



City of Presque Isle, Maine
The Department of Planning and Development
Kenneth C. Arndt, Director
Email: karndt@presqueisleme.us

March 5, 2012,

PLANNING BOARD MEETING NOTICE

There will be a regular monthly meeting of the Presque Isle Planning Board to be held as follows:

Date: **March 15, 2012**
Time: 7:00 PM.
Place: Presque Isle City Council Chambers

AGENDA:

- (1) To review and adopt the Planning Board minutes of February 16, 2012 (attached)

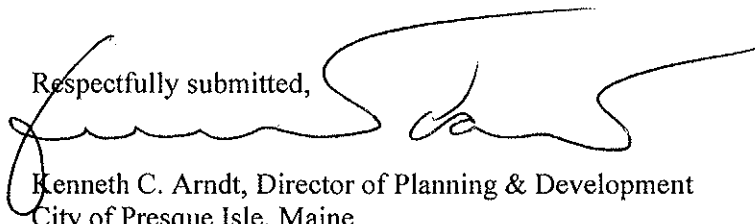
PUBLIC HEARING:

- (2) To hold a public hearing to accept citizen review & comment upon a proposed change to the definition of Bed & Breakfast/Lodging Places to incorporate Maine Department of Health & Human Services definition for same and to consider adding "Bed & Breakfast/Lodging Places" to the Special Exception portion of the Aircraft Hazard Zone (AHZ)
- (3) To discuss and make recommendations for change to the "Proposed" Residential Rental Registration and Inspection Ordinance (distributed in February, 2012)
- (4) To update and discuss the "Proposed-Final Draft" of the City of Presque Isle Strategic Plan

Other:

- (5) To discuss preliminary proposal to re-zone portions of Industrial Street and Parsons Street to facilitate the designation of a formal "Truck Route" to discourage heavy trucks from the downtown core.

Respectfully submitted,



Kenneth C. Arndt, Director of Planning & Development
City of Presque Isle, Maine

760-2727

**PRESQUE ISLE PLANNING BOARD
PLANNING BOARD MEETING
City Council Chambers
February 16, 2012
MINUTES**

DRAFT

Members Present: Ward Gerow, Brent Andersen
Steve Sutter, Pat Cote, Karl Dampf

Members Absent: Bruce Roope, Mike Mathers

Staff Present: Kenneth C. Arndt, Director of Planning & Development

Guests: George Howe, Code Enforcement Officer

Minutes

Acting Planning Board Chairman, Ward Gerow, called the meeting to order at 7:00 P.M. in the 3rd Floor City Council Chambers of City Hall. Five (5), constituting a quorum of the Planning Board members were in attendance.

Adoption of Planning Board Meeting Minutes of 1/19/12

On a motion by Pat Cote, seconded by Steve Sutter, members present voted *to approve* the minutes from the regularly scheduled Planning Board meeting held on January 19, 2012 as submitted without revisions. Brent Andersen abstained because he was not at the January 19th planning board meeting.

Public Hearing on Proposed Structural Subdivision of building at 515 Main Street

The required Planning Board public hearing on a proposed subdivision at 515 Main St., the subdivision of an existing building, was opened by Chairman, Gerow. A revised drawing and "Final Subdivision" application were reviewed as submitted by BRSA Engineering on behalf of Paul Kinney owner of the building located at 515 Main Street. (See attached public notice)

There were no public comments presented.

On a motion by Steve Sutter and a second by Karl Dampf to approve the "Final" Subdivision application and drawing in its entirety, as revised to comply with recommendations of the Planning Board at their prior meeting for Kinney Rentals located at 515 Main Street. So voted to approve, unanimously. Planning Board members then signed the mylar drawing s/documents to be recorded in the Registry of Deeds in Houlton, ME.

Public Hearing on Proposed Changes to City of Presque Isle Signage Ordinance

The required Planning Board public hearing on proposed changes to Chapter II, Section III-pg. 37-“Signs”, was opened by Acting Chairman, Ward Gerow. Proposed revisions of wording, specifically relating to Section III-C “General”, were presented by Ken Arndt, Director of Planning & Development. Previous wording under C. General-1 & 2& 3& 4 &5 &6 were deleted in their entirety and replaced with a single, “new” #3, which will now read, “3.0 -Business Directional signs installed under this section of the Presque Isle codes shall abide by the “Maine Department of Transportation Chapter 200-Regulations for the installation of Official Business Directional Signs and amendments thereto”.

There were no public comments presented.

On a motion by Pat Cote and a second by Karl Dampf to approve the proposed revisions to the wording to Chapter II-Section III-pg 37 subsection C. General by deleting items #3-4-5-6 and replacing with the #3 wording outlined above. It was also voted to recommend these sign ordinance wording changes be submitted to the City Council for scheduling of their public hearings. So voted to approve, unanimously by those present.

