Planning Board
Town of Chebeague Island
192 North Road
Chebeague Island, ME 04017

RE: Minor Site Plan Review: Proposed Construction of a Boat Storage Building

Dear Planning Board Member,

Chebeague Island Boat Yard LLC (CIBY) has developed the plans for a new boat storage building. We wish to create more indoor space for boat storage, minor service, or boat restoration activities. The weather experienced by Chebeague residents this past winter has demonstrated that a modern, functional indoor heated boat storage building is essential to enable us to work effectively and efficiently throughout the year.

During April of 2014, I started discussions with Ron Tozier in his capacity as Code Enforcement Officer (CEO) to inquire about the permitting process required for this new structure, as well as a sign to be installed at the top of the driveway at the boat yard. The entire boat yard property is designated as part of the Island Business District (IB), with overlays for the shoreland zone and commercial fisheries/maritime activities district (CFMA). Section 428 of the Chebeague Zoning Ordinance contains different standards for signs in the IB zone and in the shoreland zone. With regard to the proposed boat storage building, Section 204.3 states under item A.5 that, "Marinas, and other facilities for building and storage of boats;" is a permitted use within the IB District.

On 5/6/14, the CEO provided us with answers about the sign rules and informed us by email that he could permit the new building as an accessory structure to a permitted use. Based on that determination, the boat yard made a formal commitment to contractors and started our plans to proceed with the new boat storage building. On 5/12/14, the CEO withdrew his intent to permit the structure and directed us towards the Planning Board for approval. The following day the CEO identified Eric Dyer as the Town Planner and asked that we contact him to begin the process. On 5/15/14, I met with Eric to present him with the building permit application for the driveway sign and the two of us discussed the need to schedule the site plan review with the Planning Board as soon as possible. Eric was unable to get this item on the 5/20/14 Planning Board agenda and he has informed us today that if the application materials are submitted promptly, the matter will be placed on the 6/19/14 meeting agenda as a Minor Site Plan Review Application.

CIBY obtained site plan approval from the Town of Cumberland in 2007 for the new building that houses the Post Office and The Nibilic. The package of information relative to the boat yard that was developed for this application was extensive and that material is on file with the Town of Chebeague. Since that time, we have also presented a variety of building and pier projects to the Chebeague Island Planning Board for Site Plan Review. In each case, we have in some manner
referred back to the original package in order to help minimize the burden on all parties. Given the expedited schedule outlined by the Town Planner, we wish to submit the application for Site Plan Review of the new boat storage building to the Town of Chebeague with a list of waivers for some of the submission requirements.

Section 206.7.B.6 of the Town of Chebeague Zoning Ordinance states that "The Planning Board may waive any of the submission requirement based upon a written request of the applicant. Such request must be made at the time of the pre application conference or at the initial review of the application if no pre application conference is held. A waiver of any submission requirement may be granted only if the Board finds that the information is not required to determine compliance with the standards and criteria."

We have enclosed payment of $100.00 for the Minor Site Plan Application fee. CIBY requests a waiver for the escrow fund payment for technical peer review. We also request a waiver for the pre application conference and site inspection requirements of 206.6 Review Procedures. We ask that this letter serve as the informational supplement to the basic application form for the Site Plan Review process. We request that the Planning Board receive this application and schedule a hearing in accordance with Section 206.6.5 Public Hearing of an Application. It is our understanding that the first available date for this meeting is June 19, 2014.

Copies of documentation prepared to support the new boat storage building construction permit process are enclosed with this letter. Based on our previous experiences with the CEO and the Planning Board, the boat yard assumes that together with the Town of Cumberland 2007 Site Plan Review package on file with the Town of Chebeague, the following list of material will be necessary adequate to support the boat storage building application:

- Overall Siteplan, Boathouse Building Reconstruction Dwg. No. C-101, dated 3/19/09, prepared by Sevee & Maher Engineers, Inc., with a detailed version marked up on a second sheet that shows the proposed location of the new boat storage building.
- Foundation Plan drawing by IrishSpan Industries, Inc. dated 4/14/14.

Section 206.8 contains the Approval Standards and Criteria for site plan review. According to the Town of Chebeague Zoning Ordinance, the following criteria shall be used by the Planning Board in reviewing applications for site plan review and shall serve as minimum requirements for approval of the application. The titles for the standards are shown in bold with comments by CIBY provided in italics after each item.

**206.8.A Utilization of the Site**
The site is entirely utilized for boat storage and repair. The construction of a new indoor heated boat storage building is consistent with that use and will not adversely affect the site. The excavation for construction will be limited to the area surrounding the storage building site.

**206.8.B Traffic Access and Parking**
The construction of a boat storage building will not alter the traffic access and parking. Traffic access and parking details are contained in the 2007 Site Plan Package prepared by Sevee & Maher Engineers, Inc.

**206.8.C Accessway Location and Spacing**
The entrance locations are not being changed as a result of the new boat storage building.
206.8.D  Internal Vehicular Circulation
There is an existing circulation pattern on site that will not be changed as a result of the new boat storage building project.

206.8.E  Parking Layout and Design
The construction of a boat storage building will not alter the parking layout and design. Parking layout and design details are contained in the 2007 Site Plan Package prepared by Sevee & Maher Engineers, Inc.

206.8.F  Pedestrian Circulation
The construction of a boat storage building will not alter the pedestrian circulation. Pedestrian circulation details are contained in the 2007 Site Plan Package prepared by Sevee & Maher Engineers, Inc.

