

Planning Board Bustins Island Village Corporation

To: Planning Board
From: Jeff Leland, Secretary
Copies To: CEO, Appeals Board, Board of Overseers, Clerk
Subject: Minutes of the November 17, 2013 Meeting

Date: January 20, 2014
Corrected: January 25, 2014
Approved: January 25, 2014

The meeting was held at the Freeport Fire & Rescue Building, Freeport, Maine. Present were Chair, Christine Martens, Vice Chair, Dave Gosnell, Charlotte Kahn, Warren Barrows, Jeff Leland, new Associate member, Simone Shields, and BIVC Board member, Bill Cooper. Absent was Secretary, Kevin Petrie. The CEO/LPI, Ron Tozier was present late in the meeting. The meeting was called to order at 2:00 p.m.

The Chair introduced Simone Shields as a new Associate member of the Board.

1. **Election of Officers**

a) After nominations, a motion was duly moved, seconded, and unanimously voted for Warren Barrows as Chairman.

b) After nominations, a motion was duly moved, seconded, and unanimously voted for Dave Gosnell as Vice Chair.

c) Chair commented that Kevin Petrie had previously been voted in as Secretary; although Jeff Leland would be taking the Minutes for this meeting in his absence.

2. **Review of Follow Up Action Items**

Chair reviewed the To Do List to delete items that were completed.

3. **Approval of Minutes**

Upon a motion duly moved and seconded the October 10, 2013 meeting minutes with corrections were unanimously approved.

4. **Correspondence**

a) Board reviewed a letter dated November 5, 2013 to Bill Cooper from Roger Leland regarding deeds and roads; outlining what documentation had been given to John Wood for recording.

b) Board reviewed Rob Boone's suggested letter to land owners regarding prospective transfers of land slivers relating to the ongoing street acceptances. It was determined that this would be discussed in the spring.

5. **CEO/LPI Status Report**

The CEO had nothing to report. There was a general discussion regarding the updating of various permits including tenting and building that the CEO will draft in 2014. It was also discussed separating the CUP and Building Application into two forms and to clarify Section 6.2 of the Zoning Ordinance relative to Use Permits.

6. **Deeds & Roads 2014 Update**

The general intent is to complete Central Avenue in 2014 which will include three Lots left at the end, 107, 108, and 109 and possibly some other loose ends as yet not specified.

7. **Island Map Update**

Bill Cooper led a general discussion regarding the update of the Zoning Map that both the Board of Overseers and the Planning Board would like to accomplish in 2014. John Wood has been contacted regarding this. The last update was 2005. It is the intent to bring forward a new Zoning Map in 2014.

8. **Possible Zoning Ordinance Revisions for 2014**

- a) Rename Resource Protection to clarify the difference between the Island use of the term and the State definition.
- b) Clarify Section 6.2 Permitting Process
- c) Redefine the term "low water line"
- d) Clarify the building height within the Code
- e) Discuss allowed uses within Resource Protection

9. **Pidge's Cove Update**

Warren presented an update discussing Ross Cudlitz's 2013 Report. General discussion ensued regarding the status of Pidge's Cove and the action to be taken. More review and discussion is necessary. It was determined that Kevin Petrie and Jeff Leland would contact various contractors: i.e., General Marine and Prock Marine to have them view the site and prepare recommendations and quotes.

10. **Comprehensive Plan Revisions Update**

Dave Gosnell discussed that the Plan had been submitted to the State for a preliminary review in the hopes of eventually obtaining a Stamp of Consistency. General discussion ensued regarding the status and update. It was determined from the State that the Comprehensive Plan is not part of the Zoning Ordinance which is important for future notice and hearing requirements. It was determined that Warren would review the Plan against the state checklist by the next meeting where further discussion would take place.

11. **Any Other Items**

Future meetings:

- a) January 24, 2014 in Freeport
- b) March 22, 2014 in Freeport
- c) April 26, 2014
- d) May 3, 2014 (possibly)

The motion was moved, seconded, and unanimously voted to adjourn at 4:07 p.m.

Date

Jeff Leland, acting as substitute Secretary

To Do List

1. Ron to email revised Building Permit and Tenting Permit Applications to Board Members.
2. Ron is going to get back to Kevin Petrie with the addresses of General Marine and contact people for General Marine and Prock Marine.
3. Kevin and Jeff to solicit bids for estimates on Pidge's Cove.
4. Ron is to draft Tenting Permit.
5. Ron is to revise the Building Permit
6. Ron will make C.U.P. and Building Applications separate forms.
7. Warren will review section 6.2 of the Building Code to clarify in regard to Use Permits.
8. Warren is going to review the Comprehensive Plan over Thanksgiving Break and the check list.
9. Charlotte and Dave schedule Bill Lang early in January for a meeting.

Long-Term Agenda Items:

- Discuss Possible Zoning Ordinance Changes for 2014 – Storage on RP, Clarify permits in section 6.2 of ZO.
- Discuss solar system/fire issues
- Discuss electrical permitting
- Review need for informational handout to help Islanders know what people “can do” regarding cutting regulations.
- Continue to (i) investigate and identify BIVC coastal roads and property at risk of loss due to erosion from existing or projected increase in sea level and storm

activity and intensity, and (ii) possible need for professional study of coastal bluffs to determine whether action is warranted, and if so, available options.