



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Erin Herbig
City Manager

E-mail: citymanager@cityofbelfast.org

Tel: (207) 338-3370 ext. 110

Fax: (207) 338-2419

MANAGER'S REPORT
Belfast City Council Meeting
Tuesday, August 15, 2023

6:00 p.m. Council Work Session with the Housing and Property Development
Committee

7:00 p.m. Regular Council Meeting

**All City Council Meetings and City Committee Meetings will be conducted in-
person at Belfast City Hall, effective May 3, 2022.**

TO: Mayor Eric Sanders and Honorable Members of Belfast City Council

FROM: Erin Herbig, City Manager

DATE: Thursday, August 10, 2023

Agenda Items:

10-A Request to accept a \$500.00 donation from Belfast Come Boating.

The City of Belfast was contacted by Russ Eagleston, President of Come Boating, as their organization would like to donate of \$500.00 to show their appreciation to the City and to aid in offsetting costs that were incurred at the City docks in the May 2023 coastal storm.

If accepted by the City Council, I recommend a motion is made to accept the funds of \$500.00 from Come Boating and to place these funds into account # 110-3260 Harbor Receipts.

Please see the attached communication (10-A) from Russ Eagleston of Come Boating providing further detail.

10-B Request from the Harbor Master to accept and award the Request for Quote for the Breakwater Sedimentation Study.

On May 16th, 2023, the City Council approved the application for a Maine Shore and Harbor Planning Grant to have a sedimentation study completed. This study will aid the City of Belfast in establishing the most suitable design option for the proposed breakwater project. The City Council approved \$50,000.00 with the 10% matching funds, or \$5,000.00, to come from the Harbor's ENK Fund.

The City of Belfast was notified on July 10th, 2023, that the Shore and Harbor Planning Grant Review Committee recommended full funding for our 'City of Belfast Sedimentation Study for Breakwater Improvements Project'.

At the July 18th, 2023, Regular City Council Meeting, the Council accepted the Shore and Harbor Planning Grant funding of \$50,000.00, approved the 10% matching funds of \$5,000.00 to come from our ENK Fund, and authorized staff to send out a Request for Quote (RFQ) to find a contractor for this project. The RFQ submission deadline is Friday, August 11th. Harbor Master Given will present the quotes and her recommendation to the City Council on August 15th.

Harbor Master Given will be at the meeting to present and answer any questions.

10-C Request from the Public Works Director to purchase a dump body, subframe, and hoist for the Public Works Department.

Public Works Director Bob Richards requests authorization to purchase a Galion 9ft. dump body, sub frames, and hoist from H.P. Fairfield of Skowhegan for \$13,622.50. This piece of equipment was discussed and budgeted for in the FY2023-24 City of Belfast budget.

Director Richards recommends that, if approved, funding be appropriated from account #410-535 Public Works Purchase of Equipment. This account has a current balance of \$133,200.00.

Please see the attached memo (10-C) from Public Works Director Bob Richards. Director Richards will be at the meeting to present his recommendation and answer any questions.

10-D Request from the Public Works Director to purchase a sander for the Trackless MT salt/sander attachment for the Public Works Department.

Public Works Director Bob Richards requests authorization to purchase a Trackless MT salt/sander attachment from H.P. Fairfield of Skowhegan for \$7,774.50. This piece of equipment was discussed and budgeted for in the FY2023-24 City of Belfast budget.

Director Richards recommends that, if approved, funding be appropriated from account #410-535 Public Works Purchase of Equipment. This account has a current balance of \$133,200.00.

Please see the attached memo (10-D) from Public Works Director Bob Richards. Director Richards will be at the meeting to present his recommendation and answer any questions.

10-E Request from the Public Works Director to purchase an asphalt hot box for the Public Works Department.

Public Works Director Bob Richards requests authorization to purchase a Falcon 2-ton asphalt recycler and hot box slip in model from H.P. Fairfield of Skowhegan for \$17,542.00. This piece of equipment was discussed and budgeted for in the FY2023-24 City of Belfast budget.

Director Richards recommends that, if approved, funding be appropriated from account #410-535 Public Works Purchase of Equipment. This account has a current balance of \$133,200.00.

Please see the attached memo (10-E) from Public Works Director Bob Richards. Director Richards will be at the meeting to present his recommendation and answer any questions.

10-F Request from the Public Works Director to purchase a cross conveyor for the Public Works Department.

Public Works Director Bob Richards requests authorization to purchase a Swenson cross conveyor from Allied Equipment of Hartland for \$10,680.26. This piece of equipment was discussed and budgeted for in the FY2023-24 City of Belfast budget.

Director Richards recommends that, if approved, funding be appropriated from account #410-535 Public Works Purchase of Equipment. This account has a current balance of \$133,200.00.

Please see the attached memo (10-F) from Public Works Director Bob Richards. Director Richards will be at the meeting to present his recommendation and answer any questions.

10-G Request from the Public Works Director to purchase a new truck for the Public Works Department.

Public Works Director Bob Richards requests authorization to purchase a 2019 Chevrolet Silverado 3500 HD truck with a rack body from O'Connor GMC of Augusta for \$53,000.00,

This piece of equipment was discussed and budgeted for in the FY2023-24 City of Belfast budget.

Director Richards recommends that, if approved, funding be appropriated from account #410-535 Public Works Purchase of Equipment. This account has a current balance of \$133,200.00.

Please see the attached memo (10-G) from Public Works Director Bob Richards. Director Richards will be at the meeting to present his recommendation and answer any questions.

10-H Discussion regarding Fiscal Year 2023-24 City of Belfast Handicap Accessibility Projects.

At the June 20, 2023, Regular City Council Meeting, Belfast residents Aynne Ames and Neva Allen, who served as members of the Accessibility Committee, presented a list of proposed handicap accessibility projects in Belfast. This had been planned to move improvements forward in a manner similar the Pedestrian Biking and Hiking Committee recommendations each year ahead of FY2023-24 budget discussions so that the Council could consider what projects to address in the upcoming year. Ms. Allen and Ms. Ames provided a financial figure of \$25,000.00 request in the FY23-24 budget that would be allocated to fund these proposed projects.

Councilor Dean requested at the last Regular Council Meeting of August 1, 2023, that this list be brought back to the City Council for further discussion regarding what items could be addressed within the 2023-24 fiscal year.

Public Works Director Bob Richards has reviewed the information and photos provided by Ms. Ames and Ms. Allen and has submitted the following feedback regarding possible solutions that can be addressed within the next year:

Photo #2 We have ramp / handicap spot in front of Traci's Diner.

Photo #3 We have ramp \ handicap spot in last space up by realtor office.

Photo #4 We could put ramp / handicap spot in last parking spot up or create handicap spot around the corner on Church by Key bank. Ramp to sidewalk is already there. Flatter surface, Less traffic than Main St.

Photo # 5 We could put ramp / handicap spot in first parking spot. It might be tight in that corner.

Photo # 6 There is one ramp / handicap spot by game loft and Woodards Law office.

Photo # 7 I don't believe there is enough room to create parking space and have 2 lane traffic along here.

Photo #8 Create handicap spot in last parking spot towards Police Dept. parking lot for access to police station.

Photo #9 We could probably pull curbing, redo the cement work, handicap spot, and create slight ramp, might have to eliminate parking spot.

The Landing: 1 handicap spot in the middle out front. Near Kathy's office put a small asphalt ramp in that corner and handicap spot. I don't know how many spots are preferred. On the other end by fuel pump, could put another wooden ramp.

Colonial Theatre: Ramp already in place.

Mini Mall: At end handicap spot there for parallel or diagonal parking with access on the end of that stretch.

Congress and Pine Street: open ditches, would need storm drainage for sidewalks and parking.

Park Street to Union from Congress sidewalk: Would need some rebuilding, bushes and shrubs would need to be removed or trimmed.

Grove Street: this is the same as Park Street bushes and some minor maintenance.

High St. by Waterfall Arts: Bushes encroaching, and that sidewalk is only like 3 ft. wide.

Please see the attached memo and supporting documents (10-H) from members of the Accessibility Committee along with recommendations and feedback from Public Works Director Bob Richards. Director Richards and I will be at the meeting to review the recommendations and to answer any questions.

10-I Request from the property owner to remove a tree located at 26 Park Street.

Public Works Director and Tree Warden Bob Richards has been contacted by the property owner of 26 Park Street regarding a tree removal request located in the City right of way. The tree was cited in the 2021 City of Belfast Street Tree Inventory. This inventory provides conditions of City trees based on a scale of 1-5, with 1 indicating the lowest level of health and 5 representing a tree with no outward appearance of decline. The tree at 26 Park Street has been categorized as a 3. The property owner is requesting removal as they are concerned with its condition. The owners had Arbor Tech review the tree and have recommended that the tree be removed.

Per the City Tree Ordinance, the tree has been tagged in order to notify the public of the requested removal and contact information for the City Manager's Office to report any questions or concerns regarding the request. As required, trees must be posted for at least two weeks before being brought before the City Council for discussion and consideration. This tree was posted on Monday, July 10th. As of Thursday, August 10th the City Manager's Office had not received any comments. We will update you at the meeting with any comments that come in before the Council Meeting on Tuesday.

Please see the attached memo (10-I) from Public Works Director and Tree Warden Bob Richards as well as a letter from Arbor Tech, a photo of the tree, and an excerpt from the 2021 City of Belfast Tree Inventory that references the tree under consideration. Director Richards will be present to answer any questions.

10-J Request from the Airport Manager to award the Crack Sealing Contract to Wolverine Sealcoating LLC.

During the original project bid period, June 27th through July 14th, 2023, our engineering consultant McFarland Johnson reached out to every crack sealing contactor on the Maine Department of Transportation (MDOT) listing by sending them a copy of the bid advertisement, conducting a non-mandatory pre-bid meeting, making plans and specifications available for download at no cost to the potential bidders, and allowing the submission of bid proposals by email.

Despite sixteen organizations downloading plans and specifications, the City of Belfast received no bids. The Federal Aviation Administration (FAA) recommended that the City of Belfast submit a grant application on May 5, 2023, for the maximum amount we have available using the FAA's small purchase procedures and continue working to secure bids for the project. On June 20, 2023, the City Council authorized an increase in the engineering fees to reflect the additional work required of McFarland Johnson to pursue potentially willing partners to secure crack sealing bids.

We have been successful in securing bids from Wolverine Sealcoating LLC (WSL) and Sealcoating, Inc., d/b/a indus (SCI), 825 Granite Street, Braintree, MA 02184, that were submitted in time for this FAA funding cycle and in the prescribed format.

The bid review included a comparison of each proposer's unit price and line-item total costs. Both proposers entered similar prices for mobilization and traffic protection. The difference was that WSL quoted a unit price of \$1.95/lb. and SCI quoted a unit price of \$3.34/lb. for the joint sealing filler material.

McFarland Johnson believes the cost proposal from WSL is fair and reasonable, confirmed WSL is not listed for debarment or other delinquencies, confirmed compliance with the 100% Buy American Preferences, and reports they provided all necessary forms and qualifications.

If approved by the City Council, the Airport Manager requests that a motion is made to accept the bid submitted by Sealcoating, Inc., d/b/a indus in the amount of \$250,692.00 and the bid submitted by Wolverine Sealcoating LLC in the amount of \$148,910.00, and seek concurrence on procurement procedures and the validity of Wolverine Sealcoating, LLC's revised proposal in the amount of \$109,695.00 with the FAA and MDOT Aeronautics Division, and, upon receipt of the FAA and MDOT grants, issue a notice of award to Wolverine Sealcoating, LLC and execute a contract between the City of Belfast and the Contractor, including authorizing the City Manager to sign any necessary documents.

Please see the attached memo (10-J) from Airport Manager Kenn Ortmann providing further detail. Airport Manager Ortmann will be at the meeting to present and to answer any questions.

10-K Presentation on Proposed Ordinance Amendments regarding a Short-term Rental Registry.

The City Council directed City staff to look at all avenues to address the housing shortage that our community is facing. City staff have worked to increase opportunities for more housing in the rural zoning districts, for example. A short-term rental registry was determined a good first part of a larger strategy to increase housing opportunities inside the bypass. The next task is to address LD 2003 and to examine the residential zoning districts inside the bypass.

The Planning Board has worked on the registry since January of this year. They have dedicated multiple meetings to establish this ordinance amendment. There was a lot of discussion around what is a short-term rental, what are comparable uses, and where are they located in Belfast. The goal of this registry is to have a better understanding of how short-term rentals are affecting our community and to collect accurate data.

The Planning Board conducted a Public Hearing at the July 12, 2023, meeting and held an open to the public session in March. City staff have also spoken individually with citizens to hear their feedback on the proposed registry.

No City Council action is needed for this agenda item as this is strictly a presentation regarding the proposed amendments.

Please see the attached memo and proposed amendments (10-K, L, and M) from City Planner Jon Boynton explaining the request in further detail. Planner Boynton and the Director of Code and Planning Bub Fournier will be at the meeting to present.

10-L Public Hearing on Proposed Ordinance Amendments regarding a Short-term Rental Registry.

NOTICE OF PUBLIC HEARING

CITY OF BELFAST CITY COUNCIL

AMENDMENT TO CITY CODE OF ORDINANCES

The City of Belfast City Council, at its meeting of August 15, 2023, beginning at 7:00 pm or as soon as practical thereafter, shall conduct a public hearing and First Reading on multiple proposed amendments to the City Code of Ordinances, Chapter 14, Business, Chapter 58 Traffic and Vehicles, Chapter 66 General Provisions, proposed new Chapter 72, Housing and Lodging, and Chapter 102 Zoning, Article VII Overlay Districts.

Short-Term Rental Registry

The City Council is considering a proposed Short Term Rental Registry as recommended by the Belfast Planning Board at their meeting on July 12, 2023. The creation of the registry requires amendments to Chapter 14 Business and Chapter 66 General Provisions and a new Chapter 72 Housing and Lodging. The proposed registry will require residential dwelling units rented for less than 30 days to be registered with the City. The proposed ordinance does not cap the number of dwelling units that can register or require the dwelling unit to be inspected before registering with the City.

Airport Overlay District

The City Council is considering a proposed Airport Overlay District as recommended by the Planning Board at their meeting on July 26, 2023. The proposed Airport Overlay District would enable elimination of the existing Airport Growth zoning district, which prohibits new dwellings and other uses that may conflict with Airport operations. This proposal would establish an area off both ends of the airport runway where new potentially conflicting uses, including new dwellings, would not be permitted, while opening other areas currently in Airport Growth to be rezoned by expanding adjacent zoning districts. The proposal aims to increase housing opportunities and ensure that ongoing Airport operations do not conflict with new uses.

On-street Parking

The City Council is considering amendments to Chapter 58, Traffic and Vehicles. This amendment consists of minor changes to Sec. 39 Specific Restrictions and Sec. 40 Time Limits. This amendment applies to the section of Church Street between Market St. and Main St. at the request of the American Legion. The Legion is asking the Council to remove the 2-hour time limit for the two spaces near the intersection with Anderson St. and to lengthen the time allotment for the 2 spaces next to the new Court House.

The City Council will conduct the August 15, 2023, meeting and public hearing in person at Belfast City Hall located at 131 Church St., Belfast, ME 04915. Currently, persons who want to offer public comment at the August 15, 2023, hearing may do so in any of the following ways:

- 1) Submit comments via email in advance of the meeting to the Planning and Codes Department at planningandcodes@cityofbelfast.org. Comment should be received no later than 2:00 pm on August 15, 2023, so it can be provided to the Council. This is the preferred way to submit comments.
- 2) Submit a written letter by 2:00 pm on August 15, 2023, to the City of Belfast, Planning and Codes Department, 131 Church St., Belfast, ME 04915.
- 3) Submit oral comments during the meeting in person at Belfast City Hall, 131 Church St. Belfast, ME 04915.

The City Council will conduct its First Reading of these Ordinance Amendments at the August 15, 2023, meeting. The Council will conduct a Second Reading at a later date. The language for the proposed amendments can be viewed on the City's website, cityofbelfast.org, reference Planning and Codes, Amendments for Short Term Rentals, Airport Overlay, and Parking. Citizens may also view the ordinance amendments in person at the Planning and Codes Department office in Belfast City Hall during regular business hours, Monday – Thursday, 7:00 am – 6:00 pm. Questions regarding the proposed amendments should be directed to Bub Fournier, Director, or Jon Boynton, City Planner, at 338-3370 x 125 or at planningandcodes@cityofbelfast.org.

All interested persons are invited to participate in the public hearing and will be given an opportunity to be heard at that time.

Please see the attached memo and proposed amendments (10-K, L, and M) from City Planner Jon Boynton explaining the request in further detail.

10-M Discussion and Council Action on Proposed Ordinance Amendments regarding a Short-term Rental Registry.

This is a First Reading. At this time, the City Council may discuss, amend, table, or approve the First Reading of the proposed amended ordinance.

If approved by the City Council, City Planner Jon Boynton recommends that a motion is made to approve the First Reading of proposed ordinance amendments to Chapter 14, Business, Chapter 66 General Provisions, and the creation of Chapter 72, Housing, and Lodging, regarding a Short-term Rental Registry and to schedule the Second Reading and Public Hearing for Tuesday, September 5, 2023.

Please see the attached memo and proposed amendments (10-K, L, and M) from City Planner Jon Boynton explaining the request in further detail. Planner Boynton and Director of Code and Planning Bub Fournier will be at the meeting to answer any questions.

10-N Presentation on Proposed Ordinance Amendments regarding Airport Overlay Zoning.

The Airport Overlay concept as proposed in the Airport Master Plan is a planning tool for development in proximity to the Belfast Municipal Airport's northwestern runway 15 and southeastern runway 33. The proposed concept involves 3-dimensional zones A and C, and outlines building height and use standards for each zone so that airport operations and development on nearby properties may occur in a safe and concurrent manner while minimizing potential conflicts. By right-sizing zoning restrictions on properties adjacent to the Municipal

Airport, the proposed ordinance amendments make an additional 60-acres available for housing development in addition to a 100-acre site already being reviewed for a 48-lot subdivision on Little River Drive.

The Planning Board was officially introduced to the concept of an Airport Overlay District at their regular meeting of January 11, 2023. Following the initial workshop, Airport Manager Kenn Ortmann produced a series of maps describing potential alternatives for the Zone A configuration for the Board's February 8th, 2023, meeting. The 3-A layout alternative included what the Airport Manager described as likely the limit of potential runway expansion in the foreseeable future. Code and Planning staff recommend Zone A to encompass the existing RPZ dimensions, only 1,000 feet from the end of the existing runway. Although the Board did not necessarily reach a consensus or define a direction, they discussed alternatives.

At the March 22nd meeting, the Planning Board asked staff to generate maps and tables to describe an A zone configuration with symmetry reflecting the current airport runway size, based on a 1-mile visibility standard, and extend to Schoodic Drive northwesterly and Perkins Road southeasterly. The maps and tables generated by staff also compared this configuration to an A zone based on the current Runway Protection Zone (RPZ) length, symmetry, and downsized for a 1-mile visibility on both ends of the runway.

The Planning Board then discussed the Airport Overlay concept on May 10th, 2023, with the goal of coalescing the work that had occurred up to that time so that the current draft language could be presented at a public hearing. The Board reached a consensus on a dimensional configuration of the A and C zones, potential use restrictions in the A zone, and how to handle currently existing potential nonconformities in the proposed A Zone.

The Planning Board held a public hearing on July 26th, 2023, duly noticed in the Republican Journal as well as directly mailed to abutters within 1,000 feet of the airport. The Board unanimously recommended adoption by the City Council.

No City Council action is needed for this agenda item as this is strictly a presentation regarding the proposed amendments.

Please see the attached memo and proposed amendments (10-N, O, and P) from Director of Code and Planning Bub Fournier explaining the request in further detail. Director Fournier will be at the meeting to present.

10-O Public Hearing on Proposed Ordinance Amendments regarding Airport Overlay Zoning.

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Short-Term Rental Registry

The City Council is considering a proposed Short Term Rental Registry as recommended by the Belfast Planning Board at their meeting on July 12, 2023. The creation of the registry requires amendments to Chapter 14 Business and Chapter 66 General Provisions and a new Chapter 72 Housing and Lodging. The proposed registry will require residential dwelling units rented for less than 30 days to be registered with the City. The proposed ordinance does not cap the number of dwelling units that can register or require the dwelling unit to be inspected before registering with the City.

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rezoned by expanding adjacent zoning districts. The proposal aims to increase housing opportunities and ensure that ongoing Airport operations do not conflict with new uses.

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- 3) Submit oral comments during the meeting in person at Belfast City Hall, 131 Church St. Belfast, ME 04915.

The City Council will conduct its First Reading of these Ordinance Amendments at the August 15, 2023, meeting. The Council will conduct a Second Reading at a later date. The language for the proposed amendments can be viewed on the City's website, cityofbelfast.org, reference Planning and Codes, Amendments for Short Term Rentals, Airport Overlay, and Parking. Citizens may also view the ordinance amendments in person at the Planning and Codes Department office in Belfast City Hall during regular business hours, Monday – Thursday, 7:00 am – 6:00 pm. Questions regarding the proposed amendments should be directed to Bub Fournier, Director, or Jon Boynton, City Planner, at 338-3370 x 125 or at planningandcodes@cityofbelfast.org.

All interested persons are invited to participate in the public hearing and will be given an opportunity to be heard at that time.

Please see the attached memo and proposed amendments (10-N, O, and P) from Director of Code and Planning Bub Fournier explaining the request in further detail.

10-P Discussion and Council Action on Proposed Ordinance Amendments regarding Airport Overlay Zoning.

