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Debby Willis, Chairperson
Angelia Christopher, Administrative Assistant

PLANNING BOARD

Meeting Minutes

Tuesday February 8, 2022 @ 6:00 PM

City Council Chambers

1. Call the Meeting to Order-Chair Willis called the meeting to order at 6pm.

2. Roll Call-Board members Pam Mitchel, Matt Murphy, Chair Debby Willis. Shawn Dolley, Adam Lemire and Lisa St. Hilaire participated via conference call. City Staff Tracey Desjardins.

3. Review of January 11, 2022 meeting minutes- Pam Mitchel and Lisa St. Hilaire had two small changes. Chair Willis asks if there is any further discussion. Pam Mitchel makes a motion to approve the minutes with the two corrections. Matt Murphy seconded the motion. All board members in favor. Approved.

4. Public Hearing- Draft Amendments to the Land Use Ordinance Dealing Signs in the PIC district – this would allow the sign at Libby Hill Business park to be bigger, so that all businesses in the park would be able to fit on the sign.

Matt Murphy asked if this would affect any other businesses in the area. Libby Hill Business Park and Market St development, Coremark, are the areas that make up the PIC zone. There is only one business in the Market St. development, so they would not need a bigger sign.

Chair Willis opened the public hearing. There was no one present to speak for or against this change and no one contacted City Hall about this. Chair Willis closed the public hearing.

Planning Board like this idea, but asked to have it sent back to ORC to be have the table changed to reflect what the change consists of. Most of the changes will be happening within the table, so that should be changed as well.

Pam Mitchel makes a motion that this proposed change of the LUO be returned to ORC so that the table can be updated appropriately. Matt Murphy seconded. All Board members present approve the motion to send this back to ORC for changes.

5. Other Business- Gardiner Green will more than likely be back to Planning Board for March. Tracey Desjardins informed the Board about the City Council's approval to meet remotely if needed. The Chair for each board will work with the City Manager to make the decision on how to handle the meeting if someone would prefer to meet virtually. Tracey reports that the City is working on upgrading the technology so that hybrid type meetings can happen when needed.

6. Adjourn- Matt Murphy made a motion to adjourn at 6:30pm. Pam Mitchel seconded the motion. All Board members present in favor.

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