

**Town of Belgrade**  
**Board of Selectpersons**  
June 21, 2021 / 6:30 p.m.

This meeting will be conducted online at  
**<https://us02web.zoom.us/j/81131427984>**

**A G E N D A**

**Call to Order and Pledge of Allegiance**  
*Open Meeting*

**1. NEW BUSINESS**

- A. Discussion and consideration of awarding a bid for the **purchase of a one-ton truck.**
- B. Discussion and consideration of **seeking a legal opinion** from the Town Attorney concerning a shoreland zoning application.

# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: June 21, 2021  
Re: Authorization to use the

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Following last week's discussion about the scarcity of one-ton trucks, Selectperson Damren suggested I contact the Hight dealership in Skowhegan. It had two Ford F350 one-ton trucks with dump bodies. The MSRP is \$46,880. Municipal pricing lowers that to \$44,428.68. Once a \$7,167 rebate and the \$10,300 cost of the dump body are factored in, the price of the vehicle increases to \$47,561. Hight offered an \$8,500 trade-in for the Town's current truck; (Selectperson Damren and Facilities Maintenance Director Chris Dutill found that to be a generous offer.) The \$8,500 trade-in would offset the cost of a 9.6 Fisher yellow plow, lights and wiring for a sander. (We currently have a wireless sander, but should it fail, Mr. Dutill would install a wired sander we have as a backup.)

Along with advertising the bid on the Town and MMA sites, I contacted nine dealerships: Quirk, O'Connor, Charlie's, Darling's, Central Maine Auto Group, Roy Haskell Ford, Wiscasset Ford, Hight and Yankee Ford.

O'Connor offered a 5500 and Yankee Ford an F550, but the voters specifically approved a one-ton. As of this writing, only Quirk offered a one-ton; the body would be installed July 10. With the accessories, the cost is \$54,799.27. I am trying to arrange for Quirk to give us a trade-in quote prior to the meeting.

See attached from Hight and from Quirk.

The online posting of the bids gives bidders until 5 p.m. Monday to submit bids. I will provide you with any additional information at the meeting.

KTP-000563 MA 11Y 955 1A6L ADJ 2 X 1 PKGS B10 RABE BUPE LEDR3HNLMBD21993 SUPER RABE MED21993 NB

Green



Go Further  
ford.com

# SUPER DUTY

2021 F350 DRIV 4X4 REG CHAS  
XL 145" WB CHASSIS CAB  
7.3L DIECT NA PFI V8 ENGINE  
10-SPEED AUTOMATIC

ME D21993

EXTERIOR  
GREEN GEN  
INTERIOR  
MEDIUM EARTH GRAY VINYL

### STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTERIOR**
- HEADLAMPS - AUTO LAMP
  - (ON/OFF)
  - HOD LAMPS - WIPER ACTIVATED
  - HOD LAMPS - WIPER ACTIVATED
  - HOD LAMPS - WIPER ACTIVATED
  - HOD LAMPS - WIPER ACTIVATED
  - TRAILER SWAY CONTROL
  - TRAILER TOW WIRE HARNESS
  - WIPERS - INTERMITTENT

- INTERIOR**
- AIR COND, MANUAL FRONT
  - BLACK VINYL FLOOR COVERING
  - BLACK VINYL FLOOR COVERING
  - BLACK VINYL FLOOR COVERING
  - BLACK VINYL FLOOR COVERING
  - STEERING WHEEL
  - WHEEL WITH AUDIO
  - WIPPER SWITCHES
  - VINYL SUN VISORS

- FUNCTIONAL**
- 4-WHEEL ANTI-LOCK BRAKE SYS
  - ELECT AX SHIF-O-MATLY
  - ELECT AX SHIF-O-MATLY
  - ELECT AX SHIF-O-MATLY
  - ELECT AX SHIF-O-MATLY
  - HILL START ASSIST
  - JEWEL EFFECT HEADLAMPS
  - MANUAL LOCKING HUBS
  - MONO BEAM COIL SPRING FR
  - SUSPENSION W/STAB BAR
  - STABILIZER BAR, FRONT/REAR
  - SYNCR WITH APLINK®