This is a First Reading. At this time, the Council may discuss, amend, table, or approve the First Reading of the proposed amended ordinance.

If approved by the City Council, Director of Code and Planning Bub Fournier recommends that a motion is made to approve the First Reading of proposed ordinance amendments to Chapter 102 Zoning, Article VII, Division 2, Airport Overlay District and to schedule a Second Reading and Public Hearing for Tuesday, September 5, 2023.

Please see the attached memo and proposed amendments (10-N, O, and P) from Director of Code and Planning Bub Fournier explaining the request in further detail. Director Fournier will be at the meeting to answer any questions.

10-Q Presentation on Proposed Ordinance Amendments to Chapter 58 Traffic and Vehicles.

Director of Code and Planning Bub Fournier and City Planner Jon Boynton recently met with Jim Roberts regarding on street parking at American Legion Post 43. Mr. Roberts shared that when Legion members travel to a service, some members have received parking tickets as they parked in a time limited space.

Mr. Roberts requested removal of the time restriction on two spaces on Church Street near the intersection with Anderson Street. Code and Planning staff found this request reasonable, as the City placed the time restriction on those two spaces for the Legion. Mr. Roberts also asked about the two spaces on Church Street next to the new Court House parking lot. The agreement for these two spots was to change the time restriction from 2 hours to 3 hours much like spaces closer to downtown and other time restricted spaces.

To address these requests, two sections in Chapter 58 are being proposed for amendment. Section 58-39 Specific restrictions and Sec. 58-40 Time limits for individual parking spaces.

Some of the amendments are directly related to the proposed changes by the Legion while other changes are in response to corrections that needed to be made. For instance, the elimination of language around time limits to the Front Street parking lot.

No City Council action is needed for this agenda item as this is strictly a presentation regarding the proposed amendments.

Please see the attached memo and proposed amendments (10-Q, R, and S) from City Planner Jon Boynton explaining the request in further detail. Planner Boynton and the Director of Code and Planning Bub Fournier will be at the meeting to present.

10-R Public Hearing on Proposed Ordinance Amendments to Chapter 58 Traffic and Vehicles.

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On-street Parking

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The City Council will conduct its First Reading of these Ordinance Amendments at the August 15, 2023, meeting. The Council will conduct a Second Reading at a later date. The language for the proposed amendments can be viewed on the City's website, cityofbelfast.org, reference Planning and Codes, Amendments for Short Term Rentals, Airport Overlay, and Parking. Citizens may also view the ordinance amendments in person at the Planning and Codes Department office in Belfast City Hall during regular business hours, Monday – Thursday, 7:00 am – 6:00 pm. Questions regarding the proposed amendments should be directed to Bub Fournier, Director, or Jon Boynton, City Planner, at 338-3370 x 125 or at planningandcodes@cityofbelfast.org.

All interested persons are invited to participate in the public hearing and will be given an opportunity to be heard at that time.

Please see the attached memo and proposed amendments (10-Q, R, and S) from City Planner Jon Boynton explaining the request in further detail.

10-S Discussion and Council Action on the Proposed Ordinance Amendments to Chapter 58 Traffic and Vehicles.

This is a First Reading. At this time, the Council may discuss, amend, table, or approve the First Reading of the proposed amended Ordinance.

If approved by the City Council, City Planner Jon Boynton recommends that a motion is made to approve the First Reading of proposed ordinance amendments to Chapter 58, Traffic and Vehicles, Article II, Stopping, Standing, and parking and to schedule a Second Reading and Public Hearing for Tuesday, September 5, 2023.

Please see the attached memo and proposed amendments (10-Q, R, and S) from City Planner Jon Boynton explaining the request in further detail. Planner Boynton and the Director of Code and Planning Bub Fournier will be at the meeting to answer any questions.

10-T Council Consideration of Road and Infrastructure Adoption with a Gift of approximately 35-Acres for a Proposed Subdivision at 68 Little River Drive.

B&B Midcoast Properties, LLC, a real estate development company formed by Ben Hooper and Brad Lindelof, has purchased the 100-acre property at 68 Little River Drive that was formerly owned by the County of Waldo. They are proposing a 48-lot residential subdivision at this location.

The proposed subdivision includes construction of new roads with public sewer, public water, and electrical service to accommodate residential development. The owners are also proposing to construct a stormwater collection system consisting of underdrain soil filters, buffers, and wet

ponds designed to meet the applicable City and State standards. This project is being reviewed by the Planning Board as a planned unit development, or cluster development, in which the project's designers have set aside 35% of the initial site as open space. This 35-acre open space includes an area that the Little River Trail passes through as well as high value shoreland and flood plain areas adjacent to Little River and Reservoir Number Two.

The Planning Board granted preliminary plan approval on May 31, 2023, and conducted a site visit on June 28th, 2023, before a final plan is submitted and reviewed. A map that identifies the location of this subdivision as well as a map that identifies the layout of the subdivision is attached. Large scale road plans and phasing engineering plans will be printed and on your desks at the meeting, a more portable version has been included in your packet.

Mr. Hooper and Mr. Lindelof have proposed constructing the new streets within the subdivision to City Road construction requirements accessed through Little River Drive. The roads would ultimately be paved and 20 feet in width. There would be 3-foot gravel shoulders on each side of the road and the road would have the required base material and a stormwater management system. City Engineer Mandy Holway of Olver Associates has conducted a preliminary review of the subdivision proposal on behalf of the Planning Board and is working with the project's engineers to ensure that that all City specifications are met.

At this time, City staff recommends that the City Council accept these roads as City roads when they are constructed and inspected to meet City specifications. The landowners also intend to convey the stormwater system and open space area to the City of Belfast with an easement held by Coastal Mountains Land Trust (CMLT) to manage and maintain the Little River Trail. The project owners have also requested that the City of Belfast consider assistance in the construction of the 308' extension of Little River Drive and utilities in the City ROW that would be needed to access the subdivision.

If the City Council agrees to commit to accepting the subdivision's streets and the Little River Drive extension as City Roads, the process the City would use to ensure the applicant, B&B Midcoast Properties, LLC, builds it to City specifications would include:

1. Applicant obtains Planning Board approval of subdivision. Possible to occur sometime in September 2023.

2. Applicant pays the cost of Olver Associates to periodically inspect work in constructing roads, stormwater systems, water, and sewer utilities so City Engineer can confirm that they are built to City specifications. Full-time inspection services by the City Engineer must be required as a Planning Board condition of approval.

3. Final inspection by the City Engineer and Public Works Director of the constructed roads before the roads are formally presented to City for acceptance. The project may be phased but the Council may wish to consider adoption of the roads all at once.

4. Certification by Professional Engineer that the stormwater system has been constructed according to approved plans with clearly defined maintenance description and schedule. The certification and maintenance documents, also required by Maine DEP, will be reviewed by the City Engineer and Public Works Director for approval before the City Council will be asked to accept these infrastructure improvements.

5. Review of all deeds and easement language by the City Attorney before City Council consideration of accepting the open space areas including an easement for CMLT stewardship of the Little River Trail as well as City maintenance and responsibility for the completed stormwater system.

6. The City Council will not vote to formally accept the road until occupancy permits have been granted to at least 12 property owners (25% of the lots in the subdivision) on the roads.

7. If the Council agrees to accept these roads and infrastructure, it means that the taxpayers will be responsible for the long-term maintenance of these systems. B&B Midocast Properties, LLC has stated that they believe these maintenance costs to be low, but they have not provided an estimate nor described what the maintenance entails. Their required maintenance documents may provide more insight, but perhaps they can elaborate at the upcoming Council meeting. If the Council does not agree to accept the road, the Planning Board will need to ensure that there is a homeowner's association in place to maintain the infrastructure over the long term.

If the City Council accepts this proposal as City maintained roads and infrastructure, the new Little River Subdivision roads, stormwater systems and other infrastructure along with the

remaining open space land stewarded by CMLT, B&B Midcoast Properties, LLC proposes to construct 48 lots in the Little River subdivision.

If approved by the City Council, Director of Code and Planning Bub Fournier recommends a motion is made to state the City Council's intent to accept the new Little River Subdivision roads, stormwater system and infrastructure along with the remaining open space land stewarded by CMLT provided they are constructed and inspected to City specifications and there is a minimum of 25% of any phase of lots developed on the roads that have received an occupancy permit.

Please see the attached memo (10-T) from the Director of Code and Planning Bub Fournier explaining the request in further detail. Director Fournier will be at the meeting to present and answer any questions.

10-U Discussion regarding potential implementation of a Jake Brake Ordinance.

Councilor Dean requested that this item be placed on the agenda for discussion and has provided the attached memo (10-U) titled "Jake Brake Issues" from the Maine Municipal's Maine Townsman November 2008 issue.

Director of Code and Planning Bub Fournier and Police Chief Bobby Cormier will be available at the meeting to answer any questions the Council may have concerning jake brake ordinances. Following discussion, if the Council seeks to pursue an ordinance amendment, I recommend that a motion be made to direct staff to draft proposed ordinance language for consideration at a future Regular Council Meeting.

10-V Request to authorize payment of up to \$1,050.00 for a Council Chambers Photography Project.

Prior to the pandemic, local artists would install rotating art installations within Council Chambers and throughout City Hall. For several years, the City of Belfast was fortunate to have monthly installations that were curated by the Belfast Creative Coalition that featured and promoted some of Belfast's many talented artists.

Unfortunately, when the pandemic hit, public spaces like City Hall saw a decline in foot traffic as many people had grown accustomed to and have continued to do many transactions with the City electronically, over the phone, or via postal mail.

Once in-person meetings resumed, the City Council discussed again exploring art installation in Council Chambers. Councilor Brenda Bonneville had offered to investigate possible options and has been working with the Penobscot Marine Museum over the past year to come up with a solution that would work in the unique space.

Following feedback from the Council regarding proposed images and installation costs at the Regular City Council Meeting of August 2, 2022, Councilor Bonneville has worked with Kevin Johnson from the Penobscot Marine Museum to finalize the images, costs, and installation. The Penobscot Marine Museum has submitted the attached invoice (10-V) for six photo prints and installation for a total cost of \$1,050.00. If approved by the City Council, I recommend that funding be appropriated from the Undesignated Fund Balance.

Councilor Bonneville will lead this discussion and can provide further details on the project at the meeting.

10-W Request to approve a CMP pole permit for one new pole located on the Doak Road.

Please see the attached CMP pole permit application (10-W) for one new pole on the Doak Road. City Code Enforcement Officer Steve Wilson and Director of Public Works Bob Richards recommend the Council approve this pole permit.

10-X Request to approve a CMP pole permit for one new pole located on Anderson Street.

Please see the attached CMP pole permit application (10-X) for one new pole on Anderson Street. City Code Enforcement Officer Steve Wilson and Director of Public Works Bob Richards recommend the Council approve this pole permit.

10-Y Request to go into Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C.

10-Z Signing of Council Orders

This week, I attended the 77th New England Management Institute. This annual conference gathers City and Town Managers from across the State of Maine to train and develop professional and responsible managers. We covered topics including leading with social and emotional intelligence, recruiting, and retaining a talented workforce, the regionalization of municipal services, improving municipal security posture, conducting municipal valuations, facilities planning and asset management, and many other relevant topics to our work.

This was my first time attending the conference. Beyond the engaging presentations and discussions, I was also able to network with other city and town managers. It was inspiring to spend time with a group of people so committed to their communities and supporting others in the profession to make our communities and State thrive.

This was also the first time I had attended a training since I started the job three years ago. It underlined the importance and value of training our staff to learn new skills and build connections within our industry.

This same week Economic Development Director Thomas Kittredge and Planner Jon Boynton are attending the National Brownfields Conference. Finance Director Amy Bradford will be attending Governmental Accounting Training later this month. Over the next few months, many of our staff members will be participating in training in their field.

We are all excited to bring back new strategies, connections, and knowledge of additional resources to the City of Belfast.

I am thankful for the Council's support of increased training opportunities for our employees. These investments are important for our team and will surely benefit the City of Belfast.

**City of Belfast
Consent Agenda
Tuesday, August 15, 2023
Meeting #4**

The following items are proposed as our Consent Agenda. As in the past the items are voted on in one blanket motion to the affirmative. One Councilor makes a motion to approve the items as stated, and then another Councilor will second that motion and the whole Council votes. If a Councilor requests an item be removed from the consent agenda, they do so during the adoption of the agenda. If a member of the public requests that an item be removed from the consent agenda, they can do so in the open to the public section. Suggested motions are listed and supporting material is enclosed.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a Facility Use Request Application by Volunteers of America to utilize Steamboat Landing Park for the Annual Recovery Month BBQ on Thursday, September 28, 2023, from 3:00 p.m. to 5:00 p.m.**

Motion to approve a Facility Use Request Application by Volunteers of America to utilize Steamboat Landing Park for the Annual Recovery Month BBQ on Thursday, September 28, 2023, from 3:00 p.m. to 5:00 p.m.

- B. Request to approve a Facility Use Request Application by Waldo County Habitat for Humanity to utilize Heritage Park for the Annual Art Works for Humanity on Friday, September 29, 2023, through Saturday, September 30th, 2023.**

Motion to approve a Facility Use Request Application by Waldo County Habitat for Humanity to utilize Heritage Park for the Annual Art Works for Humanity on Friday, September 29, 2023, through Saturday, September 30th, 2023.

- C. Request to approve an application by Delvino LLC d/b/a Delvino's Grill & Pasta House located at 52 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Restaurant (Class I, II, III and IV) liquor license.**

Motion to approve an application by Delvino LLC d/b/a Delvino's Grill & Pasta House located at 52 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Restaurant (Class I, II, III and IV) liquor license.

- D. Request to approve an off-premises catering permit for Blaze Bangor LLC for a private wedding on August 19, 2023, from 4:00 p.m. to 11:00 p.m. located at Bayview Point Event Center, 15 Front St., Belfast, Maine.**

Motion to approve an off-premises catering permit for Blaze Bangor LLC for a private wedding on August 19, 2023, from 4:00 p.m. to 11:00 p.m. located at Bayview Point Event Center, 15 Front St., Belfast, Maine.

- E. Request to approve an off-premises catering permit for Bell the Cat Inc. d/b/a Bell the Cat Inc. for Harbor Fest hosted by the Belfast Rotary on August 18, 2022, from 4:00 p.m. to 8:30 p.m. located at the United Farmers Market, 18 Spring Street, Belfast, Maine.**

Motion to approve an off-premises catering permit for Bell the Cat Inc. d/b/a Bell the Cat Inc. for Harbor Fest hosted by the Belfast Rotary on August 18, 2022, from 4:00 p.m. to 8:30 p.m. located at the United Farmers Market, 18 Spring Street, Belfast, Maine.

- F. Request to approve an application by The Otis Group Incorporated d/b/a Rollie's Bar & Grill located at 37 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Restaurant/Lounge (Class XI) liquor license.**

Motion to approve an application by The Otis Group Incorporated d/b/a Rollie's Bar & Grill located at 37 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Restaurant/Lounge (Class XI) liquor license.

- G. Request to approve an Incorporated Civic Organization License for Belfast Rotary for the Harbor Fest event located at Steamboat Landing Park and the Belfast Boathouse, Belfast, Maine on August 18-20, 2023, from 11:00 a.m. to 5:00 p.m.**

Motion to approve an Incorporated Civic Organization License for Belfast Rotary for the Harbor Fest event located at Steamboat Landing Park and the Belfast Boathouse, Belfast, Maine on August 18-20, 2023, from 11:00 a.m. to 5:00 p.m.

- H. Request to approve a Lunch Wagon License permit application by Douglas Hufnagel d/b/a Coffeeman located at 3 Main Street, Belfast, Maine, license to expire on December 31, 2023.**

Motion to approve a Lunch Wagon License permit application by Douglas Hufnagel d/b/a Coffeeman located at 3 Main Street, Belfast, Maine, license to expire on December 31, 2023.

- I. **Request to approve a Facility Use Request Application by Front Street Pub to utilize three parking spaces for the private wedding event on Friday, September 1, 2023, from 6:00 p.m. to 10:00 p.m.**

Motion to approve a Facility Use Request Application by Front Street Pub to utilize three parking spaces for the private wedding event on Friday, September 1, 2023, from 6:00 p.m. to 10:00 p.m.

9.A

Memorandum

August 2, 2023

To: Erin Herbig, Belfast City Manager

Honorable Mayor Sanders and Belfast City Council

From: Zach Dozier, Belfast Parks and Recreation

Re: Facilities Use Request-Volunteers of America: Recovery Month BBQ

The City of Belfast has received a Facility Use Request application from Rachelle Bell representing Volunteers of America. The group has proposed a BBQ in support of anyone affected by substance use disorder in recognition of Recovery Month. This event has been proposed for Thursday the 28th of September, from 3:00 PM to 5:00 PM at Steamboat Landing Park. The event will use the gazebo to power a small speaker for music. Volunteers of America has also asked for permission to use a self-provided propane grill. The group has been informed that this grill must be kept at least 20ft away from the gazebo. 50 to 100 people are expected to attend the event, but it is open to all.

This event took place last year. This request is supported by the Parks and Recreation Department.



Facilities Use Request
City of Belfast, Maine

Called 9/1
clarified
date
place

9/29
1st choice

EVENT: RECOVERY MONTH BBQ/GAME DAY

DATES: 8-27-28 EVENT REPRESENTATIVE: Volunteers of America

PROPOSED LOCATION/AREA TO BE USED: BELFAST BOATHOUSE
Steamboat Landing park

All applications and related documents to be returned to the Parks and Recreation Office at City Hall. 338-3370 Ext 27. The City Manager's Office will act as a backup.

The City of Belfast owns Streets, sidewalks, parks, land and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This is a planning checklist for your benefit as well as the City's. If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity. Approvals cannot be given to individuals or groups who are uncertain of their plans.

Please attach maps, additional sheets, event outlines etc. - that help to explain your request.
If any of the following questions do NOT apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1) State your name, phone number, e-mail address and identify whom you represent?

RACHELLE BELL - 207-323-3097 rachelle.bell@
3 Beaver St Belfast ME - VOA vdanne.org

2) Describe in detail the nature of this event (What are you planning on?):

RECOVERY EVENT TO SUPPORT ANYONE
AFFECTED BY SUBSTANCE + MENTAL HEALTH.

3) What facilities would you like to use or what permissions are you seeking with respect to City buildings, Parks, Lands, Streets, sidewalks? Please be specific.

BOATHOUSE LAWN + GAZEBO

PARKING LOT

ELECTRICITY TO GAZEBO FOR MUSIC

4) What dates and times do you wish to have this event?

THURSDAY SEPTEMBER 27th or Friday September 28th
IF THE 27th IS NOT AVAILABLE

5) Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

N/A

If yes, then who will manage these closed off Streets?

N/A

6) Are you asking the City for anything other than use of the facilities you have described above?

ARE WE PERMITTED TO USE OUR OWN
PROPANE GRILL?

7) How many people do you expect?

50-100

8) Will you be selling things at this event? What and by who if not you?

FREE EVENT

N/A

9) Will any alcohol be served or consumed at this event? (If yes provide details)

Where? - Attach MAP N/A

By Whom: Name and Phone contact number:

10) Does this event call for any type of open fire - including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

PROPANE GRILL

11) Will you be renting spaces to vendors on City Property? Yes _____ No

If yes where do you propose they set up? (MAP Location)

12) Describe what type of vendor and the charges you propose to assess against them.

NO VENDORS

13) Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an additional named insured party to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

YES

14) Who is your insurance agent that will provide proof of this coverage to the City?

Commercial Liability

15) Noise: What kind of noise do you expect to generate at this event and during which specific period of time?

3:00 - 5:00 small music

speaker

16) How do you propose to handle garbage removal?

VOLUNTEERS

17) How do you propose to handle parking?

PARKING LOT

18) How do you propose to handle security?

N/A

19) How do you propose to handle the need for restrooms?

Portapottys on site

20) What is your plan/need for electricity or water?

ELECTRICITY @ GAZEBO

21) Have you spoken to the neighbors in the area of this event and discussed traffic, noise, parking etc. with them?

N/A

22) Who will be in charge of the event during the event and what are their home phone numbers, cell phone numbers, and email addresses - where they can be reached before and during this event?

RACHELLE BELL 323-3097 rachelle.bell@voanne.org

ROBIN GOPE 504-4657 robyn.gope@voanne.org

23) Are you requesting any services from the City? Be specific on the services you are asking for

N/A



FACILITY USE APPLICATION CHECKLIST

- Application complete with contact names and contact information
- Specific facility or park requested
- Dates/times of the event and extra set-up time if necessary
- Specific request of City services:
 - electrical needs
 - street closures
 - police assistance
 - trash removal
- Vendor permits (necessary if serving alcohol)
- Parking plan
- Insurance Certificate (need to receive two weeks prior to event)
- Map/diagram of event layout
- Music cannot reach a volume level of more than 7 on controls
- Plan for restroom facilities
- Scheduled meeting with City Representative

My signature attests to the review of the checklist and the realistic view of the event provided to the City. Any deviation from the written request is grounds for cancellation of the event by the City of Belfast without notice.

Signature Rachelle Bell Date: 7/27/2023

Printed Name: Rachelle Bell

Department

Service Requested

City Manager

N/A

Police

N/A

Fire/ Ambulance

N/A

Parks

BEFORE BOATHOUSE LANN + GAZEBO

Public Works

N/A

Harbor

N/A

Other?

N/A

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.

