

**ITEM 1 - ROLL CALL**

Present: Dennis Lentz - Chairman, Greg Whalen, Ed Cieleszko, Christine Bennett, Melissa Horner – Alternate, and Casey Snyder – Alternate.

Also Present: Emily Cole-Prescott, Town Planner.

Absent: Larry Bouchard (excused).

Voting members: Dennis Lentz, Greg Whalen, Ed Cieleszko, Christine Bennett, and Melissa Horner – Alternate (appointed).

**ITEM 2 – PLEDGE OF ALLEGIANCE**

**ITEM 3 – MOMENT OF SILENCE**

**ITEM 4 – 10-MINUTE PUBLIC INPUT SESSION**

There was no public input.

**ITEM 5 – WELCOME TO NEW BOARD MEMBER: CASEY SNYDER**

Chairman Lentz welcomed Casey Snyder (Alternate), the newest member, to the Planning Board.

NOTE: At this time and without opposition from the PB, Mr. Lentz moved **Item 8-A** ahead of the rest of the agenda.

**ITEM 8 –PLANNING BOARD BUSINESS TO BE CONSIDERED**

**A. York River Study Presentation: Build-out Analysis (45 minutes) (Conservation Commission invited)**

Ms. Jennifer Hunter, Coordinator for the York River Study Committee (YRSC), and Mr. Paul Schumacher, Executive Director of Southern Maine Planning and Development Commission (SMPDC) were present to give this presentation.

Ms. Hunter gave an introduction and background to the York River Wild & Scenic Study:

- Request to evaluate potential designation in 2014 from Eliot, South Berwick, Kittery, and York
- Encompasses two components – evaluation of river and development of stewardship plan
- YRSC endorses a Partnership Wild and Scenic River designation for York River and its major tributaries
- Work on developing stewardship plan over the past 18 months

- Voluntary guidance document
- Not regulatory
- Not required to be implemented
- A vision document for what it will take to help preserve the watershed resource
- Met with various stakeholders throughout the process
- National Park Service Funding allowed 'data gap' studies
  - Migratory fish
  - Historic research – archeology and historic structures
    - Documented 26 new historic structures
    - Discovered 12 new archeological sites
- Worked with SMPDC to develop a proposed coastal development plan (focus of tonight's presentation)
- The interest was the development potential throughout the whole watershed
- SMPDC did a build-out study, along with Spatial Alternatives (GIS study), to look at the potential for new development under existing zoning in the four communities
- SMRDC reviewed ordinances, comprehensive plans, and open space plans

Ms. Hunter said that a key component of SMRDC's work is the development of what is called a story map, which is what everyone will see tonight; on-line, interactive, GIS-based interactive tools, which lets you dig into as many details as you want. She encouraged people to go to the link provided and work through it at your own pace.

Mr. Lentz said that, from a Board standpoint, this is very important to us; that the Conservation Commission was also invited tonight. He added that we, with the Planning Department, have spent a lot of time repairing holes in our process and, even though we aren't done yet, we think we're at the point where we want to start to look ahead. He commented that many of the things we are looking at – stormwater, shoreland – along with this are starting to seem to tie together; that we want to find a place where we can interface all of these from a PB standpoint.

Ms. Hunter said that they can't predict what information from this you will find valuable but we will make it available for you to use however you want. She added that what we've identified as objectives are consistent with what is in the town's comprehensive plans.

Mr. Schumacher said that about a year ago we sat down with Ms. Hunter to talk about the Wild & Scenic designation and some of the things they might need for their stewardship plan; that one of the issues is that the committee wanted to identify threats that might be out there related to the watershed and resources within the watershed. He added that, in doing that, we applied to the Maine Coastal Program for a grant to do a build-out study (analysis); that it's a model to forecast how much development might occur within a certain area and what impacts that development might have on certain resources; that this is a tool to figure out what impacts there may be from development on certain resources. He also said that this is available to everyone in Town and you

don't need GIS to do this; that it's a really rich resource with a lot of information and data. He gave an overview of the GIS York River Watershed Tool with those in attendance:

- More than 5,600 acres already in protection among the four towns.
- Watershed is growing, going from 14% in 2010 to 16% in 2022, which is higher than most parts of Maine and this region.
- Zoning from all four towns incorporated.
- Shoreland Zoning from all four towns incorporated.
- Substantial regulatory analysis included (available online).
- Tabs included: Zoning Map, Development Potential, Build-out Analysis, Build-out Analysis Graphs, Marsh Migration, Sea Level Rise, Impervious Surfaces, Wildlife & Habitat, Historic Resources, River Resources.
- Clicking on an individual parcel gives total acreage, zoning, structures, wetlands, developable area.
- Will help for generalized planning in all zones and overlay zones.
- With marsh migration, as sea levels rise, they inundate marshes, which migrate to survive.
  - Potential Shoreland Zoning impact.
  - Potential ground water impact.
- Impervious surface (tab)coverage:
  - Danger zone is 7% or above.
  - Eliot currently between 0% to 4%.
  - Full build-out would be 4% to 8%.
- Habitat impacts tab:
  - Shows areas of key conservation priorities.
- Resources tabs:
  - Overlay information for parcels with development potential.

Mr. Schumacher said that there is a lot of information that goes along with this watershed tool, and Ms. Hunter's full watershed report, which includes thoughts and ideas about regulatory/non-regulatory ideas on watershed protection, low impact development, conservation subdivisions. He discussed the potential for a regional watershed protection area to support all four towns.

It was agreed that Ms. Hunter would provide a stick disk with the watershed tool for the Town to give to their GIS vendor.

Ms. Hunter said that working farms were not considered permanent conservation land but that that is one of the data layers that is available. She added that this information will be available at the polls on Election Day (June 12).

#### **ITEM 6 – REVIEW AND APPROVE MINUTES**

**Ms. Bennett moved, second by Mr. Whalen, to approve the minutes of May 15, 2018, as amended.**

**VOTE**

**5-0**  
**Motion is approved.**

**ITEM 7 - REVIEW "NOTICE OF DECISION" LETTERS**

**A. 18 Cole Street, PB18-5**

**Mr. Cieleszko moved, second by Ms. Horner, that the Planning Board accept the Notice of Decision for PB18-5, an amendment to an approved Shoreland Zoning Permit, dated May 15, 2018.**

**VOTE**  
**5-0**  
**Motion is approved.**

**B. 21 Foxbrush Drive, PB18-2**

**Mr. Cieleszko moved, second by Ms. Bennett, that the Planning Board accept the Notice of Decision for PB18-2 Shoreland Zone, date May 15, 2018.**

**VOTE**  
**5-0**  
**Motion is approved.**

**ITEM 8 –PLANNING BOARD BUSINESS TO BE CONSIDERED**

**A. York River Study Presentation: Build-out Analysis (45 minutes) (Conservation Commission invited)**

This was previously discussed.

**B. Proposed Ordinance Revisions for Review**

**1. Technical Consulting Fees: §§33-128 & 41-142**

The Town Planner said that she and Ms. Bennett put this together based on a review of other town ordinance and also the concern of differences in fee amounts listed in one section versus the other. She added that the main purpose is to present options to the PB that clarifies and doesn't tie it to dollar amounts; that over time, inflationary dollar amounts will no longer be valid in certain situations or the dollar amount might not match the cost estimate. She added that this would tie it to receiving a cost estimate for an application review or for a review required by the PB; that this would make the process cleaner.

Ms. Bennett said that they felt if we could get this consistent and simple and, also, tie this to an actual concrete, discreet cost estimate, it would clarify the process going

forward for the applicant and give us and the Planner, over time, a sense of what specific technical reviews cost.

Mr. Cieleuszko asked if there was any remedy for non-payment once a proposal to a developer is given by this PB, asking if we halt the project until they come up with the money.

The Planner said that part of the current ordinance is that the application is not complete until all the fees are paid; that if the PB wants to move forward with this, she will be sending this to certain staff reviewers, and one of those will be the Treasurer; that she has already mentioned the concept to the Treasurer but she has some ideas around possible process and procedure to make sure that that would work best.

Mr. Lentz said that one of the summary rationales was to "require technical consultant fees to reflect a cost estimate rather than an arbitrary dollar amount." Yet, if he reads this right, the Planner is referencing §1-25, which is the standard fee schedule.

The Planner said that the only proposed change to the language is in bold and italicized.

Mr. Lentz said that the ordinance says that "The developer shall submit with the application a fee in the amount established by the fee schedule set in §1-25" yet, in her #4 summary rationale, is that we will "require a cost estimate rather than an arbitrary dollar amount."

