

Bucksport Planning Board
6:30 P.M., Tuesday, September 2, 2014
Bucksport Town Office
50 Main Street

AGENDA

- 1. Call to Order**
- 2. Roll Call**

<input type="checkbox"/> Daniel See	<input type="checkbox"/> Steve Feite	<input type="checkbox"/> George Hanson
<input type="checkbox"/> Brian MacDonald	<input type="checkbox"/> Rosemary Bamford	<input type="checkbox"/> Edward Belcher
<input type="checkbox"/> David Grant		
- 3. Review and Acceptance of Minutes:** Minutes from the August 5, 2014 meeting.
- 4. Chair's Report**
- 5. Code Enforcement Officer's Report**
- 6. Limited Public Forum:** An opportunity for the Public to address the Board on matters related to land use or planning in the Town of Bucksport.
- 7. Unfinished Business:** None
- 8. New Business:**
 - A. Public Presentation of Proposed New Flood Maps for the Town of Bucksport
 - B. Application to Amend an Approved Subdivision
Applicant: Robert & Margaret Carmichael
 - C. Application for a Change of Use from Residential to Commercial at 333 Central Street, Tax Map 5, Lot 55.
Applicant: Kevin and Barbara Buza
- 9. Administrative Business**
- 10. Discussion**
- 11. Adjournment**

**Bucksport Planning Board
6:30 P.M., Tuesday, September 2, 2014
Bucksport Town Office
50 Main Street**

MINUTES

1. **Call to Order:** 6:30 P.M. by Rosemary Bamford, Chair

2. **Roll Call**

- | | | |
|---|--|--|
| <input type="checkbox"/> Daniel See | <input checked="" type="checkbox"/> Steve Feite | <input checked="" type="checkbox"/> George Hanson |
| <input checked="" type="checkbox"/> Brian MacDonald | <input checked="" type="checkbox"/> Rosemary Bamford | <input checked="" type="checkbox"/> Edward Belcher |
| <input checked="" type="checkbox"/> David Grant | | |

Staff present : Jeffrey Hammond, CEO

3. **Review and Acceptance of Minutes:** The draft minutes from the August 5, 2014 meetings were reviewed by the board.

MOTION(Hanson): To approve the August 5, 2014 meeting minutes.

SECOND(Feite)

DISCUSSION: None.

VOTE: 4-0 Motion adopted. (Members MacDonald and Grant were not present for this vote.)

4. **Chair’s Report:** No report.

5. **Code Enforcement Officer’s Report:** No report.

6. **Limited Public Forum:** An opportunity for the Public to address the Board on matters related to land use or planning in the Town of Bucksport.

No public comments were made.

7. **Unfinished Business:** None

8. **New Business:**

A. Public Presentation of Proposed New Flood Maps for the Town of Bucksport

The CEO provided an explanation of the new flood maps being proposed by FEMA. The maps were on display for all to see, and the CEO pointed out areas on the new maps that showed new flood zones and reconfigured flood boundaries. By early summer of 2015, the maps and an updated floodplain management ordinance must be adopted by the town to ensure continued participation in the flood insurance program. Several members of the public were in attendance.

B. Application to Amend an Approved Subdivision

Applicant: Robert & Margaret Carmichael

Robert Carmichael was present. Mr. Carmichael wishes to combine two vacant subdivision lots he owns into one lot. He intends to construct a home on the combined lot.

The board reviewed the application and found that the only subdivision standard applicable is that the lot must conform to the dimensional standards of the town's land use ordinance. The lot is in the Village District, which requires 5,000 square feet of lot area per dwelling, and 50 feet of street frontage per dwelling. The board found that both requirements would be met with the combined lots. Upon conclusion of discussion, a motion was made:

MOTION(Hanson): To approve the proposed subdivision amendment.

SECOND(MacDonald)

DISCUSSION: None.

VOTE: 5-0 Motion adopted. (Member Grant was not present for this vote.)

