

**Town of Belgrade
Planning Board
Sept. 16, 2021 / 6 p.m.**

**Belgrade Town Office
990 Augusta Road
Belgrade, ME 04917**

**This meeting will be conducted in person.
The public may also view the meeting and participate online at
<https://us02web.zoom.us/j/83033101494>**

A G E N D A

Call to order

1. OLD BUSINESS

- A. SHORELAND APPLICATION** – Applicant/Owner: Craig Lefebvre. Location: 9 Homeward Way (Great Pond), Map 15 Lot 18. Purpose: Add square footage to existing cabins, remove 3 uprooted and dying trees (non-conforming structures on a conforming lot).
- B. COMMERCIAL APPLICATION** – Applicants/Owners: Kathryn DiBerardino (applicant)/Ladies of the Lakes (owner); Location: 11 School Street; Map 25 Lot 60. Purpose: Renovate existing structure. Will not change square footage (2/3 of building will be residential; 1/3 building dedicated to classroom space).
- C. Discussion and consideration of the **proposed subdivision ordinance**.**
- D. Consideration of Aug. 19, 2021, Planning Board **minutes**.**

2. ADJOURN

Shoreland
 Certified Contractor
 Number # _____
 Non Shoreland

Town of Belgrade, Maine
APPLICATION FOR PERMIT

990 Augusta Road Belgrade Me 04917
 207-495-2258
 Application # 21-60
 Map# 15 Lot# 018
 Permit# 60

Date Logged 7/7/21 Date Rec'd by PB/CEO 7/8/21 Fee Paid 25 Receipt# 103.12 # 3752

1. Applicant:
 Name Craig Lefebvre
 Mailing Addr 2890 West River Rd Sidney
 State/Zip Maine 04330 Phone# 207-649-3353

2. Owner (if other than applicant):
 Name _____
 Mailing Addr _____
 State/Zip _____ Phone# _____

3. Specific location of property 9 Homeward Way Belgrade, Me Map# 15 Lot# 018
 Name of Lake/Pond/Stream (if applicable) Great Pond

4. Current use of property (check all that apply)
 Residential/Recreational; _____ Individual Private Campsite; _____ Commercial; _____ Industrial; _____ Other

5. Proposed construction or change in use: Add Square Footage to Existing Cabins, Remove 3 up rooted and dying trees

6. Existing sewage disposal system type and capacity: 1,000 Gallon Septic Tank, Leach Field pump station
 Present number of bedrooms 2; Bedrooms to be added under this application 0
 When did you purchase the property within Shoreland Zone? 1/2021 (month/year) If after 11/6/18, attach copy of septic system inspection report documenting it is not malfunctioning.

7. Total lot area 2.5 Acres; Lot area within the Shoreland Zone 250x270

8. Square footage of unvegetated surface within shoreland zone including all structures, driveways, parking, walkways and patios. 1,190 sq feet

9. What is the total area of cleared openings of woody vegetation (Sqft) 800

10. Total number of structures on the lots 4. A site plan to-scale MUST accompany this application and be prepared in accordance with the requirements on the attached Instruction Sheet (Item #10 on the Instruction Sheet). All required attachments must accompany this application.

Present Structure Square Footage Cabin #1 418 sq ft. Cabin #2 225 sq ft.
 Proposed Structure Square Footage Add 225 Total 450 sq ft.

*Required only for structures within Shoreland Zone

I/We have obtained and understand the requirements of all Town of Belgrade Ordinance which apply to the proposed construction or change of use. The undersigned applies for a permit to build, alter or improve existing structure(s) or grounds as stated above on this application and portrayed on the attachments. The information provided is true and correct.

Signature: Craig Lefebvre Signature: _____

There may be additional Federal, State or local permits required depending on the nature of the project.

TOWN USE ONLY
 DECISION: _____ APPROVE _____ DISAPPROVED
 Conditions _____

Date: _____ PB _____ CEO _____
 Signatures: _____

Memo

To: Planning Board
From: Gary Fuller, Code Enforcement Officer
Date: 8-19-21
Re: Craig Lefebvre shoreland zoning application

Non-conforming lot

Issues involved in this application include:

- 1) Expansion of a non conforming structure
 - 2)
 - 3)
-

I would encourage you to focus on:

- Beyond 75 the maximum size is 1500 sq. feet most of this structure is outside of the 100 ft. setback.
 -
 -
-

Questions you might want the applicant to address include:

I would recommend you approve/reject this application based on ...

Approve

Proposal for: 9 Homeward Way Belgrade, Me

Proposed Cabin 1

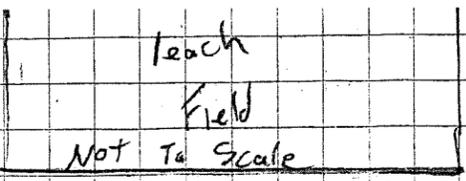
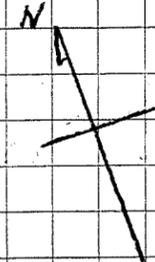
To include raising roof on cabin, adding loft not to exceed 20' max at peak.

Cabin 2

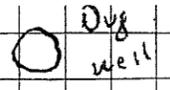
1. Add 10'x22.5' addition, not to exceed 20' max peak
2. Removal of 2- 80' pine trees and 1 -20' maple tree...Trees are partially up rooted and or dying

For Lakeville's
Existing Cooks Beach Cabins
Great Pond

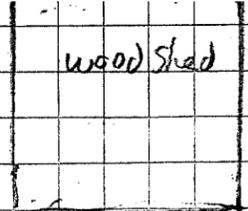
Cabin Scale ■ = 2'



Note
Leach Field is 145' from lake



wooded

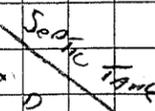
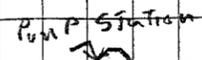


* 10x10 wood shed
NO FLOOR 3 WALLS

wooded

wooded

Power



Total
Cabin 1 418 Sq FT

16'4"

Proposed 10x22.5
Addition
Upper floor NOT TO
Exceed 20' max AT Peak

Proposed
Raise roof NOT TO
Exceed 20' max
with 10PV

EXISTING
Cabin 2

Bath

Dirt Driveway

Property Line

Existing Cabin

Cabin 2 225 Sq'

334 Sq FT

Porch

83.64 Sq FT

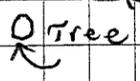
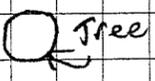
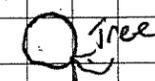
EXISTING
Shed

shed
54' Sq FT

9'

Proposed Removal
OFF 3 Trees

14'



wooded

wooded

30'
Lake

Open TO Lake

100'
Lake

High water mark

Lake

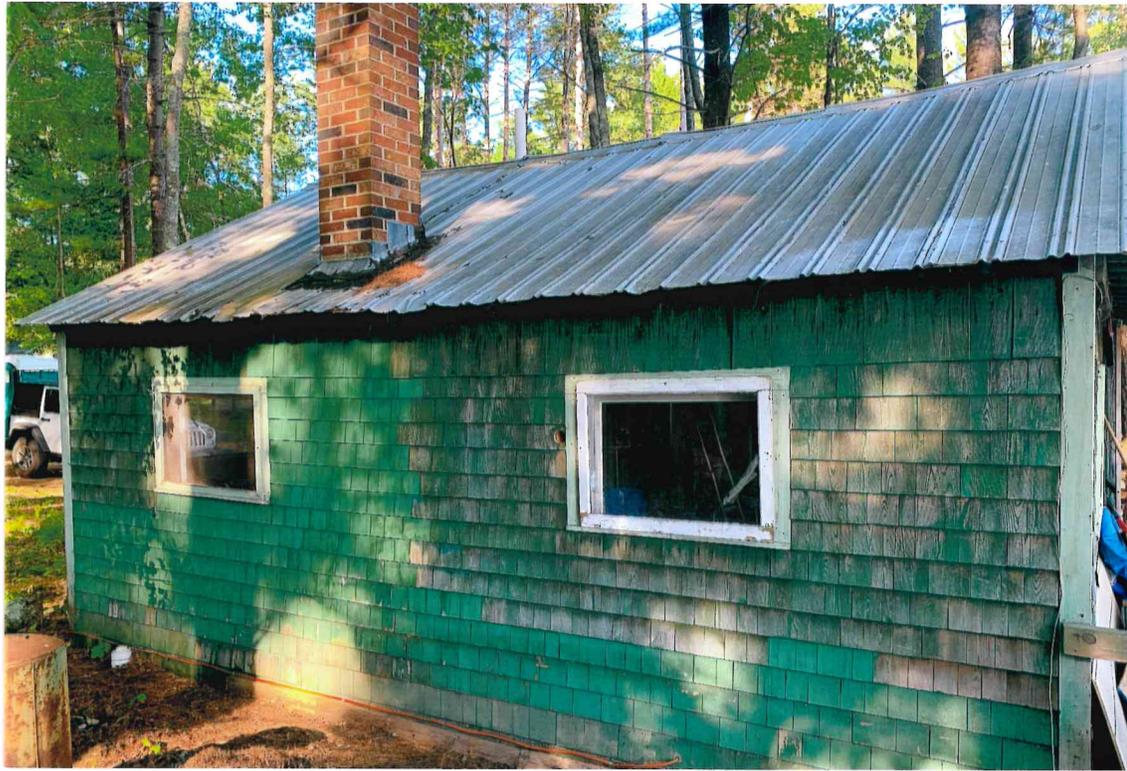
Great Pond

lake

Cabin 1



Cabin 1



Cabin 2



Cabin 2



- 1) Follow DEP's stormwater best management practices. Vote of approval 4-1-0 *Sara Languet abstained due to not being part of original discussion.
- 2) Construction and use shall not include cooking facilities.
- 3) Contingent to providing DEP Contractor number to Code Enforcement Officer.

2. NEW BUSINESS

A. COMMERCIAL APPLICATION – Applicants/Owners: Kathryn DiBerardino

(applicant)/Ladies of the Lakes (owner); Location: 11 School Street; Map 25 Lot 60.

Purpose: Renovate existing structure. Will not change square footage (2/3 of building will be residential; 1/3 building dedicated to classroom space).

Check list discussed and the following is needed:

- 1) Town tax map
- 2) Topographical map
- 3) Email information to the Fire Department
- 4) Email a waiver for Control plan and DEP certified Contractor.

The Planning Board will email application to the Fire Chief.

Parking spaces need more work so Kate Diberardino will be working with the Code Enforcement Officer regarding how many are needed and Kate will be reaching out to the church's regarding using some of their parking spaces.

B. COMMERCIAL BUSINESS ACTIVITY INQUIRY - Past and future uses of 1005

Augusta Road, currently operating as Belgrade Canoe & Kayak. Code Enforcement Officer.

Waiting for the outcome of the Tuesday meeting between Shawn, Town Manager and

3. OTHER BUSINESS

A. Consideration of meeting minutes from April 15, 2021 and April 20, 2021.

Minutes of April 15, 2021 needs more clarification on old business 2nd paragraph. Motion made by George Seel to table the minutes of April 15, 2021 pending revision, 2nd by Sara Languet. 4-0 Tabled.

Motion to pass minutes of April 20, 2021 as amended by Rich Baker, 2nd by Sara Languet 3-0. Peter Rushton and Pete Sargent abstained due to not attending the meeting.