206.8.G  Stormwater Management
CIBY has an approved Stormwater Pollution Prevention Plan, prepared in August 2008 by Sevee & Maher Engineers, Inc.

206.8.H  Erosion Control
The construction of a boat storage building will harmonize with the existing topography. Erosion control details are contained in the 2007 Site Plan Package prepared by Sevee & Maher Engineers, Inc.

A well was drilled as part of the 2007 new building construction process. Details are shown on siteplan drawing C-101.

A sewage disposal system was installed as part of the 2007 new building construction process. Details are shown on siteplan drawing C-101.

206.8.K  Utilities
There is on site electric and telephone.

206.8.L  Groundwater Protection
A new sewage disposal system was installed as part of the 2007 new building construction process. Details are shown on siteplan drawing C-101.

206.8.M  Water Quality Protection
A new sewage disposal system was installed as part of the 2007 new building construction process. Details are shown on siteplan drawing C-101.

206.8.N  Capacity of the Applicant
The applicant has demonstrated the financial capability to maintain, operate, and upgrade the Chebeague Island Boat Yard since it was acquired from the Brewers in January 2006. Technical capacity for the boat storage building construction project is evidenced by the use of Sevee & Maher Engineers, Inc., Essex Structural Steel Co. Inc. and IrishSpan Industries, Inc. All of these support contractors have been part of previous construction projects completed at the boat yard.
Historic and Archeological Resources
The site does not contain any historic or archeological resources.

Floodplain Management
Based on Flood Insurance Rate map Panel 230162 0021 D, the new boat shed building is located outside the area of 100 year flooding (Zone A3).

Exterior Lighting
No freestanding lighting is proposed. Only wall mounted security lighting will be utilized.

Buffering of Adjacent Uses
The new boat storage building is consistent with activities currently associated with the facility and does not introduce a transition from one type of use to another.

Noise
The new boat storage building will not generate noise at a level that is different from the use or activities currently associated with the facility.

Storage of Materials
Solid waste resulting from construction activities will be transported to the Town of Chebeague Island Transfer Station or shipped of the island by CIBY for disposal on the mainland.

Landscaping
The new boat storage building will not significantly alter the existing landscape at the facility.

Building and Parking Placement
Building placement details are shown on the enlarged version of siteplan drawing C-101.

Fire Protection
The distance from the new boat storage building site to water supply for fire protection is approximately 1200 feet. These details are contained in the 2007 Site Plan Package prepared by Sevee & Maher Engineers, Inc.

We hope that this letter and referenced enclosures provide sufficient information for the Planning Board to approve the site plan review requirements for the new boat shed project. Together, with your support, we will continue to provide good jobs, create a positive effect on the local economy, and help sustain our island community. Please do not hesitate to contact me directly if you have any questions or need additional information. We thank you for your consideration, and remain,

Very truly yours,
Chebeague Island Boat Yard LLC

Paul V. Belesca
General Manager

P.O. Box 13 • Chebeague Island, ME 04017 • Tel: (207) 846-4146 • Fax: (207) 846-7832
ciby@chebeague.net
Town of Chebeague Island
Planning Board Application

1. **APPLICANT**
   - Name: Chebeague Island Boat Yard LLC
   - Address: 100 Shore Rd
   - Telephone: 846-4146
   - Fax: 846-2832
   - Email:

2. **OWNER**
   - Name: Same as above
   - Address:

3. **APPLICANT'S ARCHITECT, LANDSCAPE ARCHITECT, ENGINEER OR SURVEYOR**
   - Name: Same as above
   - Address:

4. **PROJECT**
   - Name of Project: Boat Storage Building
   - Address of Site: 24 Public Circle
   - Zoning District: F8
   - Overlay District:
   - Size of Site:
   - Minor Subdivision:
   - Major Subdivision:
   - Other:
   - No of Dwellings:
   - No. of Buildings: 4
   - No. of Lots: 1
   - Minor Site Plan: Y
   - Major Site Plan:

5. **OTHER INFORMATION:**
   a. Is Board of Appeals approval required? No
   b. Are any ordnance waivers requested? Yes No SEE LETTER
   c. Application fee under Town Ordinance: $100
   d. This application form and all accompanying materials must be submitted to the Town Administrator at least 21 days prior to the meeting at which it is to be considered by the Planning Board.

The undersigned, being the applicant, owner or legally authorized representative, states that all the information contained in this application is true and correct to the best of his/her knowledge and hereby does submit the information for review by the Town and in accordance with applicable ordinances, statutes and regulations of the Town, State and Federal governments.

Signature of applicant, owner or representative

Date: 5/20/14
96'-0" 0.75 o. Concrete
20'-0" 20'-0" 20'-0" 20'-0" 18'-0"

5" Conc. Floor Slab
Reinforced with
#4 Rebar 16" Each Way

See Essex Anchor Bolt Setting
Plan for Bolt Locations
#4 Rebar 16" E.W.

#3 Stirrups 2'-0" O.C.
Continuous #4 Rebar

Typical Slab Edge

Note widened footing dimensions
at columns 2", 3", 4", 5"
"B" = 24", 5"

Foundation & Slab For:
Chebeague Island Boat Yard
24 Nisic Circle
Chebeague Island, Maine 04017

By:
Irishspan Industries, Inc.
4-14-14 PAR