9.B

Memorandum

July 25, 2023

To: Erin Herbig, Belfast City Manager

Honorable Mayor Sanders and Belfast City Council

From: Zach Dozier, Belfast Parks and Recreation

Re: Facilities Use Request-Art Works for Humanity

Waldo County Habitat for Humanity has proposed a plein air artist demonstration to take place along the path in Heritage Park. This event would take place Friday September 29 through Saturday September 30th. The event will culminate in an auction of the artists' works in the Boathouse which has been rented by the organization for the evening of Sunday October 1st. Proceeds from the auction will benefit Waldo County Habitat for Humanity. This event has occurred in past years.

The Belfast Parks and Recreation Department Supports this request.



Facilities Use Request
City of Belfast, Maine

OCT 1
FOLDER

EVENT: Art Works for Humanity

DATES: Sept, 29, 30, Oct 1, 2023 EVENT REPRESENTATIVE: Beth Haynes

PROPOSED LOCATION/AREA TO BE USED: A small section along the trail in Heritage Park

All applications and related documents to be returned to the Parks and Recreation Office at City Hall. 338-3370 Ext 27. The City Manager's Office will act as a backup.

The City of Belfast owns Streets, sidewalks, parks, land and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This is a planning checklist for your benefit as well as the City's. **If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.** Approvals cannot be given to individuals or groups who are uncertain of their plans.

Please attach maps, additional sheets, event outlines etc. - that help to explain your request.
If any of the following questions do NOT apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1) State your name, phone number, e-mail address and identify whom you represent?
Beth Haynes, 207-567-3773, umpie24@gmail.com
Represent Waddo City Habitat for Humanity

2) Describe in detail the nature of this event (What are you planning on?):
Our tent will be a contact place for our 26 artists that will be doing plain air painting that weekend. We will also have snacks and water for the artists.

3) What facilities would you like to use or what permissions are you seeking with respect to City buildings, Parks, Lands, Streets, sidewalks? Please be specific.

Use a space in Heritage Park for a small tent near the trail (sidewalk)

4) What **dates and times** do you wish to have this event?

Sept. 29, Sept 30 and Oct 1, 2023

5) Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

No

If yes, then who will manage these closed off Streets?

6) Are you asking the City for anything other than use of the facilities you have described above?

No

7) How many people do you expect?

Over 26 artists

8) Will you be selling things at this event? What and by who if not you?

No

9) Will any alcohol be served or consumed at this event? (If yes provide details)

Where? - Attach MAP No

By Whom: Name and Phone contact number:

10) Does this event call for any type of open fire - including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

No

11) Will you be renting spaces to vendors on City Property? Yes _____ No

If yes where do you propose they set up? (MAP Location) _____

12) Describe what type of vendor and the charges you propose to assess against them.

N/A

13) Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an additional named insured party to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

N/A

14) Who is your insurance agent that will provide proof of this coverage to the City?

N/A

15) Noise: What kind of noise do you expect to generate at this event and during which specific period of time?

None

16) How do you propose to handle garbage removal?

None - or use public trash bins

17) How do you propose to handle parking?

N/A

18) How do you propose to handle security?

N/A

19) How do you propose to handle the need for restrooms?

Use public restrooms

20) What is your plan/need for electricity or water?

None

21) Have you spoken to the neighbors in the area of this event and discussed traffic, noise, parking etc. with them?

No

22) Who will be in charge of the event during the event and what are their home phone numbers, cell phone numbers, and email addresses - where they can be reached before and during this event?

Beth Haynes 207-290-2065 umpie24@gmail.com

23) Are you requesting any services from the City? Be specific on the services you are asking for

No

Department

Service Requested

City Manager

None

Police

Fire/ Ambulance

Parks

Public Works

Harbor

Other?

Remember, If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.



FACILITY USE APPLICATION CHECKLIST

- Application complete with contact names and contact information
- Specific facility or park requested
- Dates/times of the event and extra set-up time if necessary
- Specific request of City services:
 - electrical needs
 - street closures
 - police assistance
 - trash removal
- Vendor permits (necessary if serving alcohol)
- Parking plan
- Insurance Certificate (need to receive two weeks prior to event)
- Map/diagram of event layout
- Music cannot reach a volume level of more than 7 on controls
- Plan for restroom facilities
- Scheduled meeting with City Representative

My signature attests to the review of the checklist and the realistic view of the event provided to the City. Any deviation from the written request is grounds for cancellation of the event by the City of Belfast without notice.

Signature Elizabeth A. Haynes Date: 6/20/2023

Printed Name: Elizabeth A. Haynes



ADMINISTRATIVE COMMENTS
(Internal City use only)

City Manager's Office

Police Department

Fire/Ambulance Department

Parks Department

Public Works Department

Harbor Master

Boat House Rental Agent

Other Notes:

9.I

Memorandum

August 9, 2023

To: Erin Herbig, Belfast City Manager

Honorable Mayor Sanders and Belfast City Council

From: Zach Dozier, Belfast Parks and Recreation

Re: Facilities Use Request-Front Street Pub

The Parks and Recreation Department has received a Facility Use Request from Tina Delsanto representing Front Street Pub. The request seeks to gain approval to close three parking spaces from the hours of 6:00 PM to 10:00 PM on Friday September 1st, 2023 in order to set up a small pop-up tent. The tent will be used to accommodate outdoor seating relating to a wedding rehearsal dinner taking place at Front Street Pub.



**Facilities Use Request
City of Belfast, Maine**

EVENT: Wedding
DATES: 9/1/23 EVENT REPRESENTATIVE: Cameron Radtke
Kathryn Rayner
PROPOSED LOCATION/AREA TO BE USED: 37 Front Street

All applications and related documents to be returned to the Parks and Recreation Office at City Hall. 338-3370 Ext 27. The City Manager's Office will act as a backup.

The City of Belfast owns Streets, sidewalks, parks, land and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This is a planning checklist for your benefit as well as the City's. **If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.** Approvals cannot be given to individuals or groups who are uncertain of their plans.

Please attach maps, additional sheets, event outlines etc. - that help to explain your request.
If any of the following questions do NOT apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1) State your name, phone number, e-mail address and identify whom you represent?

Tina DelSanto 207-838-9753
FrontStreetPub@yahoo.com / Crusty Crab LLC

2) Describe in detail the nature of this event (What are you planning on?):

Rehearsal Event for wedding. 100 guests
6pm-10pm

3) What facilities would you like to use or what permissions are you seeking with respect to City buildings, Parks, Lands, Streets, sidewalks? Please be specific.

We are requesting ~~to~~ three parking spots to
put our EZ-up on, located 37 Front Street
~~9/11/23~~ 9/11/23 (6pm-10pm)

4) What **dates and times** do you wish to have this event?

9/11/23 6pm-10pm

5) Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

NO

If yes, then who will manage these closed off Streets?

N/A

6) Are you asking the City for anything other than use of the facilities you have described above?

NO

7) How many people do you expect?

100-150

8) Will you be selling things at this event? What and by who if not you?

beer + wine

9) Will any alcohol be served or consumed at this event? (If yes provide details)

Where? - Attach MAP _____

By Whom: Name and Phone contact number: Front Street Pub

207-838-9753 / 207-323-2081 / 207-338-8900

10) Does this event call for any type of open fire - including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

NO

11) Will you be renting spaces to vendors on City Property? Yes _____ No

If yes where do you propose they set up? (MAP Location) N/A

12) Describe what type of vendor and the charges you propose to assess against them.

N/A

13) Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an additional named insured party to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

yes

14) Who is your insurance agent that will provide proof of this coverage to the City?

Allen insurance / Sally miles
Amy Bowen

15) Noise: What kind of noise do you expect to generate at this event and during which specific period of time?

Conversation. No music

16) How do you propose to handle garbage removal?

on site

17) How do you propose to handle parking?

on site

18) How do you propose to handle security?

Staff

19) How do you propose to handle the need for restrooms?

on site

20) What is your plan/need for electricity or water?

on site

21) Have you spoken to the neighbors in the area of this event and discussed traffic, noise, parking etc. with them?

No Neighbors

22) Who will be in charge of the event during the event and what are their home phone numbers, cell phone numbers, and email addresses - where they can be reached before and during this event?

Tina + Kath 207-823-2081

207-838-9753

23) Are you requesting any services from the City? Be specific on the services you are asking for

No

Department

Service Requested

City Manager

None

Police

None

Fire/ Ambulance

None

Parks

None

Public Works

None

Harbor

None

Other? _____

Remember, If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.



FACILITY USE APPLICATION CHECKLIST

- Application complete with contact names and contact information
- Specific facility or park requested
- Dates/times of the event and extra set-up time if necessary
- Specific request of City services:
 - electrical needs
 - street closures
 - police assistance
 - trash removal
- Vendor permits (necessary if serving alcohol)
- Parking plan
- Insurance Certificate (need to receive two weeks prior to event)
- Map/diagram of event layout
- Music cannot reach a volume level of more than 7 on controls
- Plan for restroom facilities
- Scheduled meeting with City Representative

My signature attests to the review of the checklist and the realistic view of the event provided to the City. Any deviation from the written request is grounds for cancellation of the event by the City of Belfast without notice.

Signature

Christina Delgado

Date:

8/8/23

Printed Name:

Christina Delgado



ADMINISTRATIVE COMMENTS
(Internal City use only)

City Manager's Office

Police Department

Fire/Ambulance Department

Parks Department

Public Works Department

Harbor Master

Boat House Rental Agent

Other Notes:

10. A

Manda Cushman

From: Erin Herbig
Sent: Monday, August 7, 2023 4:25 PM
To: Manda Cushman
Subject: FW: Come Boating Dock Donation

Agenda to accept a donation?

Erin Herbig
City Manager
City of Belfast
Email: citymanager@cityofbelfast.org
Phone: (207)338-3370 Ext.110

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

From: Russ Eagleston <russ.eagleston@gmail.com>
Sent: Tuesday, August 1, 2023 5:58 AM
To: Erin Herbig <citymanager@cityofbelfast.org>
Subject: Come Boating Dock Donation

Hi Erin,

My name is Russ Eagleston, current president of Come Boating.

This past May the coastal storm caused numerous damage to city docks, to show our appreciation & to off set some of the costs incurred to the city of Belfast Come Boating would like to donate \$500.

Let me know if this is acceptable & where to send the check. Come Boating could not operate without he generosity of the city.

Russ Eagleston

10.C

Date: 8-8-2023

To: Mayor, City Council,
City Manager, Erin Herbig

From: Bob Richards
Public Works Director

Re: Galion 9 ft. dump body, sub frame, hoist Purchase

I would like permission to purchase a Galion 9ft. dump body, sub frame and hoist for \$ 13,622.50 from *H. P. Fairfield*. The money was allocated in this current budget, Purchase of Equipment, account # 410-535. I will be at the council meeting to explain further of this purchase.

Thank you,
Bob Richards



CENTRAL MAINE
 9 Green St/P.O. Box 188
 Skowhegan, ME 04976
 P: (207) 474-9836
 F: (207) 474-6526
 Toll Free (800) 356-2813

Sales Quote

IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods. **LATE CHARGE:** A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.

CUSTOMER NO	823077	TERRITORY	390	PAGE 1 of 1
ORDER DATE	07/27/2023	CUSTOMER PO	79297HOLSTON	
QUOTE DATE	07/27/2023	SHIPPED VIA		
SALES ORDER	7033850 - SQ	FREIGHT TERMS	EXW- CUSTOMER FRT ACCOUNT DIRECT BILL TRANSER AT ORIGIN	
PAYMENT TERMS	Net 30 Days from Invoice Date	CODE	002	
DELIVERY INSTRUCTIONS:				
			REQUESTED SHIP DATE	07/27/2023

SOLD TO:
 CITY OF BELFAST CHP
 131 CHURCH ST
 BELFAST ME 04915-6503

SHIP TO:
 CITY OF BELFAST CHT
 115 CONGRESS ST
 BELFAST ME 04915-6141

DESCRIPTION/REMARKS
 GALION 400U 9' STEEL DUMP BODY
 84" WIDTH, 30" SIDE HEIGHT, 40" GATE HEIGHT, 1/2 X 84 BOLT ON CAB PROTECTOR SHIPPED LOOSE, U850D DOUBLE ACTING HOIST LESS HYDRAULICS, SUBFRAME, 6 PANEL TAILGATE, LED LIGHT KIT, TARP ROD, POWDER COAT PRIMER
 8 TO 10 WEEK LEAD TIME

OPTION - AIR TAILGATE INSTALLED AT FACTORY
 FOR THIS OPTION, ADD \$340.00 FOR NEW TOTAL OF \$13,622.50 & INITIAL HERE BR

NOT INSTALLED, PICK UP IN SKOWHEGAN WHEN ITEM ARRIVES

QUOTE VALID FOR 7 DAYS - **A CANCELLATION OF A SIGNED QUOTE WILL BE SUBJECT TO A 10% RESTOCKING FEE**

SIGNATURE _____

PRINT _____ DATE _____

STEVE HOLSTON - 207-468-8453 - SteveHolston@Alamo-Group.com

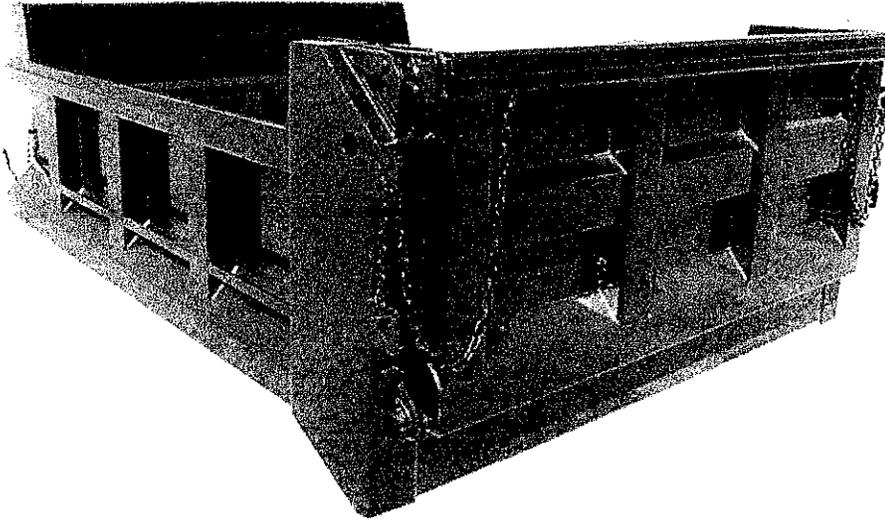
ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP#/ LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
BODYHPF	9335	GALION 400U-9' DUMP BODY		1	13,282.50	0	13,282.50

REMARKS	NET DUE	CASH DISC.	IF PAID BY	SUB-TOTAL	13,282.50
	13,282.50	0.00	08/26/2023	FREIGHT & HANDLING	0.00
				SALES TAX	0.00
				TOTAL(USD)	13,282.50
				PREPAID AMOUNT	

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group. Our general conditions of purchase are available at this address: <https://www.alamo-group.com/terms>

8/8/23, 10:28 AM

400U/T



Overview

The rugged design of the Galion 400U/T series body makes it ideal for heavy loading and hauling conditions. This product is suitable for contractor, municipal and other applications where durability is key. The 400U/T series is available with front mount telescopic or underbody hoist to meet your most demanding requirements.

Specifications

General Dimensions:

Available in 9' and 10' inside lengths, 84" inside width, standard side heights of 24", 26" and 30" with 10" higher ends.

Sides:

8 gauge high tensile steel with material shedding boxed top rails, full depth 15" rear corner post, 3 intermediate vertical side braces, 10" front and rear board extension pockets and full length tarp rails.

Floor:

8 gauge high tensile steel with 2" floor to side radius.

Front Bulkhead:

8 gauge high tensile steel construction with two bend top flange and one formed in place intermediate "V" brace.

Tailgate:

8 gauge high tensile steel, 6 panel design with full perimeter box bracing, two intermediate vertical braces and one intermediate horizontal brace, double acting design with long chains and two sets of banjo eyes and full width lower tailgate pin.

Tailgate Hardware:

Heavy duty cast "tarp friendly" top hardware and overshot lower hardware and manual release handle.

Lights:

Meets all requirements of FMVSS108 with oval stop/tail/turn lights recessed in rear corner posts. All lighting is recessed, shock mounted, complete with factory wiring harness.

Understructure:

Stacked design utilizing 6" structural longitudinals gusseted to 4" structural channel crossmembers on 12" centers, lubricated front and rear cross shafts and full width rear bolster.

Safety Features:

All Galion 400U/T bodies are shipped with a "body up" warning light and OSHA required back up alarm.

Paint:

Glossy black thermoset powder coating on top of thermoset Zinc powder coat primer.

Popular Options

- Formed horizontal side brace ILO vertical bracing
- Various cab protectors (sleek, widths to 90", long version)
- 6" higher ends ILO 10"
- Coal door in gate
- Air tailgate
- Additional light holes
- Bolt on spreader apron

10.D

Date: 8-8-2023

To: Mayor, City Council,
City Manager, Erin Herbig

From: Bob Richards
Public Works Director

Re: Trackless MT salt / sander attachment Purchase

I would like permission to purchase a Trackless MT salt / sander attachment for \$ 7,774.50 from *H. P. Fairfield*. The money was allocated in this current budget, Purchase of Equipment, account # 410-535. I will be at the council meeting to explain further of this purchase.

Thank you,
Bob Richards



CENTRAL MAINE
 9 Green St/P.O. Box 188
 Skowhegan, ME 04976
 P: (207) 474-9836
 F: (207) 474-6526
 Toll Free (800) 356-2813

Sales Quote

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CUSTOMER NO	823077	TERRITORY	390	PAGE 1 of 1
ORDER DATE	07/27/2023	CUSTOMER PO	79297HOLSTON	
QUOTE DATE	07/27/2023	SHIPPED VIA		
SALES ORDER	7033353 - SQ	FREIGHT TERMS	EXW- CUSTOMER FRT ACCOUNT	
		EX2	DIRECT BILL TRANSER AT ORIGIN	
PAYMENT TERMS	Net 30 Days from Invoice Date		CODE	002
DELIVERY INSTRUCTIONS:				
			REQUESTED SHIP DATE	07/27/2023

SOLD TO:
 CITY OF BELFAST CHP
 131 CHURCH ST
 BELFAST ME 04915-6503

SHIP TO:
 CITY OF BELFAST CHT
 115 CONGRESS ST
 BELFAST ME 04915-6141

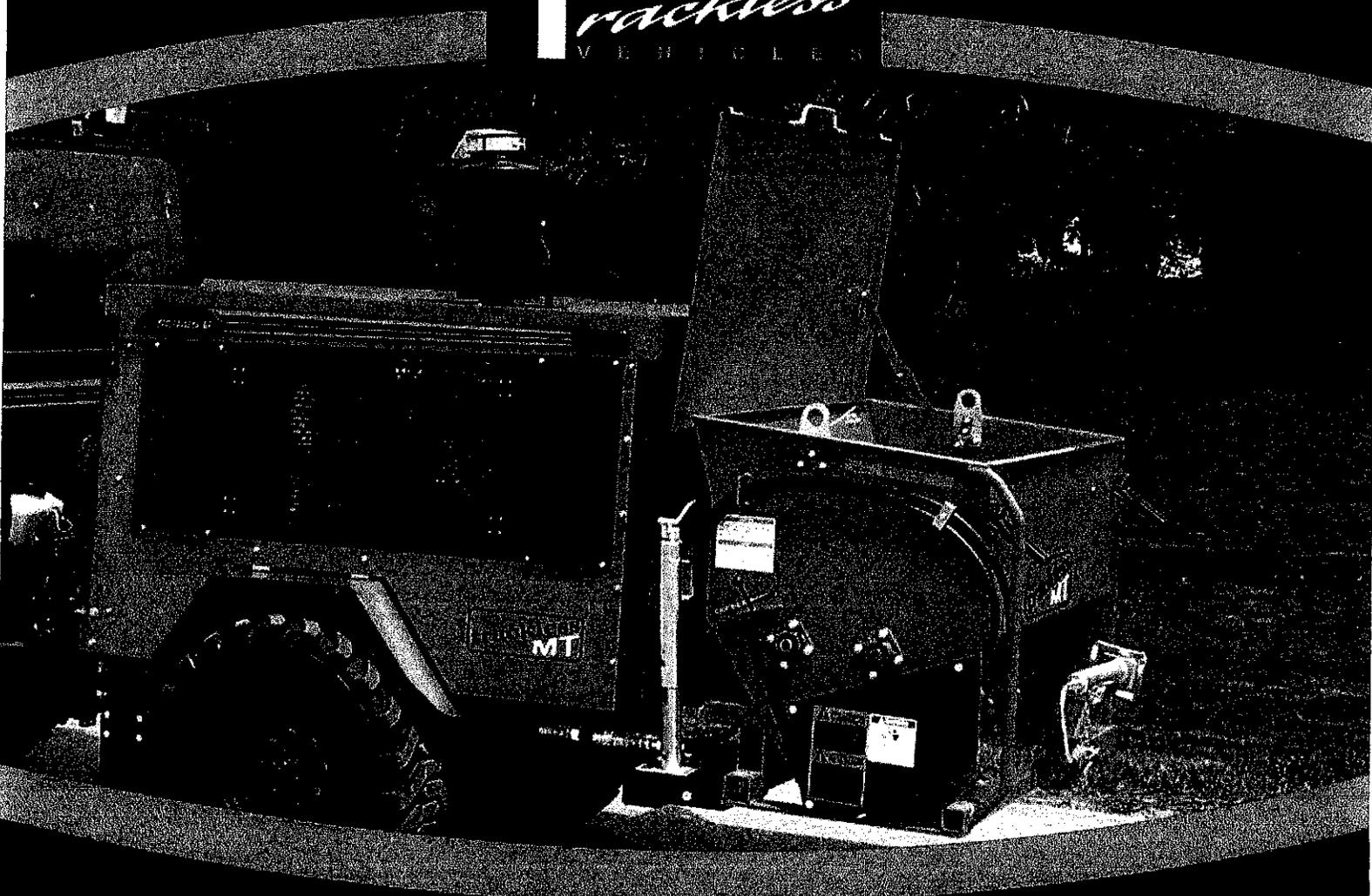
DESCRIPTION/REMARKS
TRACKLESS ZHS REAR SALT & SAND SPREADER W/ SINGLE AGITATOR
CURRENTLY IN STOCK (SUBJECT TO PRIOR SALE) - PICK UP IN SKOWHEGAN QUOTE VALID FOR 30 DAYS, **A CANCELLATION OF A SIGNED QUOTE WILL BE SUBJECT TO A 10% RESTOCKING FEE**
SIGNATURE _____
PRINT _____ DATE _____
STEVE HOLSTON - 207-468-8453 - SteveHolston@Alamo-Group.com

ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP#/ LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
SIDEWALKHPF	9335	TRACKLESS ZHS SANDER		1	7,774.50	0	7,774.50

REMARKS	NET DUE	CASH DISC.	IF PAID BY	SUB-TOTAL	7,774.50
	7,774.50	0.00	08/26/2023	FREIGHT & HANDLING	0.00
				SALES TAX	0.00
				TOTAL(USD)	7,774.50
				PREPAID AMOUNT	

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group. Our general conditions of purchase are available at this address: <https://www.alamo-group.com/terms>

Trackless
VEHICLES



TRACKLESS REAR-MOUNT SIDEWALK SPREADER



Applying salt, sand or a mixture of the two is the most effective way of deicing paved surfaces and is an essential part of a sidewalk maintenance program where the winter can turn a sidewalk into a hazard for pedestrians. However, finding an economical way to apply these materials can be difficult. A solution that conserves material while minimizing waste minimize the overall cost of operation.

