

**PROSPECT PLANNING BOARD**

**PROSPECT TOWN OFFICE**

**THURSDAY, FEBRUARY 12, 2026**

**4:15 PM**

**PRESENT: KATHLEEN JENKINS, BECKY AMES, SANDY REYNOLDS, HENRI GIGNOUX, LAURIE JONES, ARLINE LAMARCHE**

**ABSENT: LOIS GIANNI**

**IN ATTENDANCE: PETER SHOULTS**

**Jenkins called the meeting to order at 4:12 pm.**

**READING AND APPROVAL OF MINUTES OF REGULAR MEETING FOR JANUARY 22, 2026:**

Minutes from the meeting were sent to all members. Gignoux made a motion to accept the minutes of January 22, 2026, Reynolds seconded the motion. All others approved the motion.

**COMMUNICATION:**

**0 Bangor Road Inquiry – Real Estate Agent:**

- Jenkins was asked if this was a buildable property. *Having spoken with the Town attorney and with a Maine Municipal Association lawyer, I'm afraid the Prospect Planning Board is unable to provide guidance on what can be done with a property without a complete application having been filed. Buyers are encouraged to consult with a building professional and/or lawyer as part of their due diligence related to a purchase.*

**Community Club / Maine Community Foundation Grant Application:**

- Jenkins mentioned the Community Club was hoping to be a recipient of this grant. It is much needed for necessary maintenance needs. The Club's Insurance company has informed them they need any groups gathering at the Community Club to have an Insurance Ryder. The Town is working on it, but doesn't have it yet. The Planning Board held the meeting at the Town office.

**OLD BUSINESS:**

### **Begin Review of Land Use Ordinance:**

- Shoults, member of the Land Use Ordinance committee, recommended we wait for a review until the Ordinance is completed. Jones recommends viewing the document in its entirety and not in pieces. Shoults is doing a lot of work formatting the document to make it uniform such as highlighting any changes to the document, re-numbering the document, fixing spelling errors and reviewing definitions, many definitions throughout the ordinances. He said the document is currently around 350 pages and he is hoping to get it down to 200 pages. He will have two documents to present to the Public, one which shows all the changes and the other will be the completed document. The Planning Board will hold the Public Hearing and then it's up to the Municipal Officers to review and set a time for the Town to vote on the Land Use Ordinance.

### **Mining Ordinance – Add Section Regarding Leasing:**

- Language needs to be added to cover anyone leasing a quarry from the owner and should cover giving the Town notification, duration, extent of the job, any blasting, trucking needs, etc. Do they need any permits? Some level of communication is needed when there is a lease.

Discussion:

- The current quarry and pits in Town were obtained before the Mining Ordinance was in effect. They are not under any town permits but are subject to any State permits.
- Article 3, Section 2 Permit Required – create a 5. Under A. and A. & B. under 5. The lessor and the lessee should give the Town (2) weeks notification of any lease agreement.
  - A. In the event property is put on long term lease for more than (1) year, the lessee must meet the full requirements of this Ordinance.
  - B. For a lease that is less than (1) year, the lessee is required to notify the Town of its specific plans.

For a long term lease of (1) year or more or which would include multiple leases, terms of less than a year that would be combined are considered long term leases, which would include any lease periods of less than a year, but when combined amount or exceed a year.

Gignoux asked before starting work, when do we want notification? (2 weeks would be reasonable notification)? For notification, beginning and end dates, nature of extraction, blasting schedule, anticipated traffic plan and @loads and type of trucks.

On February 26, 2026 the Board could finalize any changes to the Mining Ordinance.

Possibly a Public Hearing in March on the changes

### **Discuss and Set Goals for Planning Board 2026:**

- Draft roles and responsibilities of the Planning Board. Bring up and review the AI copy that Gignoux presented. The Roles and Responsibilities were discussed and below is what the changes were:

### **Planning Board Roles and Responsibilities**

Maine municipal planning boards review development, enforce local land use ordinances (like Subdivision, Site Plan, Shoreland Zoning), and work on Comprehensive Plans, ensuring growth aligns with state law and community goals, acting as a vital link between residents, developers, and municipal government for sustainable community development.

### **Core Responsibilities:**

- ***Application Review:*** Review and approve or deny site plans, subdivision plans, and applications for Shoreland Zoning/Floodplain zones, ensuring compliance with local ordinances and state laws.
- ***Ordinance Management:*** Propose, review, and recommend new amendments to land use ordinances (Zoning, Subdivision, etc.) and the Comprehensive Plan to the Municipal Officers.
- ***Comprehensive Plan:*** Prepare, maintain, and implement the municipality's Comprehensive Plan, guiding future growth and development.
- ***Growth Management:*** Advise on growth management strategies and promote wise land use for public health, safety, and welfare.
- ***Public Participation:*** Hold public hearings, solicit citizen input, and maintain records (minutes, decisions) as public documents.
- ***Coordination:*** Work with other town officials, boards, and state agencies on planning initiatives.

### **Key Focus Areas:**

- ***Long-Range Planning:*** Focus on long-term community vision, including housing, transportation, natural resources, and infrastructure.

In essence, the Prospect Planning Board is a local body responsible for translating community vision and state planning mandates into tangible review.

**Replace Regulations with Ordinances**

**NEW BUSINESS:**

N/A

**OTHER:**

N/A

**MOTION TO ADJOURN MEETING:**

The meeting was adjourned at 5:20 pm.

Next regular meeting of the Planning Board will be held on Thursday, February 26, 2026 at 4:15 pm at the Prospect Community Center.