Motion to adjourn by Sara Languet, 2nd by George Seel. Adjourned

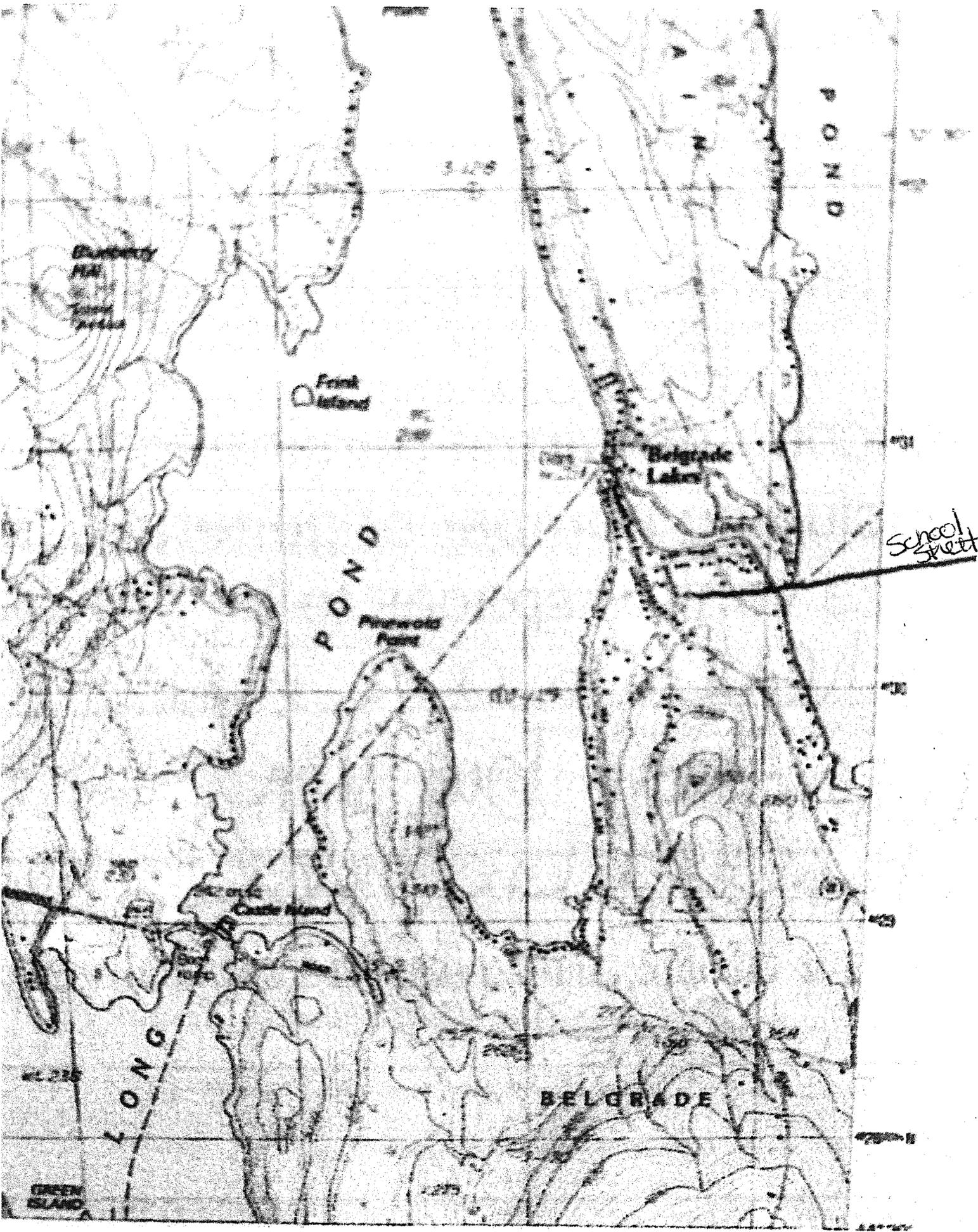


LEGEND
 PARCEL NUMBERS 1
 ADJACENT MAPS 2
 MATCH LINE

PROPERTY MAP
 TOWN OF BELGRADE
 KENNEBEC COUNTY, MAINE
 PREPARED BY
 JAMES W. SEWALL COMPANY OLD TOWN, MAINE
 SCALE 1 INCH = 100 ± FEET

APR 01 2020

25





Kate DiBerardino <katediber@gmail.com>

The Schoolhouse @ 11 School Street

1 message

Kathryn DiBerardino <ladykateofthelakes@gmail.com>

Fri, May 7, 2021 at 5:01 PM

To: firechief@townofbelgrade.com

Cc: Caskey DiBerardino Kate <katediber@gmail.com>

Hi Dan,

My name is Kate DiBerardino. I recently bought the Schoolhouse in town and am in the process of renovating it to bring it back to its former glory before it was abandoned. One idea I have is to use part of the building as a Classroom Space, honoring the history and allowing access for our neighbors to share their knowledge and teach anything that might be of interest in town (art, writing, photography, gardening, etc.). I had my first meeting with the Town Board last night to get a Commercial license to do this part of the project. One thing they thought would be helpful was to know what the capacity for occupancy should be set at in case someone was giving a talk and a lot of people wanted to come. The usable room space for any guests is approximately 500 sq ft, though it won't be organized in a typical classroom fashion, more in a warm, cozy, homey feeling (couch instead of desks, etc.).

Is this something you can help me with? Setting an occupancy limit in the case that I can get approval? It seems like parking is my biggest hurdle. The town and area stores and neighbors are all excited about the idea if I can figure out the parking. :-)

Many thanks for your time and advice.

Kate DiBerardino

Anthony Wilson

From: Dan MacKenzie <dan@generatorsofmaine.com>
Sent: Wednesday, August 25, 2021 2:17 PM
To: Anthony Wilson
Subject: RE: Ladies of the Lakes

EXTERNAL MESSAGE:

Hi Anthony,

Not that I saw but could of missed it.

I will send a letter this week stating the Fire Department has no problems with what is proposed.

Thanks
Dan

From: Anthony Wilson <townmanager@townofbelgrade.com>
Sent: Wednesday, August 25, 2021 2:05 PM
To: Dan MacKenzie <dan@generatorsofmaine.com>
Subject: Ladies of the Lakes

Dan, did you get a prior email about the attached commercial permit application for a new development in the old schoolhouse at 11 School St. in the village – Ladies of the Lakes? It's being proposed by Kate DiBerardino. It was supposed to have been emailed to you in May to ensure the Fire Department has no concerns. If you responded, could you please send me the response? Thanks. We're trying to gather all the items needed for the Planning Board to consider this application next Thursday.

Anthony Wilson

Town Manager
Town of Belgrade

Office: 207-495-2258

Cell: 207-592-6031

Town Office

990 Augusta Road
Belgrade, ME 04917

townofbelgrade.com



Town of Belgrade, ME
Planning Board Committee

RE: 11 School Street, Classroom Commercial Application

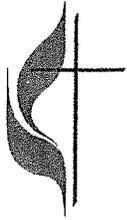
May 10, 2021

I respectfully request a waiver for DEP certified excavation as well as Soil Erosion Control Plan as I have no plans to change the outside usage of the current structure and lot.

Many thanks,

Kathryn DiBerardino
Ladies of the Lakes
11 School Street

*Emailed on
5/17/21
to dep@belgrade.me
for non of belgrade.*



Union Church of Belgrade Lakes

a United Methodist Church

To: Kate DeBerardino

From: Rev. Eleanor Collinsworth, Pastor – Union Church of Belgrade Lakes UMC
Board of Trustees – Union Church of Belgrade Lakes UMC

Subject: Use of Union Church's Parking Lot for Overflow Parking

Your request to use Union Church of Belgrade Lakes UMC's parking lot for overflow parking for events held at your property on School St. was placed before the Union Church Board of Trustees at their meeting held on July 7, 2021. The following action was taken:

- A request made by Kate DeBerardino to use our parking lot as overflow parking for the community space she is planning on her School St. property was discussed. A motion was made by Carol Johnson to allow this overflow parking, with prior notice of event dates and times. The motion was seconded by Andy Peterson, and the motion was unanimously approved.

This letter serves to inform you of the approval of your request. A copy of the full minutes of the July 7, 2021 meeting notes are attached.

We look forward to being good neighbors to one another! May God bless your dreams and your endeavors to achieve them!

Sincerely,

Reverend Eleanor Collinsworth, Pastor
Union Church of Belgrade Lakes, UMC

Union Church of Belgrade Lakes UMC

Board of Trustees – Minutes of Meeting Held on Wednesday, July 7, 2021, 5 p.m.

Attending: Mark Collinsworth, Pastor Eleanor Collinsworth, Carol Johnson, Andy Peterson, Gail Rizzo, Hilary Tatem, and Ken Weaver

Pastor Eleanor opened the meeting in prayer.

Old Business:

Wildewood Estates Land Donation:

- Deed for the property has been received, and was signed by Trustees at this meeting. Closing on the sale of the property (for \$16,500) will be scheduled soon.
- Discussion of how to allocate the proceeds of the sale ensued. The following agreements were reached: \$8845 to Acct. 1039 “Escrow – Capital Expense/Improvement” for the last remaining expenses to complete the Parking Lot Capital Project; \$1500 earmarked for Trustees to use for Neighbor-Based Project Work (specific projects to be identified); tithe 10% (\$1650) to “Love of Neighbor” Endowment Fund; and remaining funds to be held by Trustees for future projects/needs. This is what will be presented at the Church Council Meeting on Sunday, July 25, for a vote.

Update on Office Space “Tenants”:

- Two upstairs room are now in use. One is being used by an insurance agent summering in the community; we have already received a donation from her. One is being used by the Belgrade Lakes Business Group for their monthly meetings, and this is a synergistic community partnership. Building Use Agreement forms have been signed by both parties.

Parsonage Projects:

- Removal of three trees was completed in June by Paul Labonte, at a cost of \$2400.
- The Tracy Cove Shared Dock and Boat Slip project was approved by the Tracy Cove Association on June 30, 2021. Shelly Fitzgerald attended the meeting. Since it was approved by the Association, Union Church will be required to pay its share of the costs, estimated to be about \$4200. One half will be due very soon, with the remainder due later this summer/early fall. A motion was made by Carol Johnson to pay the required down-payment, out of the “Escrow – Capital Expense/Improvement” account. Motion was seconded by Ken Weaver. Five Trustees voted in favor, with one abstaining. Pastor Eleanor and Mark are planning to donate \$500 per year (up to \$2000) to help with these costs.

New Business:

- Tom Kelly has proposed that a “Park at Own Risk” sign be installed in the parking lot. There is consensus that such a sign should be purchased and installed.
- Damages resulting from the micro-burst storm on June 20 were assessed, with most clean-up and some repairs already completed. An estimate of repair costs should be communicated to the Town Office, as they are gathering that data for possible community aid. Many thank were offered to Tom and Nancy Kelly and grandson Nick, their friends, and Ernie for their assistance in clean-up and repairs.
- Reimbursement to Ernie Merckens for his tents destroyed in the June 30 storm will be made. Pastor Eleanor will meet with him to assess what he prefers (monetary reimbursement or replacement). The Trustees tabled a decision to purchase tents so that the church has their own. This will be re-visited at the next meeting.

Anthony Wilson

From: Maureen Milliken <mwilliken47@gmail.com>
Sent: Thursday, August 26, 2021 12:39 PM
To: Gary Fuller; Anthony Wilson; Mary Vogel
Cc: ladykateofthelakes@gmail.com
Subject: Sept. 2 planning board agenda - 11 School St.

EXTERNAL MESSAGE:

Mr. Rushton,

I'm not able to attend the Sept. 2 meeting of the Planning Board, but wanted to express my whole-hearted support for Kate DiBerdino's plans for 11 School St.

I am the direct next-door abutter, and am excited about what has been an eyesore for the decade I've lived here getting such a great makeover. She's put a lot of thought into future use of the building, has kept me informed and expressed concern about any impact on me, my privacy and my ability to work.

After many talks with Kate, I have no concerns about the project and am thrilled I'll live next door to something that adds to the community, both economically and socially after a decade of living next door to a an empty, dilapidated building on a weed-infested lot.

Maureen Milliken

15 School St.

Belgrade Lakes

deputyclerk

From: Kate <katediber@gmail.com>
Sent: Friday, May 7, 2021 5:11 PM
To: deputyclerk
Subject: 11 School Street - The Classroom Commercial Application

EXTERNAL MESSAGE:

i Sheila,

I had my first Planning Board Meeting regarding my commercial application last night, May 6. One of the items on my to do list coming from that meeting was to email you a request for further waivers to make sure I dot all my i's and cross all my t's. :-) Can you add this to my application file as I work towards getting the rest of the information requested by the board? Many thanks. -kate :-)

Town of Belgrade, ME
Planning Board Committee

RE: 11 School Street, Classroom Commercial Application

May 10, 2021

I respectfully request a waiver for DEP certified excavation as well as Soil Erosion Control Plan as I have no plans to change the outside usage of the current structure and lot.

