

Planning Board Workshop
Thursday, March 10, 2022; 7:00 P.M.
Via Zoom

Call to Order; Roll Call; Determination of Quorum; Appointment of Alternates

Chair Kathleen Kluger called the meeting to order at 7:00 P.M. A quorum was determined with five people voting: Kathleen Kluger, Vice-chair Wayne Boardman, Board Secretary Gerry Runte, Pete Smith, and Al Cotton. Alternate Ian Shaw was present, but did not vote. Alternate Kenny Churchill was not present. Planning Director Dylan Smith represented Town Hall staff. Patience Horton was the recording secretary. Votes were tallied via roll call.

Field Changes

There were no field changes.

Public Forum

No one came forward to speak.

Discussion and Review—Comprehensive Plan Update/Climate Action Plan

Update on Climate Action Plan Process

CivicMoxie has finished its work on the CAP (Climate Action Plan).

Last Monday, March 7, Gerry Runte and Wayne Boardman gave a synopsis of the Climate Action Plan to the BOS (Board of Selectmen). The BOS had no questions. Next Monday, March 14, the BOS will give a preference vote relative to the CAP for the warrant. They have stated that, from the beginning, they have planned to put it on the ballot. Hopefully, the vote will be 5-0, said Gerry Runte, though it might be 4-1.

During the CAP hearing, comments of support were made from the York Land Trust and York Ready for Climate Action. There were negative comments from an environmentalist who felt the entire CAP should have been written from the point of view of an ecologist. He said the CAP should be entirely ignored.

The CAP is no longer the Planning Board's project. It has always been a project belonging to the BOS, which requested the Planning Board oversee its development. In the future, the Planning Board might be brought in to determine regulatory zoning changes.

After the citizens' vote on May 21, an interim group will be put together. That group will make recommendations to the BOS about forming a committee to implement the plan. That recommendation should come by the end of the year.

The committee that is formed will delegate projects, monitor projects (including successes), raise funds, and apply for grants. They will provide public education. Because the plan is a living, not static plan, changing circumstances and technologic advancements will necessitate continual updating of the plan and strategies.

There might be as many as 60 organizations involved in carrying the plan forward. The major stakeholders will most likely include:

- Land Trusts, especially the York Land Trust

- The Town
- Public Works
- The Planning Department
- The York Housing Authority
- Membership of the Chamber of Commerce
- York Ready for Climate Action
- Southern Maine Planning and Development Commission
- York Community Service Association
- York and State legislative entities and
- Private organizations

The Town of York (Town Hall) is not responsible for carrying the plan forward. Because so much of the actions are outside the Town’s purview, the plan will not be run by the Town.

Update of the Comprehensive Plan Process

“We are in the weeds.”

The CPSC (Comprehensive Plan Steering Committee) is meeting about twice a week revising and refining 21 goals in 12 topic areas. Every topic area has a two-person review team. When the two-person team receives the evolving text from CivicMoxie, they finetune it and move it forward to the entire CPSC for reconciliation. During reconciliation, adjustments are made. Is what was originally proposed really what is presented in the Plan? Also, during reconciliation, word choices and punctuation are doublechecked.

A draft Vision Statement that is considered "very beautiful" has been presented. It is being critiqued and adjusted so it is a fair representation of all 21 goals.

The CPSC is working on the layout of the cover. People want to put photos of their favorite spots on the cover, which are not necessarily touristy spots.

Dave McCarthy resigned from the committee.

Discussion—21-day complete application timeframe and Planner review/sign-off

One job that Land Use Planner DeCarlo Brown has is to prepare applications for the Planning Board to review. In the past, applicants have had to meet a 17-day deadline to submit documents. That has changed to 21-days. In that 21-day period, DeCarlo meets with the applicants to help them prepare for the application review process.

This is not a Site/Sub Regulation change, but an administrative change to the application process. Per State and Municipal law, Staff does not have the authority to decide whether or not an application is complete. Completeness is determined by the Planning Board.

Applicants have to prove they have tried to get the signoffs. The applicant has to prove they have sent request letters to the proper organizations like Fire, Police, DPW, and HCD.

