

Town of Patten  
Planning Board

ORDINANCE PROCEDURE

Initiation: Any Patten resident, group of citizens, local organization, or member or members of a Town Board may suggest to the Board of Selectmen a desire to create, alter, or update a Town Ordinance. Said request will be reviewed by the Board of Selectmen who will decide on the merit of the suggestion and, if deemed warranted, refer to the Planning Board to develop an appropriate action.

Alternatively, a petition signed by residents of Patten, requesting creation, altering or updating of a Town Ordinance may be submitted to the Board of Selectmen, who then forward same to the Planning Board to develop an appropriate action.

The Selectmen, may, in the course of their regular duties, suggest the need to create, alter, or update a Town Ordinance, and refer to the Planning Board to develop appropriate action.

Planning Board: As appropriate, the Planning Board will draft, amend, or rewrite the relevant ordinance in accordance with the format provided in the “Manual For Local Planning Boards” and in the standard format approved by our Planning Board.

Submission: The newly drafted proposed document will be submitted to the Board of Selectmen for their review and comment.

Approval: Once approved by the Board of Selectmen, the document should be presented for review at a preliminary hearing or at a Town meeting, before presentation for a public vote. This hearing and election may be carried out by the Board of Selectmen and/or the Planning Board.

January 2023