Many thanks,
Kathryn DiBerardino
Ladies of the Lakes
11 School Street

**TOWN OF BELGRADE
COMMERCIAL DEVELOPMENT REVIEW ORDINANCE PERMIT
APPLICATION**

Return fully completed application with required attachments to:
Code Enforcement Officer, Town of Belgrade, 990 Augusta Rd., Belgrade, Maine 04917

To be completed by Town Code Enforcement Officer upon application receipt:

Project Name: _____ Date _____
Received: _____ Application Number : _____
Check One: CEO permit _____ Planning Board permit _____
Application Fee \$ _____ Date paid: _____
Technical Review Fee \$ _____ (if applicable) Date Paid _____

Applicant Information

1. Proposed name of development or new use: The Classroom @ the Schoolhouse

2. Property owner:

Name: Ladies of the Lakes; Kathryn D. Bernardino

Address: 11 School Street, Belgrade, ME 04917

Telephone No.: 495-2088

Email: Katediber@gmail.com

3. Applicant:

Same as property owner (go to question 5)

Name: Kathryn D. Bernardino

Address: P.O. Box 562, Belgrade Lakes, ME 04918

Telephone No.: 495-2088

Email: Katediber@gmail.com

4. Applicant representing self? Yes (go to 6) _____ No (complete 5)

5. Applicant's authorized agent (must provide authorization letter from applicant):

Name: _____

Address: _____

Telephone: _____

Email: _____

6. Person to receive all communications regarding this application:

Kate DiBerardino

7. What legal interest does the applicant have in the property for which a permit is requested (ownership, option, purchase and sales contract, lease, etc.)?

owner

Note: Must provide documentation of title, right and interest with this application

Does the deed contain any deed restrictions or covenants? ___ Yes No
If "yes", please list:

Land and Location Information:

8. Location of the property being developed or for which permit is requested:

Belgrade Tax Map 25 Lot(s) 100

9. Street(s) on which the development or proposed use is located:

11 School Street

10. Total acreage of the parcel(s): 1.6 acres

11. Existing conditions on parcel:

Structures (no./dimensions/uses):

old health center / former Schallhaus

Other existing uses of land: _____

12. Is any portion of the property within a shoreland zone, as depicted on Town of Belgrade Shoreland Zoning Map? ___ Yes No

13. Is any portion of the property within a special flood hazard area, as depicted on Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps? ___ Yes No

14. Is the property part of an approved subdivision? ___ Yes No

Note: If applicable, provide copies Shoreland Zoning, Subdivision and Flood Plain Ordinance approvals as attachments to application

15. Is the property to be developed located within 500 feet of a municipal boundary? ___ Yes No
If yes, which municipality? _____

Note: If within 500' of a town boundary, the other municipality will be notified of this application.

Proposed Development/ Land Use Application Overview:

16. Provide a brief description of the development or proposal (size and number of structures, proposed uses, etc.)

Renovating existing structure. Not changing square footage. 2/3 of building will be residential. 1/3 of building I'd like to dedicate to classroom space to share with the community for any desired classes: art, writing, hopefully cooking classes, history classes, photography - anything of interest to the community

17. Are any waivers of the application submission requirements or ordinance performance standards being requested with this submission? ___ Yes No.

If yes, please list each here and attach as part of this application a detailed written request and justification for each submission or standard to which a waiver is required:

18. Application Fee required to be submitted: Amount attached \$ 100.00

If required by the Planning Board, the Technical Review Fee¹ required: Amount attached \$ _____

19. Does this development or change of use propose or require extension or expansion of any of the following public infrastructure? ___ Yes No

If yes, check all that apply.

___ Roads ___ Storm Drains ___ Sidewalks
___ Other (please specify) _____

20. Provide an estimate of cost of the proposed development:

\$50,000.00 estimate
- classroom
space
1/3 portion of
total rehabilitation

21. Provide anticipated start and completion construction dates:

Start date 2/10/21 Completion date 7/1/21

22. Will any portion of the land parcel or a structure be dedicated to a public use?
___ Yes No If yes, describe:

23. Identify method of water supply:

On-site ground water well
___ Other, (please specify) _____

Is water supply to be used for fire suppression?
___ Yes No

What other water uses will the project include? Please specify.

¹ The Technical Review fee is a fee paid into an escrow account to cover the cost of the Planning Board hiring a technical consultant to assist it with its review of application submissions. This fee is only required when needed and at the discretion of the Planning Board.

What is the projected total water demand of the development or use?

Less than 2,000 gallons per day
 2,000 gallons per day or more

Will the water supply meet the State definition of a public drinking water supply system? Yes No. If yes, will it be a transient, community or non-transient non-community water system (specify): _____

Note: If a community or non-transient non-community drinking water system, attach to application a copy of your Maine Drinking Water Program approved source water protection plan.

Is water supply adequate for proposed uses and projected demand?
 Yes No.

Note: Provide evidence to support (e.g. letter from local well driller or geologist on anticipated well yields)

Well exists on site from previous well

24. Identify method of sewage disposal for the proposed development or use.

Individual subsurface disposal system (e.g. septic system)
 Central on-site disposal
 Other, please state _____

25. What Federal or State government permits or approvals are required by this proposed development or use?

Maine Department of Transportation Yes No.
If yes, permit type(s): _____

Did MDOT require a Traffic Movement Permit? Yes No

Note: If vehicle access is to a State highway or the Castle Island Road, attach a copy of the MDOT Entrance or Access Permit. If MDOT requires a Traffic Movement Permit, the associated traffic engineering study or plan is to be provided as part of this application.

Maine State Fire Marshal Yes No. If yes, permit type: _____

Maine Dept. of Environmental Protection Yes No
If yes, permit type(s): _____

Maine DHHS Drinking Water Program approval of a public drinking water system?
 Yes No

US Army Corps of Engineers Yes No. If yes, permit
type: _____

Other: Yes No
If yes, specify permit type: _____

26. Are you applying exclusively for approval to mine an existing sand and gravel pit for
the next 5 years? Yes No

If "yes", skip to question 63

If "not", proceed to question 27.

**Information Needed to Assess Compliance with General Development
Standards:**

27. How will development or proposed use control emissions of dust, ash, smoke,
particulate matter or other air pollutants? _____

will operate as a residential space - no
emissions of the above

Does proposal meet applicable Federal and State air quality regulatory
requirements? Yes No

Note: Documentation that the development or land use meets Federal and State air
quality regulatory requirements will be sufficient to demonstrate proposal meets
ordinance's air quality standard.

28. Estimated peak daily vehicle traffic to be generated: ~~10~~ 8 to 10 cars when class
offered 1-2x per
Estimated peak hourly traffic volume: ~~10am~~ 10am & 7pm week?

How were these figures estimated? Explain or cite methodology used.
classes will be offered morning or lunch or evening 1 to 3x
per week based on demand.

29. How many vehicle access points are to be provided from a road? 10 parking spots?
What is the posted speed limit of the road from which vehicles access the proposed development or use? 20 mph

30. Name(s) of contractor(s) responsible for earth work or any soil disturbance and their respective Maine Dept. of Environmental Protection Basic and Advanced Erosion Control Certification No. :

No earth work needed
Brian Alexander is contractor on project

31. Is a site or structure located on the parcel listed on the National Register of Historic Places? Yes No
If yes, provide name and describe: _____

How will impact on above historical site/structure be prevented or mitigated?

Are any archeological sites identified by the Maine State Historic Preservation Commission present on the parcel?
 Yes No. If yes, provide name and description:

How will impact on above archeological site(s) be prevented or mitigated?

32. Will equipment, machinery, inventory, parts, salvage, waste collection containers, dumpsters or other materials associated with the proposed use be stored outdoors?
 Yes No

If yes, please describe the types of items to be stored outside and what measures will be taken to prevent children from accessing.

N/A

How will dumpster(s) be screened from view from neighbors and public roads?

N/A

33. Does any portion of the parcel include critical natural areas or significant wildlife habitat, including deer wintering areas, as identified and mapped by the Maine Beginning with Habitat Program? ___ Yes No

Note: Show areas on site plan or provide copy of Beginning with Habitat maps with parcel boundaries indicated as attachment to application.

If yes, describe how impact to those areas and habitats will be avoided or mitigated consistent with recommendations from IFW and Critical Areas Program:

Note:

The Natural Areas Program in the Maine Dept. of Agriculture, Forestry and Conservation offers technical reviews and advice on critical plant communities to developers. See following for more information:
<http://www.maine.gov/dacf/mnap/assistance/review.htm>

If the parcel includes critical natural areas or significant wildlife habitat, contact the Critical Natural Areas Program and/or Maine IF&W regional biologist for written mitigation recommendations for inclusion in your application at time of its submission. Not including will delay review of your application until such time as the Planning Board is able to contact these State agencies and obtain

recommendations.

34. If parcel includes wetlands identified on the National Wetlands Inventory Map, describe how impact to the wetlands will be avoided or mitigated?

Note: Show wetland areas on site plan or provide copy of wetland map with parcel boundaries indicated as attachment to application.

35. Is development or change of use located on a hilltop or the lake shore? Yes No

Note: If "yes", the Planning Board may require a visual impact assessment to provide evidence that the proposal will not significantly impact the quality of Belgrade's scenic resources in accordance with Article 6, Section 6A.

36. Other than from safety signals and other emergency warning devices, will maximum noise levels produced by the proposed use exceed 60 decibels between 7am and 9:30pm, or 45 decibels between 9:30pm to 7am, at the property lines or the lake shore? Yes No

Will these noise standards be exceeded at any time during the course of a single day for more than 15 minutes? Yes No

Identify which activities are likely to generate sound in excess of the above standards. Please list and describe:

What noise monitoring, suppression and mitigation/buffering measures are proposed? Please describe:

Note: The Planning Board may require as a condition of approval noise monitoring to ensure compliance with the ordinance's noise standards

37. Will outdoor development construction activities be conducted between the hours of 9:30pm and 7:00am? ___ Yes No

Are residential uses present on abutting land parcels? Yes ___ No. If yes to both, what noise suppression measures will be implemented? List and describe:

No noise will be generated from classes

38. Provide the number, design, location and illumination intensity of outdoor lighting fixtures: an outdoor light by door entrance

~~N/A~~ Solar walkway lights if needed.

Will light illumination from the development or use beyond any property line exceed 0.5 foot candles?

___ Yes No

Note: If yes, attach a lighting plan to reduce errant lighting onto abutting properties to meet this standard.

Note: The Town may require monitoring of illumination levels following development to determine compliance with the ordinance's lighting standard.

39. Describe off-street parking to be provided for the development/use, including number of general use parking spaces, handicapped spaces and over size vehicle spaces to be provided:

There is an existing parking lot from when the building was used as the health center. It will be fixed but not expanded.

How often and where will delivery trucks be unloaded and loaded?

N/A

Will vehicles loading/unloading protrude into a public road? No.

Yes No

Will delivery vehicles need to back into unloading/loading areas from public road?

Yes No

How many loading bays will be provided as part of off-street parking:

40. Describe measures to be provided for security and fire protection for the proposed development or use.

Smoke alarms, fire extinguishers,
Carbon Monoxide detectors

Is the footprint of any building greater than 10,000 sq. ft.? Yes No

If yes, describe access to be provided to all sides of the building for emergency vehicles: _____

Will development or use exceed the capabilities of the Belgrade Fire Department?
 Yes No

Note: Provide a written statement from the Belgrade Fire Chief regarding whether development or use will exceed the capabilities of the Town Fire Department with any recommendations for additional fire protection improvements. If special training or equipment is required by Fire Department because of the use or storage of toxic or flammable materials or other reasons, the developer/owner is responsible for this cost to the Town.