- SAFETY/SECURITY**
- ADVANCED TRAC WITH ESC®
  - AIRBAGS - SAFETY CANOPY®
  - BELT REMINDER CHIME AIR BAGS
  - BLIS®
  - SOS POST-CRASH ALERT SYS™
- WARRANTY**
- 3YR/50,000 BUMPER / BUMPER
  - 5YR/60,000 POWERTRAIN
  - 5YR/60,000 ROADSIDE ASSIST
  - 5YR/100,000 DIESEL ENGINE

### INCLUDED ON THIS VEHICLE

OPTIONAL EQUIPMENT/OTHER	(MSRP)
2021 MODEL YEAR	660.00
GREEN GEN	1705.00
PREFERRED EQUIPMENT PKG. 640A	NO CHARGE
7.3L DIECT NA PFI V8 ENGINE	162.00
10-SPEED AUTOMATIC	182.00
4.30 RATIO LIMITED SLIP AXLE	NO CHARGE
L724/7375 BSW ALL-TERRAIN	NO CHARGE
FRONT LICENSE PLATE BRACKET	NO CHARGE
XL DECOR PACKAGE	320.00
PLATFORM RUNNING BOARDS	NO CHARGE
1400W GVWR PACKAGE	NO CHARGE
50 STATE EMISSIONS	175.00
110V/400V OUTLET	250.00
SNOW PLOW PREP PACKAGE	85.00
SPARE TIRE AND WHEEL DELETE	270.00
TRAILER BRAKE CONTROLLER	NO CHARGE
TRAILER BRAKE CONTROLLER	NO CHARGE
CENTER HIGH MOUNT STOP LAMP	55.00
JACK	NO CHARGE
BRIGHT GRILLE	NO CHARGE
48 GAL AFT OF AXLE FUEL TANK	NO CHARGE
397 AMP ALTERNATOR	115.00
EXTERIOR BACKUP ALARM	140.00
DUAL BATTERY	NO CHARGE
XL VALUE PACKAGE	395.00
CRUISE CONTROL	NO CHARGE

*Handwritten:* \$47,115.00 + 213

**PRICE INFORMATION**

BASE PRICE	\$39,800.00
TOTAL OPTIONS/OTHER	\$580.00
TOTAL VEHICLE & OPTIONS/OTHER	45185.00
DESTINATION & DELIVERY	1695.00

**TOTAL MSRP \$46,880.00**

RA8F	RA1L
RA8F	RA1L
RA8F	RA1L

Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit [www.ford.com/finance](http://www.ford.com/finance).

**SPECIAL ORDER**

R147 R 69 2X T15 000563 04 26 21

06/15/2021

## FUEL ECONOMY RATINGS NOT REQUIRED ON THIS VEHICLE

### fuel economy.gov

Obtain personalized estimates and compare vehicles



The FordPass Connect™, modern is active and sending vehicle data (e.g., diagnostics) to Ford. See In-Vehicle Settings for connectivity options.

Subject to certain restrictions and limitations. See your dealer for details. FordPass Connect™ is a registered trademark of Ford. FordPass Connect™ is a registered trademark of Ford. FordPass Connect™ is a registered trademark of Ford.

**FORD PROTECT™**

Based on Ford Protect. The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit [www.FordProtect.com](http://www.FordProtect.com).

**WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, oil, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust; do not idle the engine except as necessary; service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information, go to [www.P65Warnings.ca.gov/passenger-vehicle](http://www.P65Warnings.ca.gov/passenger-vehicle).