The Planner clarified that the language not bolded is just directly taken from that section; that we imported the section, as written, into the proposed revision table so you could easily compare the two sections and, then, we underlined, bolded, and italicized what was going to be new; that we crossed off in red what was going to come out. She added that, if we want to move forward with this revision, there may need to be a note in §1-25 saying "Refer to 33-128 and 41-142 for escrow fee amounts."; that there are also Chapter 37 standards, which has street requirements that she believes have escrowed amounts tied to them, as well; that maybe all that needs to be tied and noted in §1-25.

Mr. Lentz asked if this would apply to any application or specific applications, such as subdivisions.

Ms. Bennett said that this is proposed to be applicable to both subdivisions and site plan review; that we've had different amounts in those sections and we felt to codify it into one and then get an estimate, but it would apply to both, should we deem it necessary, and is at our discretion.

The Planner said that another reason we wanted to clarify the language is that our current ordinance in §33 clearly has this process for \$2,500 laid out as a site plan review but, yet, it references subdivisions, so she doesn't know if there is an error; that it's also referenced in §41.

Mr. Lentz asked if we could define, or should define, specific duties that we would call 'third-party'.

The Planner said that the PB has the right to look under site plan and review against the provisions of the Site Plan Review Ordinance; that if we wanted to ask specific questions, we could make a list of, for example, "Does legal qualify?" and, then, look in the Site Plan Review section to see if there are provisions that allow you to review it against that. She added that, if you needed a legal opinion on an ordinance interpretation, her thought is that that would probably not qualify because that is something the PB needed clarification on but something that would clearly qualify is if you wanted a review of a large, massive stormwater plan that was beyond what could be reviewed here.

Mr. Lentz said that he was just fishing for the limits but, maybe, we don't have to.

The Planner said that, if the PB wants to put limits in here, that is why we want to provide some of the other towns because some of them offer limits; that some say just stormwater, some say engineering, some say escrow for legal and peer review; that if the PB would like further information on each one of these, we can provide that; that we put it in a table format to save paper.

Mr. Lentz said that he liked what she did in the table; that he highlighted Hampden with stormwater analysis and North Berwick had a couple of good ones.

The Planner said that it was usually engineering and stormwater.

Ms. Horner clarified that it was over and above what Town employees could do.

The Planner agreed; that this does not happen often. She added that you will see the 'over and above' language in other towns and that was something that, perhaps, would be appropriate to add; that this is something we had worked on, and our suggestion, but we are open to getting that feedback through staff review and PB process and discussion; that it's more a concern about clarifying the differences and making it clear that the PB has the option for Site Plan Review if they wanted it.

Ms. Horner said at first, she was uncomfortable with this but, if it is going to be above and beyond what the employees can do or beyond their expertise, she's a little more comfortable with it.

Language suggestion: 'beyond the scope of the PB or employees.'

Mr. Cieleuszko suggested our current conversations be incorporated into this draft and see it again.

Mr. Whalen said that everything in the new language refers to 'technical consultant' and he isn't certain you want to restrict it to simply technical issues; that we have legal

issues, for instance, so he would reconsider the narrowing of that definition to just technical, suggesting 'consulting' or 'consulting services'. He asked where the concept of the 10% override come from.

The Planner said that she thinks from language from another town that we had looked at; that it is common that, if you are going to have an ongoing application review, it's usually 100% plus a small percentage over to make sure there's enough in the fund to pay if it goes over the cost estimate, but doing 100% is fine, too.

Mr. Whalen said that the 10% isn't being paid to the Town of Eliot to cover staff.

The Planner said no, that it goes back.

Mr. Whalen said that that ought to be clarified; that there is an additional kicker in there that says if it's going down it requires an additional 25%; so, where does the 10% fit into the 25%, or 75%; that he think it just needs to be clarified that the 10% is, in fact, a consideration for the total amount of dollars that are being considered for the cost application.

Mr. Cieleuszko said that if we are collecting 110% for a proposed consultant and, then further down, it says if the deposit is drawn down by 75%...it's going to be drawn down by 100% as soon as it's paid. He added that that whole section could just be taken out and just have each proposal for consulting fee be paid individually at 100% or 110%.

The Town Planner said that that language including an option to add additional funds by the developer comes directly from the original ordinance; so, that was a way for us to tie for percentages but if the PB's preference is to take it out, we can take it out and use something in there where, if additional application review is needed, the Planning Office would contact the developer and get payment up front.