Will development or use depend upon the Kennebec County Sheriff's Department for security services? Yes No

Note: If yes, provide letter from Kennebec County Sheriff that Sheriff is able to provide requested security services.

41. Is the proposed development or use located within a "Village District" as shown in the Belgrade 2014 Comprehensive Plan land use district map (available at Town office): Yes No

Note: Vegetative screening and sign standards differ in the Village District from

elsewhere in Belgrade.

42. Describe vegetative screening to be provided and maintained along all public roads (e.g. depth, length, vegetation composition) (also show on site plan):

mulch & flower beds in front yard

43. Describe vegetative screening to be provided and maintained along property line with abutting residential properties (e.g. depth, length, vegetation composition) (also show on site plan):

fence & mulch & flowers

44. Provide number, size (sq ft), location, anchoring and height off ground level of each proposed advertising or informational sign (also show location on site plan):

No signs other than on the building
perhaps a wooden sign on the fence in
the yard

45. Will any exterior signs be illuminated? Yes No

If yes, will sign(s) be externally or internally illuminated: Exterior lighting
 Internal lighting

Describe shielding to be provided to illuminated signs: _____

Provide hours of operation for illuminated signs: _____

Will sign illumination be brighter than 50 foot candles as measured 100 feet from the sign? Yes No

Note: The Planning Board may require monitoring illumination brightness as condition of approval

46. Is any sign to be an electronically (digitally) changeable sign? Yes No

If yes, provide the minimum time duration a message will be displayed before changing to the next message:

47. Describe solid waste to be generated, including types of waste:

N/A

Estimated volume per year to be generated (cu. yd/year): _____

Method/location of disposal for solid waste: _____

48. Will oil, petroleum or propane be stored or handled on-site (other than during project construction, a heating oil tank smaller than 330 gallons or a propane tank 200 gallons or smaller)?

Yes No

If yes, describe types and volumes of products:

How will be stored on-site? Check all that apply. Underground tanks Above ground tanks Drums Other

(describe): _____

Which State or Federal permits, registrations, notifications or approvals are required to store or handle oil, petroleum or propane associated with this proposal?

If an underground oil storage facility is proposed, provide the Maine DEP registration number: _____

If a Maine State Fire Marshal permit is required for construction of above ground oil storage tank(s), provide permit number: _____

Is a U.S. Environmental Protection Agency Spill Prevention Control and Countermeasure (SPCC) Plan required? Yes No

Note: If yes, attach copy of current SPCC plan to application.

List all other applicable license, permit or registration numbers for oil, petroleum or propane storage, including but not limited to Maine Fuel Board:

49. Will hazardous substances be stored on-site or used? Yes No

If yes, specify types and quantities:

50. Will hazardous, special or universal wastes (including waste oil and waste antifreeze) be generated by the project or use?

Yes No. If yes, provide the following information.

Describe type, characteristics and estimated quantity of waste:

How will these wastes be properly stored and handled on-site?

How/where will these wastes be disposed? Describe:

Which State or Federal permits, registrations, notifications or approvals are required to generate, store, handle or dispose of these wastes? List all applicable and provide license, permit or registrations numbers:

51. If you answered "yes" to any of questions 48-50, provide the following information:

Will any portion of your development or use be located on a significant sand and gravel aquifer as mapped by the Maine Geological Survey? Yes No.

Note: Show the location of the proposed development or use on a Maine Geological Survey Significant Sand and Gravel Aquifer map. Attach to this application.

Will any portion of your project or use be within 300 feet of a private drinking water well, 1,000 feet of a public drinking water supply well, or within the source water protection area of a public drinking well as mapped by the Maine Drinking Water Program? Yes No

Note: If the development or proposed use will involve the production, use, handling or storage of hazardous substances, oil or petroleum (not propane), and is located on a Significant Sand and Gravel Aquifer or within the source water protection area of a public drinking water system, within 1000' of a public well, or within 300' of a private well, the application must include written documentation from the Maine Dept. of Environmental Protection that the development or use will comply with agency regulations, Chapters 692 and 700, in the form of a variance from those rules or a letter indicating the prohibitions on location over aquifers or near public and private drinking water supplies does not apply

52. Will the proposed activity discharge pollutants to any surface waterbodies or ground water, including by way of subsurface waste water disposal system? Yes No

If yes, describe discharge and its physical, chemical and biological characteristics:

Note: If a subsurface waste water discharge system (e.g. septic system) is proposed, show location on the site plan and provide a copy of the Maine Department of Health and Human Services HHE-200 form prepared and signed by a Maine licensed Soil Site Evaluator, including a map of the location of all soil test pits, and any permit from the Maine Department of Environmental Protection or the Dept. of Health and Human Services Plumbing Program.

53. Will any ground water discharge result in any ground water quality measure exceed one-half of a Federal primary drinking water standard or State maximum exposure drinking water guideline? ___ Yes No

Will ground water exceed any Federal secondary drinking water standard?
___ Yes ___ No

54. Will ground water withdrawal, including for a drinking water supply or alterations to site surface water recharge characteristics lower the ground water table beyond the property line? ___ Yes No

Note: If ground water withdrawal is projected to exceed 2,000 gallons per day, a written assessment is required of the impact on ground water quality and quantity to be prepared by a Maine certified geologist or registered professional engineer with experience in ground water. This assessment must meet the requirements of Article 6, Section 15.A.2. Provide copy of ground water assessment as part of this application.

55. Provide the total area (sq. feet) of impervious area of the development or use, including but not limited to the footprint area of all structures, as well as paved and gravel parking, roads, walkways, etc. ? sq. ft. *same as used; no char*

56. Provide the total square feet of disturbed area of the development or change of use: 0 sq. ft.. Disturbed area includes the total area cleared of native vegetation, covered with fill, stripped of soil, graded, excavated, or covered by structures, walkways, parking or outdoor storage.

57. How many linear feet of new road or driveway is proposed? 0 ft.

58. In which lake watershed(s) is the proposed development located? Please specify: Between Long Pond & Great Pond

59. What is the allowed phosphorous export in pounds per acre as established by Article 6(B) of the ordinance's (see table of permitted phosphorous export)?
0 pounds/acre

Note: If a development is located in the watershed of more than one lake, the lower phosphorous standard shall apply.

60. Has this development received a Stormwater Management Permit from the Maine Dept. of Environmental Protection under the Maine Stormwater Management Law? Yes No

If yes, provide a copy of this permit as part of this application. Receipt of this permit shall demonstrate that the development meets the phosphorous control standard of the ordinance.

Note: If your response to question 60 is "No", AND the development as proposed will exceed 15,000 sq. ft. of disturbed area, OR exceed 7,500 sq. ft. of impervious surfaces, OR will include more than 250 feet of new road or driveway; phosphorous export from the development must be controlled in accordance with the requirements of Article 6(B), including a stormwater and phosphorous control plan must be submitted as part of this application, with its control features shown on the site plan.

If the total disturbed area will exceed 30,000 sq. ft. OR the linear length of proposed roads or driveways exceed 350 ft., the stormwater and phosphorous control plan must be prepared and the control features designed by a Maine registered professional engineer in accordance with the Maine Dept. of Environmental Protection's manual *Phosphorous Control in Lake Watersheds: A Technical Guide for Evaluating New Development*, Sept. 1992 or as revised. The plan and stormwater/phosphorous control features on the site plan must be signed and stamped by the Maine professional engineer responsible for their design and development.

If the development includes 30,000 or less square feet of disturbed area AND 350 linear feet or less of new road or driveway, stormwater and phosphorous export may be controlled utilizing the ordinance's *Simplified Phosphorous Control Method*, relying upon vegetated buffers to infiltrate runoff and of dimensions prescribed in Article 6(B) of the ordinance.

61. Describe here or in your storm water and phosphorous control plan provisions for monitoring and inspection, maintenance and use restrictions for stormwater/phosphorous control measures, including buffer strips and infiltration systems:

There will be no change to current usage

62. Is the development or change of use to include (check applicable):

New mineral extraction or a processing facility. Provide supplemental information requested by questions 64.

Overnight accommodations (other than a bed and breakfast) Provide supplemental information requested by question 65. *only on residential side*

Bed and breakfast. Provide the supplemental information requested by question 66.

Telecommunication tower. Provide supplemental information requested by question 67.

Wind energy facility. Provide supplemental information requested by question 68.

63. For existing gravel, sand or other mining operations (only), seeking operating approval for an additional 5 years, provide the following information:

Will there be an increase in the number or footprint of on-site buildings?
 Yes No If "yes" describe and show on site plan:

Will there be an increase in the footprint area of impervious surfaces?
 Yes No If "yes", describe and show on site plan:

X Will there be an increase in the volume of toxic, flammable, combustible or hazardous substances to be used or stored? ___ Yes No If "yes" provide details of the materials and how they will be stored and used:

X Is any change in existing stormwater or phosphorous control designs or vegetated infiltration buffers proposed? ___ Yes No Describe in detail and show on site plan:

X Will there be any changes to vegetative screening or buffers to neighbors or public roads? ___ Yes No If "yes", show on site plan and describe in detail:

X Will there be an addition of activities or changes in design which may increase noise levels? ___ Yes No Describe new activities and changes:

X Will rock crushing, a concrete plant, an asphalt batch plant or other mineral processing of be added in the next 5 years?
___ Yes No

Note: If "yes", a full application is required for Planning Board review and approval under Articles 4, 5 and 6 in addition to Article 7 of the ordinance.

Is a change of use proposed that will generate higher traffic to or from the site?
 Yes No If "yes", describe: _____

Is there a proposed change in location or design of any infrastructure used by the general public, including but not limited to roads, sidewalks, street lights, driveway entrances, or parking areas? Yes No If "yes", describe and show on site plan:

Note: If the Planning Board determines that proposed changes to an existing mining operation are significant, the Board may notify the public in accordance with the notification requirements of the ordinance and provide the public an opportunity to comment.

X 64. For new and existing mining operations, the following information is required in addition to a site plan:

Describe the proposed operating procedures and hours: _____

Provide detailed plans for reclamation of completed areas of excavation or mining (show on site plan and provide a narrative description): _____

Will a 50' vegetated buffer be maintained between any mining or processing operations and public roads and abutting property lines? Yes No

Note: Less than a 50' vegetated buffer from an abutter's property line is permitted only if a written agreement to that affect is reached with that landowner, and a copy is provided as part of the application.

X What is the steepest side slope proposed in areas of active mining?
_____ (e.g. 2:1, 3:1, etc.)

NA X Will unauthorized access to the mining operation be controlled? Yes
 No How?

X Describe how dust and mud will be controlled on a minimum of the first 100' of the access driveway:

X Are stationary petroleum storage tanks and an equipment fueling area proposed?

Yes No

If "yes", will petroleum storage and fueling facilities be designed and operated in accordance with Maine DEP regulations for petroleum storage associated with aggregate mining operations (Chapter 378)? Yes No Please provide documentation of such or describe design and operating procedures, including spill prevention, reporting and clean-up. _____

65. If proposing an overnight accommodation, including a hotel, motel, rental cottages, or inn (but not a bed and breakfast), provide the following supplemental information in addition to that previously required elsewhere in this application:

Will this facility be located within a Village District as shown in the Belgrade 2014 Comprehensive Plan's land use map? ___ Yes No ?

Will any portion of a building be closer than 50 feet to a property line? Yes ___ No

Will each rental room be equipped with a hardwired smoke and carbon monoxide detector? Yes ___ No

Note: Hotel, motel or cottage rentals with self-contained kitchen and bathrooms designed as house keeping accommodations are considered dwelling units and may be subject to review under the Belgrade Subdivision Ordinance.

