

## CODE/PLANNING DEPARTMENT

To the Citizens, the Select Board, and the Town Manager:



With administration and coordination provided by the Code/Planning Office, during 2023 there were 11 Planning Board meetings held, during which the Board reviewed 28 applications under the following ordinances: Site Review (10), Soil Erosion Control & Storm Water Management (12), Subdivision (1), and Solar Energy Systems (5). The Board also approved one Subdivision Modification. Nine applications were approved under in-house CEO review: Site Review (6), Soil Erosion Control & Stormwater Management (1), and Solar Energy Systems (2). The Board meets on the second Monday of every month, except for October when it meets on the third Monday.

On July 10th, the Planning Board's annual election was held during which Judith Murphy was elected as Chairman and Mike Otley elected as Vice-Chairman. At the same meeting, Mike Guerrette joined the Board as an alternate member.

The Board of Appeals elected officers in July, during which Galen Dalrymple was re-elected as Chairman and Bob Yorks as Vice-Chairman/Secretary. The Board welcomed two new members – Aileen Kennedy and Richard Morton. Currently, there is one opening for a regular member and two openings for alternate members.

The Zoning Board met eight times during 2023, reviewed two applications, and held two Public Hearings. The members elected officers in July, at which time Paul Mills was re-elected as Chairman and Terry Bell as Vice-Chairman. The Board accepted John Moore's resignation and welcomed two new members - Edwin Provencher and Jennifer Bjorn. Currently, there are two openings for alternate members.

There were 62 registrations filed for residential projects during 2023: a 25-unit apartment building; 13 stick-built houses; 14 mobile homes/modulars; 13 garages; 5 additions; and 16 porches, decks, and sheds.

Also in 2023, registration forms were filed for 15 business projects and 2 home-occupations, and 13 sign permits were issued. In April the Revolving Loan Fund Board met and approved a \$25,000 business loan. During the year, the Code/Planning Office continued monitoring licensed/permitted marijuana businesses under the Ordinance for same.

In February, the Code/Planning Office completed the annual activities for the Town's re-certification for Class 8 rating under FEMA's National Flood Insurance Program (NFIP) Community Rating System (CRS). This program provides federally backed flood insurance within communities that participate in the NFIP-CRS and enact and administer floodplain regulations to mitigate flood damage and losses.

A reminder to all those building new structures, and those installing slabs and/or foundations for new manufactured ("modular") housing, that such work must be certified by a Third-Party Inspector (TPI) under the Maine Uniform Building and Energy Code (MUBEC).

Please check the Town's website [www.farmington-maine.org](http://www.farmington-maine.org) for Board meeting dates, agendas, and minutes. Also available on the website are zoning maps, ordinances, and application forms. These are listed under Code/Planning on the homepage. All meetings are open to the public.

Many thanks to my co-workers, Planning Assistant Cindy Gelinas and Code Enforcement Assistant Kate Foster, for their hard work and dedication.

I also want to express my gratitude to: all members of the above-mentioned Boards for their participation and time generously given the Town and its citizens; the Select Board; and Town employees for their continued support.

Respectfully submitted,

J. Stevens Kaiser  
Code Enforcement Officer