The CEO advised Mr. Carmichael that the approved plan must be recorded at the Hancock County Registry of Deeds within 90 days. A copy of the recorded plan must be returned to the town office.

C. Application for a Change of Use from Residential to Commercial at 333 Central Street, Tax Map 5, Lot 55.

Applicant: Kevin and Barbara Buza

The CEO conducted an introductory presentation. The applicant was requesting approval to change the occupancy of the first floor of an existing residential building at 333 Central Street to a residential care facility with up to six beds. The project would include extensive interior improvements, and the construction of a parking lot.

The applicant had complied with all initial application content requirements, except for providing a survey of the property. No abutters have expressed concerns about the proposed use, so the applicant will be requesting that the survey submission be waived.

The CEO noted that no department directors expressed concerns.

Mr. Buza described the proposed use and spoke of his background.

The Chair inquired if any board member had a conflict of interest or bias regarding the application. Member Grant noted that he was involved in the sale of the property to the Buzas, but he did not feel he had a conflict. No member expressed concern about Member Grant's participation in the application review.

The chair invited public comments. Glenn Terry, an abutting property owner, asked about the proposed use. He did not express any concerns.

Upon conclusion of preliminary discussions, the board commenced their standards review.

ENVIRONMENT STANDARDS

The board found the following Environment Standards to be applicable:

Soils are suitable for the land use.

DOCUMENTATION: The proposed parking lot will be constructed of gravel, which the board found to be acceptable.

Stormwater runoff from the land use is minimized to the greatest practical extent and adequately managed to reduce the risk of relevant detrimental effects.

DOCUMENTATION: Surface water run-off will be directed to the existing roadside ditch. The board found this to be acceptable.

Soil that may be exposed during any soil disturbance activity of the land use is adequately protected from unreasonable erosion and sedimentation.

DOCUMENTATION: It was noted that appropriate erosion control methods would be employed during the construction of site improvements. The board found this to be acceptable.

SITE VISIT TO VERIFY COMPLIANCE WITH ANY ENVIRONMENT OBJECTIVE:
The board did not require a site visit.

SPECIAL AREAS STANDARDS

The board determined that no Special Areas Standards were applicable.

LOCAL AREAS STANDARDS

The board found the following Local Areas Standards to be applicable:

The scale and site features of the land use are consistent with the development patterns in the local area or neighborhood.

DOCUMENTATION: The board noted the presence of another nearby land use that involved increased traffic movement (the town garage) and found the proposed land use would be consistent with that development pattern.

The land use is appropriately separated and shielded from abutting land uses and public or private ways to adequately mitigate any relevant detrimental effect.

DOCUMENTATION: The board noted the presence of a privacy fence on one side of the property and a vegetated buffer on the other side. It was determined that this would serve as an adequate shield for abutting properties.

SITE VISIT TO VERIFY COMPLIANCE WITH ANY LOCAL AREAS OBJECTIVE:
The board did not require a site visit.

PUBLIC SAFETY STANDARDS

The board found the following Public Safety Standards to be applicable:

Public safety services are adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: It was noted that the CEO and Fire Chief will ensure that the building will comply with all safety codes. The use is also subject to state licensing and review.

The proper management of solid wastes is adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: The applicant will make use of the town's transfer station for waste disposal.

The safety and sufficiency of streets and sidewalks are adequately protected from any relevant detrimental effects of the land use.

DOCUMENTATION: The site plan indicated that 3 existing parking spaces will require vehicles to back out on to the street. The board accepted that arrangement.

SITE VISIT TO VERIFY COMPLIANCE WITH ANY PUBLIC SAFETY

OBJECTIVE: The board did not require a site visit.

SPECIFIC USES STANDARDS

The board found the following Specific Uses Standards to be applicable:

Off-street parking requirements of Section 13.15.8.12.

