

**Planning Board**  
**Bustins Island Village Corporation**

**To:** Planning Board  
**From:** Christine Martens  
**Copies To:** CEO, Appeals Board, Board of Overseers, Clerk  
**Subject:** Minutes of the May 30, 2016 Planning Board Hearing & Meeting

**Date:** June 2, 2016  
**Corrected:**  
**Approved:** June 19, 2016

The meeting was held at the Brewer Cottage, on Bustins Island, Maine. Present were Chair, Christine Martens, Vice-Chair Charlotte Kahn, Dave Gosnell, Jim Boone, Simone Shields, and B.I.V.C. Board of Overseers member, Bill Cooper. The meeting was called to order at 9:05 a.m.

1. **Approval of Minutes** –

The minutes from the March 12, 2016 meeting were unanimously voted to approve with corrections. The minutes from the September 7, 2016 meeting and September 19, 2016 are still pending from Jeff Leland.

2. **CEO/LPI Status Report** –

Barbara Skelton was not able to make the meeting but emailed a status report to Christine. Barbara reported that the Spalding building permit application had been withdrawn. Barbara has been to the island twice this spring to inspect a septic repair taking place in the Shoreland. There are several other building permit applications that are under process, some of which may require a CUP.

3. **2016 Roads** –

Bill Cooper presented a map entitled, “ Plan of Accepted Streets (including streets to be unaccepted)”, Bustins Island, Freeport, Maine made by Island Surveys of Arrowsic, Maine, dated 4/11/16. This map was created for the Comprehensive Plan, but will also be a helpful tool going forward. For 2016 the island will be voting to accept a portion of Street C, in Section B that was inadvertently omitted in the map entitled, “Plan for Road Acceptances, Section B, Bustins Island, Freeport, Maine made for the BIVC by Island Surveys of Arrowsic, Maine, dated 6/25/2007. In 2015 the map entitled, “Plan for Road Acceptances Street G & Leland Lane Section C”, made for the BIVC by Island Surveys of Arrowsic, Maine was inadvertently omitted from the 2015 BIVC Annual Warrant.

This map will also be brought forward for acceptance in 2016. The map entitled, "Preliminary Plan of Proposed Conveyances including land on Streets N & O, Section C, Bustins Island, Freeport, Maine, made for the BIVC by Island Surveys of Arrowsic, Maine, dated, 1/27/16 will be brought forward as well. There will also be triangular parcels associated with Simone Shield's property and Bill Cooper's property to be conveyed. There are several streets to be unaccepted for which associated maps are forthcoming.

4. **Comprehensive Plan** –

Tony Debruyn completed the compiling of the Comprehensive Plan and Christine will sign the submittal form and mail to the Phil Carey at the State Planning Office this week.

5. **Proposed Map Showing Location of Wells & Septic** –

Chris distributed a proposed letter soliciting islanders help with the development of a map showing, contour lines, wells, streams, and septic tanks. Discussion took place as to the content. Charlotte will revise and email the latest draft to board members.

6. **Chapter 1000 Shoreland Zoning Guideline Changes** –

Barbara Skelton attended a Shoreland Training session this spring and will report back to the Planning Board on the training at our next meeting. The Planning Board will be working on incorporating the Chapter 1000 amendments into our zoning ordinance this fall and winter.

7. **2016 Meeting Schedule** –

April 9, 2016 @ 1:00 p.m. in Freeport  
May 30, 2016 9:00 a.m. Brewer Cottage  
June 25, 2016 9:00 a.m. Community House  
July 9, 2016 9:00 a.m. Brewer Cottage

A motion was moved, seconded, and unanimously voted to adjourn at 11:00 a.m.

\_\_\_\_\_  
Date

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Christine Martens, Acting Secretary

**To Do List**

1. Bill to send Barbara Skelton a Zoning Ordinance
2. Bill to complete accepted street map working off of 4/11/16 draft
3. Bill to contact John Wood for necessary map for the 2016 road acceptances review
4. Chris to contact John Wood with questions regarding new map the PB will be working on
5. Chris to ask Barbara Skelton if she has an alternate CEO recommendation
6. Chris to look up deadline for amending ZO prior to Annual Meeting
7. Chris to add Action Items for 2016 to next meeting agenda
8. Chris to mail Comprehensive Plan to Phil Carey at state planning office
9. Someone in the future will do a search for the term “Low Water Line” in the zoning Ordinance
10. Charlotte is working with Ali Taisey on action item #1 on Comp Action Plan for 2014
11. Charlotte to update Overview for new member document
12. Roger continues to work with John Wood on a survivorship plan, including IP rights and Island access to editable files
13. Someone in the future 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
14. Jeff to pursue formal agreement with John Wood for future rights
15. Charlotte to edit letter to islanders requesting help with marking septic tanks

**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
- 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
- Consider posting DEP cutting regulations to BIVC website