	Suggested Retail Price	Invoice Amount
F35Z 4X4 CHASSIS CAB DRW/145	39805.00	37815.00
2021 MODEL YEAR		
W6 GREEN GEM	660.00	600.00
AS MEDIUM EARTH GRAY VINYL PREFERRED EQUIPMENT PKG.640A .XL TRIM		
572 .AIR CONDITIONING -- CFC FREE	NC	NC
.AM/FM STEREO MP3/CLK		
99N 7.3L DEVCT NA PFI V8 ENGINE	1705.00	1551.00
44G 10-SPEED AUTOMATIC	NC	NC
TBM LT245/75R17E BSW ALL-TERRAIN	165.00	150.00
X4L 4.30 RATIO LIMITED SLIP AXLE	350.00	319.00
90L POWER EQUIPMENT GROUP	865.00	787.00
153 FRONT LICENSE PLATE BRACKET	NC	NC
17F XL DECOR PACKAGE	NC	NC
18B PLATFORM RUNNING BOARDS 14000# GVWR PACKAGE	320.00	291.00
425 50 STATE EMISSIONS	NC	NC
43C 110V/400W OUTLET	175.00	160.00
473 SNOW PLOW PREP PACKAGE	250.00	228.00
JOB #1 ORDER		
51D SPARE TIRE AND WHEEL DELETE	85.00-	78.00-
52B TRAILER BRAKE CONTROLLER TELESCPNG TT MIRR-PWR/HTD	270.00	245.00
59H CENTER HIGH MOUNT STOP LAMP	NC	NC
61J JACK	55.00	50.00
63G BRIGHT GRILLE	NC	NC
65Z 40 GAL AFT OF AXLE FUEL TNK	NC	NC
67B 397 AMP ALTERNATOR	115.00	104.00
76C EXTERIOR BACKUP ALARM	140.00	128.00
86M DUAL BATTERY	NC	NC
96V XL VALUE PACKAGE .CRUISE CONTROL	395.00	360.00
TOTAL OPTIONS/OTHER	5380.00	4895.00
TOTAL VEHICLE & OPTIONS/OTHER	45185.00	42710.00
DESTINATION & DELIVERY	1695.00	1695.00
<b>TOTAL FOR VEHICLE</b>	<b>46880.00</b>	
FUEL CHARGE		23.68
SHIPPING WEIGHT 6203 LBS.		
<b>TOTAL</b>	<b>46880.00</b>	<b>44428.68</b>

44,428  
- 7,167  
-----  
37,261  
+ 10,300  
-----  
47,561

8,500 Trade  
-----  
39,061  
8,500 Plow  
-----  
47,561  
8,500 Lists  
-----  
47,561  
8,500 Sand/wire

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to Hight Ford, Inc. 242 Madison Avenue Skowhegan		11V595 ME 04976		Order Type 59		Ramp Code RA8F		Batch ID R147		Price Level 115	
Ship to (if other than above) Brake & Clutch Inc 63 Bridge St Salem		86089 MA 01970		Date Inv. Prepared 04 26 21		Item Number 11-9999		Transit Days 13		Ship Through	
Invoice & Unit Identification NO. 1FDRF3HN1MED21993			Final Assembly Point KENTUCKY			Finance Company and/or Bank KEY BANK N.A. 060103					

HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA
902	44428.68	42784.68	42884.68	44525.97	597.00	679.00





**QUIRK AUTO GROUP**  
LEO CHICOINE | 207-430-1621

## **TOWN OF BELGRADE**

Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA







Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA (  Complete )

## Price Summary

PRICE SUMMARY		MSRP
Base Price		\$39,805.00
Total Options		\$4,805.00
Vehicle Subtotal		\$44,610.00
Destination Charge		\$1,695.00
<b>Grand Total</b>		<b>\$46,305.00</b>

2-3 YD Dump.  
 1/2 Cab Shield  
 11 Ton Capacity lift  
 7 mi Let Hitch.  
 Backup Camera.

\$45,696.00

*Leo Chicoine*  
 207-430-1621 Desk Phone.

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 Data Version: 14022. Data Updated: Jun 15, 2021 11:26:00 PM PDT.



# QUIRK AUTO GROUP

LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA (  Complete )

## Selected Model and Options

### MODEL

CODE	MODEL	MSRP
F3H	2021 Ford Super Duty F-350 DRW XL 4WD Reg Cab 145" WB 60" CA	\$39,805.00

### COLORS

CODE	DESCRIPTION
UM	Agate Black Metallic

### ENGINE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas -inc: 240 Amp Alternator	0.00 lbs	0.00 lbs	\$1,705.00

### TRANSMISSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
44G	Transmission: TorqShift 10-Speed Automatic -inc: 10R140 w/neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery (STD)	0.00 lbs	0.00 lbs	\$0.00

### OPTION PACKAGE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
640A	Order Code 640A	0.00 lbs	0.00 lbs	\$0.00

### AXLE RATIO

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
X4L	Limited Slip w/4.30 Axle Ratio	0.00 lbs	0.00 lbs	\$350.00

