



## Code Enforcement and Planning & Development

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**Wells Lodging Facility Advisory Committee Meeting  
Wednesday November 9, 2022, 2:00 P.M.  
Littlefield Meeting Room, Town Hall  
208 Sanford Road**

2:00 P.M. CALL MEETING TO ORDER & DETERMINATIONS OF QUORUM

- I. OPEN TO THE PUBLIC
  - II. APPROVAL OF THE MINUTES
  - III. GUEST SPEAKER
    - a. Daryen Granata, State Fire Marshall's Office will speak on code requirements for existing lodging facilities and inspection procedures
    - b.
- CONTINUATION OF FIRST TIME PROCESS APPLICATION REVIEW  
Chapter 150- Lodging Application
1. First time application process
    - a. Information on the application
    - b. Review of the application
      - i. Who reviews the application prior to the Board of Selectmen
      - ii. Inspection process
- IV. CONTINUATION OF THE RENEWAL PROCESS REVIEW
- a. Information required on renewal application
  - b. Sending out billing/renewal application
  - c. Review of renewal application
    - i. Who reviews the application prior to the Board of Selectmen
    - ii. What documentation is part of the review for the recommendation to the Board of Selectmen
      1. Police Reports
      2. Site Plan Violations
      3. Life Safety Code verification/inspection
- a. If the applicant does not agree with the Board of Selectmen's decision to deny, revoke or set conditions to a license what is the appeal process.
  - b. How does the Town deal with the facility staying open during the appeal period at any point of appeal
- V. ADJOURNMENT