Mr. Whalen talked about the process for choosing a third-party consultant. He said that, oftentimes, the Town will interview potential applicants for providing those services and choosing a preferred vendor of record, or two or three, depending on their specialties. He added that he thought there should be some mechanism for staff so that you can take the guess work (out) and have a defensible position.

The Town Planner said that that would be a common practice; that she doesn't see that process tied into the ordinance, unless that would be the PB's preference, but would be part of the procedure for this.

It was agreed to keep the 10% and remove the 75%.

The Town Planner said that, after this discussion, she doesn't think this is ready for the public hearing process but she does believe it could be ready for a staff review process; that she could write something regarding what direction the PB wants to head in from their comments if that is the PB's wish.

Mr. Lentz agreed that we should go with staff review then get that back with Planner comments added and review, again, next time.

Mr. Whalen said, going back to the 10% line, if you read the sentencing, it includes “bill the developer the cost of the initial estimate plus ten percent (10%)”; that, again, the way it is constructed and the way it reads, you get an estimate from X, Y, Z entity for \$1,500; that you’re going to bill the developer \$1,650; that if he is on the other side paying the check he’s going to ask the Town why he’s paying \$1,650 when you have an estimate for \$1,500, asking why the applicant wouldn’t simply pay the \$1,500. He added that, if the argument is that you don’t know if there will be an override, then if there is an override, bill the applicant what the override is and collect it at that point in time; that it’s confusing. He suggested thinking about how that gets constructed, think about the process and that will give you the answer as to how you want to construct the language.

Ms. Horner said that she didn’t have a problem with the way it is written because it is an estimate; that anybody who is going to be doing the Site Plan Review that needs technical review afterwards probably can afford to pay us \$1,650. Additional, she said that it’s in an escrow and the balance is going to be refunded to them anyway. She said that she thinks we’re overthinking it although she does know it’s important.

Ms. Bennett said that by paying the 10%, in a way the applicant or developer is giving themselves the assurance that they have paid their fees; that if it does go a little over they don’t have to wait to have the Town bill them and pay their fees; that it could make it easier for the applicant to get approval more quickly.

Mr. Lentz said that he believes either way will work and suggested they leave it up to Ms. Bennett and the Town Planner to see what they come up with.

The Town Planner said that she did agree with taking out the 75% and 25%; that she only put that in because she didn’t want to vary too far away from the current ordinance; that she does believe that leaving it to the cost estimate is the best way to go but she didn’t want to lose that replenishment option if the PB wanted it.

Mr. Cieleuszko said that if they do keep the additional 10%, he would just say 110% so there is no separation and more transparency.

Mr. Lentz clarified that the PB would wait for the Planner to take the next step with the write-up, run it through the staff, and then bring it back again for review.

The Town Planner said that that sounds good; that she would probably put the PB’s comments in and change some language.

There was discussion regarding having a standard escrow level to keep both the PB and applicant accountable and aware as well as the need for oversight to monitor the escrow accounts.

Mr. Cieleuszko said that he liked Mr. Whalen's comment on dropping the word 'technical' and just having 'consultant'; that that gives us a lot more leeway and less argue-ability with an applicant as to a service needed.

## **2. Dimensional Standards Table: §45-405**

The Town Planner said that this was to start the conversation on what needs to be revised in the Dimensional Standards; that she does want to send this to staff review and then bring it back. She also discussed the need to clarify Notes d. and e. and wanting to work on this with the CEO, as well as Note f. and others, and bring it back. She asked the PB to give their input on this, as well.

## **3. Shoreland Zoning: §44**

This was not taken up tonight.

## **C. Ordinance Revisions for Consideration and Discussion for June 2019 (verbal report)**

The Town Planner said that she has an excel spreadsheet list of potential ordinance updates and revisions; that she will send a copy of this to the PB.

The PB will review and suggest priorities.

## **D. Retail Marijuana: Continued Discussion from May 15<sup>th</sup> Planning Board Meeting**

Mr. Lentz said that the main starting question is whether we believe the State that citizens are going to have to opt-in, if citizens will opt-in, and should we be ready in case they do; at least start to get something ready in case the public says yes to retail marijuana.

Mr. Cieleuszko said that the law, as he read it, does not say citizens but towns, so the towns have to opt-in through a public meeting; that we will be in the middle of that.

Mr. Lentz said that the Town Manager asked us to do two things; that he was looking for the PB's perspective on how we thought this thing should be approached.

The Town Planner said that she did speak with the Town Manager and he offered an option that, perhaps, the PB wanted to recommend a non-binding advisory referendum question to the Select Board. She pointed out the summary memo that came in from Bernstein Shur regarding the Adult Use Marijuana Law.