DUMP BODY

The Dump Body is an option for municipalities that wish to double the spread distance with the Rear Sidewalk Spreader before having to return for refill. The operator spreads material until empty and then refills the rear spreader by hydraulically raising the dump body.



1.800.263.1262 | jjei.com | info@jjei.com

10.E

Date: 8-8-2023

To: Mayor, City Council,
City Manager, Erin Herbig

From: Bob Richards
Public Works Director

Re: Falcon 2- Ton Asphalt Hot Box Purchase

I would like permission to purchase a Falcon 2-ton asphalt recycler & hot box slip in model for \$ **17,542.00** from **H. P. Fairfield**. The money was allocated in this current budget, Purchase of Equipment, account # 410-535. I will be at the council meeting to explain further of this purchase.

Thank you,
Bob Richards



CENTRAL MAINE
 9 Green St/P.O. Box 188
 Skowhegan, ME 04976
 P: (207) 474-9836
 F: (207) 474-6526
 Toll Free (800) 356-2813

Sales Quote

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CUSTOMER NO	823077	TERRITORY	390	PAGE 1 of 1
ORDER DATE	07/24/2023	CUSTOMER PO	79297HOLSTON	
QUOTE DATE	07/24/2023	SHIPPED VIA		
SALES ORDER	7027229 - SQ	FREIGHT TERMS	EXW- CUSTOMER FRT ACCOUNT DIRECT BILL TRANSER AT ORIGIN	
PAYMENT TERMS	Net 30 Days from Invoice Date		CODE	002
DELIVERY INSTRUCTIONS:				
			REQUESTED SHIP DATE	07/24/2023

SOLD TO:
 CITY OF BELFAST CHP
 131 CHURCH ST
 BELFAST ME 04915-6503

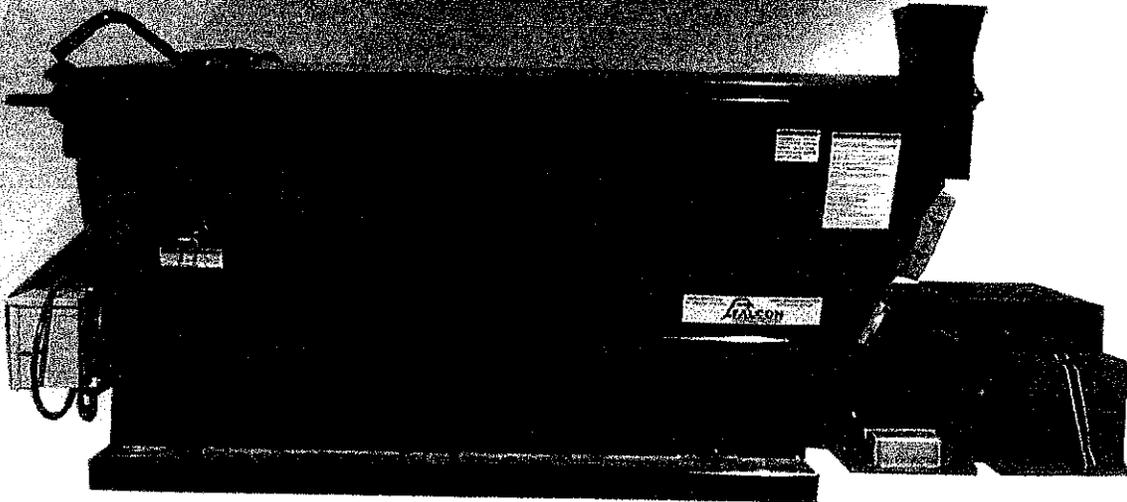
SHIP TO:
 CITY OF BELFAST CHT
 115 CONGRESS ST
 BELFAST ME 04915-6141

DESCRIPTION/REMARKS
FALCON 2-TON ASPHALT RECYCLER & HOT BOX SLIP IN- ROADWAY 12-VOLT BATTERY TRIPLE WALL CONSTRUCTION & FULLY INSULATED AUTOMATIC TEMPERATURE CONTROL ONE-PIECE, SEAMLESS CERAMIC COMBUSTION CHAMBER SINGLE DIESEL BURNER VIP TECHNOLOGY - VOLTAGE INDICATOR & PROTECTOR CONTROLLER AUTOMATICALLY PREVENTS BURNER FROM OPERATING BELOW BURNER MANUFACTURER'S REQUIRED VOLTAGE INDEPENDENTLY CERTIFIED 92% FUEL EFFICIENCY BATTERY CHARGER PACK 24 HOUR TIMER 7 PIN RV FLAT PLUG PAINTED FALCON RED OPERATOR, PARTS & SERVICE MANUAL - TWO-YEAR MACHINE WARRANTY IN STOCK, SUBJECT TO PRIOR SALE - PICK UP IN SKOWHEGAN QUOTE VALID FOR 30 DAYS, **A CANCELLATION OF A SIGNED QUOTE WILL BE SUBJECT TO A 10% RESTOCKING FEE** SIGNATURE _____ PRINT _____ DATE _____ STEVE HOLSTON - 207-468-8453 - SteveHolston@Alamo-Group.com

ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP#/ LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
HOTPATCHERHPF	9335	FALCON 2-TON SLIP IN		1	17,542.00	0	17,542.00

R E M A R K S	NET DUE	CASH DISC.	IF PAID BY	SUB-TOTAL	17,542.00
	17,542.00	0.00	08/23/2023	FREIGHT & HANDLING	0.00
				SALES TAX	0.00
				TOTAL(USD)	17,542.00
			PREPAID AMOUNT		

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2 TON ROADWAY

STANDARD

- Battery charger package
- Automatic temperature control
- VIP Technology
- One piece ceramic combustion chamber (diesel)

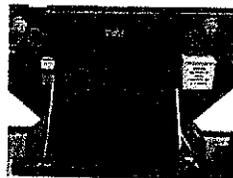
- 92% fuel efficiency (diesel)
- 12 volt deep cycle battery
- Heated shoveling platform
- Conspicuity tape

OPTIONAL

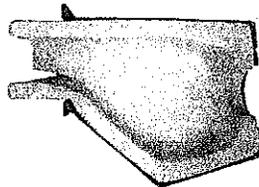
- 7-day timer
- Slow moving vehicle decals
- 5-lb fire extinguisher
- Limited option availability

All Falcon machines are built with pride in Midland, Michigan. Falcon hot boxes and recyclers give you unparalleled versatility. You can transport cold mix, keeping it warm during the winter months and making it easier to work with; you can transport hot mix and keep it hot all day; and you can hold hot mix overnight, keeping it warm for up to 48 hours. You can also reclaim unused hot mix, eliminating the waste of good material, and you can recycle asphalt chunks and millings. All of this makes Falcon the most versatile machine you can buy for pavement preservation.

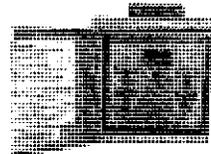
THE FALCON ADVANTAGE



Large Unloading Door
For Easy Access



Patented Heat
Management System



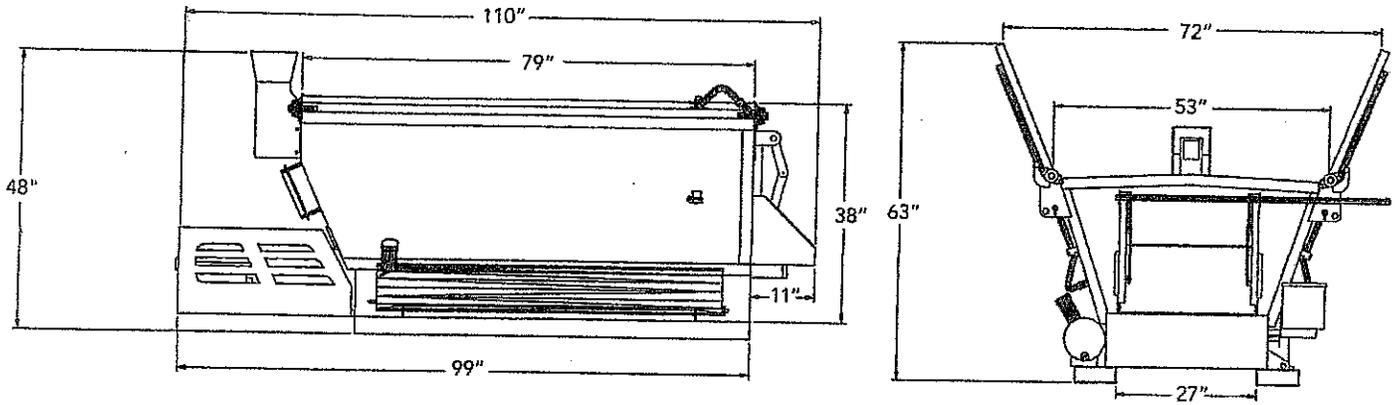
Patented VIP - Low
Voltage Shutdown

Falcon Asphalt Repair Equipment
2600 W. Salzburg Rd.
Freeland, MI 48623
sales@falconrme.com

Phone: (989) 495-9332
Fax: (989) 495-9342
www.falconrme.com

WWW.FALCONRME.COM

2 TON ROADWAY



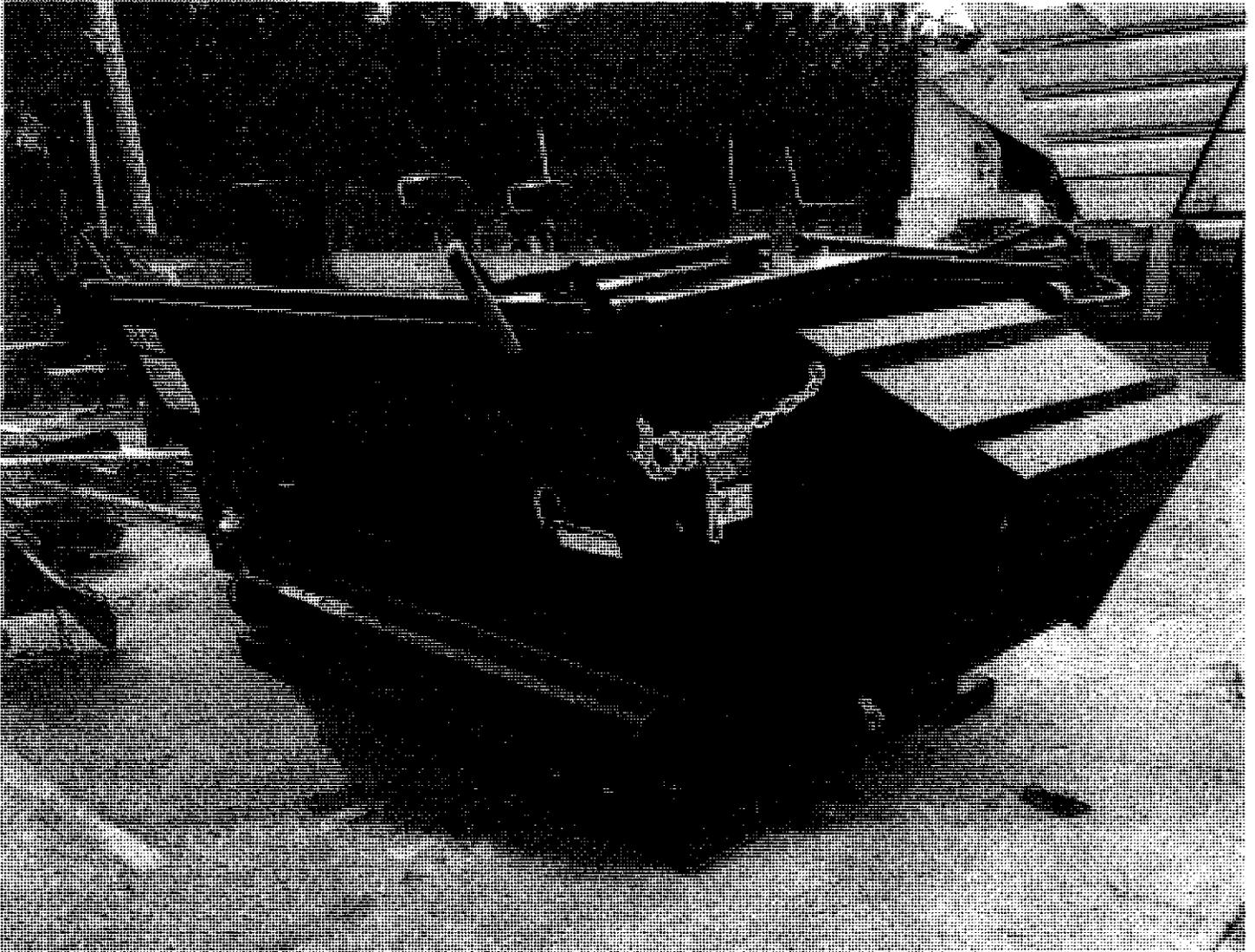
Model	Roadway
Type	2 Ton Slip In
Capacity	4,000 lbs of material
Base Weight	1,600 lbs
Weight loaded with material	5,600 lbs
Fuel Source	Diesel
Fuel Capacity	12.5 gallons
Burner Type	105,000 BTU Diesel Beckett burner w/electronic spark ignite
Number of burners	1
Unloading door	Insulated, guillotine-style, 12"x26"
Loading doors	Manual
	79"L x 26"W (each)
Hopper Opening	74.5" L x 47.25" W
Width	57"
Length	110"
Height	46"
Construction	Triple wall constructed and fully insulated – air jacketed
	Hopper floor 7 gauge
	Heated floor and hopper walls
	10 gauge capping channel
	Corner molding (adds structural integrity to the hopper)
	All wiring external to hopper
Paint	Blasted and painted with two coats of epoxy primer and urethane finish
Asphalt repair areas	9'X9'X4" depth (80 potholes 1'x1'x4"depth)
	Limited option availability
Warranty	Two year machine

Falcon Asphalt Repair Equipment
 2600 W. Salzburg Rd. Phone: (989) 495-9332
 Freeland, MI 48623 Fax: (989) 495-9342
 sales@falconrme.com www.falconrme.com

WWW.FALCONRME.COM

6/28/23, 8:30 AM

Mail - Bob Richards - Outlook



<https://outlook.office.com/mail/inbox/id/AAQKADEzMjUwYjQyLW4MTctNDUxYy04YVWJLTU0YjhiOWYxQWE4YwAQABQADRNxqFZBrLW4xJodZY%3D/sxs/AQMKADEzMjUwYjQyLW4MTctNDUxYy04...> 2/3

10.F

Date: 8-8-2023

To: Mayor, City Council,
City Manager, Erin Herbig

From: Bob Richards
Public Works Director

Re: Swenson Cross Conveyor Purchase

I would like permission to purchase a Swenson cross conveyor which m for \$ **10,680.26** from *Allied Equipment*. The money was allocated in this current budget, Purchase of Equipment, account # 410-535. I will be at the council meeting to explain further of this purchase.

Thank you,
Bob Richards

Allied Equipment, LLC
 4 Cal's Way - PO Box 455
 Hartland, Maine USA 04943
 833-255-4331 ph
 207-512-1434 fax

Quote

Date	Quote #
1/12/2023	2128

Name / Address
Belfast Maine, City of 131 Church Street Belfast, Maine 04915



Rep	Project
Shan	

Item	Description	Qty	Cost	Total
SWEN-00002-035...	Swenson STCC - Orange, rear cross conveyor with heat treated asphalt rubber belting, dual conveyor motors, and chute extension	1	9,747.26	9,747.26
Equip Misc - Sales	reversing valve for left or right side spreading	1	583.00	583.00
Freight In / Shippi...	Freight in, truck freight	1	350.00	350.00
Note: Above price does not include installation, but we would provide on site review of how to set unit up properly				

Jamie Abood

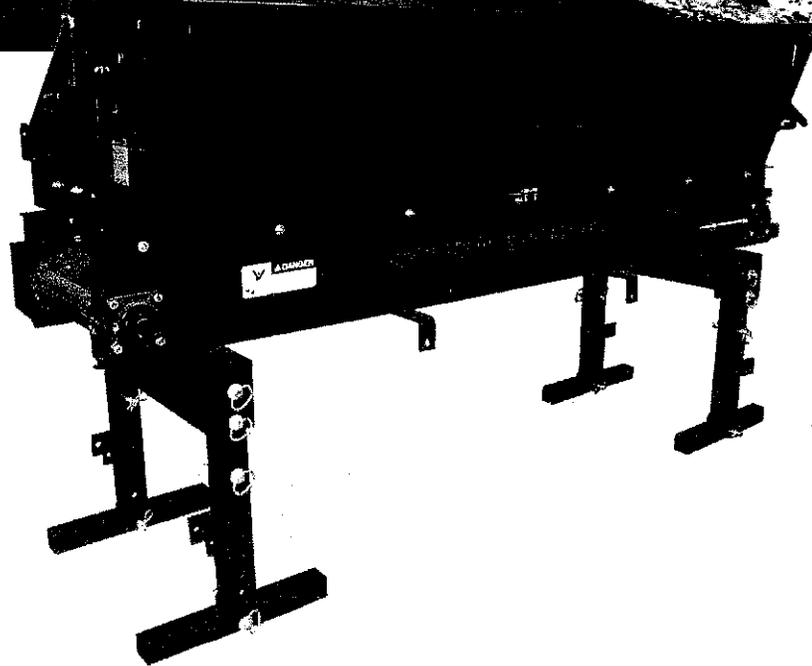
Sales Tax (5.5%)	\$0.00
Total	\$10,680.26



STCC™ Specialty Cross Conveyor

The most efficient method of distributing granular materials available today.

- ⊕ Designed for for Class 7 + trucks (26,000 GVW)
102 in. trough fits standard width dump bodies
- ⊕ An all-around performer designed for year round use including trench filling, shouldering, road sander and asphalt patching
- ⊕ Perfect for asphalt applications*
- ⊕ 14 in. wide high-temp belt-over-chain allows most materials to be easily conveyed



Highlights

- › Hydraulic control
- › Quick detach 24 in. extension plate can be used on either side of conveyor
- › 24 in. extension positions material outside of tire path
- › Adjustable feedgate allows precise material output adjustment, even when loaded
- › Stabilizer kit (optional) keeps spinner (optional) parallel to the road at all dump angles
- › Hinged top cover makes dump truck functional while not spreading
- › Stainless steel or carbon steel construction
- › Made in the USA

Specifications

Size	102 in. width
Conveyor	14 in. high temp belt-over-chain
Drive	Hydraulic
Weight Empty	1,100 lbs.
Construction	Carbon steel or Stainless steel
Safety Features	Hinged top cover, optional lightbar, optional legstands
Warranty	1 year
Accessories	Leg stands, reversing valve, spinner system, 4 ft. motorized extension, light bar
Controller	Purchased separately

**Accommodates salt/sand mix with optional spinner assembly.
Not recommended for straight salt applications due to high volume output.*

10.G

Date: 8-8-2023

To: Mayor, City Council,
City Manager, Erin Herbig

From: Bob Richards
Public Works Director

Re: Truck Purchase

I would like permission to purchase a 2019 Chevrolet Silverado 3500 HD truck with a rack body, 22,028 miles, for \$ 53,000 from *O'Connor GMC*. The money was allocated in this current budget, Purchase of Equipment, account # 410-535. I will be at the council meeting to explain further of this purchase.