X 66. If proposing a bed and breakfast facility for overnight accommodations, provide the following supplemental information in addition to that previously required elsewhere in this application:

How many parking spaces will be provided for guests? ___

How many additional parking spaces will be provided for the owner or operator? ___

Will each rental room have its own bathroom? ___ Yes ___ No

Will each rental room have a hardwired smoke detector? ___ Yes ___ No

X 67. If developing a telecommunications tower, provide the following supplemental information in addition to that required elsewhere in this application:

Will tower be co-located on existing tower or same parcel as existing tower? ___ Yes ___ No If "no", demonstrate why locating on existing tower or on parcel with existing tower is not feasible: _____

What will be the height of the tower above the ground surface to its maximum elevation, including attachments and extensions? ___ feet

What horizontal distance will the tower be setback from property lot lines? (provide details and show on site plan):

Will the tower be a monopole design? Yes No

Is the lot upon which the tower will be located owned by the tower's operator?
 Yes No If "no", what is the period of the lease? _____ years

Describe the materials and colors of which the tower will be constructed:

N/A

Will the tower be located either on a hilltop or on the shore of a lake? Yes No

Note: If "yes", the Planning Board may require a visual impact assessment to provide evidence that the proposal will not significantly impact the quality of Belgrade's scenic resources in accordance with Article 6, Section 6A.

Will the tower be designed and constructed in accordance with the Electronic Industries Association/Telecommunications Industries Association standards?
 Yes No

Note: As part of this application provide written certification by a Maine registered professional engineer that the tower will be constructed in accordance with the above national industry standards

X 68. If developing a non-residential wind energy facility, provide the following supplemental information in addition to that required elsewhere in this application:

Will turbine(s) be designed by (check): Manufacturer Maine registered professional engineer

Provide the maximum height off the ground surface for each turbine:

N/A

Note: If the height of a turbine is greater than 100' off the ground surface, a visual impact assessment shall be required as part of this application to determine whether the facility will have an adverse impact on scenic views from a lake or public places within Belgrade.

Provide the setback in horizontal distance for each turbine from property lines, public and private rights-of-way and overhead utility lines:

Will all turbines be provided with an over speed control system? ___ Yes ___ No
Describe system safety features: _____

J/A

Describe safety features of facility to prevent unauthorized access to tower and ground mounted electrical and control equipment: _____

What is the minimum distance from ground level to the lowest arc of the tip of the blades? _____ ft.

Will the tower be a monopole design? ___ Yes ___ No

What impact will the facility have on wildlife movements and migration? Describe:

Note: The Planning Board may request a study of potential impacts of the facility on

wildlife movements and migrations.

Describe design features and other efforts to minimize the creation of artificial habitat for raptors or their prey: _____

Describe how the facility will be located to maximize screening views of the turbines by utilizing existing vegetation, structures, and topographic features:

N/A

Describe how the facility will be designed to avoid unreasonable adverse shadow flicker effect on occupied building on abutting properties:

Identify all State and municipal public roads in Belgrade to be used in the transport of equipment and parts for construction, operation or maintenance of the facility:

Note: The Town of Belgrade will engage a qualified third party Maine registered professional engineer reasonably acceptable to the applicant to document the condition of these roads prior to and after their use to transport equipment associated with this development to document any resulting damage. The applicant is responsible for the cost of any road repairs for which they or their

contractors are responsible.

Provide an emergency response plan developed in cooperation with Belgrade Fire and Rescue Department, as well as Kennebec County Sheriff's Department and Maine State police addressing notification to those agencies and coordination with emergency services during the transport of equipment:

N/A

Describe the fire suppression system and fire safety measures to be part of the turbines:

Describe the current general liability insurance covering the facility for bodily injury and property damage, including the dollar amount of coverage:

Note: As part of this application, the applicant is to provide a certificate of insurance.

PLEASE READ AND SIGN:

I certify that to the best of my knowledge the information submitted in this application and the attached materials are true, correct and accurate. I understand that before this application can be determined to be complete by the Town of Belgrade; all requested information must be submitted.

Ladies of the lakes ; Kathryn DiBerardino
(Name of Applicant - printed)

K DiBerardino 1/21/21
(Signature of Applicant) (Date)

Submit this form, site plan and required attachments to the Town of Belgrade Code Enforcement Officer

MINIMUM REQUIRED APPLICATION ATTACHMENTS²

Attachment	Sources of Information
Copy of deed, option, sales agreement, lease or other documentation of title right or interest	*****
Copy of tax map of property	Town office
Copy Kennebec County soil map of property	https://websoilsurvey.nrcs.usda.gov/app/
Copy of USGS topographical map showing property location	https://www.usgs.gov/products/maps/topo-maps Also available for purchase from: Maine Geological Survey 93 State House Station Augusta, Maine 04333 Phone: (207) 287-2801
Copy of Belgrade Shoreland Zoning map showing property	Town office
Copy of FEMA Flood Insurance map showing property	Town office
Copy of National Wetland Inventory map showing property	https://www.fws.gov/wetlands/
Beginning with Habitat & Natural Areas map showing property	https://webapps2.cgis-solutions.com/beginningwithhabitat/map2/
Copies of other required Federal, State or local permits	*****
24x36" to scale site plan w/ detail drawings	*****
8 copies of the completed application form, required attachments, and to-scale plan drawings reduced to fit on 11" x 17" pages.	*****
Evidence of water supply adequacy	Obtain from your well driller or Maine certified geologist
Soil erosion control plan	*****
MDEP certified contractor name & no.	Obtain from your earth moving contractor or http://www.maine.gov/dep/land/training/cccec.html
National Register of Historic Places listing of historic sites on property	https://www.nps.gov/nr/about.htm
Maine Historic Preservation Commission listing of any archeological sites on property	http://www.state.me.us/mhpc/project_review/index.html

² Other attachments may be required by ordinance depending on nature of proposed development and use along with site conditions. The attachments listed here are those required at a minimum of all applications.

Subsurface waste water disposal site evaluation form (HHE-200)	From your soil site evaluator and designer of your septic system
Exterior lighting plan & specifications for fixtures	*****
To-scale profile (face-on) view of proposed signs	*****
Stormwater management plan	*****
Phosphorous export control plan	*****

BELGRADE COMMERCIAL DEVELOPMENT REVIEW ORDINANCE APPLICATION SUBMISSIONS CHECKLIST

(To be completed by Planning Board chair during review of all applications with exception of Special Permit for 5 year renewals of existing mining operations. Checklist may serve as useful guidance to applicants to ensure application includes all needed maps and attachments to be found complete)

Applicant Name: _____

Development Name: _____

Fee paid: _____ \$50.00 (land only) _____ \$100.00 (buildings & land)

_____ Notice provided by CEO to land owners within 500'

_____ Notice provided by CEO to municipality within 500' _____ Not applicable

Complete	Not Applicable	Waiver Request Approved	Application Submission
			Application form
			Applicant's agent authorization letter
			Copy of deed, option, sales agreement, lease or other documentation of title, right or interest
			Written waiver request
			Copy of tax map of property
			Copy of Kennebec Co. soil map of property
			Copy of USGS topographic map showing property location
			Copy of Belgrade Shoreland Zoning map showing property location
			Copy of Flood Insurance Map showing property
			Copy of National Wetlands Inventory Map showing property
			Copy of Maine Geological Survey Significant Sand and Gravel Aquifer map showing property location

Complete	Not Applicable	Waiver Request Approved	Application Submission
			Copy of Maine Drinking Water Program map of public drinking water supplies showing property location
			Copy of MDOT Highway Entrance or Access Permit
			Copy of MDOT Traffic Movement Permit & traffic movement study
			Copies of other required State or local permits
			<p>1 24x36" Site Development Plan drawn to scale showing at minimum the following: scale, north arrow, parcel boundaries, location and dimensions of existing and proposed buildings and structures, drainage structures, signs, fencing, exterior lights, location and extent of disturbed area, layout and dimensions of impervious surfaces, parking, driveways, roads, outdoor storage areas of equipment/inventory/dumpsters/other materials, location of bulk storage of petroleum/hazardous substances³/propane, utilities, drainage ways, easements, rights of way, location of flood hazard areas/water courses/ water bodies/wetlands, Shoreland Zoning districts, location of existing vegetation to be retained, location of vegetated buffers/screening along public roads & property lines and around outdoor storage areas, landscaping, location of wells & source water protection area if public drinking water supply, location of soil test pits and subsurface waste water disposal system(s), other significant natural/physical features, name/address of owner/applicant, and name/address/license number/stamp of professional engineer/surveyor who prepared site plan.</p>

³ Hazardous substances most likely encountered will be degreasers and other solvents used for parts cleaning in vehicle repair, waste oil and gasoline, waste antifreeze, solvents used in auto body shops, solvents used in dry cleaning, wood treatment chemicals, pesticides, and pool chemicals like chlorine.

Complete	Not Applicable	Waiver Requested & Approved	Application Submission
			Detail to-scale drawings showing location and construction specifications of drainage features, roads, sidewalks, access points, driveways, parking, traffic control features, fire control structures, and public improvements
			Documentation meets applicable State/Federal air quality regulatory requirements
			Soil erosion control plan (Art. 6, Sec. 3)
			MDEP certified contractor name/#
			Location of site/structure listed on National Register of Historic Places
			Location of Me. Historic Preservation Commission archeological sites
			Information needed to meet Air Quality standard (Article 6, Sec. 1)
			Information needed to meet Access to Public Streets standard (Article 6, Sec. 2)
			Protection measures for Historic and Archeological Resources (Art. 6, Sec.4)
			Estimated quantities of flammable, combustible and hazardous substances to be stored, handled, or generated, including waste oil and anti-freeze
			Evidence meets MDEP siting regulations for oil storage and hazardous substance facilities
			Copy of application provided to Fire Chief by Planning Board or CEO
			Other information needed to meet Material Storage standard, including bulk storage of combustible and flammable materials, and hazardous substances (Article 6, Sec. 5)
			Visual impact assessment
			Plan based on IF&W/Critical Areas Program recommendations to mitigate impact on Natural Areas and Wildlife Habitat, including deer wintering areas
			Other information needed to meet Natural Resource Protection standard (Art. 6, Sec. 6)

Complete	Not Applicable	Waiver Requested & Approved	Application Submission
			Is Board requiring post development noise monitoring and reporting plan? If not required, mark "Not Applicable". If required, mark "complete" upon receipt
			Information needed to meet Noise standard (Article 6, Sec. 7)
			Exterior lighting plan & specifications for lighting fixtures
			Is Board requiring post development light monitoring and reporting plan? If not required, mark "Not Applicable". If required, mark "complete" upon receipt.
			Information to meet Parking standard (Article 6, Sec.9)
			Written statement from Fire Chief on capacity of Fire Dept. to provide adequate protection
			Written statement from Sheriff's Dept. approving any proposed security measures
			Other information to meet Public Safety and Emergency Services standard (Article 6, Sec. 10)
			Information to meet Screening of Structures, Parking Lots, and Other Non-residential Uses standard (Article 6, Sec. 11)
			To scale profile(face-on) view of proposed signs
			Other information to meet Sign standard (Article 6, Sec. 12)
			Stormwater Management Plan
			Other information to meet Stormwater Management standard (Article 6, Sec. 13)
			Subsurface waste disposal site evaluation form (HHE-200)
			Other information to meet Wastes standard (Article 6, Sec. 14)
			Groundwater quality and quantity impact assessment
			Copy of deed restrictions related to drinking water and ground water protection

Complete	Not Applicable	Waiver Requested & Approved	Application Submission
			Copy of Maine Drinking Water Program public water supply approval & source water protection plan
			Copy of MDEP Stormwater Management Permit
			Phosphorous export control method
			Other information to meet Water Quality standard (Article 6, Sec. 15)
			Supplemental site plan requirements for mineral extraction operations
			5 year mining/reclamation plan
			Mineral extraction/processing operating procedure and hours
			Hydrogeological study of ground water movement & quality
			Written extraction/processing buffer agreement with abutter
			Reclamation Plan for extraction/processing operations
			Design/operation details of stationary petroleum storage and equipment fueling
			Other information to meet Mineral Extraction and Processing Operations standards (Article 7, Sec. 1)
			Information to meet Overnight Accommodations standard (Article 7, Sec. 2)
			Visual impact assessment of telecommunication tower if located on lake shore or hilltop
			Maine registered professional engineer certification of telecommunication tower design
			Other information to meet Telecommunications Tower standards (Article 7, Sec. 3)
			Visual impact assessment for wind turbine taller than 100'
			Impact study of wind turbine on wildlife
			Identification of roads to be used for turbine transport

