Mayor McNew opened the meeting shortly after 7 pm.

Resident Comments: Anne Howlett expressed dismay at the use of the listserv for political commentary. Others agreed that the Listserv was created for and should be used for City and resident business. Gretchen Hurlbert will be asked to remind residents of the guidelines for use of the listserv.

Brian Oppmann, City Building Official, presented a basic overview of Planning and Zoning issues and the functioning of the Zoning Board of Appeals, discussing the roles and responsibilities of the City Council, Planning Commission and Zoning Board of Appeals.

Mr. Oppmann reviewed the Master Plan as a broad stroke statement of the direction of the Community, the process of its adoption and the regular review of the Plan.

Mr. Oppmann further reviewed the Zoning Ordinance. Broad goals are spelled out in enabling statutes; localities have specific goals. The process of text amendments was reviewed. The standards for site plan approval were outlined.

The presentation then focused on the functioning of the Zoning Board of Appeals, the duties and powers of the Board, from whence appeals may come, and how interpretations may be made. The definition of Use and Non-use Variance together with the issues that can be considered under each category was defined, considering unnecessary hardship and practical difficulty. Documentation and risk management were also part of the discussion.

A Capital Improvement Plan, suggested under the Planning Act of 2008, was discussed although such a Plan was intended for communities that operate water and sewer facilities.

The workshop having come to closure, Councilmember Cabot moved to adjourn the meeting. Councilmember Haines seconded. Motion carried unanimously.

The next regularly scheduled meeting of the City Council is on November 9, 2010 at 7 pm.
The next scheduled meeting of the Planning Commission is on November 23, 2010 at 7 pm.

Approved:             Respectfully submitted,
Lee McNew, Mayor          Rosalie Lake, Clerk
Robert Bailey, Planning Commission Chair