

**Planning Board
Bustins Island Village Corporation**

To: Planning Board
From: Jeff Leland, Associate Member
Copies To: Marcia Hohn, Chairperson
Subject: Minutes of the May 29, 2011

Date: June 17, 2011
Corrected October 29, 2011
Approved July 16, 2011

The meeting was held at the Brewer House, Bustins Island, Freeport, Maine. Present were Chairperson, Marcia Hohn, Dave Gosnell, Warren Barrows, Charlotte Kahn, CEO/LPI, Ron Tozier, Jeff Leland. Absent was Christine Martens. Later in attendance were BIVC Board members, Bill Cooper and Roger Leland. The meeting was called to order at 1:30 p.m.

1. **Appointment of Voting Member** - The Chair appointed Jeff Leland as a voting Member for the meeting in place of Christine Martens. The Chair further appointed Jeff Leland to take the minutes of the meeting. Finally the Chair handed out a binder to each board member including current Zoning Ordinance and other pertinent documentation to assist the members of the Planning Board.
2. **Approval of Minutes** – The minutes from the March 19, 2011 meeting were submitted. A motion was made to accept, seconded, and unanimously voted to approve the minutes as submitted.
3. **Correspondence** – There was no correspondence at this time.
4. **CEO/LPI Report** –

A. Ron Tozier reported information regarding the filing fees for building permits on the Island. Presently there is a flat fee of \$25.00. He indicated that Freeport has a bifurcated fee schedule. For renovations the fee is \$10.00 per \$1,000 of construction costs. For new construction the fee is \$0.20 per square foot of new area. Generally he stated that state fees were rising. A motion was made to accept, seconded, and unanimously voted to approve a new building permit fee structure to be submitted to the Board of Overseers for consideration as follows:

\$25.00 minimum fee for a building permit.
\$10.00 per \$1,000 for renovation.
\$0.20 per sq. ft. of new construction plus a \$75.00 fee for a CUP to cover all advertising costs.

B. Ron Tozier reported on the Roberts' septic system and indicated that it had been inspected by multiple state departments and that each response had been positive. The CEO felt that any issues had been resolved.

C. Ron Tozier reported that he and the Freeport Fire Chief had attended a fire safety course. It was a 12 week course with 3 hours of class per week. He also indicated that he would like to receive a flat annual fee for training from Bustins Island in addition to his CEO fee.

D. Ron Tozier reported regarding his involvement with the previous BIVC meeting and various issues; none of which involved issues presently before the Planning Board.

E. Frisbee Proposal – It was reported that Mike Morse from the state DEP was in agreement with the Planning Board and the CEO that everything was legal and no action needed to be taken by the Planning Board.

F. It was reported that there are presently no CUPS for building permits.

5. **Proposed Zoning Ordinance Changes**

A. Municipal use exemption for designated areas including the Brewer Fire and Transfer Station: At this time Bill Cooper and Roger Leland of the BIVC Board of Overseers spoke to the issue of the municipal use exemption in the Zoning Ordinance to allow the storage of commercial vehicles. A motion was made to accept, seconded, and unanimously voted to accept the recommendation for a municipal use exemption and to hold a hearing in order to bring this before the 2011 Annual Meeting.

B. Tenting: A handout was presented by Warren Barrows with a second draft for revisions and clarifications of the Zoning By-Laws regarding tenting. After much discussion the general consensus was that the modifications should be kept as simple as possible. In line with that, several modifications and changes were suggested regarding the handout that was presented to the Board. It was decided to hold a hearing on July 23, 2011 in order to receive public discussion regarding the tenting issue.

C. Roads Update: Members of the Board of Overseers updated the Planning Board regarding the Roads Committee and the plan for actions to take place this summer prior to the Annual Meeting.

6. **Comprehensive Plan** - A brief discussion by Charlotte and David regarding a Comprehensive Plan and the actions that they plan on taking this summer. Specifically on July 16, 2011 at 9:00 a.m. there is an open meeting planned to discuss this Comprehensive Plan.

The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Jeffrey B. Leland