Complete	Not Applicable	Waiver Requested & Approved	Application Submission
			Hiring of engineer by Town at applicant's expense to document road conditions prior to use and damage after use
			Emergency response plan during equipment transport
			Turbine general liability certificate of insurance

Printed Name Planning Board Chair or Designee

Chair or Designee Signature

Date



TRANSFER TAX PAID

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS THAT I, **MARK W. BERRY** of P.O. Box 516, Temple, Maine 04984, for consideration paid, do hereby grant to **LADIES OF THE LAKES, LLC** a Maine limited liability company having an office and place of business c/o Kathryn DiBerardino of P.O. Box 562 Belgrade Lakes, Maine 04918, with warranty covenants, land, together with the buildings thereon situated at 11 School Street in said Belgrade, Kennebec County, State of Maine bounded and described as follows, to wit:-

Commencing at a point on the easterly side of School Street at the southwesterly corner of land now formerly of Maureen A. Miliken thence North 89° 01' 06" East 5 feet to a rebar set in the ground; thence along the Miliken line North 89° 01' 06" East 144.00 feet to a rebar set in the ground at land now or formerly of Samantha A. Luce; thence along the Luce line on a course of North 88° 35' 22" East 120 feet to a one-half inch rebar on line of land retained by Mark W. Berry; thence along line of land retained by Mark W. Berry on a course of South 05° 20' 51" East 486.41 feet to a one-half inch rebar on line of land now or formerly of Leonne Rutherford, Trustee; thence along the Rutherford line on a course of North 61° 14' 54" West 160.13 feet to land now or formerly of the Roman Catholic Bishop of Portland; thence along said Roman Catholic Bishop of Portland real estate along the following courses and distances: North 00° 00' 53" East 137.86 feet to a rebar set in the ground; thence North 08° 02' 01" West 158.04 feet to an iron pin; thence South 89° 01' 36" West to an iron pin set in the ground; thence continuing on the same course 5 feet to the easterly side of School Street; thence along the easterly side of School Street on an average bearing of 05° 02' 29" West 110.25 feet to the point of beginning.

Courses and distances are derived from "Plan of Land to be conveyed by Mark W. Berry" by K & K Land Surveyors dated November 2020 and subject to such state of facts, notes, references and comments set forth on or referred to on said plan.

Also conveying a non-exclusive easement appurtenant to the above-described premises for purposes of pedestrian access to, and docking privileges on, Mill Stream over and across a certain lot or parcel of land situated on the northerly right of way line of the Hulin Road and being more particularly described in Exhibit B attached hereto and incorporated herein by reference. The Grantee herein shall have the right to add on to such dock so long as such additional addition complies with and is in conformity with all state, local and federal zoning or other land use statutes, regulations and provisions.

As part of the consideration for this conveyance, the Grantee and Grantor herein acknowledge and agree that the Grantee will join any association of lot owners formed by the Grantor herein for the purpose of establishing rights and easements for the use and enjoyment of the easement premises as well as rules and regulations therefor, and that the Grantee herein shall have the benefit of and be subject to such rights and easements established thereby. Said rights and easements so established shall include the pedestrian access and docking privileges on Mill Stream granted herein.

Reference for source of title may be had to two deeds in favor of Mark W. Berry, the first dated January 11, 2006 recorded at Book 8773, Page 330 (one-half interest) and the second dated January 9, 2014 recorded at Book 11609, Page 171 (the other one-half interest), all book and page references being to Kennebec Registry of Deeds, the premises conveyed herein being a PART AND PART ONLY of the premises described in said deeds.

WITNESS my hand and seal this 9th day of December, 2020.


 Mark W. Berry

③ Bay Area Augusta

WARRANTY DEED – BERRY TO LADIES OF THE LAKES – page 2

State of Maine *Kennebec*
SS.

December 8, 2020

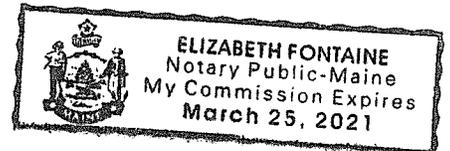
Personally appeared the above-named Mark W. Berry and acknowledged the foregoing to be his free act and deed, before me,



Notary Public

Name:

Comm. Expires:





ALTA OWNER'S POLICY OF TITLE INSURANCE

ISSUED BY
STEWART TITLE GUARANTY COMPANY

Any notice of claim and any other notice or statement in writing required to be given to the Company under this Policy must be given to the Company at the address shown in Section 18 of the Conditions.

COVERED RISKS

SUBJECT TO THE EXCLUSIONS FROM COVERAGE, THE EXCEPTIONS FROM COVERAGE CONTAINED IN SCHEDULE B AND THE CONDITIONS, STEWART TITLE GUARANTY COMPANY, a Texas corporation, (the "Company") insures, as of Date of Policy and, to the extent stated in Covered Risks 9 and 10, after Date of Policy, against loss or damage, not exceeding the Amount of Insurance, sustained or incurred by the Insured by reason of:

1. Title being vested other than as stated in Schedule A.
2. Any defect in or lien or encumbrance on the Title. This Covered Risk includes but is not limited to insurance against loss from
 - (a) A defect in the Title caused by
 - (i) forgery, fraud, undue influence, duress, incompetency, incapacity, or impersonation;
 - (ii) failure of any person or Entity to have authorized a transfer or conveyance;
 - (iii) a document affecting Title not properly created, executed, witnessed, sealed, acknowledged, notarized, or delivered;
 - (iv) failure to perform those acts necessary to create a document by electronic means authorized by law;
 - (v) a document executed under a falsified, expired, or otherwise invalid power of attorney;
 - (vi) a document not properly filed, recorded, or indexed in the Public Records including failure to perform those acts by electronic means authorized by law; or
 - (vii) a defective judicial or administrative proceeding.
 - (b) The lien of real estate taxes or assessments imposed on the Title by a governmental authority due or payable, but unpaid.
 - (c) Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
3. Unmarketable Title.
4. No right of access to and from the Land.
5. The violation or enforcement of any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
 - (a) the occupancy, use, or enjoyment of the Land;
 - (b) the character, dimensions, or location of any improvement erected on the Land;
 - (c) the subdivision of land; or
 - (d) environmental protection
 if a notice, describing any part of the Land, is recorded in the Public Records setting forth the violation or intention to enforce, but only to the extent of the violation or enforcement referred to in that notice.
6. An enforcement action based on the exercise of a governmental police power not covered by Covered Risk 5 if a notice of the enforcement action, describing any part of the Land, is recorded in the Public Records, but only to the extent of the enforcement referred to in that notice.
7. The exercise of the rights of eminent domain if a notice of the exercise, describing any part of the Land, is recorded in the Public Records.
8. Any taking by a governmental body that has occurred and is binding on the rights of a purchaser for value without Knowledge.

Countersigned by:

Authorized Countersignature

Bay Area Title Services, LLC
Company Name
1711 Congress Street
Portland, ME 04102
City, State



Frederick H. Eppinger
President and CEO

Denise Carraux
Secretary

For coverage information or assistance resolving a complaint, call (800) 729-1902 or visit www.stewart.com. To make a claim, furnish written notice in accordance with Section 3 of the Conditions.



Stewart Title Guaranty Company
OWNER'S POLICY
SCHEDULE A

File No.: 2020-1179

Premium: \$ 450.00

LOAN	POLICY NUMBER * NONE *	DATE OF POLICY	AMOUNT OF INSURANCE	PREMIUM \$0.00
OWNER	POLICY NUMBER O-0000-406254108	DATE OF POLICY December 14, 2020 at 2:08 PM	AMOUNT OF INSURANCE \$150,000.00	PREMIUM \$450.00

1. Name of Insured:

Ladies of the Lakes, LLC

2. The estate or interest in the land which is covered by this policy is:

Fee Simple

3. Title to the estate or interest in the land is vested in the insured.

Ladies of the Lakes, LLC

4. The land herein described is encumbered by the following mortgage or deed of trust, and assignments:

5. The land referred to in this policy is described as follows:

See Exhibit "A" Legal Description attached hereto and made a part hereof.

Address of Property (For identification purposes only):

Street: 11 School Street, Belgrade ME 04917

County: Kennebec

State: Maine

Unit/Lot:

Condo/Subdiv:

This policy valid only if Schedule B is attached.

COUNTERSIGNED:



BY

Authorized Signatory

Bay Area Title Services, LLC

Dwelling Basic Quote

American Modern Property and Casualty Insurance Company
Policy Period: 12/08/2020 - 12/08/2021 Policy Term: Annual
Date of Quote: 12/08/2020 Policy Type: Dwelling Basic
Submission Number: 000-630-60-77



DWELLING INFORMATION

Dwelling #1: 11 SCHOOL STREET, BELGRADE LAKES ME 04918

Dwelling Details

Occupancy: Vacant	Residence Type: 1 Family Residence	Territory: 1	Protection Class Code: 6
Year Built: 1901	Construction Type: Frame	Year Roof Replaced: 2010	

COVERAGE INFORMATION

Dwelling Coverages

Dwelling #1: 11 SCHOOL STREET, BELGRADE LAKES ME 04918

Coverage	Limit / Description	Premium
Dwelling (Fire & Extended Coverage)		\$1507.00
Limit	150,000	
Loss Settlement	Actual Cash Value	
All Other Peril Deductible	1,000	
Other Structures	15,000	Included
Loss Settlement	Actual Cash Value	
Premises Liability	300,000	\$100.00
Medical Payments	500 Per person/25,000 Per occurrence	Included
Property Manager Premises Liability		Included
Extension		
Builder's Risk Renovation and/or New Construction		\$75.00
Fire Department Service Charge	500	Included
Mold Exclusion - Premises Liability		Included
	Premium	\$1,682.00

IMPORTANT NOTICE

This is an insurance quote only, and is not a binder or confirmation of coverage. This quote is subject to change based on final underwriting review. Coverage will not begin until after you have provided your agent with all required documentation and you have been notified that the insurance company has accepted your application.

Thank you for this opportunity to provide an insurance quote for your consideration. If you have any questions about the premium, coverages or payment options, please give us a call.

ing Basic Quote

American Modern Property and Casualty Insurance Company
Policy Period: 12/08/2020 - 12/08/2021 Policy Term: Annual
Effective Date of Quote: 12/08/2020 Policy Type: Dwelling Basic
Submission Number: 000-630-60-77



POLICY INFORMATION

Client Information

Primary Named Insured:
LADIES OF LAKES LLC
PO BOX 562
BELGRADE LAKES ME 04918-0562

Applicant's Primary Phone: (207) 495-2088
Federal Employer ID Number:

Has the applicant moved in the last 60 days? No
Previous Address:

Additional Named Insureds and Designees

Name:
ALICE STOLARZ
Relationship to Primary Named Insured:
Primary Named Insured

Address:
154 GLENMOOR CIR N, EASTON PA 18045-2179
Description of Interest:
ADDITIONAL NAMED INSURED

Name:
KATHRYN DIBERARDINO
Relationship to Primary Named Insured:
Primary Named Insured

Address:
PO BOX 562, BELGRADE LAKES ME 04918-0562
Description of Interest:
ADDITIONAL NAMED INSURED

Agency Information

Contracted Agency: IVANTAGE SELECT AGENCY INC -
#302619
Contracted Agency Address:
POST OFFICE BOX 5323
CINCINNATI OH 45201

Your Agent: DESCHAMP INSURANCE- #057352
Your Agent Address:
303 STATE STREET
AUGUSTA ME 04330