### WHEELS

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
64K	Wheels: 17" Argent Painted Steel -inc: Hub covers/center ornaments not included (STD)	0.00 lbs	0.00 lbs	\$0.00

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**QUIRK AUTO GROUP**  
LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA (  Complete )

**TIRES**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
TBM <input checked="" type="checkbox"/>	Tires: LT245/75Rx17E BSW A/T -inc: Spare may not be the same as road tire	3.00 lbs	6.00 lbs	\$165.00

**PRIMARY PAINT**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
UM	Agate Black Metallic	0.00 lbs	0.00 lbs	\$0.00

**SEAT TYPE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
1S <input checked="" type="checkbox"/>	Medium Earth Gray, Cloth 40/20/40 Split Bench Seat -inc: center armrest, cupholder and driver's side manual lumbar	0.00 lbs	0.00 lbs	\$100.00

**ADDITIONAL EQUIPMENT - PACKAGE**

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
90L <input checked="" type="checkbox"/>	Power Equipment Group -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Power Locks, Manual Telescoping/Folding Trailer Tow Mirrors, power/heated glass and heated convex spotter mirror, Remote Keyless Entry, Power Front Side Windows, 1-touch up/down driver/passenger window	12.00 lbs	3.00 lbs	\$865.00

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# QUIRK AUTO GROUP

LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA (✓ Complete )

### ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
473	Snow Plow Prep Package -inc: pre-selected springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations), Note 1: Restrictions apply; see Supplemental Reference or Body Builders Layout Book for details, Note 2: Also allows for the attachment of a winch	0.00 lbs	0.00 lbs	\$250.00
52B ✓	Trailer Brake Controller -inc: smart trailer tow connector, Verified to be compatible w/electronic actuated drum brakes only	0.00 lbs	0.00 lbs	\$270.00
67B ✓	397 Amp Alternators	0.00 lbs	0.00 lbs	\$115.00
86M ✓	Dual 78 AH Battery	0.00 lbs	0.00 lbs	\$0.00

### ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
153	Front License Plate Bracket	0.00 lbs	0.00 lbs	\$0.00
63A	Utility Lighting System -inc: LED side-mirror spotlights	0.00 lbs	0.00 lbs	\$160.00

### ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
43C	110V/400W Outlet -inc: 1 in-dash mounted outlet and 2nd outlet in the console	0.00 lbs	0.00 lbs	\$175.00
525 ✓	Steering Wheel-Mounted Cruise Control	3.00 lbs	1.00 lbs	\$235.00
872 ✓	Rear View Camera & Prep Kit -inc: Pre-installed content includes cab wiring and frame wiring to the rear most cross member, Upfitters kit includes camera w/mounting bracket, 20' jumper wire and camera mounting/aiming instructions	0.00 lbs	0.00 lbs	\$415.00
<b>Options Total</b>		<b>18.00 lbs</b>	<b>10.00 lbs</b>	<b>\$4,805.00</b>

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Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA ( Complete )

### Weight Ratings

#### WEIGHT RATINGS

Front Gross Axle Weight Rating:	5990 lbs
Rear Gross Axle Weight Rating:	10040 lbs
Gross Vehicle Weight Rating:	14000.00 lbs

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Vehicle: [Fleet] 2021 Ford Super Duty F-350 DRW (F3H) XL 4WD Reg Cab 145" WB 60" CA (  Complete )

## Technical Specifications

### Powertrain

#### Transmission

Drivetrain	Four Wheel Drive	Trans Order Code	44G
Trans Type	10	Trans Description Cont.	Automatic w/OD
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.70
Second Gear Ratio (:1)	2.98	Third Gear Ratio (:1)	2.15
Fourth Gear Ratio (:1)	1.77	Fifth Gear Ratio (:1)	1.52
Sixth Gear Ratio (:1)	1.27	Reverse Ratio (:1)	4.87
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	Electronic
Transfer Case Gear Ratio (:1), High	N/A	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	No	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	N/A
Tenth Gear Ratio (:1)	N/A		

#### Mileage

EPA Fuel Economy Est - Hwy	N/A	Cruising Range - City	N/A
EPA Fuel Economy Est - City	N/A	Fuel Economy Est-Combined	N/A
Cruising Range - Hwy	N/A		