Thank you,
Bob Richards

O'Connor

CHEVROLET • CADILLAC • BUICK • GMC TRUCK

"New England's Largest GM Dealer"

DATE 8/8/2023 STOCK# W17445

NAME City of Belfast

SS# FAN#815986 D.O.B. _____

NAME _____

SS# _____ D.O.B. _____

STREET 131 Church Street PHONE 338-3370

CITY Belfast ZIP 04915

E-MAIL ADDRESS: publicworks@cityofbelfast.org

NEW/USED *YEAR 2019 MAKE Chevrolet

MODEL Ck36003 COLOR WHT MILEAGE 22013

V.I.N. 1GB3KVCG2KF106242

PREDELIVER INSPECTION PLOW WASH

PDI INSTRUCTIONS _____

Clean and Prep for Delivery

Rack Body Dump

F & I INSTRUCTIONS _____

LIENHOLDER _____

RATE _____ % TERM _____ MOS. LIFE _____ A/H _____

*By signing this buyers order, I certify that the information is complete and true.
Credit reports may be obtained in connection with this buyers order.*

X _____ **X** _____

Salesperson JRP # 495

Deliver Date _____ Time _____

DESK _____ F & I _____

SELLING PRICE \$ 53000.00

PLOW _____

GATORHYDE _____

Notice, we use non-GM parts and accessories and warranties.

SUB-TOTAL \$ 53000.00

TRADE-IN _____

YEAR _____

MAKE _____ \$ _____

MODEL _____

TRADE DIFF. 53000.00

DOCUMENTS \$ 499.00

LOST TITLE \$ 34.00

SALES TAX _____

GAP _____

TITLE & ARBITRATION 34.00

SERVICE CONTRACT _____

TOTAL 53000.00

CLOSEOUT AMT. _____

REBATE _____

REBATE _____

REBATE _____

REBATE _____

DOWN PAYMENT _____

TOTAL DUE \$ 53000.00

F&I SUMMERY: LOG? _____ T/O _____

PMT. QUOTED _____

R.R. _____ SPREAD _____ RES. _____

L PREM _____

A/H PREM _____

WARRANTY _____

OTHER _____

TOTAL F&I _____

CARD _____

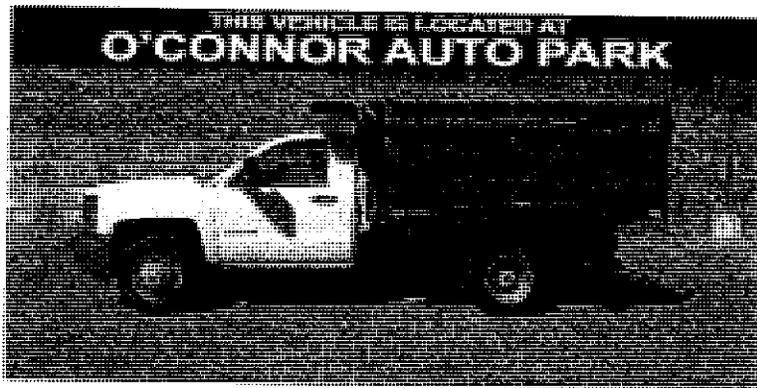
O'Connor

Phone: (207) 622 3191

PRE-OWNED 2019 CHEVROLET SILVERADO 3500 HD CC
4WD REG CAB 137.5" WB, 59.06" CA WT

O'CONNOR PRICE \$53,980

VIN 1GB3KVCG2KF106242 STOCK NUMBER W17445



O'Connor

www.OConnorAutoPark.com
(207) 622-3191

SPECIFICATIONS

Stock Number
Miles
Exterior
Interior
Drive Wheels
Engine
Transmission
VIN

W17445
22,028
Summit White
Dark Ash Cloth
4WD
Engine, Vortec 6.0L Variable Valve Timing V8 SFI
Automatic
1GB3KVCG2KF106242

Feedback from Public Works Director Bob Richards:

Photos

#2 We have ramp / handicap spot in front of Traci's diner

#3 We have ramp \ HC in last space up by realtor office

#4 We could put ramp / HC spot in last parking spot up or create HC spot around the corner on Church by Key bank. Ramp to sidewalk is already there. Flatter surface, Less traffic than Main St..

5 We could put ramp / Hc spot in first parking spot. It might be tight in that corner

6 There is one ramp / HC spot by game loft and Woodards Law office

7 I don't believe there is enough room to create parking space and have 2 lane traffic along here

#8 Create HC spot in last parking spot towards Police Dept. parking lot for access to police station

#9 We could probably pull curbing, redo the cement work, HC spot and create slight ramp, might have to eliminate parking spot

The landing: 1 HC spot in the middle out front. Near Kathy's office put small asphalt ramp in that corner and HC spot. I don't know how many spots preferred. On the other end by fuel pump, could put another wooden ramp

Colonial Theatre Ramp already in place

Mini mall end HC spot there for parallel or diagonal parking with access on the end of that stretch

Congress and Pine Street: open ditches, would need storm drainage for sidewalks and parking

Park Street to Union From Congress sidewalk. Would need some rebuilding, bushes and shrubs would need to be removed or trimmed,

Grove Street: this is the same as Park Street bushes and some minor maintenance

High by waterfall arts: Bushes encroaching and that sidewalk is only like 3 ft. wide

April 2, 2023

To: Honorable Mayor, Eric Sanders, City Manager and City Councilors of Belfast, Maine

From: Aynne Ames and Neva Allen, Citizens concerned with lack of access for mobility challenged people living, working and visiting in Belfast, Me

We appreciate you attending to this very important issue and want to especially thank Neal Harkness and Carole Good for their willingness to assist the project by transporting the recorder.

Although there are many areas of the city with access needs, we are specifically concentrating on the busy downtown area which is the heart of our community. Areas outside of this center also need attention but much of that is maintenance by a particular department of the city and to get too far afield of the central downtown area becomes an unwieldy project for us.

Attached, for your consideration, are numbered photos and attached comments regarding them. Aynne has walked the places pictured and as a minimally handicapped person still had major issues in trying to access much of the downtown area.

The major problems are two fold, the first being the most significant; that would be the lack of parking in the downtown. There is little point in cutouts if the person in need can't park anywhere near the cutouts. Just in the last month Aynne stopped behind an SUV which had parked IN the street on upper Main. As there is NO handicapped parking whatsoever on the top block of Main St. this car stopped, lights flashing, got out on the driver's side right in the traffic lane, walked around the vehicle, let someone out of the back seat, helped them to the curb, returned to the car and drove off. Of course that would all have to be repeated when the person is picked up. Meanwhile we had several cars backed up behind that car and the two who of course couldn't wait and went around the rest of us, into the other lane and to the light.

Now I don't expect this happens every day but it does point out the difficulty of anyone with mobility issues getting a parking place, or to even GET to a cut out.

The vertical parking is much easier and safer to deal with than is the horizontal parking but there isn't enough room for that on upper Main, unless it were only one side of the street, thus causing a loss of even more parking.. There again is the call for a need for more parking. Aynne would suggest a parking garage near lower Main, but that is a different issue.

Then of course there is the need for cut outs. They need to be wide enough and sloping enough to accommodate a cane walker, a wheel chair, a roller walker and a baby carriage. They should be made of concrete and have a railing on one side. That railing should be small enough and sturdy enough so that a person can fully grasp it and both steady themselves and pull themselves up if need be.

We understand that downtown exists, to a great extent, on a rather steep hill which complicates things. We also understand that we cannot do everything for everyone who needs access help and we cannot do it all at once. But, we can do better than what we presently have and we can do it soon, and correctly

the first time so that over the next several years such installations will only require occasional maintenance.

We have no doubt whatsoever that the council, mayor and city manager also want to do the right thing to allow all of our citizens to feel included in our community.

If you have any questions of us, please don't hesitate to contact us by phone or email.

Aynne will be present at the meeting when the agenda includes this issue and Neva will be present via Zoom.

Sincerely,

Aynne and Neva

Breakdown of photos taken by Carol, notes by Aynne April , 2023

General notes:

Congress and Pine: all too narrow, No sidewalks on Pine, Congress to Church, and no places to park, sidewalks are sketchy

Park to Union: no sidewalk

Grove, sketchy walking

Elm St. good

On High St. by Waterfall Arts, the cross walk goes directly in to bushes.

Main: No HC parking whatever on upper block of Maine

Photos: Starting on Main

#2 Looking up hill from Rollie's side of St.. No cuts. Pull in parking and vertical .Only one HC space which is down from Rollie's.

#3 From Tracy's up Main. There is one hot top cut .one HC parking. No curb cuts.

#4 In front of Alexis and up toward P.O. NO HC WHATSOEVER ON EITHER SIDE OF UPPERMOST BLOCK ON Main.

#5 Going downhill on Main from Beaver. One hot top ramp. Beaver St. okay

#6 Main St. going downhill. One HC spot at top of High St.

#7. In front of Dockside to water. Wide open. No parking.

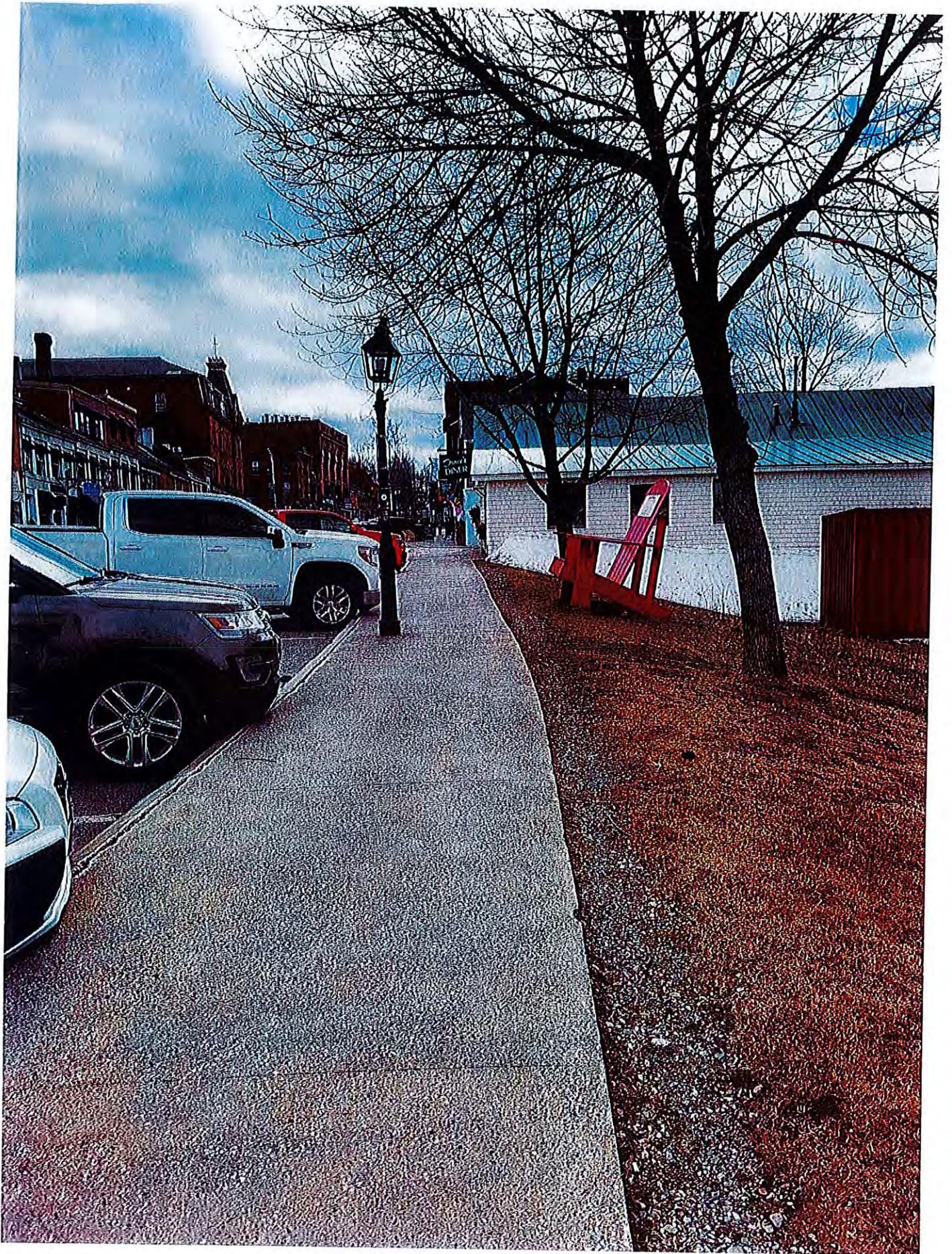
#8. Police station. Totally impossible to enter in front

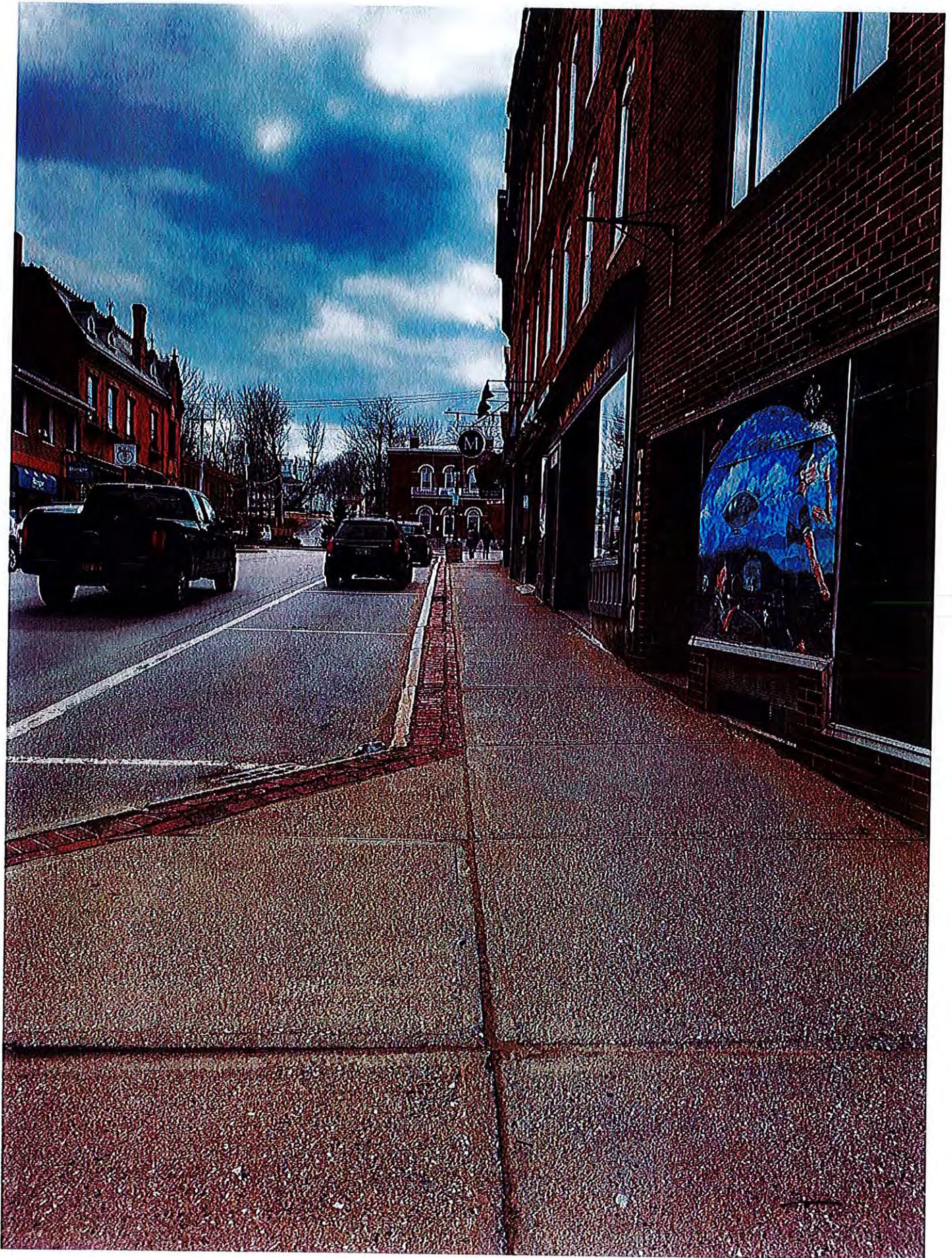
#9. Left bank book store area sketchy unless one can go to end of block and walk that far.

This is certainly not all inclusive of parking, walking issues even in the down town area but it is a beginning. We certainly can't do everything for everyone all at once but we can do several things, soon, properly and hit the most important areas which will make folks with mobility issues better able to access our businesses and their own needs. Once and right is the goal. And, the biggest issue still remains a solution for parking. I do have a suggestion for that but that can wait until another time.

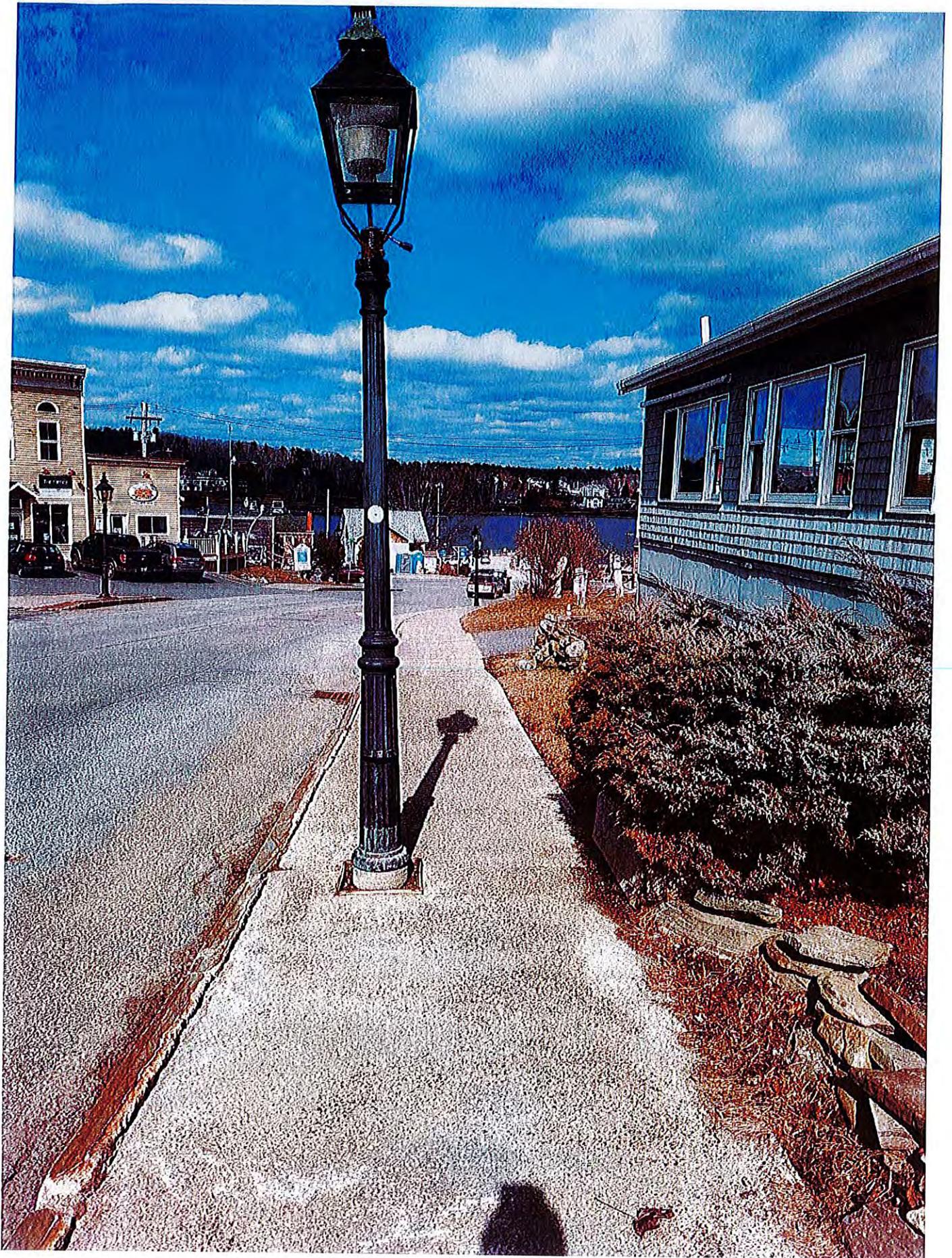
Thank you.