Contracted Agency Phone Number: (800) 543-2644

Your Agent Phone Number: (207) 626-0001

POLICY PREMIUM SUMMARY

Total Premium: \$1,682.00
Taxes and Fees: \$0.00
Total Cost: \$1,682.00

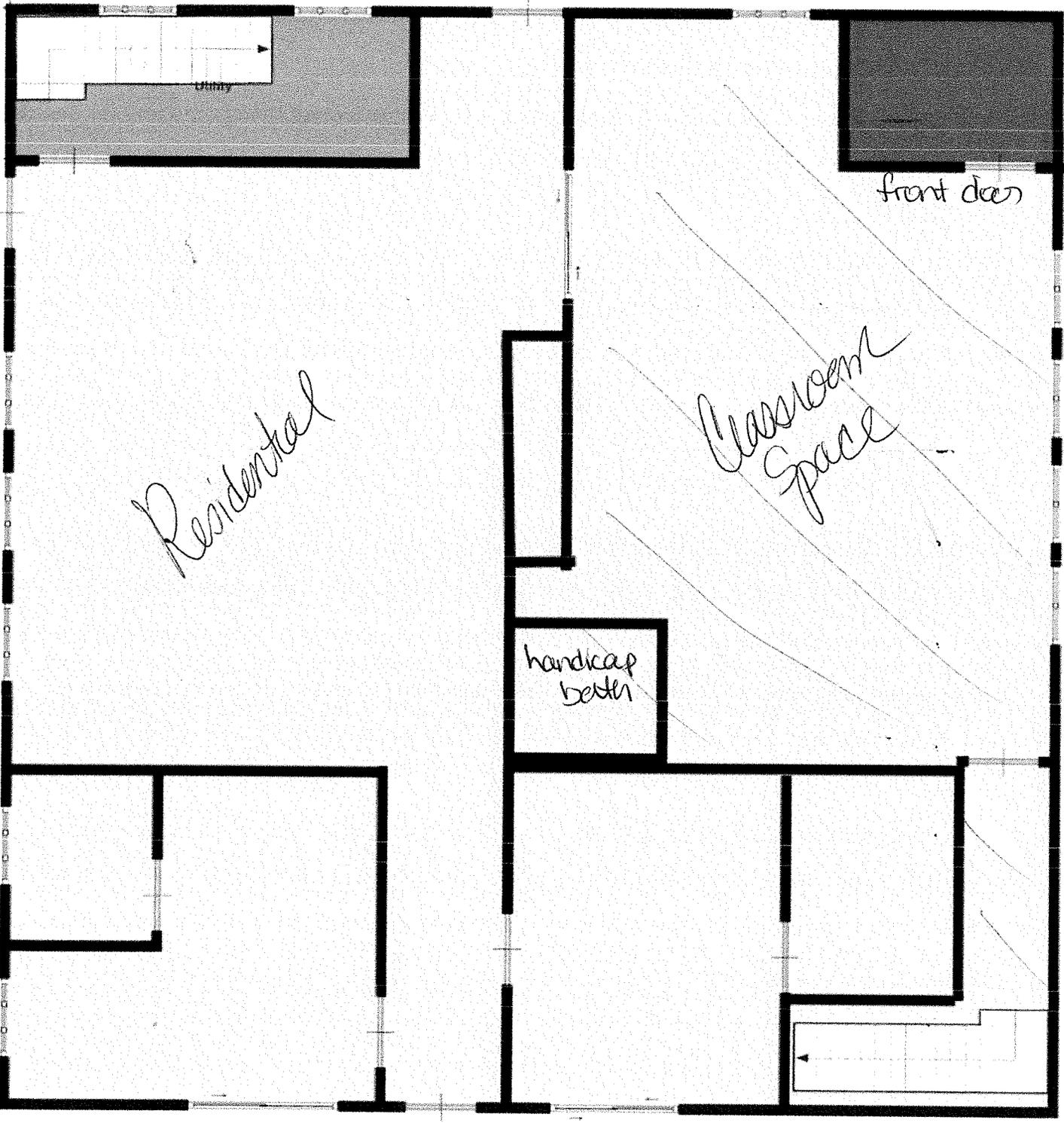
Policy Discounts

- Paperless Discount
- Claims Free Discount
- Auto/Home Discount



This will be the Classroom Entrance

The building has not empty & neglected for many years



16' 8 1/4"

5' 3"

12' 2 3/4"

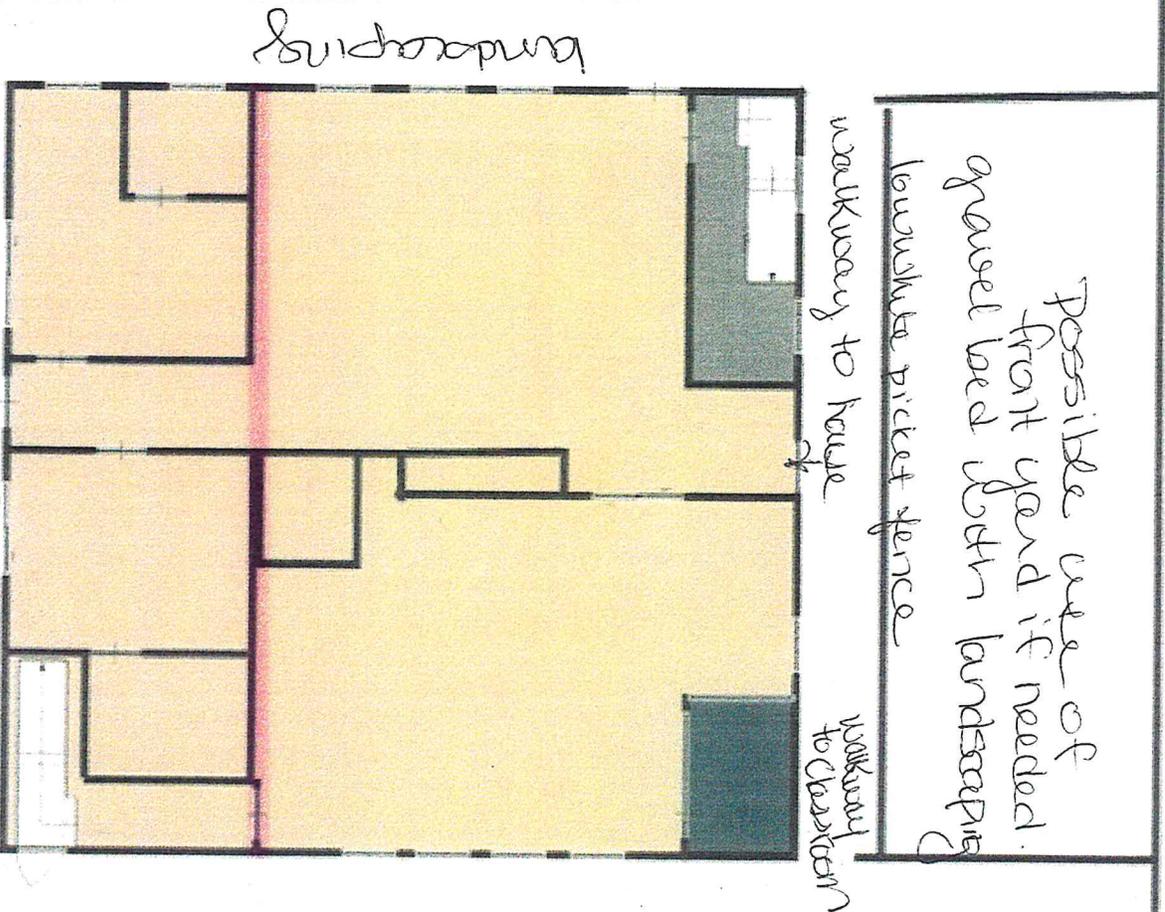
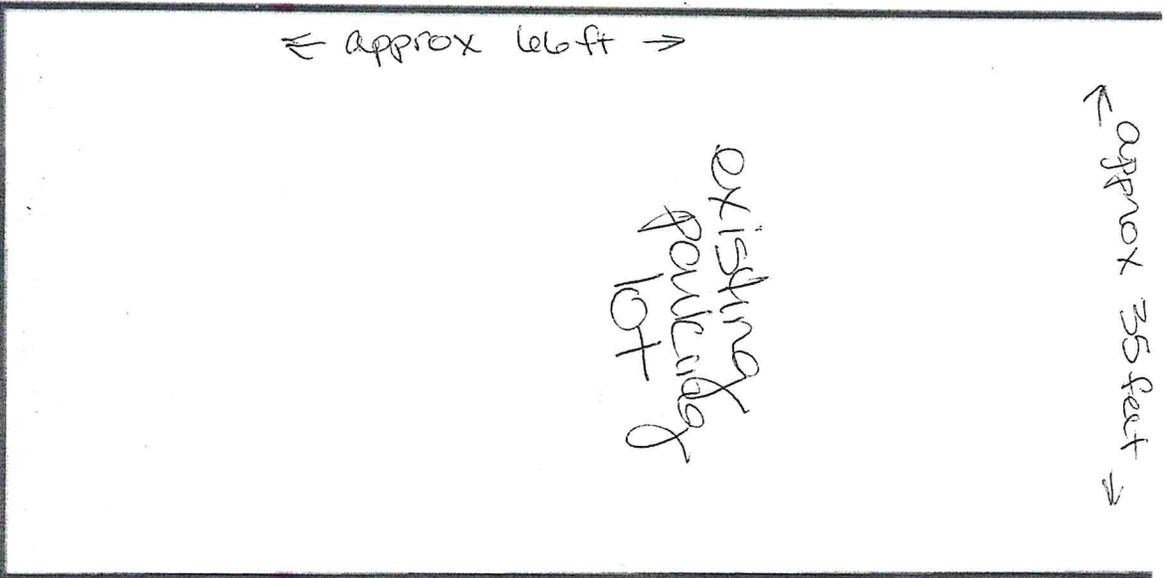
11' 10 1/2"

15' 5 7/8"

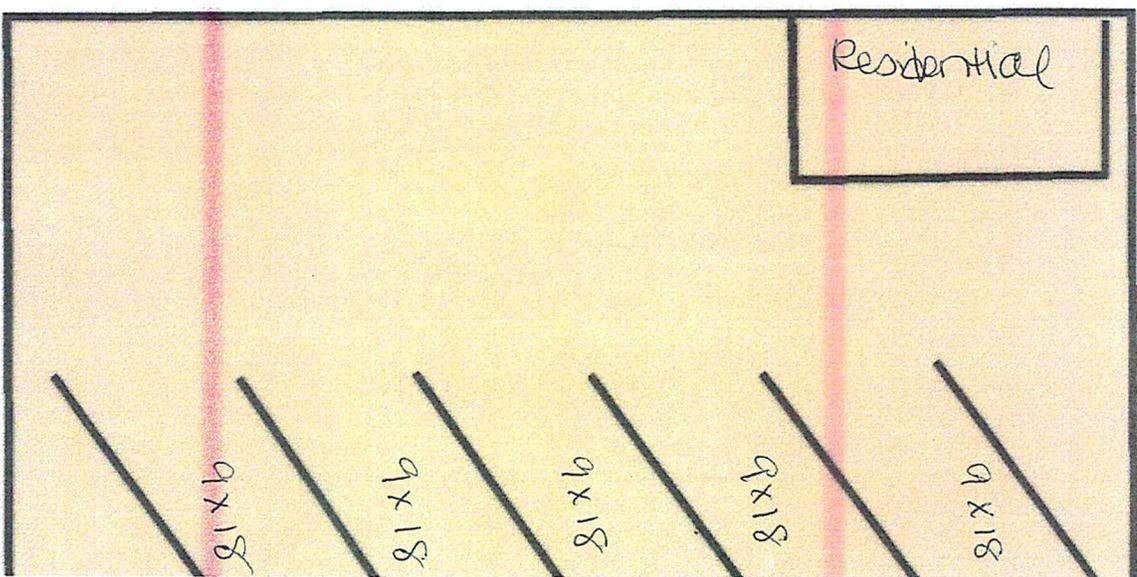
26' 7 1/4"

6' 5 1/4"

School Street



feasible possibility to extend but not planning to



Anthony Wilson

From: Kate <katediber@gmail.com>
Sent: Monday, May 3, 2021 10:34 AM
To: Anthony Wilson
Subject: Re: Planning Board application

EXTERNAL MESSAGE:

Good Morning Anthony,

Thank you for explaining what more was needed for my Classroom at the The Schoolhouse application. I will get another detailed site plan (on graph paper) along to you tomorrow.

