding Cannabis Establishments. Chair Willis opened the public hearing. Seeing no correspondence, she closed the public hearing. This change is just replacing marijuana with cannabis. Lisa St. Hilaire moved to accept the changes to 10.29 and send to City Council with the recommendation of approval. Seconded by Adam Lemire. No further discussion. All members in favor. Unanimously approved.
- 5. Public Hearing:** Review possible changes to the LUO section 10.26 regarding fence standards. There was discussion about setbacks and wording. The board agreed to changing the wording to 'No Electric Fences are allowed in Professional Residential (PR), Traditional Downtown (TD) and High Density Residential (HDR)

Districts on properties that are less than 1 Acre. Chair Willis opened the public hearing. Seeing no correspondence, she closed the public hearing. Lisa St. Hilaire moved to accept the amended changes to 10.26 and send to City Council with the recommendation of approval. Adam Lemire seconded the motion. No further discussion. All members in favor. Unanimously approved with slight wording changes.

**6. Public Hearing:** Review possible changes to the LUO section 10 and section 7.6.4 regarding Battery Energy Storage Systems. The board offered a wording change to clean up a sentence and noted that there were several areas that needed capitalization. Chair Willis opened the public hearing. Seeing no correspondence, she closed the public hearing. Lisa St. Hilaire moved to accept changes to 7.6 and 10.32 and send to City Council with the recommendation of approval. Seconded by Adam Lemire. No further discussion. All members in favor. Unanimously approved.

**7. Public Hearing:** Review possible changes to the City Code regarding Chapter 11 regarding Cannabis Establishment licensing Ordinance. The board discussed several capitalization errors, and reviewed what this change was for. Chair Willis opened the public hearing. Seeing no correspondence, she closed the public hearing. Lisa St. Hilaire moved to accept the changes to Chapter 11 and send to City Council with the minor corrections discussed. Seconded by Adam Lemire. No further discussion. All members in favor. Unanimously approved.

**8. Public Hearing:** Review possible changes to the LUO section 10.29.8.1 regarding structures for growing cannabis. There was a discussion about what this change was for. Chair Willis opened the public hearing. Seeing no correspondence, she closed the public hearing. Lisa St. Hilaire moved to accept the change to 10.29.8.1 and send to City Council recommending approval. Seconded by Adam Lemire. No further discussion. All members in favor. Unanimously approved.

**8. Other Business-** None at this time.

**9. Adjourn-** Lisa St. Hilaire moved to adjourn at 7:10pm. Adam Lemire seconded the motion. No further discussion. Unanimously approved.