DOCUMENTATION: The board determined that a total of seven parking spaces were required for the proposed land use. The site plan showed seven spaces, but the board was concerned about the arrangement of the spaces, and if sufficient maneuvering space would be provided for the vehicles as well as an ambulance. The board agreed to allow the existing three parking spaces in front of the building to remain as back-out to the street parking spaces.

SITE VISIT TO VERIFY COMPLIANCE WITH ANY SPECIFIC USES OBJECTIVE:

The board did not require a site visit.

SPECIAL CONDITIONS TO ENSURE COMPLIANCE WITH ANY SPECIFIC USES OBJECTIVE:

The board noted that a revised site plan must be submitted to the CEO that addresses the board’s concern about the size and maneuvering space of the parking lot for vehicles as well as an ambulance.

DIMENSIONS

DIMENSIONS OBJECTIVES THAT MUST BE MET:

Section 13.15.8.1(6), which requires parking lots to be no less than ten feet from property lines.

DOCUMENTATION: The site plan did not show setbacks for the proposed parking lot.

SITE VISIT TO VERIFY COMPLIANCE WITH ANY DIMENSIONS OBJECTIVE:

The board did not require a site visit.

SPECIAL CONDITIONS TO ENSURE COMPLIANCE WITH ANY DIMENSIONS OBJECTIVE:

The board noted that a revised site plan must be submitted to the CEO showing the setback of the parking lot.

Upon conclusion of the standards review, the Board conducted their findings.

FINDING FOR ENVIRONMENT STANDARDS

MOTION: (Hanson) The proposed land use will have no impact on the environment that is contrary to the purposes of this ordinance.

SECOND: (Grant)

DISCUSSION: None

VOTE: 6-0 motion adopted.

FINDING FOR SPECIAL AREAS STANDARDS

There are no applicable special areas objectives. A vote is not required.

FINDING FOR LOCAL AREAS STANDARDS

MOTION: (Hanson) The proposed land use will have no impact on local areas that is contrary to the purposes of this ordinance.

SECOND: (Belcher)

DISCUSSION: None

VOTE: 6-0 motion adopted.

FINDING FOR PUBLIC SAFETY STANDARDS

MOTION: (Hanson) The proposed land use will have no impact on public safety that is contrary to the purposes of this ordinance.

SECOND: (Grant)

DISCUSSION: None

VOTE: 6-0 motion adopted.

FINDING FOR SPECIFIC USES STANDARDS

MOTION: (Hanson) The proposed land use will have no impact on applicable specific uses that is contrary to the purposes of this ordinance.

SECOND: (Grant)

DISCUSSION: None

VOTE: 6-0 motion adopted.

COMMENT: The applicant must submit a revised parking plan to the CEO that shows a 4-space parking lot and maneuvering room for an ambulance.

FINDING FOR DIMENSIONS STANDARDS

MOTION: (Hanson) The proposed land use has met all applicable dimensional standards.

SECOND: (Grant)

DISCUSSION: None

VOTE: 6-0 motion adopted.

BASED ON THE CONCLUSIONS OF THE PLANNING BOARD AS DOCUMENTED ABOVE, THE PROPOSED LAND USE WILL NOT HAVE ANY IMPACT THAT IS CONTRARY TO THE PURPOSES OF APPENDIX K LAND USE AND, THEREFORE, THE APPLICATION IS APPROVED.

The applicant was advised of the Board's findings and decision.

9. **Administrative Business:** The board reviewed the code enforcement and planning expenses for the prior fiscal year and noted no concerns.
10. **Discussion:** The CEO updated the board on the Jacques contract zone change request. Mr. Jacques received a variance for the board of appeals as required by the contract, and his next step is to obtain council approval.

The CEO introduced Derik Goodine, Bucksport's new town manager, to the board. Mr. Goodine expressed his interest in planning board activities and offered his assistance if needed.

The Chair noted that she would not be attending the October meeting. Secretary Belcher was asked to serve in her absence.

11. **Adjournment:** 9:25PM

Minutes prepared by
Jeffrey Hammond
Recording Secretary