Mr. Whalen said that he thought the PB would benefit from having independent counsel on this, offering a road map on how to get from where it is currently to where the Town may want to position itself. He added that he thinks it needs a broader discussion; that to rely upon this volunteer Board to structure something that is as potentially controversial

as this may be, it would seem to him that part of those dollars that are set aside and funded every year to hire advice and counsel from without to help navigate through this potential minefield would be money well-spent.

Mr. Cieleuszko said that he believes we have a process in front of us, now, to move forward with retail medical marijuana; that he doesn't see a need for attorney's work on this at this moment. He added that what there is a lack of is medical information, the social information, the ramifications of having a retail establishment for marijuana and is just mind-boggling to him; not legal consequences, but we will have people in a room smoking pot, asking who is the waitress and will she be high; that until the Town demands it we shouldn't spend a nickel because there's going to be enough people in the fields supplying studies about the benefits and negative consequences that we can take into account when and if the time comes.

Mr. Lentz said to keep in mind there were two questions we were asked where in Town and in what zone would the PB consider the option to allow recreational, retail marijuana use; that we may say nowhere but, then again, we may look at a map and pick a zone. He added that the second question was what other restrictions should be considered if the PB recommends establishment of Town licensing standards; that he thinks we then get into location, at least. He said that we can start to pick off some of the restrictions that are already in the ordinance (medical marijuana), which are not all-inclusive because then we need to start talking about store hours and all that kind of stuff.

Mr. Cieleuszko said that for him, personally, it's nowhere...in the privacy of your own home; that Maine is undermining federal law saying that pot is legal, it is not; that it depends on the Attorney General whether there will be enforcement of this at the federal level.

Mr. Lentz said that he thinks Mr. Cieleuszko is right but he's going to put his blinders on and say he lives in Maine and listens to what the people in Maine tell us what we can, and cannot, do; that right now it's legal where he lives and the Town Manager and the Town is asking him to answer two questions.

Mr. Cieleuszko said he would say nowhere in Town, other than private residences.

Ms. Bennett said that she accepted his thoughts on that but she thinks he may be confusing the first legislation proposed with the new, amended; that the social club aspect has been cut from the law; that there won't be a pot bar to go to and smoke; that, to her understanding, it would purely be a retail establishment; that somewhat like we currently have medical marijuana dispensaries here, this would be a recreational dispensary type of location. She added that she thinks, in our attorney's memo, there is some guidance about impairment and other social constraints on misuse of the substance. She said that it is a new frontier and, correctly, our State is among other states bucking the federal role here; that her opinion is that we should pre-emptively start to have that conversation over 'what if'. She added that, in the course of that 'what if', in

looking at our ordinance and maybe putting out a proposal, then we have the public respond to that.

Mr. Lentz said that another side is that we don't know what the revenue stream could be for the Town, at this point, versus the cost.

Ms. Bennett said that it doesn't look positive.

The Town Planner said that she thinks there will be more information on this, to Ms. Bennett's point of a new frontier; that she did see some talk on the Planning list-serve that some communities were working on it and they thought in the next month they have been looking at the resources that we have so, if she sees anything of use, she will certainly forward it along.

Mr. Lentz asked if it was the Board's pleasure that we table this.

Mr. Whalen said that, first of all, this is a land use issue, and we all bring our prejudice to the table with regard to how we feel about it personally, however, this is not a social service organization but a land use planning mechanism and we are supposed to be providing some guidance to the public and to our Town administrators, as per the request; so, how best to respond. He added that, in his opinion, this is an ideal topic for a work session; that we don't necessarily have to be retaining legal counsel to provide guidance; that we could provide a facilitator to help the PB work through the process of determining how best to get ahead of this, suggesting that the PB would be well-served by trying to get ahead of it and not waiting until Armageddon strikes and you are up against the wall. He said that he thinks keeping the options open for the Town are very, very important at this point in time; that there's no question that this is evolving and there will continue to be more information; that you want to track it, not be pulling up from the rear the whole time; that, otherwise, this thing will just implode and you will have a mess on your hands. He suggested that the PB try to figure out a structure, a process, for maintaining a constant vigil on this subject matter, and it may be a combination of all the information that comes to the Town Planner and passed on to the PB, but, at some point in time, somebody ought to advise this PB as to where it ought to start to be making decisions about what to do, and what not to do, moving forward. He added that the process is going to be key-critical; that you will figure out the decision once you've been informed; that the important part of all this is to be informed, not to tuck it under the rug until such time as, all of a sudden, it's such a monumental undertaking that you're constantly catching up; let's not put the Town in that position of having to catch up on this subject.