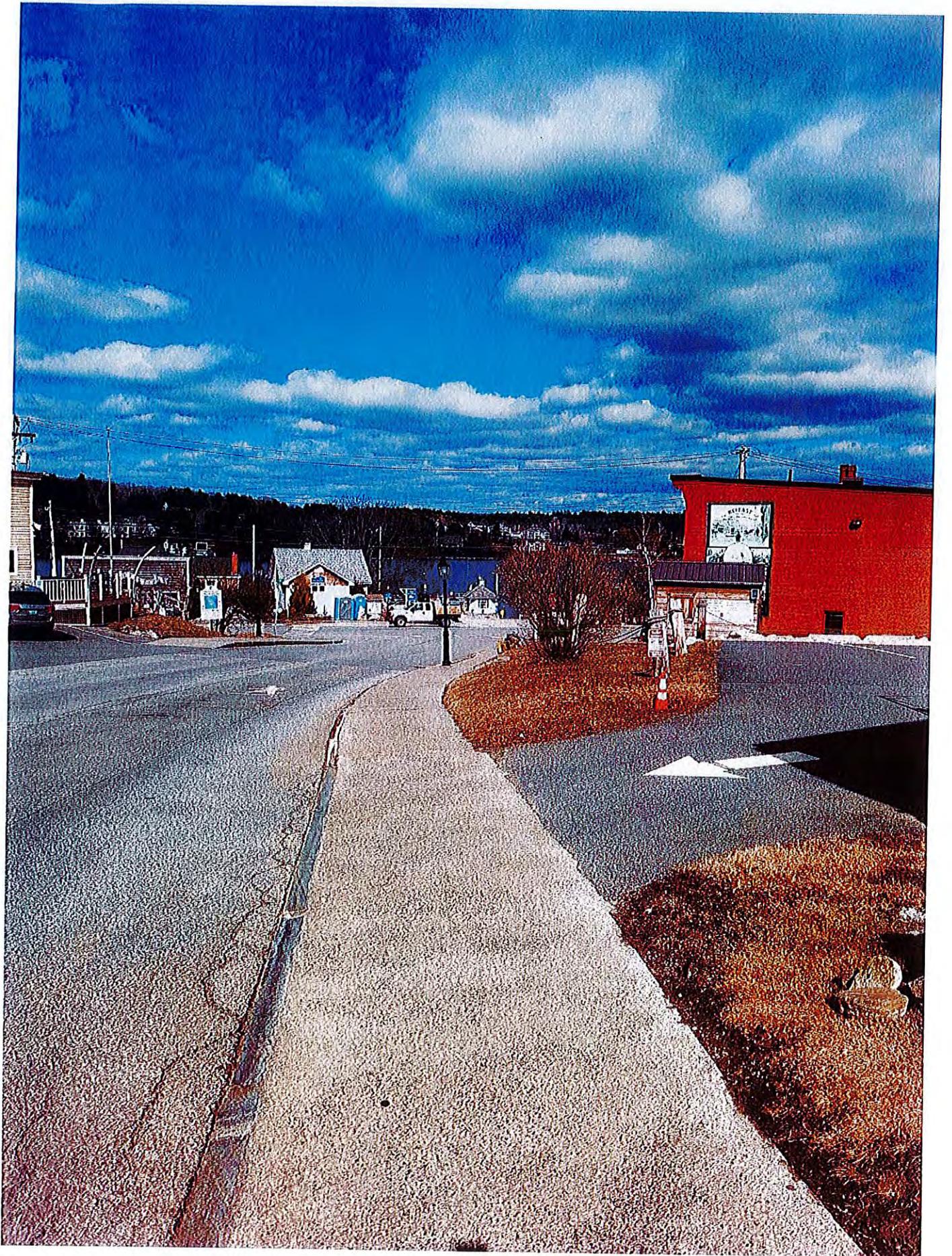
Attached: Additional photos a letters from concerned citizens.

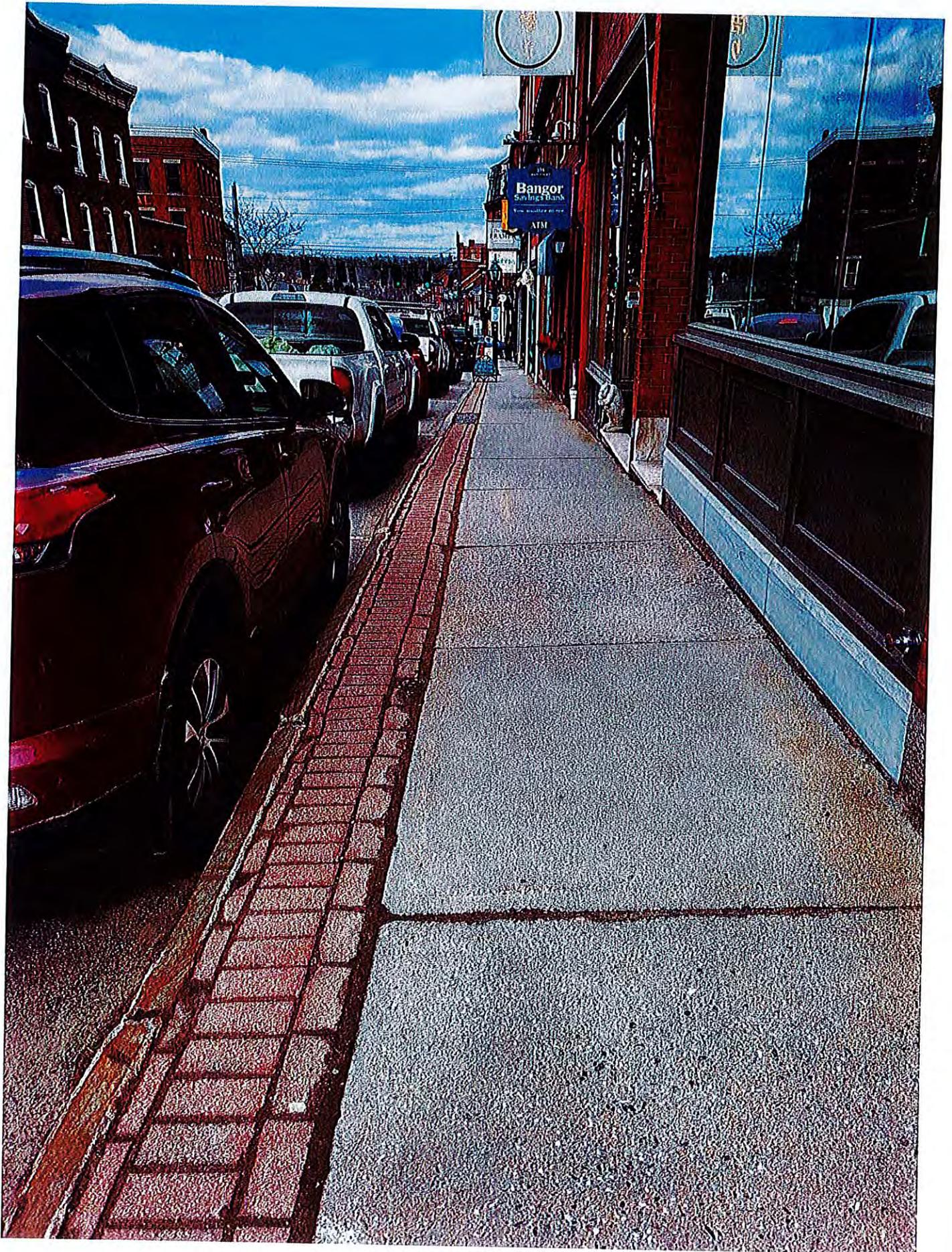






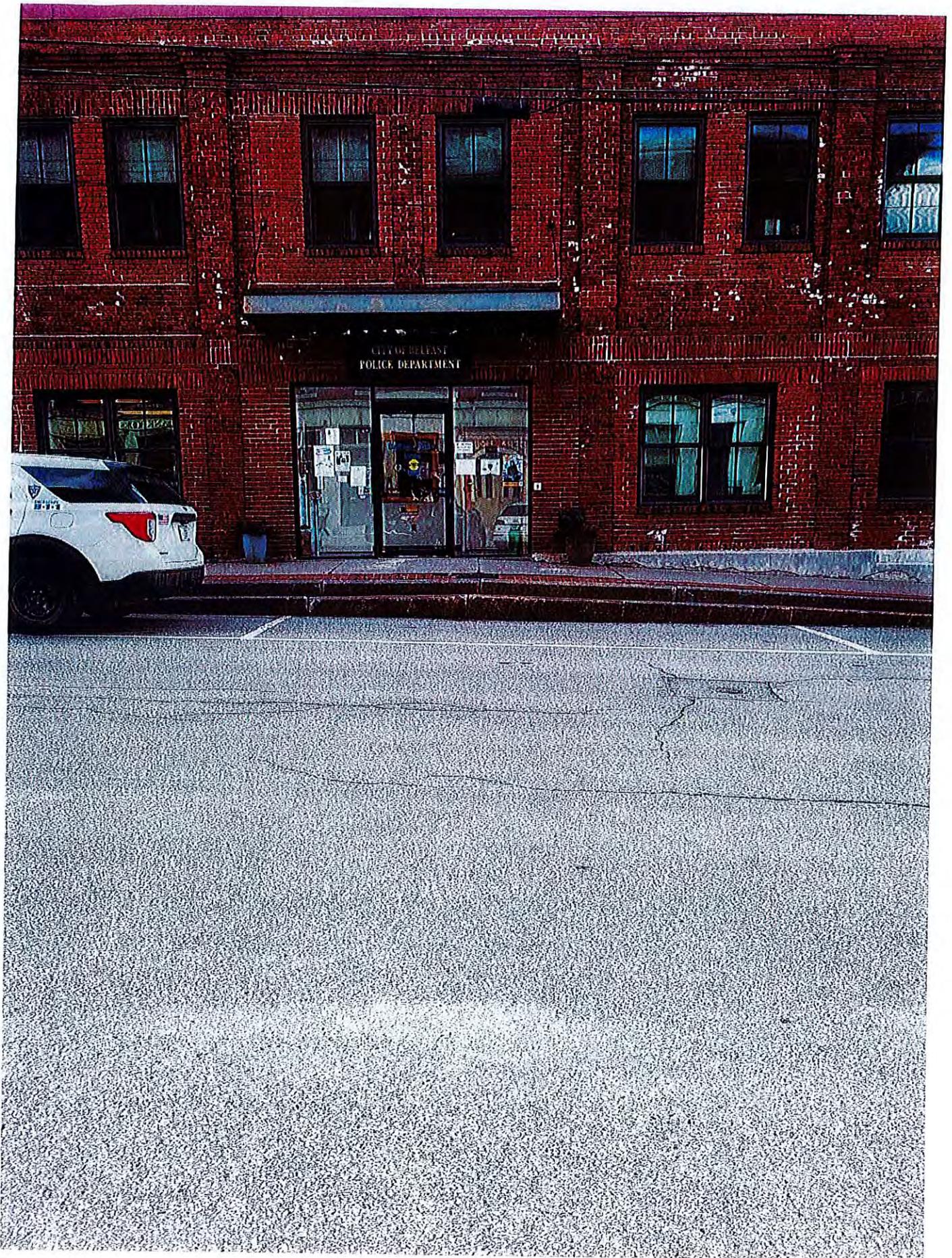


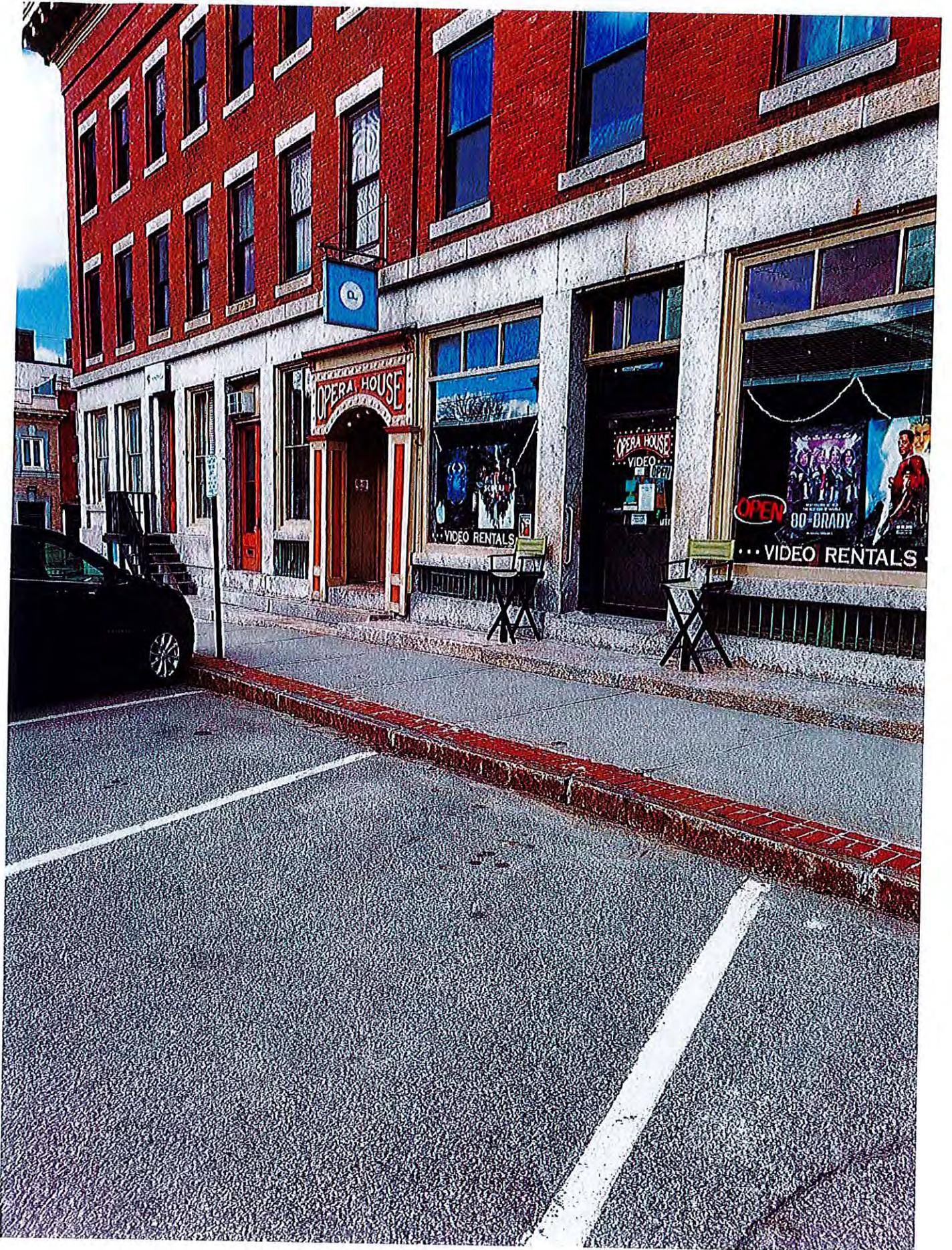












Ms.Harford,

Neva Allen and I are DEFINATELY at work on putting together a comprehensive plan to improve handicap access in Belfast.

Neal Harkness of the Council and Caol Good of Parks and Rec are aiding our efforts. Our report to the council is due June 1,2023. It takes this long as we cannot make much progress while,ice,snow,slush are still impeding sidewalk access.

Neva and I also have various physical challenges so understand of what you speak.

Thank you for being another voice to bring this serious issue to the attention of the council.

We will absolutely promise to follow through on this project.

Sincerely,

Aynne Ames

Hello Neva,

Thank you for reaching out. I have had concerns for some time now but because of my issues have been unable to address them to anyone, and don't know who that may be.

1) I can no longer walk very far and the walkways are all in terrible, dangerous, condition. Walking to my car is very stressful. The sidewalks in Belfast are uneven, pitted, slanted, and crumbly everywhere, and used by many people.

2)The street lights are non existent in some places, they go out and are not replaced. There are no lights on Church St, on the Western side- not sure of the eastern side, from the Police station to Miller Street, is very dark. My landlord will not put a light in the driveway, and the driveway is very dark, slanted and uneven. I cannot walk in the dark.

3)There are no railings, nothing you can pull yourself up on, anywhere. I use sign posts when available, to get onto curbs, into stores with slanted entry ways. More benches would provide a welcome resting place.

4) I can barely hear, but the snow plows are very loud. The one that clears Miller Street to the police station has a high plow shovel which he just drops to the ground without any attempt to do it in a quiet way at 3 o'clock in the AM, and does that about ten times

5) There is no one who knows who to go to about these problems, or who cares. I have talked to the police, they just shrug. There is a big aging population, these problems will just get worse. Sit in a car and just look at the people using the sidewalks. almost all of them are crooked, limping, using a cane(s), bent over and worse. Even young folk.

There are people with a total lack of understanding, and compassion who try to jump ahead of you or go around you fast and cut you off to save themselves 5 or 15 seconds !! I don't have a friend or family that lives with me and helps me on a regular basis so it's dicey. Very fortunately for me there are some people, total strangers, who take some time to help me when I most need it. They help me to my car, carry my groceries for me, or put them where it isn't difficult for me to take them in, or very often deliver to my car, or just ask if they can help! This kindness has been a huge help ! Thank You, many, many thanks.

Best,

Nancy Kline

207-701-8818

Hello,

What a great idea to ask for suggestions. Thank you!

I live in Belfast with a small dog. Because of mobility issues, I can not walk long distances. The current dog park on route 52 is located 1-2 blocks from its parking lot. It is too challenging for me to navigate. I would appreciate having a small space within the community with parking directly adjacent. Perhaps an area could be found within the city park or along the waterfront. There are many older residents in Belfast who have small dogs. I bet they too would appreciate having a convenient space to exercise their dog off leash in a more central location.

Again my thanks for offering a forum to express my concerns.

Pat Hagerty
Belfast

Dear Mayor Eric Sanders,

My name is Brenda Harford ,I have MS and have trouble walking. My Mom and I went to Tracy's Restaurant on Monday

Feb.6,2023. It was hard getting up the step but my Mom really wanted to talk me to eat there. When I came out of Tracy's

I went backwards down the step cause it's easier. When I went to step down which was so hard to do, a lady also helped

hold my other arm cause my Mom was holding on to me. When I stepped down my legs gave out and I fell because the step

is way to high. Thankfully my Mom was in back of me to make sure I didn't hit my head, I have been in alot more pain in my

back and the pain is going up my back, left leg is in alot of pain and numbness is alot more.

Why isn't downtown Belfast Handicapped accessible for all of us handicapped people. We like to shop downtown but can't

because it's hard for us to get into the buildings. This must make it also hard for all the tourist when they come. I feel that no

one care if we go into these stores because we are Handicapped. I thought every place was supposed to be Hannicapped accessible?

Please look into this and the curbs are also to high. If there was more opening so we could get onto the side walks better. Most of the

time the handicap parking is taken. It would make It so much easier for myself and other's if you would look into this and make it

much easier for us to go to these store's. My Mom and I won't be going back to Tracy's or anywhere that's hard to get into. My Mom is

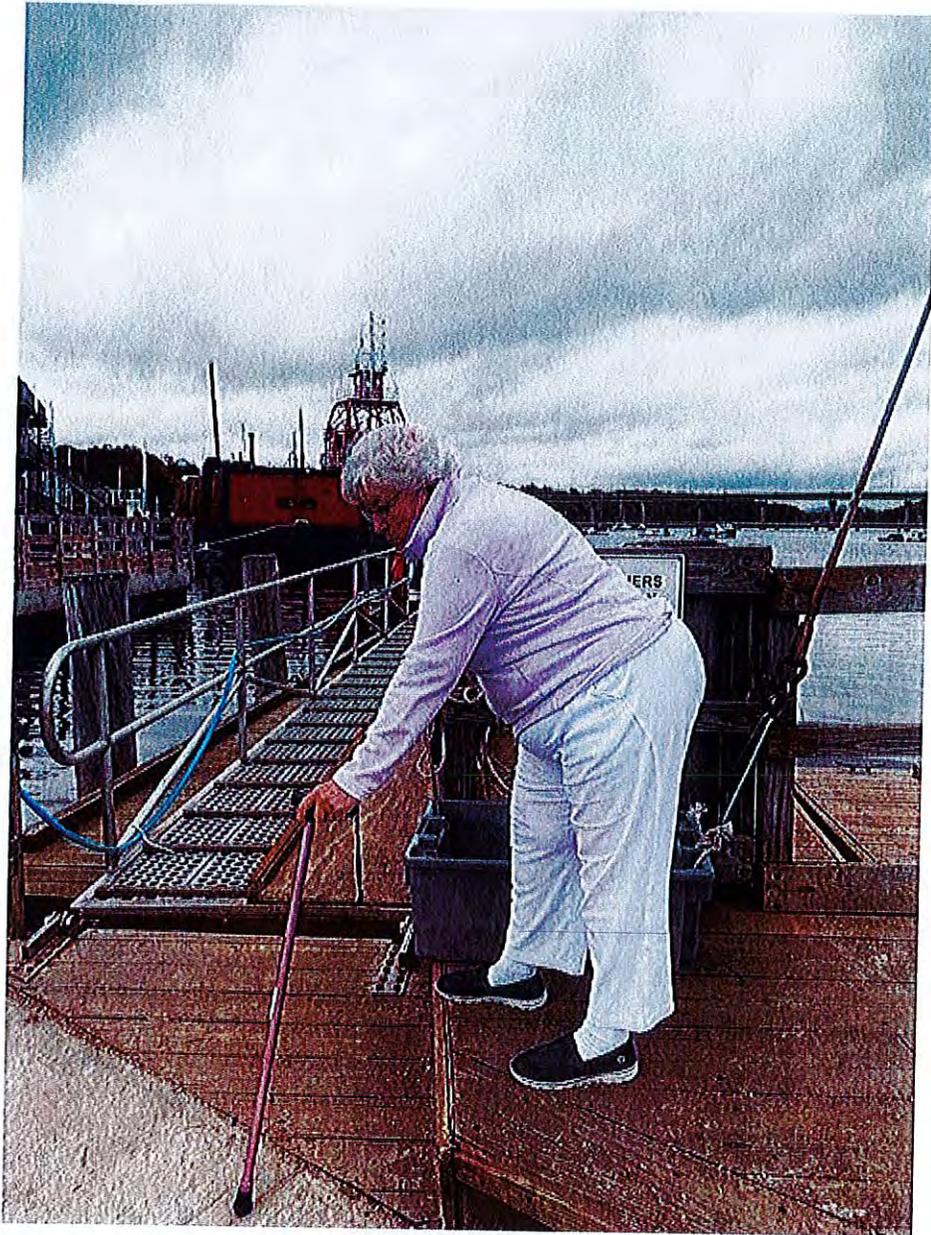
81 yrs. old and it's to much for her to get me in and out of these business's. I begged you please make changes to downtown.

Thank You for reading this letter.

