

Planning Board
Bustins Island Village Corporation

To: Planning Board
From: Kevin Petrie
Copies To: CEO, Appeals Board, Board of Overseers, Clerk
Subject: Minutes of the March 14, 2015 Planning Board Meeting

Date: March 14, 2015
Corrected: May 24, 2015
Approved: May 24, 2015

The meeting was held at the Freeport Fire and Rescue Building in Freeport, Maine. Present were Chair Warren Barrows, Charlotte Kahn, Christine Martens, associate member Simone Shields. Roger Leland, Rob Boone and Bill Cooper of the Board of Overseers joined the meeting for the first hour. The CEO/LPI, Ron Tozier, joined for his section of the meeting. The meeting was called to order at 9:39 a.m.

The board voted to appoint Simone Shields to be a full member for the meeting and vote in place of David Gosnell.

1. **CEO/LPI Report** –

The CEO reviewed correspondence from Michael Coyle regarding his lot E21 B and an application for a building permit Mr. Coyle filed with the CEO last fall. Mr. Coyle would like to replace existing small outbuildings with a single shed structure approximately measuring 8' x 10'. Ron denied the application last fall due to the fact the property is located in the Shoreland section. He also requested for more clarification on setbacks measurements. Ron suggested that Mr. Coyle get a survey on the property to get more definitive measurements. Ron informed Mr. Coyle that he may need a variance to do the proposed work. Mr. Coyle emailed Ron this winter to inquire as to whether or not the PB would issue a CUP if he got the necessary site plan. Ron told Mr. Coyle he could not answer that question and referred him to the chair of the PB, Warren Barrows. Warren will call Michael Coyle to discuss process.

Ron also reported that he has separated the CUP and Building permit applications. He will send the applications to the Planning Board for review. He will also complete the tenting application and bring it to the next meeting.

2. **2015 Roads** –

Roger Leland reviewed the roads and land gifts to be brought forward for 2015. The PB reviewed the following maps:

A. “Proposed Conveyances of land in Section C, Bustins Island Freeport, Maine made for Lorraine J. Leland et al., Trustees of the Bustins Island trust, dated 12/01/2013, prepared by Island Surveys of Arrowsic, Maine.

B. “Plan of Standard Boundary Survey”, showing Proposed Acceptance of Central Ave, Section E, Bustins Island, Freeport, Maine made for Bustins Island Village Corporation dated, 6/17/13.

C. “Proposed Conveyances, Section B, Bustins Island, Freeport, Maine, made for Bustins Island Village Corporation, Bustins Island, Freeport, Maine prepared by Island Surveys of Arrowsic, Maine, dated 01/25/2015.

D. “Proposed Plan of Conveyances, Section B, Bustins Island, Freeport, Maine made for Bustins Island Village Corp, Bustins Island, Freeport, Maine, dated 1/29/15.

The Planning Board will vote at the May PB meeting to recommend that these roads be brought forward at the 2015 BIVC annual meeting for approval. The PB will hold a hearing on these proposed roads and conveyances in early July. Roger will prepare the information for the necessary first class notification of the hearing to islanders and the advertisement required in a public newspaper.

3. **Deed Status Update** –

Need clarification here as to where we are with 2013 deeds.

4. **Amending Island Map** –

Bill Cooper reviewed the current status of the present Island Zoning Map and outstanding changes that need to be completed. The PB will recommend bringing an updated Zoning Map for approval at the BIVC annual meeting. This will require a hearing with public notice as well as a first class mailing notice of hearing. Bill and Chris will meet with John Woods this spring to review any changes that need to be yet incorporated. Currently we are working off of the latest draft dated 12/04/13.

5. **Minutes** –

The October 12, 2014 Planning Board meeting minutes were unanimously approved with corrections.

6. **Review of Follow Up Action Items** –

The Chair reviewed the To Do List to delete items that were completed. The long term agenda items were tabled for a future meeting

7. **Comprehensive Plan** –

Warren needs to finalize the plan and send it in to the state for approval. He committed to getting the plan to the state by May 1, 2015.

