

BOOTHBAY HARBOR PLANNING BOARD  
MINUTES OF PUBLIC WORKSHOP  
Wednesday, May 24th, 2023

**Members Present**

Jon Dunsford  
Bill Hamblen  
Tom Churchill, *Chair*  
Ronald Cohen, *Second Alternate*

**Also Attending**

John Cunningham, *Town Attorney*  
Geoff Smith, *Code Enforcement*  
Julia Latter, *Town Manager*

In addition to these typed minutes, an audio recording is available for review at the Boothbay Harbor Town Office. This meeting was held at the Boothbay Harbor Town Office and remotely on Zoom.

Tom Churchill called the meeting to order at 5:02 P.M.

Ron Cohen will act as a voting member in this meeting.

Tom Churchill begins by saying he would like to change one of the Boothbay Harbor Planning Board's rules.

The drafted modification to section 3 of the existing rules is discussed so that it doesn't restrict the right of the public from speaking and submitting material that needs review, however, gives the planning board more time to consider and comprehend.

Jon Dunsford motions for the rule to read "Any ancillary or additional information regarding a scheduled application review should be delivered to the CEO no later than one week prior to the planning board meeting. Information that is delivered less than one week prior to the meeting may not be considered unless the board waives this requirement. No information shall be submitted directly to a planning board member by any means or in any form. Written materials presented at a planning board meeting may not be considered at that time if the board feels additional time is necessary for the members to fully comprehend and consider the material." Seconded by Bill Hamblen, the motion is approved unanimously.

The Planning Board had previously submitted seven recommendations for the ordinance, three of which were turned into warrants, and two were passed.

Tom Churchill proposes that he, or any board member who wants to join, set up a meeting with the select board and go over the items that were not moved to warrants and ask them why. Items

that fall into this category are employee housing, change in use in the downtown business zone, side yard setbacks, building heights, and accessory apartments.

As for the building height ordinance the planning board discusses looking at it more critically and focusing it on the downtown business zone.

Accessory apartments is somewhat covered under LD-2003. Action with LD-2003 may be delayed by 12-18 months so Tom Churchill expresses he would like this to be looked at again so we can move forward and get an ordinance in place when LD-2003 is acted upon.

The comprehensive plan is discussed and it, theoretically, needs to be updated by 2005.

There is discussion about extending Emery Way to Middle Road. Everyone seems on the same page that that is not possible, but it may be looked at further anyways.

John Seitzer says he likes the idea of having people submit materials a week ahead, but how will the board decide, if something is in late, whether they are willing to consider it at the meeting or not?

Tom Churchill says the point is for the board to be able to comprehend it. If a 14-page long letter is received late, it would probably have to wait until the next meeting. However, if it is something simple, such as proof of an awaited DEP approval then it would most likely be accepted.

Boothbay Harbor resident, Wendy Wolf encourages the planning board to push on accessory dwellings when meeting with the select board.

John Seitzer questions how population density will be affected by what has been discussed in this meeting. The board explains what they are discussing will make apartments on top of commercial stores conform again.

The meeting is adjourned at 5:47 P.M.