#### Engine

Engine Order Code	99N	Engine Type	Regular Unleaded V-8
Displacement	7.3 L/445	Fuel System	Sequential MPI
SAE Net Horsepower @ RPM	350 @ 3900	SAE Net Torque @ RPM	468 @ 3900
Engine Oil Cooler	None		

#### Electrical

Cold Cranking Amps @ 0° F (Primary)	750	Cold Cranking Amps @ 0° F (2nd)	750
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	157

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**From:** [Leo Chicoine](#)  
**To:** [Anthony Wilson](#)  
**Subject:** RE: F350  
**Date:** Thursday, June 17, 2021 12:17:12 PM

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EXTERNAL MESSAGE:

Anthony

The plow and strobe mounted on the cab shield and led flood lights wired factory upfitter switches

Add to the price 9113.27 total price is now 54,799.27 plus rustproofing if wanted. Base on getting a ford fleet number for the municipal discounts.

Thank you

Leo

-----Original Message-----

From: Anthony Wilson <townmanager@townofbelgrade.com>  
Sent: Thursday, June 17, 2021 9:02 AM  
To: Leo Chicoine <lchicoine@quirkauto.com>  
Subject: RE: F350

Leo, additionally, what would a 9.6 Fisher yellow plow, strobes and reverse lights cost?

And could we bring our current truck by to see what sort of a trade-in you would give us? If so, when would be a good time?

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](http://townofbelgrade.com)

-----Original Message-----

From: Leo Chicoine <lchicoine@quirkauto.com>  
Sent: Wednesday, June 16, 2021 3:26 PM  
To: Anthony Wilson <townmanager@townofbelgrade.com>  
Subject: FW: F350

EXTERNAL MESSAGE:

ANTHONY WILSON

Thank you for the opportunity to quote you on your next purchase

I have this unit in stock. The body company has a body and get to us in July around the 10 th

If you want to have it rustproof complete cab body panels inside and the underbody cover completely That \$850.00 more to the price. The dump body under carriage add \$200.00 more for the bottom part covered.

TOWN OF BELGRADE NEED A FORD FLEET NUMBER FOR THIS PRICE.

It just a phone call away. They would need the number of vehicle you own and that you can use the insurance list that they give you.

I can help you to get one

Leo Chicoine  
Fleet Sales Mgr  
207-430-1621

-----Original Message-----

From: copier@quirkauto.com <copier@quirkauto.com>  
Sent: Wednesday, June 16, 2021 3:10 PM  
To: Leo Chicoine <lchicoine@quirkauto.com>  
Subject:

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ECOSYS M3540idn  
[00:17:c8:53:d3:c2]  
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# Memo

To: Board of Selectpersons  
From: Anthony Wilson, Town Manager  
Date: June 21, 2021  
Re: Legal opinion

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The Planning Board voted 4-1 June 17 to seek authorization from you to ask Town Attorney Mike Hodgins to provide a legal opinion on questions raised during a discussion of Brightside Marine's shoreland zoning permit. Attached is a memo from Planning Board Chair Peter Rushton detailing the questions on which the Board would like legal guidance.

I have reached out to Maine Municipal Association's legal staff about this. Typically, MMA responds only to "umbrella" legal issues as opposed to questions as specific as these. I may have info regarding a response from MMA on Monday night.

Planning Board member Rich Baker has also committed to reaching out to the shoreland zoning unit of the Maine Department of Environmental Protection for its interpretation of the attached questions. If we have info from DEP by Monday night, we will share that with you.

Because we have spent about 85 percent of the Town's legal budget to date, if you authorize involving Mr. Hodgins, I recommend doing so from the Planning Board budget. Of the Board's \$6,150 budget, \$4,795 remains unexpended year to date. The only expenses we anticipate through year's end is for the Planning Board secretary.

The Belgrade Planning Board is in the process of reviewing a Shoreland Zoning permit application from Brightside Wooden Boat Services, Inc. for a change of use of an existing boat repair shop from a “home occupation” to a “commercial use.” The applicant’s stated objective is to hire more employees than the two-employee limit of a home occupation as defined by Section 17 of the Belgrade Shoreland Zoning Ordinance. No construction or expansion of structures or other alterations to the land or vegetation are proposed as part of this application. The Board’s general question is how to properly apply the Shoreland Zoning Ordinance’s Minimum Lot Standards found in Section 15.A to a change in use from a “home occupation” to a “commercial use” in this application.