8. **Comprehensive Plan Action Items for 2015** –

The board discussed the items listed for 2015. Charlotte will talk to Bill about item #1 which states:

Planning Board to considers ways to strengthen protections for the central portion of the Island as an aquifer recharge area vital to the long-term viability of the Bustins community through tax-reducing donations of conservation easements to such groups as the Freeport Conservation Trust or Oceanside Conservation Trust for Casco Bay.

Item # 2 for 2015 regarding ground water model is ongoing.

Item #3 for 2015 needs to be followed up with Freeport to see what current laws permit in terms of tax exempt conservation restrictions.

Charlotte will also follow up with Ali Taisey regarding Comp. Action Plan item #1 from 2014 which states:

Planning Board to consider management plans for mosquitoes, ticks, green crabs, Japanese knotweed, cat-tails, Japanese barberry, oriental bittersweet, poison ivy, deer, porcupines, mice, woodchucks, brown-tailed moths, and carpenter ants and dissemination of educational materials about Island pest management in both printed and electronic formats.

Item # 2 from 2014 is regarding promoting bicycle safety is complete.

9. **Pidges Cove** –

The PB discussed information that Simone received from the state from the Dept. of Agriculture Conservation & Forestry. It was determined that to pursue a grant required more effort than the board could currently supply and it was likely, due to certain constraints, we might not qualify. Warren will continue to work on a proposal for Pidge's Cove to forward to the Board of Overseers.

10. **New Business** –

The PB voted unanimously to recommend Ron Tozier for CEO/LPI for the 2015 year and Barbara Skelton as Alternate CEO. Chris will contact Barbara to confirm she is willing to serve as an alternate.

11. **Summer Meeting and Hearing Schedule** –

May 24, 2015, Sunday, 9:00 a.m. Meeting at Community House
June 27, 2015, Saturday, 9:00 a.m. Hearing & Meeting at Brewer Cottage
July 5, 2015, Sunday, 9:00 a.m. Meeting at Community House
Aug 1, 2015, Saturday, 9:00 a.m. Meeting within Annual BIVC Meeting

A motion was moved, seconded, and unanimously voted to adjourn at 12:50 p.m.

To Do List

1. Warren to consult with Rob Boone and Bill Dale, then ask Town of Freeport whether Planning Board or possibly Board of Overseers have authority and/or obligation to enforce current electric international code
2. Warren to discuss with Bill Cooper and John Woods whether and how we might create a zoning lot map
3. Warren will do a search for the term “Low Water Line” in the zoning Ordinance
4. Warren to send Comprehensive Plan to State authorities by MAY 1st
5. Warren, Kevin and Jeff to finalize initial Pidges Cove assessment and share findings with BOO in next few months
6. Warren to respond to Michael Coyle regarding CUP process
7. Bill Cooper will follow up to determine if Ellwood Shields land triangle recorded.
8. Kevin to send Warren relevant correspondence with Ron Lewis about map data
9. Chris to ask Sue for stationary and envelopes for upcoming mailing for 2015
10. Chris to mail Barbara Skelton regarding serving as alternate CEO for 2015
11. Chris to follow up with Mike Morse regarding shoreland zoning changes
12. Ron will send out new C.U.P. and Building Application forms for review.
13. Ron will finish drafting Tenting application and email for review.
14. Dave Gosnell to email Chris 2014 PB report submitted at annual meeting
15. Charlotte will talk to Bill about action item #1 on Comp Action Plan for 2015 and contact Ali Taisey regarding Item #1 for 2014
16. Jeff to pursue formal agreement with John Wood for future rights
17. Jeff to follow up on 2013 deeds for Island Avenue

Long-Term Agenda Items [NEED TO UPDATE STATUS]:

- 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.
- Discuss Roger Leland’s road this winter (2014- 2105)