

**Charter**  
**Planning Board Future Land Use,**  
**Ordinance and Regulation Subcommittee**

**Standing Subcommittee.** The Planning Board Future Land Use, Ordinance and Regulation Subcommittee (the Subcommittee) is a sub-committee created by the Planning board and reports/make recommendations directly to the Planning Board. The Subcommittee shall be staffed by the Planning Department as made available.

**Membership.** The Subcommittee shall be comprised of Planning Board members, and (if possible) a Selectboard representative as may be available. Other Board/Committee members may be asked to take part in the Subcommittee's work depending on the subject or information the Subcommittee is reviewing. Subcommittee members are appointed by the Planning Board. Appointments shall be for 1-year terms (starting in or around July 1<sup>st</sup> after Planning Board leadership is assigned). A quorum for purposes of meeting and voting shall require at least a simple majority of the Subcommittee members to be present and voting, and decisions shall be by majority vote.

**Meetings.** All meetings shall be public meetings and conducted in conformance with the Maine Freedom of Access Law (Title 1, MRSA Ch 13) and Roberts Rules of Order. A notice of the meeting, which may consist of the meeting agenda, shall be posted publicly in advance of each meeting.

**Minutes.** Minutes shall be taken at each meeting in accordance with Robert's Rules of Order. Approved minutes shall be provided to Town Manager's Administrative assistant for archiving.

**Mission.** The mission of the Subcommittee is to advise and make recommendations to the Planning Board on matters of Comprehensive Plan implementation, land use, zoning and regulation amendments. In general, the primary function of the Subcommittee is to facilitate implementation of the Comprehensive Plan with special attention to the Future Land Use Plan and recommendations (Comp Plan Strategy 8.8). Other primary functions shall include but not be limited to:

- Make recommendations to the Planning Board to implement goals, actions and strategies as described in York's 2022 Comprehensive Plan.
- Coordinate and assist other municipal committees, boards and regional entities to review and evaluate implementation of Comprehensive Plan goals, strategies, and actions.
- Make recommendations to the Planning Board regarding proposed zoning ordinance, regulations, codes or other land use ordinances as may be applicable.
- Make recommendations to the Planning Board regarding municipal compliance with state land use laws (i.e. LD 1829 etc.) or procedures as may be applicable.

**Meetings with the Planning Board.** The Subcommittee shall meet and report to the Planning Board, present and provide recommendations regarding the Subcommittee's mission, and inform the Planning Board of other long range planning initiatives as may be relevant and required.

**Modification of Subcommittee Charter.** Any time after its formation, the Subcommittee may propose to the Planning Board modification believed to be necessary to enhance its ability to achieve its mission. The Planning Board may accept, modify, or reject proposed changes.