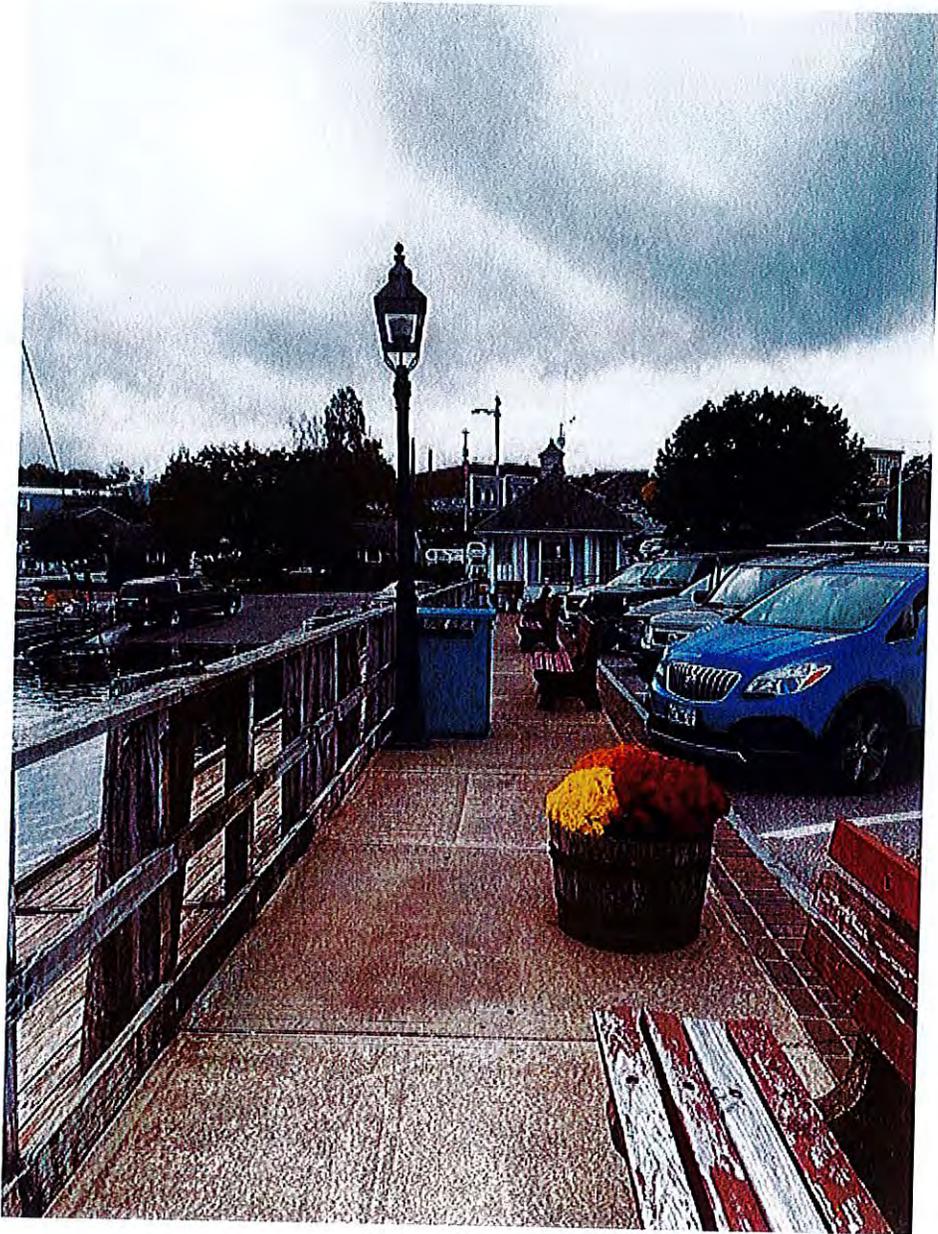
Sincerely,

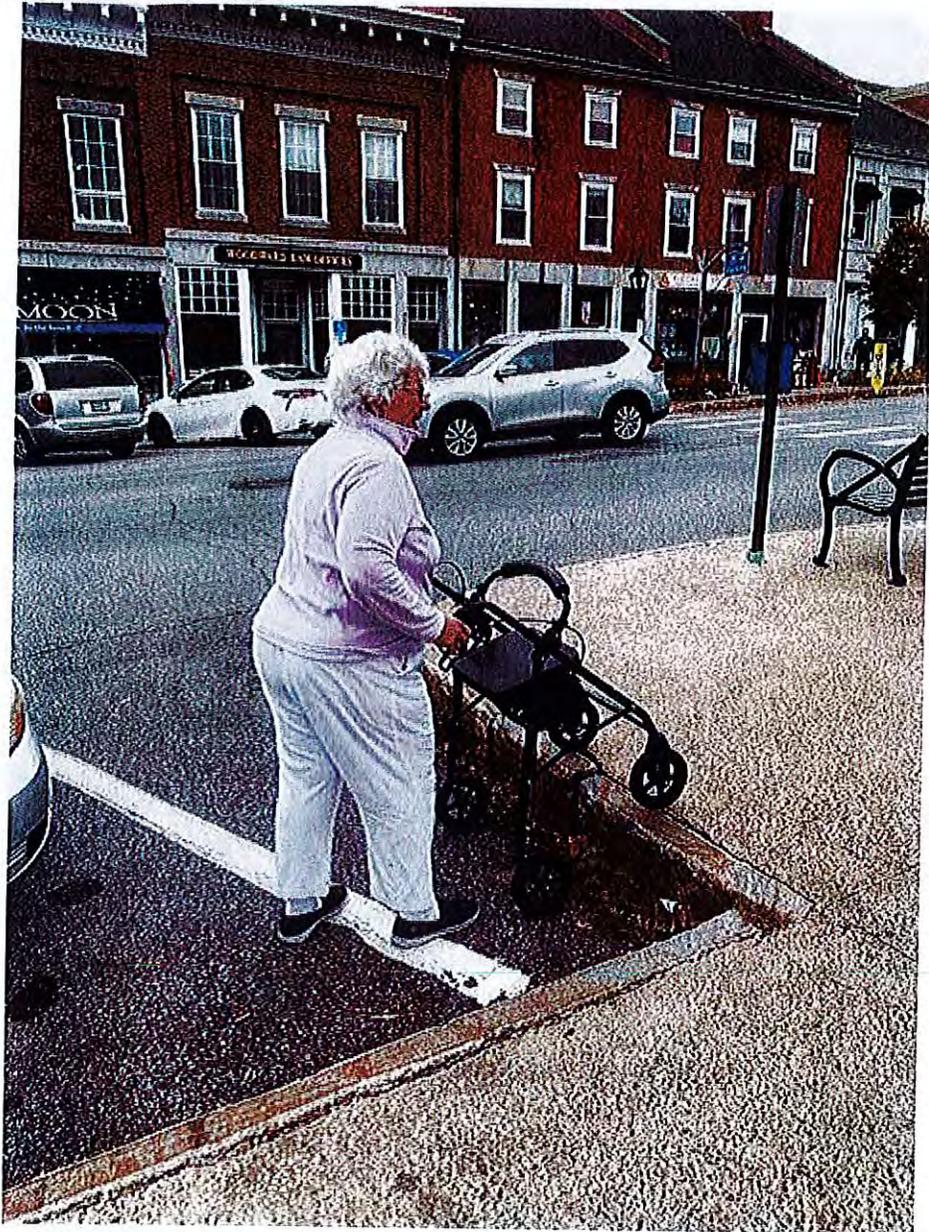
Brenda Harford



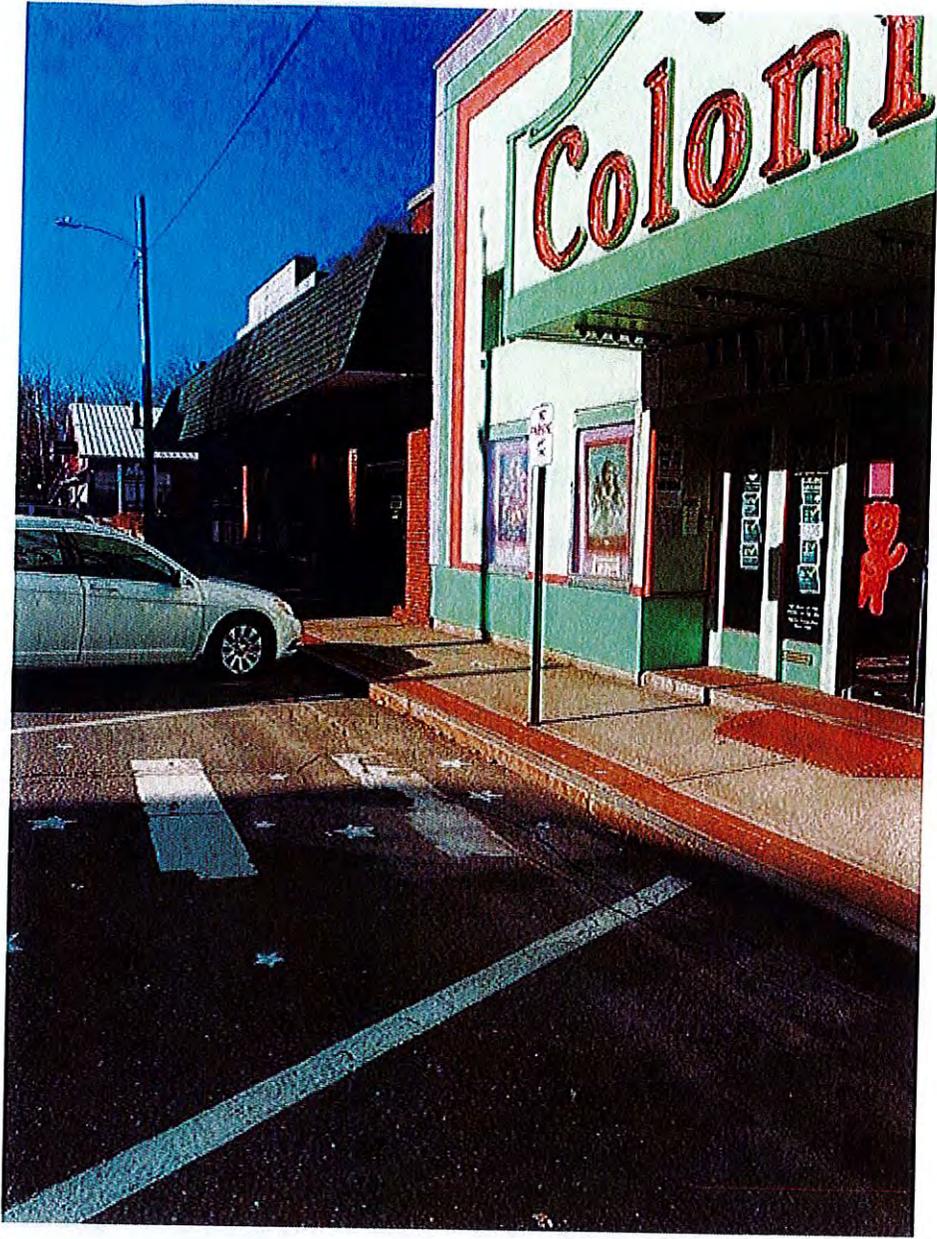


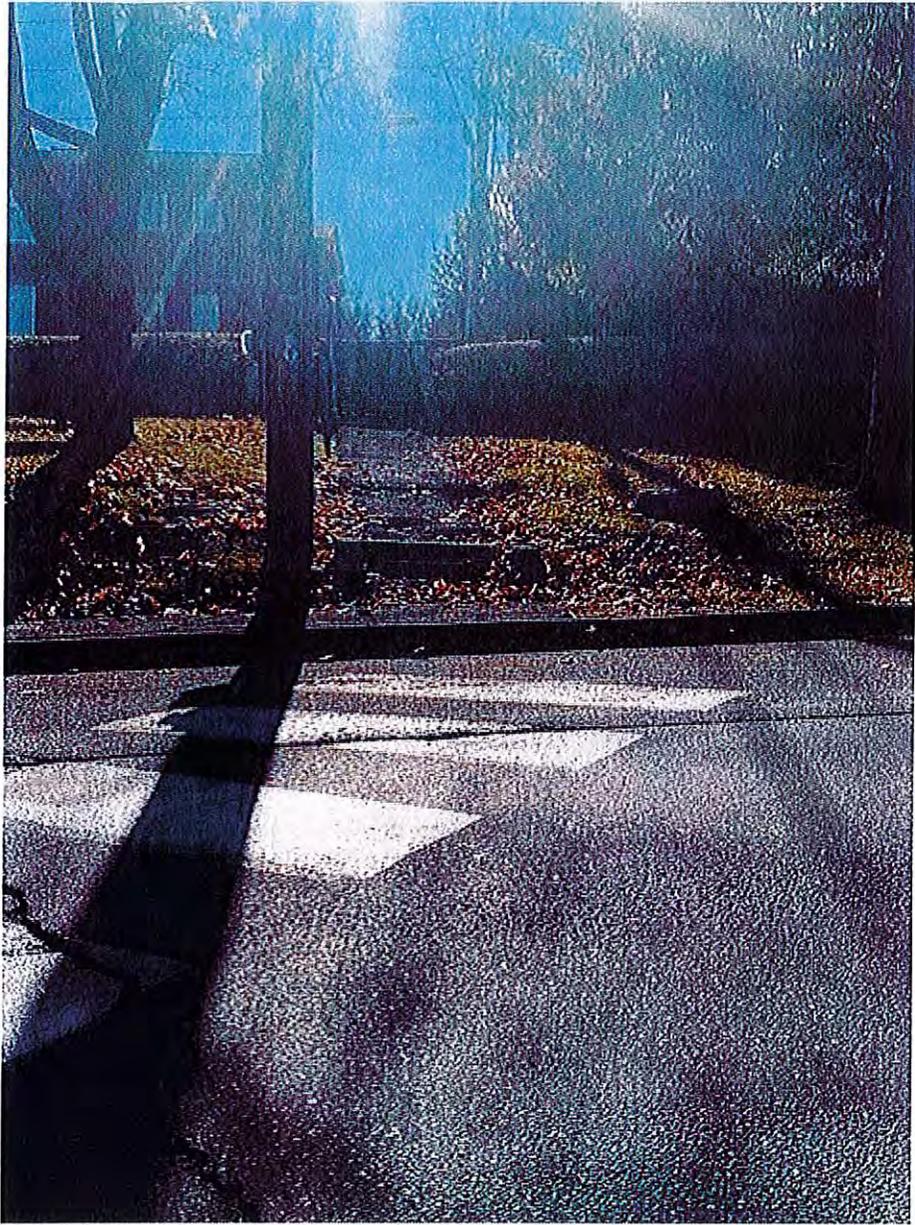


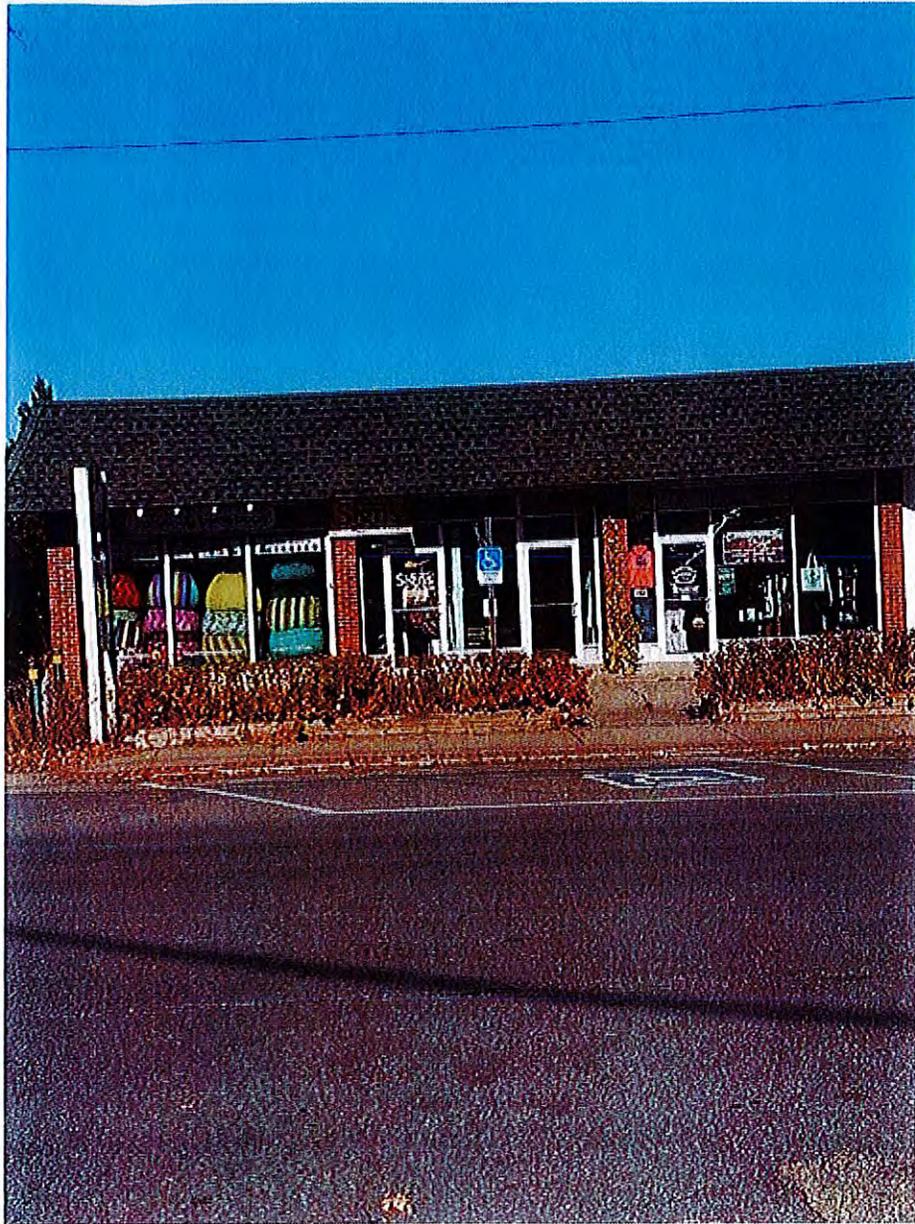














10.I

Date: 8-8-23

To: Mayor, City Council,
City Manager Erin Herbig

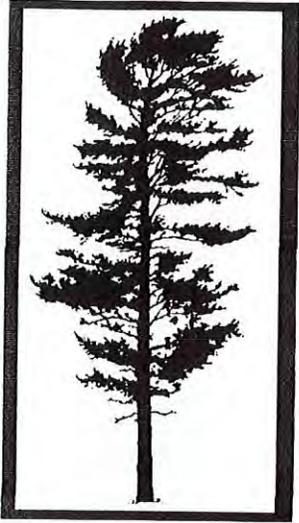
From: Bob Richards
Public Works Director

Re: Tree Removal

Roger Lee at 26 Park Street approached me about the condition of a beech tree that he is concerned about which stands in the City right of way. He had Arbor Tech take a look at it with a recommendation to have the tree removed. Attached is a letter from Arbor Tech.

Thanks,

Bob



ARBOR TECH
Arboricultural Technician LLC
207-691-2873

Travis Hamilton
39 Cottage Rd.
Belmont, Me 04952

To: Catherine/Roger
26 Park St., Belfast
hinman.catherine@gmail.com
publicworks@cityofbelfast.org

This is a write up regarding a consultation by Arbor Tech at the above address done by Travis Hamilton, licensed arborist.

Regarding the large Beach on the uphill side of the drive, very close to the road; I deem this tree to be both hazardous to passers by and badly diseased with Beach Leaf Disease(BLD).

The tree has major decay at the base and up through the trunk. Also give its close proximity to the road its likely that the roots are compromised and the tree may not have a good footing. A tree fell down on the other side of the drive way a couple years ago from the same kind of root loss. These factors can/do pose a risk to passers by.

BLD can be treatable. However due to the poor health over all of this tree it is possible that the treatment won't work and the tree will succumb regardless.

Because of these two main reasons I do not feel this tree is worth saving as a street tree or an estate tree.

Tree #	Specie	Diameter ("	Condition (1-5)	Street Name	Street #	Tax Map & Lot	Treatment Needed	Notes
1109	Red Oak	6	5	Northport Avenue	142	32-5		
1110	Red Oak	24	5	Northport Avenue	150	32-25A		
1111	Spruce	18	4	Northport Avenue	150	32-25A		
1112	Red Oak	20	5	Northport Avenue	152	32-25A		
1113	e. cottonwood	40	1	Northport Avenue	154	32-25A	remove and replace	
1114	Red Oak	22	5	Northport Avenue	158	32-25B		
1115	Red Oak	30	5	Northport Avenue	158	32-25B		
1116	Red Oak	25	5	Northport Avenue	162	32-25B		
1117	Black Locust	16	5	Northport Avenue	164	32-25		
1103	Sugar maple	16	2	Northport Avenue	134	33-21		
1104	red maple	36	5	Northport Avenue	138	32-5	evaluate/prune	
885	Norway maple	24	4	Ocean Street	26	36-97		
886	Norway maple	10	5	Ocean Street		36-92		
887	Norway maple	24	5	Ocean Street		36-98		
888	red maple	40	5	Ocean Street		36-91		
889	spruce	18	5	Ocean Street	35	36-90		
890	Norway maple	30	5	Ocean Street		36-102		
891	red maple	20	5	Ocean Street		36-102		
892	Sugar maple	20	4	Ocean Street		36-103		
538	spruce	36	5	Park Street	1	37-24		
539	Norway maple	20	5	Park Street	8	37-42		
540	Norway maple	18	5	Park Street	8	37-26		
541	Norway maple	18	4	Park Street	9	37-22		
542	Basswood	20	4	Park Street	12	37-26		
543	cherry(orn.)	4	5	Park Street	15	37-149		
544	Ash	48	5	Park Street	19	37-149		
545	Sugar maple	38	2	Park Street	24	37-144	evaluate/remove	
546	Ash	18	5	Park Street	23	37-148		
547	Beech	38	3	Park Street	26	37-145		
548	Sugar maple	20	5	Park Street	27	37-157		
549	Norway maple	18	5	Park Street	27	37-157		
550	Norway maple	10	5	Park Street	27	37-157		



26 Park Street

10.5



22 Wright Brothers Drive

Airport Manager
Kenn Ortmann

City of Belfast
Municipal Airport
131 Church Street
Belfast, Maine 04915

Phone: 207 338 3370 x 600
Email: airport2@cityofbelfast.org

Request by Airport Manager Kenn Ortmann and the Belfast Airport Advisory Committee (BAAC) for the City Council to authorize awarding a Crack Sealing contract to Wolverine Sealcoating LLC, 3235 Country Farm Road, Jackson, MI 49201.