Background information regarding Brightside Wood Boat Service’s boat shop, their Shoreland Zoning permit application and their proposal to change to a commercial use includes the following:

1. The boat repair shop was permitted by the Planning Board in 2008 as a home occupation under the Town’s Shoreland Zoning Ordinance.
2. It is located in the Limited Commercial zone. A commercial use is an allowed use in this zone.
3. The structure that houses the boat shop is more than 100 feet from the normal high-water line of Mill Stream/Great Pond.
4. The application includes five (5) lots that the applicant owns and are located on Belgrade Tax Map 26 which are wholly or in part in the Shoreland Zone (see attached May 7, 2021, surveyed site plan by A.E. Hodsdon Consulting Engineers). According to the application, the total lot area of all five (5) lots within the Shoreland Zone is 68,875 square feet.
5. Included among the application’s five (5) lots are Lots 34 and 35 to the north of the Town road, the Hulin Road, and the subject of a consent decree and prior court decisions on issues related to adequate lot size, as well as shore frontage. The application also includes three contiguous lots located on the opposite side of the Hulin Road (Lots 56, 57 & 58), portions of which are in the Shoreland Zone. The majority of the structure housing the boat shop is located on a non-conforming lot (Lot 57) of 8,873 square feet in area. A contiguous, non-conforming lot (Lot 58) consisting of 19,375 square feet, contains the remainder of the boat shop and the applicant’s existing residence. This lot is smaller than the 20,000-square-foot minimum residential lot size requirement of the Maine Minimum Lot Size Law. The third, contiguous parcel (Lot 56) includes a driveway and considerable acreage outside the Shoreland Zone. Both structures and uses are located within the Shoreland Zone as shown on the site plan (dashed line represents limit of the Shoreland Zone).
6. The boat repair shop as a commercial use and an associated boat storage facility (located outside the Shoreland Zone) were conditionally approved by the Board under the Town of Belgrade’s Commercial Development Review Ordinance on

April 16, 2021. One of the conditions of approval is the submission of a Shoreland Zoning permit application by June 1.

7. Belgrade's Shoreland Zoning ordinance is available on the Town's website.  
<https://www.townofbelgrade.com/planningordinances>

As mentioned above, the Board seeks guidance on how to properly apply Section 15.A, Minimum Lot Standards to this application. More specifically our questions include the following:

1. What, if any, effect does the 2008 Planning Board decision to permit the boat shop as a home occupation have on whether the now proposed commercial use of the boat shop is a principle use and the current permitting decision before the Board?
2. How should we take into account the fact that the proposed commercial use (the boat shop) is physically located on two different non-conforming lots?
3. What, if any, relevance does it have on our decision-making that Lot 58, the lot upon which the residual dwelling unit and a portion of the boat shop are located, is smaller than the 20,000-square-foot requirement for a dwelling unit in the State Minimum Lot Size Law?
4. Should the two contiguous, non-conforming lots upon which the residential dwelling and proposed commercial use are located be merged in accordance with Section 12.E Non-conforming Lots into one lot for the purpose of determining conformance with Section 15.A.5?
5. Are we correct that Lots 34 and 35 on the opposite side of the Town road (Hulin Road) are separate lots under Section 15.A.3 and their area should not be counted toward the total area in the Shoreland Zone? If so, would we be correct to then conclude there is actually far less than the 68,875 square feet of lot area in the Shoreland Zone than presented in the Brightside application?
6. And finally, would the Board be correct to find that the two uses and structures within the Shoreland Zone, one a residential dwelling unit and one a proposed principle commercial use, require, respectively, 40,000 and 60,000 square feet each of lot area for a total required lot area within the Shoreland Zone of 100,000 square feet? If not, why not? If so, would the Board then be correct to conclude that the permit application generally does not meet Section 15.A Minimum Lot Standards and in particular Section 15.A5 of the ordinance's land use standards since there are only 68,875 square feet of lot area in the Shoreland Zone?

The Board tabled this application on June 17, 2021, pending the receipt of your written legal guidance. Your assistance in this matter is most appreciated. Thank you.

Peter Rushton, Chair  
Town of Belgrade Planning Board