Mr. Lentz said that he totally agreed, asking where that put us.

Mr. Cieleuszko said that he would like to put it to the next workshop so that we can go over the medical marijuana ordinance; that he needs to read that, again, and just think things through a little bit; that he thought the subject was dead, that he thought we were just going to say forget it tonight...that he understands that Mr. Whalen is absolutely

correct that we have to stay ahead of it. He recommended that, at the next workshop, that we attack it again; that he can't offer anything tonight to help things out; that he needs time to regroup.

Ms. Horner said that she agreed with Ms. Bennett and Mr. Whalen; that she thinks where we could start is with the medical marijuana, what's allowed, what that looks like, and where it's allowed. She added that, to Mr. Whalen's point, even if Eliot doesn't move forward next time, it might the next time, and she thinks there's an important thing to be said about laying some groundwork for future boards so that however many years from now they aren't starting from ground zero. She reminded that it was retail and that would be a piece of this, too.

The Town Planner asked if the PB would like her to write a memo of where retail uses are allowed, where medical marijuana use is allowed, where non-profit caregiver is allowed.

The PB agreed that would be helpful.

Mr. Pomerleau said that he thinks the road map to where we go with retail marijuana is fuzzy, and how we get there; that it's not clear in his mind, either; that clearly the law says that the Town has to opt-in, so, how do we get to that point, do we put something to the legislative body...that they will be the only people who can decide that. He added that, in his view, what we should do is develop as much information between now and November; that Kittery developed an exhaustive community survey and research; that there is information out there and we don't have to reinvent the wheel. He added that we have to provide as much information as we can on the pros and cons and, then, go to the legislative body and ask if the Town of Eliot should opt-in to legal marijuana. He said that, if they say no, then you don't have to do a whole lot of work for nothing; that, if they say yes, then we have some time to develop ordinances, which is the role of the PB. He added that the role of the PB is to manage growth with land use ordinances, not a social policy decision board, which is where Mr. Ciesleszko was going. He reiterated that he doesn't think the map is clear on how we decide to opt-in, or not, and he thinks the PB will eventually have to seek some guidance on that; that he didn't think, if he was them, that he would be doing a whole lot of work until we have some guidance. He said that if you want to do some exploration, and he thinks public education is critical, start reaching out to other communities that have already done this and start bringing in some information and holding some public information sessions.

Mr. Lentz thanked him for his input. He added that the PB should start gathering some information.

The Town Planner said that she would find out more on her end of what's going on in the communities; that Kittery information has been sent to her and she will look at the others, as well, to see if there is more we can put together.

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Mr. Lentz said that it is getting late but one thing we want to do before we quit is say good-bye to our colleague and friend, Mr. Whalen; that this is his last night. He thanked Mr. Whalen for everything he's done; that he's been a big addition to this Board.

Mr. Whalen said that it has been an honor to be a part of all this with you; that he is proud as punch as to where this PB is today from where it has come from; that he's glad to be a part of it.

**ITEM 9 – DISCUSS STATUS OF OUTSTANDING ACTION ITEMS**

This was not discussed.

**ITEM 10 – CORRESPONDENCE**

There was no correspondence.

**ITEM 11 – UPDATED FROM TOWN PLANNER & PLANNING OFFICE**

**NOTE: These updates were not taken up tonight.**

**A. Growth Permit: Survey Update (verbal report)**

**B. Sketch Plan Update (verbal report)**

**C. Policy/Process Updates**

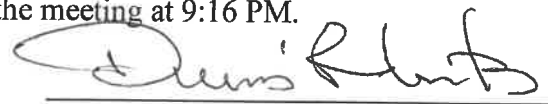
**1. Application Checklist and Review Memos**

**ITEM 12 – SET AGENDA AND DATE FOR NEXT MEETING**

The next regular Planning Board Meeting is scheduled for June 19, 2018 at 7PM.

**ITEM 13 – ADJOURN**

There was a motion and a second to adjourn the meeting at 9:16 PM.

  
Dennis Lentz, Chair  
Date approved: 06/19/2018

Respectfully submitted,

Ellen Lemire, Recording Secretary