There are cases where it is impossible to bring letters back from department heads in a timely fashion. The Sewer District might approve capacity, but not hookup. CMP's decisions are often delayed. Maine DEP is usually backed up. There might be some flexibility to the process and conditions of approval might be brought in on those circumstances.

Some members of the Planning Board thought this was too much pressure on the applicant. In general, it was thought to be a more efficient and effective process. The Planning Department will help the applicant comply as much as possible.

Discussion--Board Meeting Schedule and Timelines

From April 14 to August 11, the Planning Board schedule will be a little tricky.

- About one week before April 28
The advance Comp Plan will be delivered to the Planning Board to read. The chapters take up about 100 pages. The reading does not include the multiple appendices.
- April 28
The Comp Plan will be officially presented to the Planning Board. Wayne Boardman's new Electric Vehicle Infrastructure Ordinance might be workshopped then, too.
- May 12, CompFest II
The meeting will be relocated to the Community Auditorium and High School. The Planning Board will participate in the introduction of the Comp Plan to the public and be on hand to answer technical questions.
- May 26
This meeting will be set aside for application reviews.
- June 9
This meeting will be split between two applications and a public hearing for November ordinances.
- June 23
This is the first of two Comp Plan public hearings, and there will be no applications.
- July 28
This is the second Comp Plan public hearing.
- August 11
The mixed-up schedule will be over. Workshops will go back to being held on the second Thursdays and applications on the fourth.
- November
It is hard to predict all the things that will happen in November, but things will probably get tricky again.

It is important for the Planning Board to be comfortable with the content of the new Comp Plan. It should be reviewed through the lenses of Land Use Management and Planning ordinances.

Possible Ordinance Amendments for 2022

- **Open Space Conservation Subdivision Ordinance**

Kathleen Kluger recommends putting the open space amendment off until May, 2023. Because CPSC has worked extensively on open space and future land use, the outcome of the amendment will be affected by their decisions.

- **Electric Vehicle Infrastructure Ordinance**

This might be simple enough to develop for the November ballot. Wayne Boardman and Dylan Smith will work together to try and make it happen. If all goes well, and things are ironed out, the April 28 meeting can be shared between the presentation of the Comp Plan, three articles for the May 21, 2022, referendum, and a workshop for the EV charging station. The public hearing would be June 9.

Any future parking lot that has 10 units or more should have a charging station. It is less expensive to put one into an infrastructure while the ground is being torn up than to retrofit an already developed area. Right now, nobody in town has any interest in taking a piece of property and just installing Level Three chargers. Not until right now, someone commented.

Review—Findings of Fact

There were no Findings to review.

Minutes

- Motion: Al Cotton moved to approve the minutes for Thursday, February 17, 2022, as corrected. Seconded by Peter Smith, the motion passed 5-0.
- Motion: Al Cotton moved to approve the Minutes of Thursday, February 24, 2022, as corrected. Seconded by Gerry Runte, the motion passed 5-0.

Other Business

1. Preference votes were taken on three Articles.
 - Motion: Pete Smith moved to approve the Article 8, Shoreland Overlay District, to amend Article 8, §8.3.11. Al Cotton seconded, the motion, which passed 5-0.
 - Motion: Al Cotton moved to approve Article 5, Dimensional Regulations to amend Article 5, §5.1.4. Seconded by Wayne Boardman, the motion passed 5-0.
 - Motion: Wayne Boardman moved to approve Article 9, Sustainable Energy Efficient Buildings to amend Article 9. Seconded by Al Cotton, the motion passed 5-0.
2. Kathleen will most likely attend Monday's Selectboard meeting, March 14. During the public forum, she will speak about Article 5. Gerry Runte plans to be there to speak about the CAP. The Selectboard will take preference votes for the November referendum.

3. Dylan reminded the Board that the next meeting, March 24, will be in-person at the Library. The dais has been reconfigured so the panelists can see each other's faces better. Masks are encouraged but no longer required.
4. On Monday at 5:30 the Comp Plan Steering Committee will have its third, and hopefully last, conversation with CivicMoxie about Future Land Use. It is most significant part of the Comp Plan.

Adjourn

9:00 P.M.

Respectfully submitted,
Patience G. Horton