

Planning Board

Bustins Island Village Corporation

To: Planning Board

Date: March 19, 2011

From: Christine Martens, Secretary

Copies To: CEO, Appeals Board, Board of Overseers, Clerk

Approved: May 29, 2011

Subject: Minutes of the March 19, 2011 meeting

The meeting was held at the Fire & Rescue Building, Freeport, Maine. Present were Chairperson Marcia Hohn, Dave Gosnell, Jeff Leland, Warren Barrows, Christine Martens, Charlotte Kahn, CEO/LPI Ron Tozier, and BIVC board member, Bill Cooper. The meeting was called to order at 10:04 a.m..

1. **Approval of Minutes & Review of Follow-Up Items** - The minutes from the November 6, 2010 meeting were approved with corrections. A motion was made to accept, seconded, and unanimously voted to approve the minutes with corrections.
2. **Correspondence** – Bill Cooper received an updated quote to complete the water study from MACTEC. The projected cost is approximately \$5000. The BIVC board of overseers will consider appropriating funds to complete the study in 2011.
3. **CEO/LPI Report** – Ron Tozier reported that the State of Maine adopted the International Residential Code (IRC) in 2011. Islanders should speak to Ron if they are planning on making any structural repairs on their cottages, i.e. replacing a 3' window with a 4' window or any change to the structure of the building. However, they do not need to contact Ron for simple repairs such as replacing a board or changing siding. Ron suggested that the Planning Board may want to adopt a national electrical code in the future. Currently, an electrical code is not required. This would require a change to the Bustins Island Zoning Ordinance. Discussion took place around adopting regulations for solar installations. Section 690 of the state code refers to solar issues. The PB will put this issue on their long term agenda items. Ron will prepare a notice to include in the spring edition of The Store Porch that will inform islanders about chimney safety, septic and solar issues. A new Flood Plane Map will be released in August of 2011. Ron will be attending Coastal Bluff Erosion Control training on March 31st.
4. **Sub-division information on BIVC Website** – The board decided to post to the BIVC website the changes to the BIVC Zoning Ordinance regarding sub-divisions made in 2010. The interim regulations the PB adopted and the sub-division application will also be posted.
5. **Comprehensive Plan** – Dave Gosnell and Charlotte Kahn will be working together along with interested islanders to update the BIVC Comprehensive Plan adopted in 2001. The board will put a notice in The Store Porch to inform islanders of the opportunity to get involved with the updating of the plan. Bill reminded the board that there are specific items that the state law

requires for a comprehensive plan available on the state's website. Dave and Charlotte will have two meetings this summer to work on the updates prior to the annual meeting where they will present an interim report. The planning board's goal is to have a warrant article with the updates ready for the 2012 BIVC Annual Meeting.

6. **Revisions to the Island Map** – John Wood of Island Surveys arrived at the meeting at 11:00 a.m. at which point Bill Cooper presented proposed updated changes that need to be made to the Bustins Island Zoning Map. The board looked at the map entitled, "Zoning Map of Bustins Island, Freeport Maine, made for Bustins Island Village Corporation, dated August 2, 2003 revised to include corrections through May 16, 2005." This is the present official map for the island. The other map that was presented was a draft revision of the island map by John Wood with proposed corrections to lot numbers. In light of questions from Planning Board members, John took back all copies and plans a future revised draft based on comments at the meeting. These changes will most likely go before the BIVC Annual Meeting to make sure there are no objections. Bill also reviewed road corrections with John and the board.
7. **Possible changes to the Zoning Ordinance re: Municipal Use and Tenting** – Warren and Bill presented draft wording regarding possible changes to the Zoning Ordinance relating to municipal use exemptions for lot usage and tenting provision. Discussion took place and board members offered suggestions for further clarification. Warren and Bill will continue to work on the language of the proposed changes.
8. **Policy for posting of minutes** – As noted in the minutes from the November 6, 2010 minutes the Planning Board will send the approved minutes of Planning Board meetings to Tony Debruyne for posting to the BIVC website. The Planning Board will start this policy effective for the November 6, 2010 meeting going forward.
9. **2011 Meeting Schedule** – The next meeting will be on Sunday, May 29th at 2:00 p.m. at the Brewer Cottage. Saturday, June 25th, at 9:00 a.m. will be a Planning Board meeting and hearing, if needed, for CUP's.
10. **Assistance for Legal Notices & Hearings** – Marcia asked for a volunteer to learn the process for legal notices for hearings. Jeff Leland graciously volunteered.

The meeting was adjourned at 12:44 p.m..

Respectfully Submitted,

Christine G. Martens, Secretary

Follow-Up/Action Items:

-Marcia will put reminder in The Store Porch for septic pumping options

- Marcia will forward Sub-division package to Tony D. for posting with Comprehensive Plan
- Marcia will put possible Zoning Ordinance changes for solar electrical safety on agenda for the next meeting
- Bill and Warren will continue to discuss changes or options regarding tenting.
- Bill and Warren will continue to review options for a municipal use exemption to the zoning ordinance for next meeting.
- Charlotte will email Comprehensive Plan list to board members and post notice in The Store Porch informing islanders of opportunity to be involved to work Comprehensive initiatives
- Deeds for road slivers need to be recorded
- Ron will write up information for The Store Porch about chimney safety, septic and solar issues
- Ron will email lead paint legislation to board members
- Ron will get a PDF document with Section 690 of the electrical code for the board for next meeting

Long-Term Agenda Items:

- Further corrections to island Zoning Map
- Review interim subdivision regulations
- Noise Ordinance and house boats
- Discuss solar system/fire issues
- Discuss electrical permitting
- Review Comprehensive Plan to add wording to help islanders know what people “can do” regarding cutting regulations
- Discuss adding permanent conservation easement to any lots added to Resource Protection