There being no further public hearings on this Planning Board meeting agenda, Chairman Ward Gerow proceeded with the next regular agenda item.

Proposed Revision to the existing Aircraft Hazard Zone(s) wording under “Special Exceptions” provisions

A letter dated January 25, 2012 from city residents Matthew & Nicole Irwin was discussed. The request is to add “Bed & Breakfast Inns/Lodging” as a listed Special Exception within the Aircraft Hazard Zone. Additionally, it was suggested by city staff that the definition of Bed & Breakfast Inn/Lodging be changed to mirror the definition in Department of Health & Human Services regulations, rather than be different.

Mrs. Nicole Irwin made a brief presentation regarding her request and answered questions brought forward from several Planning Board members.

On a motion by Steve Sutter and a second by Pat Cote, it was moved to schedule a public hearing to be held at the next regularly scheduled March Planning Board meeting. This public hearing will be to consider changing the “Special Exception” portion of the existing Aircraft Hazard Zone to allow Bed & Breakfast Inns/Lodging Facilities within the AFZ as a “Special Exception” and to change the definition of “Bed & Breakfast Inns/Lodging” to mirror the definition of the Maine Department of Health & Human Services. The motion to schedule a public hearing excluded the applicants request regarding signage standards, which may be dealt with separately at a future time.

So voted, unanimous.

DRAFT

Possible Residential Apartment Regulations

George Howe, Code Enforcement Officer, and Ken Arndt, Planning & Development Director, distributed copies of a proposed “Residential Rental Registration and Inspection Ordinance-Draft” document for their review & consideration. George Howe spoke with the Planning Board about the need for some sort of regulations to regulate the quality and minimal conditions of residential rental properties throughout the City in order to protect the public interests, especially as related to life safety codes & compliance. The proposed ordinance will be discussed at the March, 2012 Planning Board meeting.

Planning Board Letter to City Council Regarding “Presque Isle Strategic Plan” document

Last month, the Planning Board considered and endorsed the signing and distribution of the a letter to the City Council regarding the public review and comment process that should be followed prior to possible adoption of the Strategic Plan. Planning Board members asked that an “update” on the Strategic Plan be added to the March, 2012 Planning Board agenda.

Other Business

None.

Meeting Adjournment

With no further business to transact or discussions, the Planning Board members voted unanimously to adjourn at 8:45 P.M..

Next Meeting

The next meeting of the Presque Isle Planning Board will be held on March 15, 2012 at 7:00 p.m. at the City Council chambers in City Hall.

Respectfully Submitted,

Kenneth C. Arndt, Director of Planning & Development

City of Presque Isle, ME. 04769

Proposed e
2/24/12

SECTION VI
AIRCRAFT HAZARD - AHZ

A. PURPOSE

To protect the airport from adverse developmental effects, and, to prohibit large concentrations of people. To this end no building or premises shall be used and no building or structure shall be erected which is intended in whole or in part for any industry, trade, manufacturing, or commercial purposes or for other than one or more of the following specified purposes.

B. PERMITTED USES

- 1) Single-family dwellings
- 2) Agricultural, including nursery, farm or garden and the sale of products there from as an accessory use, but *excluding* any use injurious, noxious or offensive to the neighborhood.
- 3) Storage and handling, washing, packing and shipping of agricultural products either in conjunction with or separate from a farming operation, but not including processing of the product.
- 4) Municipal public utility or state buildings, airport terminals, structures and properties *excluding* schools, churches, auditoria or structures that accommodate large concentrations of people.
- 5) Golf courses, ski slopes and similar extensive recreational uses not involving confined areas provided that no structure for the assemblage of persons be constructed therewith.
- 6) Accessory uses customarily incidental to any of the above uses.

C. SPECIAL EXCEPTIONS

- 1) Cemeteries
- 2) Mineral exploration/extraction
- 3) Home occupations
- 4) Daycare/home babysitting facility**
- 5) Adult daycare facility**
- 6) Bed & Breakfast Inns/Temporary Lodging Places

Proposed Definition Wording Changes to incorporate & mirror latest
Maine DHHS definitions in 10-144 Chapter 206

February 24, 2012

Bed and Breakfast Inn: A unique eating and lodging establishment of residential character other than a hotel, motel, or boarding house, which is compatible with the neighborhood, used for, maintained, advertised or held out to the public as a place where sleeping accommodations are furnished to the public for business purposes and which:

- Where the general public can stay overnight;
 - Provides guests with a limited menu serving only a breakfast meal prepared in the home;
 - Requires a Lodging License from the Maine Department of Health & Human Services under 10-144 Chapter 206 regardless of the number of rooms
- ☑ Provides temporary lodging for less than thirty (30) days;
 - ☑ Provides such temporary lodging in four (4) or more rooms for guests;
 - ☑ Has a manager of the inn residing on the premises; and
 - ☑ Does not provide the accessory uses associated with a hotel/motel.