**Fryeburg Planning Board Meeting**

**Date: December 19, 2023 6 PM**

**Members in Attendance: Patrick Emery- Chair, Tom Rebmann-Vice Chair, Edy Kizaki- Secretary absent, Stephen Chase, Eli Goodwin- absent,, Edward Price- Alternate, Greg Hatch-Alternate**

**Call to Order & Establish Quorum: yes**

**By: Patrick Emery Time: 6:00 PM**

**Review and Approval of Previous Month’s Minutes:**

**Motion by: S. Chase Seconded by: P.Emery Vote: All in favor-passed**

**Current Business:**

**J. Tyrrell spoke, establishing a quorum for the Select Board, with Tom Klinepeter and Tom Kingsbury present.**

**Public Hearing for Section 16.M Signs:**

**Opened at 6:01 pm by Patrick Emery.** Kimberly Clarke spoke about route 302 and Pine Street, children crossing, suggested putting Section 6E back in the ordinance for safety reasons. E.Price spoke that it had been taken out for First Amendment rights-political signage. Clarke suggested that no signs be allowed there at all. Klinepeter spoke that it is on state land and cannot be enforced by the town, also stated that many political signs are way too big (plywood sheets). Chase asked can we enforce it/ Klinepeter stated “No”. J. Tyrrell spoke regarding the bunting/flags part H #4 and asked if a sign is able to say anything other than ‘Open”, and how big can the “open” sign be as compared to other signs.

**Public hearing closed at 6:05 pm by P. Emery**

**Public Hearing for STR Ordinance opened at 6:05 pm by P. Emery**

K. Clarke spoke regarding an incorrect statement in a Conway Daily Sun article, she in fact wanted the voters of Fryeburg to be able to weigh in on the proposed STR Ordinance.

She then spoke regarding multiple sign ordinance phrasings that should be corrected or clarified:

Change the phrase “dwelling units” to “residential home”

Do not restrict to renting 2 times per year. (example Fair Week.) list it as “under 14 days” which is all the IRS cares about in this regard.

Exclude seasonal homes not suitable for year-round use.

In Section 3F, suggested that the application be accepted for the following year

Under the section regarding the “operating standard emergency contact person’ please change it to ‘respond in a timely manner” instead of 24 hours immediate response.

Occupancy limits at end of section B please add “2 means of legal egress” (regarding basement bedrooms, for fire safety.)

Page 4 do not refer to “tenants”, please call them “renters”

Section H -please remove insurance clause, it is not the towns role to have knowledge of this

Residential property section- item 2- to avoid discrimination issues please remove the phrase “use only 1 family at a time”

J. Tyrrell spoke to ask Does occupancy mean just adults? Referring to the clause stating “occupancy 2 guests per bedroom”

Tyrrell spoke asking section #5A point #3, regarding food preparation, does this mean that the owner cannot make breakfast for guests?

Chase responded that it is up to the property owner and that certain things are exempt

**P. Emery closed public forum at 6:20 pm.**

Review of Land Use Application for Ryan Wallace at 21 Ice House Road was moved to January 2024 meeting.

**Review of land Use application for Fryeburg Academy at 59 Bradley St**

S. Chase motioned to approve application as complete. Seconded by P.Emery

Discussion; FA represented by Joe Manning and Sheila Duane. Planning to use Bradley street house as family style living situation with students and two faculty. Currently looking to see what safety codes need to be upgraded, but not changing the outside of the building.

Voted to accept application unanimously.

Discussion ensued.

Manning stated they sent notices to the abutters regarding 5 students being housed there.

Chase raised question of septic system

C. Bowles responded that allowed 270 gallons per day for the household. Do not serve food in the house, max 6 students and 2 faculty. T. Rebmann asked how to limit kitchen use in the home? Can the oven be disabled? Manning stated that students would not be cooking, as all meals are taken at the dining hall and they have to check in each meal. A discussion ensued regarding the correct number of occupants allowed due to septic regulations and the functioning kitchen. It was suggested that in order to get the maximum number of occupants that the kitchen oven be disabled. Duane suggested a simple locking control on the circuit breaker to the oven be installed. Chase motioned that the public hearing be forgone, seconded by price, motion carried unanimously.

P. Emery read into the record the application with all standards being met. E. Price motioned to accept with two stipulations 1) limited to 6 students and 2 faculty due to the septic size, 2) that the kitchen oven be disabled. Seconded by Chase, motion carried unanimously.

Review of land Use Ordinance regarding solar panels on rooftops. K.Haley explained the situation. Inquired if a public hearing was needed, Haley confirmed. Board agreed to set public Hearing for January 2024 meeting regarding Solar panels.

Public Forum: T. Klinepeter spoke regarding the public Hearing on January 8th at 6 pm regarding the municipal building proposal asking everyone to attend.

CEO Report. Chase motioned to accept report, Price seconded. Motion carried unanimously.

Board agreed to hold public hearing on STR’s and Signs in January 2024.

Emery made motion to adjourn, seconded by Chase.

Tyrrell made motion to adjourn Select Board, seconded by both Klinepeter and Kingsbury.

Adjourned at 6:53 PM

Respectfully submitted by Maryann Eastman, Scribe

Please excuse any errors or omissions, and make corrections as needed. Thank you.