



TOWN OF HARRISON

HARRISON PLANNING BOARD MEETING MINUTES 09.06.2023

Board Members Present: Chairman James Dayton, Vice-Chairman Colleen Densmore, Wendy Gallant, Scott Ramsdell, Michael Garvey

Board Member Absent:

Staff Present: Assistant CEO Jim Fahey, Secretary Denise Dumont

Public Present: Barbara Ward
Lake Region TV

The meeting was called to order at 6 pm by Chairman Dayton and a quorum was determined.

1. Old Business:

A. Approval of the Workshop Meeting Minutes for July 26, 2023
Motion to accept the Workshop Minutes for July 26, 2023, made by James Dayton, 2nd by Wendy Gallant Approved 3-0 (2 Abstained)

B. Approval of the Meeting Minutes for August 2, 2023
Motion to accept the Meeting Minutes for August, 2, 2023, made by Wendy Gallant, 2nd by Scott Ramsdell Approved 4-0 (1 Abstained)

C. Approval of the Workshop Meeting Minutes for August 16, 2023
Motion to accept the Workshop Minutes for August 16, 2023, made by Colleen Densmore, 2nd by James Dayton Approved 4-1 (1 Abstained)

2. **New Business:** None

4. **Next Meeting:**

Workshop to be held on September 20, 2023 (cancelled)
Regular Planning Board Meeting to be held on October 4, 2023.

5. **Adjourn:**

Motion to adjourn the meeting at adjourned at 6:08pm and enter in the Workshop on Accessory Dwelling Units and Short-term Rentals made by James Dayton, 2nd Colleen Approved 5-0

Chairman James Dayton

Secretary Denise Dumont



TOWN OF HARRISON

HARRISON PLANNING BOARD WORKSHOP MINUTES 09.06.2023

Board Members Present: Chairman James Dayton, Vice-Chairman Colleen Densmore, Wendy Gallant, Scott Ramsdell, Michael Garvey

Board Member Absent:

Staff Present: Assistant CEO Jim Fahey, Secretary Denise Dumont

Public Present: Barbara Ward
Lake Region TV

The meeting was called to order at 6:08 pm by Chairman Dayton.

1. Workshop Discussion Points

They picked up where they left off on SHORT-TERM RENTAL ORDINANCE draft:

Section 2.2 REGISTRATION REQUIRED FOR ALL HOSTED-HOME STAY AND ALL NON-HOSTED HOME STAY RENTALS

James Dayton read the section after discussion and added 2 points of clarification that should be added. 1st paragraph **Code Inspection and/or Fire Chief and/or his/her designee added.**

3rd paragraph should read in the last sentence: have passed inspection by the Code Office and/or the Fire Chief and/or his/her designee.

Section 3 OPERATING STANDARDS AND REQUIREMENTS

No changes

TABLE 1:

Type of Structure - No changes

Amount of Dwelling - No changes

Owner-Occupied - No changes

Sworn Statement of Owner regarding Primary Residence - No changes

Evidence of Owner Qualified for Maine Homestead Exemption - No changes

Owner/Host Operations - No changes

Length of Guest Stay – Non-hosted Home Stay to read the same as Hosted Home Stay:

Rental is on a temporary basis for periods of less than 30 consecutive days

Cap on # of Days Unit is Rented per year - No changes

Occupancy Limits - No changes

Is Registration Per - No changes

Notice to Town Clerk if Sale/Transfer of Property - No changes

Inspection - No changes

Notice to Neighbors – No changes

Section 3-1

1. No changes
2. No changes
3. No changes
4. No changes
5. No changes
6. No changes
 - 6A. No changes
 - (a) Correct middle of paragraph o to of
 - (b) No changes
7. No changes
8. No changes
9. No changes
10. Typo error corrections T OWN to **TOWN**
11. Bold – Occupancy Limits
12. No changes
13. Changes: remove section incorporate letter **d. Emergency exit/building evacuation information.** Incorporate with card or printed page to post.
14. No changes (basic checklist)
15. No changes
16. Typo Correction Hosted Home Stay to **(Stay)**
17. Leave 1st sentence reading: Short-term rental registrations are limited to one registration per lot or parcel of land; **remove (a) and (b)**

Agreed to stop there for tonight.

2. **Next Meeting:** ~~September 20, 2023 at 6 pm~~ (cancelled meeting due to time conflict for the Chair will do in next regular meeting on October 4, 2023)

3. **Adjourn:**

**Motion to adjourn at 7:55pm made by James Dayton, 2nd Colleen Densmore
Approved 5-0**

Chairman James Dayton

Secretary Denise Dumont