

MAINE STATE LEGISLATURE

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ONE HUNDRED AND SEVENTH LEGISLATURE

Legislative Document

No. 1353

H. P. 1073

House of Representatives, March 24, 1975

On motion of Mr. Cooney of Sabattus, referred to the Committee on State Government. Sent up for concurrence and ordered printed.

EDWIN H. PERT, Clerk

Presented by Mr. Henderson of Bangor.

Cosponsors: Mr. Spencer of Standish, Mrs. Kany of Waterville, Mr. Palmer of Nobleboro.

STATE OF MAINE

IN THE YEAR OF OUR LORD NINETEEN HUNDRED
SEVENTY-FIVE

AN ACT Establishing an Office of Citizen Assistance.

Be it enacted by the People of the State of Maine, as follows:

Sec. 1. 5 MRSA Pt. 16 is enacted to read:

PART 16

CITIZEN ASSISTANCE

CHAPTER 351

OFFICE OF CITIZEN ASSISTANCE

§ 6101. Title

This chapter shall be known and may be cited as the "Citizen Assistance Act."

§ 6102. Definitions

1. Agency. "Agency" means any department, organization, board, commission, council, institution or other governmental entity at the Federal, State, regional or local level.

2. State agency. "State agency" limits the definition in subsection 1 to agencies of the State Government of Maine.

3. Person. "Person" means any individual, aggregate of individuals, corporation, partnership or unincorporated association.

§ 6103. Office of Citizen Assistance

There is established to carry out the purpose of this chapter an Office of Citizen Assistance in the Executive Department. For purposes of this chapter, the Office of Citizen Assistance shall be called the "office".

1. **Responsibility.** It shall be the responsibility of the office to assist persons in complying with Maine laws related to land development and environmental protection. To this end the office:

A. Shall be authorized to seek and receive from the responsible state agencies and where practical all other agencies, all forms concerning licenses, permits, approvals and similar items required pursuant to federal or state statute or local ordinance;

B. Shall be a source of information for those persons seeking to use land which use may require any of the licenses, permits, approvals and similar items noted in paragraph A;

C. Upon receipt of a description of a proposed land use, shall provide the person proposing such use copies of all the necessary forms for licenses, permits, approvals and similar items which are appropriate for the use so described;

D. Shall, upon request of the person proposing a land use covered by this chapter, receive the completed forms, review them for completeness and distribute them to the appropriate agency;

E. Shall be authorized to communicate and cooperate with all responsible agencies for the purpose of improving application procedures.

2. **Additional responsibility.** In addition to the responsibilities set out in subsection 1, the office shall provide persons with whatever other assistance the Governor or his designee may deem appropriate.

§ 6104. Citizen assistance director

1. **Director.** The executive head of the office shall be the director, who shall be appointed by and serve at the pleasure of the Governor.

2. **Powers and duties.** The director shall exercise the powers of the office and shall be responsible for the execution of its duties. The director:

A. May establish such procedures as he deems necessary for the operation of the office not inconsistent with this chapter;

B. Shall not levy any fees for services provided by the office, but this shall not refer to those fees required by the various agencies for the filing of applications;

C. May employ such assistance as may be necessary to carry out the provisions of this chapter and is entitled to an office in the State Capitol and adequate facilities for the transaction of business of the office;

D. May seek and acquire funds from the Federal Government or from any individual, foundation or corporation to be expended for purposes consistent with this chapter.

Sec. 2. Appropriation. There is appropriated to the Executive Department, Office of Citizen Assistance, from the General Fund the sum of \$54,185. The breakdown shall be as follows:

	1975-76		1976-77
EXECUTIVE DEPARTMENT			
Office of Citizen Assistance			
Personal Services	(4) \$16,267	(4)	\$34,218
Capital Expenditures	3,200		500
	<u> </u>		<u> </u>
	\$19,467		\$34,718

Sec. 3. Effective date. This Act shall become effective January 1, 1976.

STATEMENT OF FACT

The purpose of this bill is to assist individuals in dealing with government bureaucracy, especially those procedures involved in land development and environment protection.