I respectfully request a waiver for the following: "Storm water and phosphorous are not addressed, and some readily available required submissions are missing – National Wetlands mapping, Beginning with Habitat mapping, Natural Areas Program review, soils map, flood plains map, etc." as there will be no change to anything outside the building other than some landscaping along the house. The renovation required to restore this abandoned building involves just interior work.

Many thanks,
Kate DiBerardino

On Mon, May 3, 2021 at 10:10 AM Anthony Wilson <townmanager@townofbelgrade.com> wrote:
Kate, here are the comments from the Planning Board member:

It lacks a to-scale site plan, but some of the elements are there (e.g. the parking layout, building layout, etc.). Storm water and phosphorous are not addressed, and some readily available required submissions are missing – National Wetlands mapping, Beginning with Habitat mapping, Natural Areas Program review, soils map, flood plains map, etc. But since no outdoor construction is proposed, they may be eligible to be waived if the applicant requested in writing. My best guess is that because of its simplicity and more complete starting point, we may be able to bring this application to a point where decisions can be made by the Board somewhat sooner.

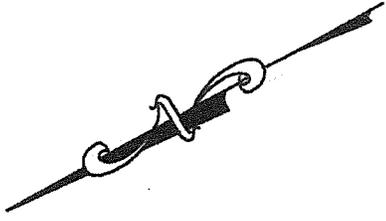
As I mentioned, feel free to email me or call me at one of the numbers below if we can be of any further assistance.

Anthony Wilson
Town Manager
Town of Belgrade

Office: 207-495-2258
Cell: 207-592-6031

Town Office
990 Augusta Road
Belgrade, ME 04917

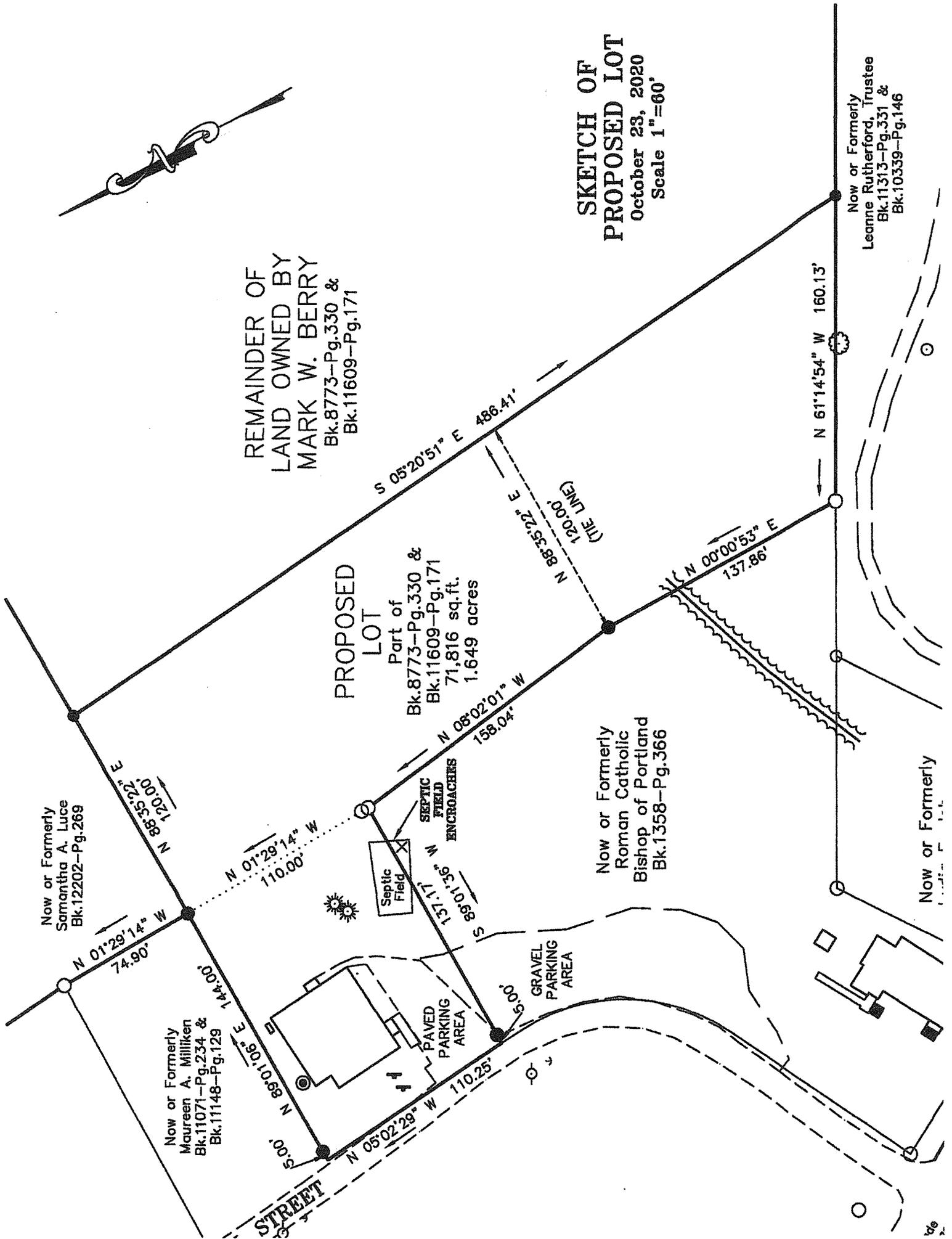
townofbelgrade.com



**SKETCH OF
PROPOSED LOT**
October 23, 2020
Scale 1"=60'

REMAINDER OF
LAND OWNED BY
MARK W. BERRY
Bk.8773-Pg.330 &
Bk.11609-Pg.171

**PROPOSED
LOT**
Part of
Bk.8773-Pg.330 &
Bk.11609-Pg.171
71,816 sq.ft.
1.649 acres



From: [craig alexander](#)
To: [Anthony Wilson](#); [Gary Fuller](#); [Peter Rushton](#); [George Seel](#); [Peter Sargent](#); [Rich Baker](#); [Sara Languet](#); [Julie Morrison](#); [Mary Vogel](#)
Subject: Questions and concerns of the proposed subdivision ordinance
Date: Saturday, September 4, 2021 10:05:17 AM

EXTERNAL MESSAGE:

I sense that subdivisions in Belgrade are going to become very expensive drawn-out affairs. The time required for all the required steps is concerning. Most of my concern is with the minor subdivision: (1) The board needs greater ability to grant waivers of submission requirements as appropriate on a case by case basis. For example, the situation where someone inadvertently triggers a subdivision with a minor conveyance that gets discovered by a title search and then needs to come to the board for an after the fact approval. (2) The 200,000 sq foot limitation is inappropriate for a rural town like Belgrade. This is 4.6 acres for all 4 lots (1.15 acres per lot), including the retained parcel. Typically, you need to deduct any areas in wetlands and sometimes certain types of roads from your lot area to meet minimum lot size requirements, but these areas will still count toward the 200,000 sq. ft. limitation. I'm also concerned that people with large tracks of land trying to convey say 5 acres to their children will trigger a major subdivision, a very expensive process to be forced on a tax payer. (3) the prohibition of roads is problematic. This would prohibit collector roads and increase the number of individual driveway entrances which flies in the face of the current objectives to minimize the number of entrances onto roads and highways. (4) The setback requirement from roads for septic and wells could be problematic making it more difficult to achieve adequate separation. Then in the major subdivision: (1) The requirement for stone or concrete monuments along roadways are expensive and difficult to install, difficult to find and easily snapped off by heavy equipment. For these reasons, MDOT has curtailed the use on their projects. (2) Fire ponds are expensive to build and maintain. In most situations with these drought situations they are going to dry up anyways. There is also wording in there about installing underground tanks and infrastructure where ponds may dry up. Expensive to install, maintain, and who is going to keep them full of water? I spoke to Dan Mackenzie, he said the requirement of fire ponds is unnecessary. Thank you

**Town of Belgrade
Planning Board
990 Augusta Rd, Belgrade, ME 04917
August 19, 2021 / 6:00 p.m.**

This meeting was conducted in person at the Belgrade Town Office and online via Zoom. A recording of this meeting can be viewed at

<https://youtu.be/uUlcpswOt0>

MINUTES

Present: Planning Board Members Peter Rushton, George Seel, Craig Alexander, Sara Languet, Pete Sargent, Rich Baker (Alt.), Code Enforcement Officer Gary Fuller, Planning Board Secretary Julie Morrison, Shawn Grant, Samantha Grant, Stacy Richard, Jeff Allen, Roger Katz, JTS II, Olivia Spring, Hailey, Terry Terhune, Sue Terhune, Sam Spring, Bruce Marshall, Ryan Eldridge, Craig Lefebvre.

Called to Order by Chairman Peter Rushton @ 6:05 pm

1. OLD BUSINESS

A. COMMERCIAL DEVELOPMENT in SHORELAND ZONE APPLICATION –

Discussion and consideration of a waiver request for a COMMERCIAL DEVELOPMENT in SHORELAND ZONE APPLICATION – Change of use of prior approved application. Applicants/Owners: Brightside Wooden Boat Services, Inc. / Shawn Grant Location: 21 Hulin Road, Map 26 Lot 58. Purpose: New commercial use (home occupation business to a commercial operation). No new construction.

Motion and 2nd to activate the tabled application for Brightside Wooden Boat Services, Inc/Shawn Grant. 5-0

A waiver was requested, and the Planning Board stated a waiver is not part of what the Planning board can do, and a variance is handled by the Appeals Board. Mr. Katz stated 3 different applications that a waiver was issued by the planning board. The board discussed following the ordinance regardless of errors made in the past. A motion by Pete Sargent to consider a waiver, 2nd by Craig Alexander. 3 No -2 Yes. Motion did not pass. Mr. Katz requested the application by tabled. Craig Alexander made a motion to table the Brightside Wooden Boat Services, Inc. / Shawn Grant application, 2nd by Pete Sargent. 5-0 application tabled.

2. NEW BUSINESS

A. SHORELAND APPLICATION –

Applicant/Owner: Craig Lefebvre

Location: 9 Homeward Way (Great Pond), Map 15 Lot 18

Purpose: Add square footage to existing cabins, remove 3 uprooted and dying trees (non-conforming structures on a conforming lot).

The Board decided a site visit was needed and scheduled the visit for Monday, August 23, 2021 @ 5:30 pm. Additional information was requested of the applicant, (Language and drawings) George Seel made a motion to table the application until after site visit, 2nd Sara Languet. 5-0 Application tabled.

B. SHORELAND APPLICATION –

Applicant/Owner: John Berthiaume

Location: 30 Hulin Road (Belgrade Stream Great Pond), Map 26 Lot 36

Purpose: Make current porch 1/12 carry the same roof pitch 5/12 to allow proper strength for current snow load per code (non-conforming structure on non-conforming lot).

Craig Alexander made a motion to accept the application with condition of following the DEP Best Management Practices, 2nd by Sara Languet. The Findings of Facts were completed. Vote of 5-0, Application approved.

3. OLD BUSINESS

A. Discuss Commercial Development vegetative screening standards.

Motion by Pete Sargent to approve the schematics (Picture & text) to be added to the Commercial Development application, 2nd by Craig Alexander 5-0 Approved.

3. OTHER BUSINESS

A. Consideration of meeting minutes from June 22, 2021, July 15, 2021, and August 5, 2021.

Motion by Peter Rushton to approve the June 22, 2021, minutes as amended, 2nd by Rich 3-0 approved.

Motion by George Seel to approve the July 15, 2021, minutes as amended, 2nd by Sara Languet 5-0 approved.

Motion by Sara Languet to approve the August 5, 2021, minutes, 2nd by Craig Alexander 5-0 approved.

ADJOURN @ 8:30 pm