

Starks Planning Board Meeting Minutes July 3, 2024

Present: Gwen Hilton, Tiffany Bellefleur, Joe Hartigan, Ken Lust, Claire Nelson, Byrne Wright

Guests: Maggie Wright, Sara Brusila, George Martikke, Maryanne Gawlinski

Adequate public notice was given of the meeting, a quorum was present, and no conflicts of interest or bias were reported.

The minutes of the May 1, 2024, meeting were approved by unanimous consent.

New Business:

Wireless Communication Ordinance

Discussion focused on revising the current WCO to include language addressing the expansion of existing structures. Specifically, the proposed changes to **Section 5, 5.1 Approvals Required** would add the following to paragraph A: [Expansion includes the addition of antennas, towers, or other devices to an existing structure.](#)

Board of Appeals Ordinance

Proposed changes to the BAO are intended to clarify the process under which an appeal is warranted. The following language would be added to Section **V. Powers and Limitations** A. 3. Administrative Appeals.

The Appeals Board may not take up any appeal unless the matter at issue has first been heard by the Planning Board or Code Enforcement Officer and a Final Decision Document by the Planning Board or a Notice of Denial from the CEO has been issued. In its Application for Appeal, the Applicant must specify the findings in the Final Decision Document or Notice of Denial that are the subject of the appeal and provide justification for granting a variance subject to the requirements below.

The three members of the Appeals Board who were present supported the proposed changes and allowed that the existing Ordinance should be reviewed, and unclear or vague language made more comprehensible. It was agreed that they would return to the Planning Board with suggestions for possible amendments.

Site Plan Review Ordinance

Much of the discussion on the ABO related to the process which the Appeals Board followed in granting additional extensions for two projects that had exhausted their two-extension limit and needed additional time to complete their work. This led to a conversation as to whether the current two-extension limit is too restrictive and should be revisited.

Adjourn; 8:15 p.m.

Respectfully Submitted,

Claire Nelson, Secretary