

TOWN OF LEBANON

PLANNING BOARD ORDINANCE

I ESTABLISHMENT

Pursuant to Article VIII, Pt. 2, Sec. 1 of the Maine Constitution and 30-A M.R.S. § 3001, the Town of Lebanon hereby establishes the Lebanon Planning Board.

Section 1 Appointment

- 1.1** Appointments to the board shall be made by the municipal officers.
- 1.2** The board shall consist of 5 members and 2 associate members.
- 1.3** The term of each member shall be 3 years which appointments shall be staggered, except the initial appointments which shall be for 1, 2, and 3 years. The term of office of an associate member shall be 1 year.
- 1.4** When there is a permanent vacancy, the municipal officers shall within 60 days of its occurrence, appoint a person to serve for the unexpired term. A vacancy shall occur upon the resignation or death of any member, or when a member fails to attend four (4) consecutive regular meetings, or fails to attend at least 75% of all meetings during the preceding twelve (12) month period.
- 1.5** No municipal officer may serve as a member or associate member.
- 1.6** Only a resident of the Town of Lebanon may serve as a member or associate member.

Section 2 Organization and Rules

- 2.1** The board shall elect a chairperson and vice chairperson from among its members and create and fill such other offices as it may determine. The board may either elect a secretary from among its members or hire a non-board member to serve as secretary. The term of offices shall be 1 year with eligibility for re-election.
- 2.2** When a member is unable to act because of conflict of interest, physical incapacity, absence or any other reason satisfactory to the chairperson, the chairperson shall designate an associate member to sit in his stead.
- 2.3** An associate member may attend all meetings of the board and participate in its proceedings, but may only vote when he has been designated by the chairman to sit for a member.
- 2.4** Any question of whether a member shall be disqualified from voting on a particular

matter shall be decided by a majority vote of the members except the member who is being challenged.

2.5 The chairperson shall call at least one regular meeting of the board every two months, provided there is business to conduct. Special meetings may be called at any time by the chairperson or by a majority of the members. Notice of regular and special meetings shall be given in accordance with the Maine Freedom of Access Act.

2.6 No meeting of the board shall be held without a quorum consisting of 3 members or associate members authorized to vote.

2.7 The Board shall adopt rules for transaction of business and the secretary shall keep a record of its resolutions, transactions, correspondence, findings and determinations. All records shall be deemed public and may be inspected at reasonable times.

Section 3 Duties/Powers

3.1 The board shall perform such duties and exercise such powers as are provided by Lebanon ordinance and the laws of the State of Maine, including but not limited to review of shoreland zoning permit applications and subdivision applications as provided by ordinance.

3.2 Interpretation of Existing Ordinances and applicable State Law in relation to its review of permit applications.

3.3 Development of ordinance proposals in an effort to allow land uses suitable to provide maximum satisfaction to Lebanon residents and to provide a plan for the future heritage of the residents of the Town.

II. PROVISIONS TO RE-ESTABLISH A PLANNING BOARD

The Town of Lebanon hereby re-establishes a Planning Board. The current Board is hereby re-established as the Planning Board. The actions that it has taken prior to the adoption of this ordinance are hereby declared to be the acts of the legally constituted Planning Board of the Town of Lebanon. All inconsistent ordinances previously adopted are hereby repealed.

III. SEVERABILITY CLAUSE

Should any section or provision of this ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this ordinance.

IV. EFFECTIVE DATE

Adopted this day 05/10/2016 by Town Meeting Vote 576 – Yes 357 – No

A True Copy Attest



Mandy Grenier – Town Clerk