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Lianne Bedard

Town Clerk

**TOWN OF HARTFORD
COMPREHENSIVE PLAN REVIEW COMMITTEE
ORDINANCE**

SECTION 1. Purpose and Composition

A Comprehensive Plan Review Committee (CPRC) is hereby established for the Town of Hartford, Maine to serve in an advisory capacity to the Board of Selectmen. The CPRC shall consist of the Board of Selectmen, the Town Clerk, the Road Commissioner, the Chair of the Planning Board, the Chair of the Appeals Board, and the Chairs of those standing Committees created by Town Ordinances (Ordinance, Budget, Cemetery, Road, and Solid Waste and Recycling Committees). The Chair of the original Comprehensive Planning Committee or his/her designee from the original Committee shall also be a member to provide continuity. The Chairs of each Board or Committee can designate a replacement or alternate member of their respective Committees, if they so choose.

The presence of at least 5 members ~~a majority~~ of the CPRC shall constitute a quorum.

SECTION 2. Officers, Meetings, Procedures

The CPRC shall annually elect a Chairperson, Vice Chairperson and Secretary from its membership. The CPRC should aim to meet quarterly to review progress on implementing the Comprehensive Plan. The Chairperson shall call additional meetings as necessary or as requested by a majority of the Committee or by a unanimous decision of the Board of Selectmen. Notice of all meetings of the CPRC shall be given as required by law and all meetings shall be open to the public except as otherwise prohibited by law. Public Hearings shall be called by the CPRC as required by law or on such other occasions, as a majority of the committee may deem appropriate. Notice of all such hearings shall be given as required by law and shall include the date, time and place of the hearing and a general description of the subject matter.

SECTION 3. Duties, Responsibilities

1. Monitor the implementation of the Revised Comprehensive Plan as adopted by the Town.
2. Maintain a working list of updates and changes to be made in the subsequent revisions of the Comprehensive Plan consistent with Maine's Growth Management Act (MRSA 30-A §4312 et seq)
3. Prepare an annual report that records progress made on implementation strategies of the Revised Comprehensive Plan and submit it to the Board of Selectmen for inclusion in the Annual Town Report.
4. Monitor and record changes in the law, economy and culture and maintain a file of such changes that are to be considered for future updates of the Comprehensive Plan.