During the original project bid period, June 27th through July 14th, our engineering consultant, McFarland Johnson, reached out to every crack sealing contractor on the MEDOT listing by sending them a copy of the bid advertisement, conducted a non-mandatory pre-bid meeting, made plans and specifications available for download at no cost to the potential bidders, and allowed the submission of bid proposals by email.

Despite 16 organizations downloading plans and specifications, we received no bids. We discussed the situation with the FAA and the City followed the FAA's recommendation to submit a grant application on May 5, 2023 for the maximum amount we have available, and, using the FAA's small purchase procedures, continue working to secure bids for the project. On June 20, 2023 the Council authorized an increase in the engineering fees to reflect the additional work required of McFarland Johnson pursue potentially willing partners to secure crack sealing bids.

We have been successful in securing bids from Wolverine Sealcoating LLC (WSL) and Sealcoating, Inc., d/b/a indus (SCI), 825 Granite Street, Braintree, MA 02184, that were submitted in time for this FAA funding cycle and in the prescribed format.

The bid review included a comparison of each proposer's unit price and line-item total costs. Both proposers entered similar prices for mobilization and traffic protection. The difference was that WSL quoted a unit price of \$1.95/lb and SCI quoted a unit price of \$3.34/lb for the joint sealing filler material.

McFarland Johnson believes the cost proposal from WSL is fair and reasonable, confirmed WSL is not listed for debarment or other delinquencies, confirmed compliance with the 100% Buy American Preferences, and reports they provided all necessary forms and qualifications.

The Airport Manager and the BAAC are now requesting that the City Council vote in support of authorizing the following actions:

- 1) **Accept the bid submitted by Sealcoating, Inc., d/b/a indus in the amount of \$250,692.00 and the bid submitted by Wolverine Sealcoating LLC in the amount of \$148,910.00, and,**
- 2) **Seek concurrence on procurement procedures and the validity of Wolverine Sealcoating, LLC's revised proposal in the amount of \$109,695.00 with the FAA and MaineDOT Aeronautics Division, and,**
- 3) **Upon receipt of the FAA and MaineDOT grants, issue a notice of award to Wolverine Sealcoating, LLC and execute a contract between the City of Belfast and the Contractor, including authorizing the City Manager to sign any necessary documents.**



10.K,L+M

CITY OF BELFAST, MAINE 04915

131 Church Street

CODE & PLANNING DEPARTMENT

Phone: (207) 338-3370 ext. 125

Fax: (207) 338-2419

Email: planningandcodes@cityofbelfast.org

MEMO:

To: Mayor and City Council
From: Jon Boynton - City Planner
CC: Erin Herbig – City Manager; Bub Fournier – Director Planning and Codes
Date: August 7, 2023
Re: First Reading – Short-term Rental Registry

RECOMMENDED ACTIONS

I recommend the Council take the following actions at the Council meeting of August 15, 2023, on the First Reading of this proposal:

1. Staff Presentation: City Planner Jon Boynton will present to the Council and the Public the proposed Short-term Rental Registry.
2. Conduct a public hearing on the proposal. The Director and I have combined several separate ordinance amendments for the public hearing notice that was printed in the Republican Journal. The notice for the Short-term Rental Registry is one of them.
3. At the First Reading, the Council should identify any amendments that you would like to make to the proposal. The amendments would be incorporated into the language for the Second Reading.

Motion # 1: The City Council, after reviewing the proposed ordinance amendments and discussion, votes to APPROVE, REJECT, REVISE OR TABLE the proposed ordinance amendments to Chapter 14, Business, Chapter 66 General Provisions, and the creation of Chapter 72, Housing, and Lodging, in regards to conducting the first reading of this ordinance amendments for the Short-term Rental Registry at your August 15, 2023, meeting.

BACKGROUND INFORMATION

Council has direct City Staff to look at all avenues to address the housing shortage that our community is facing. Staff has worked on increasing opportunities for more housing in the rural



CITY OF BELFAST, MAINE 04915

131 Church Street

CODE & PLANNING DEPARTMENT

Phone: (207) 338-3370 ext. 125

Fax: (207) 338-2419

Email: planningandcodes@cityofbelfast.org

zoning districts for example. The Short-term rental registry is part of Staff's strategy to increase housing opportunities Inside the Bypass. The next task is to address LD 2003 and to examine the Residential zoning districts Inside the Bypass.

The Planning Board has worked on the registration since January of this year. They have met, four or five times to discuss the working of this ordinance. There was a lot of discussion around what is a Short-term Rental, and what are comparable uses and where are they located in Belfast.

All sides compromised on pieces of the registration.

- No inspection of the unit for registration
- A Short-term Rental is not a commercial use.
- The city is not limiting how many units can operate or where they can operate.

The goal of the registry is to have a better understanding of what is happening in our city, to collect data. There is some information out on the internet, but it's not Belfast specific. Since the available data is not specific to Belfast, its premature to change the policy on Short-term rentals.

The Planning Board conducted their public hearing at the July 12, 2023, meeting and held an open to the public session in March. I have also spoken individually with folks to hear their feedback on the proposed registration.

Recap

Overall, the Short-term registration is about gathering data. The Council and Staff need Belfast specific data to make informed policy decision that will impact property owners.

**CITY OF BELFAST
CITY COUNCIL
TUESDAY, AUGUST 15, 2023
Public Hearing and First Reading
Proposed Ordinance Amendment Short Term Rental Registry**

Format of Amendment: Language/text in **black font** is existing language in the ordinance that is proposed to be changed by this amendment. The language/text proposed to be added to the existing ordinance is shown in **Red Font**, and a **Red Strike** is the proposed language/text that was rejected. Language/text proposed to be deleted from the existing ordinance is shown in ~~Blue Strike through Font~~. Staff notes to the Council are highlighted in Green Text.

PROPOSED ORDINANCE AMENDMENTS SUBPRT. A. (City Council)

CHAPTER 14 BUSINESS

Article X Short-Term Rentals

DIVISION 1 Generally

Sec. 14-380. Purpose of article

The purpose of this article is to establish a procedure and standards for the City to annually monitor the number of short-term rentals operating in the City. The City finds it is in the public health, safety, and economic welfare to understand the impact short-term rentals may have on the City.

Sec. 14-381. City Council order

The City Council grants the Planning and Codes Department staff the right and the Code Enforcement Officer the powers to enforce a short-term rental registry on their behalf.

Sec. 14-382 Other applicable codes

All short-term rental dwelling units shall be subject to all local ordinances, including applicable sections in Chapter 72. Housing and lodging require annual registration.

PROPOSED ORDINANCE AMENDMENTS SUBPRT. B. (Planning Board)

CHAPTER 66 GENERAL PROVISIONS

Sec. 66-1 Definitions.

Hotel

See "Motel."

A building in which lodging, or meals and lodging, are transient in nature and offered to the general public for compensation and which ingress and egress to and from the rooms are made primarily through an inside lobby or office and offer no less than four rooms for rent.

Motel

~~A building or group of detached or connected buildings used for lodging by the traveling public, in return for payment. The term "motel" shall include "hotel."~~

A building or group of buildings in which lodging is transient in nature and offered to the general public for compensation and where entrances to rooms are made directly from the outside of the building and offer no less than four rooms for rent. Motels include terms such as sporting camps and cottages.

CHAPTER 72 HOUSING AND LODGING

Article I. In General

Sec. 72-1 through Sec. 72-50. (Reserved)

Article II. Short-Term Rental Registration

Division 1. Generally

Sec. 72-51 Purpose of the article

The purpose of this article is to establish a procedure and standards for the City to annually monitor short-term rentals. The City finds it is in the public health, safety, and economic welfare to understand the impact short-term rentals may have on the City.

Sec. 72-52 Definition

STR:

An STR is an abbreviation for short-term rental.

Short-term Rental:

A short-term rental is a residential dwelling unit that is advertised or intended for used for rent of less than 28 consecutive days. A short-term rental is not a State or City licensed lodging established, such as but not limited to a hotel, motel, or bed and breakfast.

Owner Occupied:

An advertised STR is where the owner of the rental unit lives on the same premise as the advertised unit.

Management Company:

A person or business that maintains and operates a short-term rental unit but does not own the unit and has an agreement from the property owner to operate the unit.

Short-term Rental registry

A city database of all residential dwelling units advertised for rent for less than 28 consecutive days. ~~The registry includes all property owners, management companies, and the location of the STRs, or any other pertinent data.~~

Local Contact Person:

An individual who is personally available by telephone and/or in person who has the authority to address issues that may arise in a timely manner.

Sec. 72-53. Ordinance Enactment.

The enactment of the short-term rental registry requirement shall take place no more than 120 days after the City Council adopts this amendment. Once the short-term rental ordinance is enacted, property owners will have an additional 120 days to register their short-term dwelling units before any after the fact fees are applied.

The City shall notify property owners of the short-term rental registry by placing an ad in the local newspaper and by including a notice of the registry requirements in the direct mailing for property taxes as soon as possible after enactment.

Sec. 72-54. Penalty

A property owner operating and/or advertising a short-term rental unit within the City without the required short-term rental registration shall be subject to a civil penalty of \$100 per day for all days of operation without the required registration as set forth in 30-A M.R.S. 4452.

Sec. 72-55. through 72-100 reserved

Division 2. Registration

Sec. 72-101. Planning and Codes Department responsible

The City Council hereby grants to Planning and Codes Department the right to monitor the STR registry and the Code Enforcement Officer the right on the Council's behalf to issue, deny, and revoke any STR registration.

Sec. 72-102. Display

A registration issued by the Planning and Codes Department shall be required for all short-term rental units that meet the City's definition of a short-term rental unit. All registered short-term rental units must display the approved registration inside the unit.

Sec. 72-103. Registration Requirements

1. Dwelling units that are required to be registered.

- (a) Any residential STR dwelling unit located within the bounds of the City of Belfast must register the dwelling unit with the Planning and Codes Department.
- (b) Any lodging establishment already licensed with the State and City is exempt from this provision.
- (c) Any person renting out their primary residence or a room that is part of their primary residence is exempt from this provision.
- (d) Any person renting out a residential dwelling unit that is not their primary residence but is located on the same property as their primary residence is required to register the dwelling unit or units.

2. Application required

The applicant must submit an application to apply for the short-term rental registry. The Planning and Codes Department is responsible for creating the application and may amend the application as needed.

3. Initial and renewal registration

(a) Initial registration.

Any property owner or management company on behalf of the property owner wanting to operate a short-term rental unit must register the short-term rental unit with Code Enforcement Officer before advertising or renting said short-term rental unit.

(b) Registration Renewal

Any property owner or management company on behalf of the property owner already registered as a short-term rental unit who wishes to continue operating beyond the expiration of the registration period must apply for and obtain a registration renewal.

4. Registration time period

A short-term rental registration is valid for one year from February 1 to January 31 of the following year. An applicant has 60 days past February 1 to renew the registration.

Sec. 72-104 Issuance

The Code Enforcement Officer shall approve the issuance of the initial registration or the renewal registration upon receipt of a complete application and payment of fees.

Sec. 72-105. Fees

1. Registration Fee

Each application for the short-term rental registration, initial or renewed, must be accompanied by a fee in the amount to be set by the City Council (~~\$50~~). No application will be considered without payment of such fee.

Staff is recommending an application fee of \$50. The fee will be decided by the Council.

2. After the Fact Registration Fee

If a person or management company does not register a short-term rental unit or does not renew the yearly registration requirement, then the after the fact registration fee is ~~\$500~~ shall be applied as set by the City Council.

Staff is recommending an after the fact permit fee of \$500. The reason is to incentives owners to register their STR and to sign up for the registration during the registration time period.

Sec. 72-106. Transfer

No registration is assignable or transferable.

Sec. 72- 107 Suspension or revocation

The Code Enforcement Officer may suspend or revoke the short-term rental registration due to noncompliance with any part of the City Code of Ordinances.

Sec. 72-110 through 72-140 (reserved)

Division 3 Appeal

Sec. 72-141. Zoning Board of Appeals

Any owner or operator of a short-term rental unit may appeal any written decision of the Code Enforcement Officer to the Zoning Board of Appeals per Sec. 102-131.

10. N, O + P



CITY OF BELFAST, MAINE 04915
131 Church Street

PLANNING AND CODES DEPARTMENT

Phone: (207) 338-3370 ext. 125

Fax: (207) 338-2419

Email:

planningandcodes@cityofbelfast.org

**NOTE TO BELFAST CITY COUNCIL
FIRST READING AND PUBLIC HEARING
AUGUST 15th, 2023**

**PROPOSED AIRPORT OVERLAY ZONING ORDINANCE AMENDMENTS
FROM BUB FOURNIER, DIRECTOR OF PLANNING AND CODES DEPARTMENT**

BACKGROUND

The Airport Overlay concept, as proposed in the Airport Master Plan, is a planning tool for development in proximity to the Belfast Municipal Airport's northwestern runway 15 and southeastern runway 33. The proposed concept involves 3-dimensional zones A and C (B reserved) and outlines building height and use standards for each zone so that airport operations and development on nearby properties may occur in a safe and concurrent manner while minimizing potential conflicts. By right-sizing zoning restrictions on property adjacent to the Airport, the proposed ordinance amendments make an additional 60 acres available for housing development, in addition to the 100 acre site already being reviewed for a 48 lot subdivision on Little River Drive.

The Planning Board was officially introduced to the concept of an Airport Overlay District at their regular meeting of January 11, 2023. At that meeting Board members discussed multiple memorandums generated by Airport Manager Kenn Ortmann as well as a Note to the Board from Planning and Codes Director Bub Fournier. Most of the discussion at the introductory meeting was focused on the concept of the 3-D zones, the dimensions of Zone A in particular, as well as the potential use restrictions in the overlay.

Following the initial workshop, Airport Manager Kenn Ortmann again produced a series of maps describing potential alternatives for the Zone A configuration for the Board's February 8th, 2023 meeting. The 3-A layout alternative included what the Airport Manager described as likely the limit of potential runway expansion in the foreseeable future. Planning staff's recommendation for Zone A to encompass the existing RPZ dimensions, only 1,000 feet from the end of the

existing runway, were also discussed. Although the Board did not necessarily reach a consensus or define a direction, they discussed alternatives.

At the March 22nd meeting, the Planning Board asked staff to generate maps and tables to describe an A zone configuration with symmetry reflecting the current airport runway size, based on a 1 mile visibility standard and extending to Schoodic Dr northwesterly and Perkins Rd southeasterly. The maps and tables generated by staff also compared this configuration to an A zone based on the current Runway Protection Zone (RPZ) length, symmetrical and downsized for a 1 mile visibility on both ends of the runway.

The Board then discussed the Airport Overlay concept on May, 10th, 2023, with the goal of coalescing the work that had occurred up to that time so that the current draft language could be presented at a public hearing. The Board reached a consensus on a dimensional configuration of the A and C zones. The Board reached a consensus regarding potential use restrictions in the A zone. The Board also reached a consensus in regard to how to handle currently existing potential nonconformities in the proposed A Zone.

The Planning Board held a public hearing on July 26th, 2023, duly noticed in the Republican Journal as well as directly mailed to abutters within 1,000 feet of the airport. The Board unanimously recommended adoption by the City Council.

USES

As far as uses are concerned, the Board considered a memo from the Airport Manager dated March 31, 2022 as well as additional staff guidance. They also considered a summary generated by Planning Board Chair Hugh Townsend describing which uses may conflict with adjacent Airport operations.

The Board did not consider any C Zone use restrictions.

The Board is recommending restricting the following uses in the A Zone that may be currently allowed in the general zoning districts in which the Airport Overlay is proposed:

- One and Two Family Homes, Accessory Dwelling Units, Accessory Residential structures with habitable space.
- Multi-Family and Flex Housing dwellings
- Planned Unit Development including Rural Affordable Developments
- Manufactured housing on a chassis or modular
- Group homes, Owner Occupied Boarding or Lodging Houses, Congregate Care, Residential Retirement housing, Assisted Living Facilities
- Bed and Breakfasts
- Nursing Homes and Long Term Care facilities
- Child, Youth and Adult Care facilities
- Public and Private Schools

NONCONFORMITY

The Board is proposing that existing uses occurring in the proposed A Zone of the Airport Overlay that would be restricted should the proposal be adopted would be considered legally existing nonconformities. The proposal provides for a 30% lifetime expansion of the footprint of a nonconformity's structure in the A Zone, although no additional dwelling units would be allowed in the A Zone. This would allow existing homes in the proposed A Zone to grow and be modified within the 30% limit. There would be no limits on upward expansion within the footprint existing at the time of enactment of this proposed ordinance, although additional dwelling units would be prohibited. This ability to build upward from existing footprint was a modification the Planning Board asked for at the public hearing stage on July 26th, 2023.

REZONING

Finally, the Board is proposing zoning reconfigurations to support the City's goals of creating new housing opportunities and "right sizing" the Airport Overlay zone. The proposal includes the 174 Lincolnville Ave (Boynton property, Map 4 Lot 62) being rezoned as Office Park along with the smaller properties directly to the north including 152 Lincolnville Ave and their back lot (9+ac), 156 Lincolnville Ave (2.7ac). The Board is also proposing that all of the smaller lots north of the large Boynton lot including Map 4 Lots 2, 63, 63A and 62H plus Map 5 Lots 2, 6B, 6A, 8 and 8-A be rezoned from Airport Growth to Office Park as well. The Board is also proposing that the smaller 190 (4.14ac) and 182 (1.5ac) Lincolnville Ave properties are rezoned from Airport Growth to the adjacent Outside Rural 2 zoning district.

These zoning district reconfigurations result in almost 60 acres of property in Belfast becoming available for new housing. The changes would eliminate the Airport Growth zoning district, which currently prohibits new housing on approx. 140 acres. Those areas would be rezoned according to their adjacent Office Park or Outside Rural 2 districts which both allow a variety of housing uses. The newly proposed A Zone restriction on new housing in the proposed Overlay would shrink the affected area from approx. 140 acres down to 80 acres, immediately off the ends of the runway as shown on the A Zone maps. This proposal also follows support from the Board and City Council to rezone the approx. 100-acre former County owned property as part of the right-sizing of the Airport Growth zoning district. This property is currently being reviewed by the Planning Board for a 48-lot subdivision for much needed residential housing.

**BELFAST CITY COUNCIL
FIRST READING
TUESDAY AUGUST 15th, 2023**

Format of Amendment: Language/text in **black font** is existing language in the Ordinance that is proposed to be changed by this amendment. Language/text proposed to be added to the existing Ordinance is shown in **Red Font**. Language/text proposed to be deleted from the existing Ordinance is shown in ~~Blue Strike-through Font~~. Staff notes to the public and City Council are highlighted in **Green Text**.

Role of the City Council: The Belfast Planning Board was responsible for conducting a public hearing and offering its recommendation to the Belfast City Council regarding proposed amendments to the land use regulations in the City Code of Ordinances. The Planning Board discussed this proposed amendment at several meetings, and voted unanimously after a public hearing on July 26th, 2023 to recommend the language for adoption by the City Council. The Planning Board is an administrative/quasi-judicial body, and does not have the authority to adopt, amend, or repeal an Ordinance. That authority is vested solely with the City Council, the legislative body for the City. The City Council, after it receives the Planning Board's recommendations, will conduct two public readings (First Reading and Second Reading) and at least one duly noticed public hearing on the proposed amendments. After a Second Reading, the City Council has the authority to adopt, reject, change, or table the amendments presented by the Planning Board. If the Council adopts the amendments, they will become part of the City Code of Ordinances.

CHAPTER 102 ZONING

ARTICLE VII

DIVISION 2

Airport Overlay District

Sec. 102-851. Applicability of division.

No person shall build, occupy, maintain or use a structure or create a new use in the Airport Overlay

District of the City unless it is in compliance with the provisions of this division. The purpose of this division is to limit future conflicts between airport uses and other uses allowed in the underlying zoning districts.

Sec. 102-852. Nonconforming uses.

Existing uses or structures which are not permitted in sections 102-873, 102-874, 102-875 and 102-876 which are legally owned, occupied or maintained within the Airport Overlay District of the City on (date of adoption), are nonconforming uses under the provisions of this chapter. Legally existing nonconforming uses may continue, provided they do not create any significant risk of causing an adverse impact upon the Belfast Municipal Airport or property users. Expansion of legally existing non-conforming uses may be permitted by the Code Enforcement Officer, provided that the expansion does not exceed a 30% lifetime footprint area expansion limit. For these purposes, only the area of a structure located in the overlay may be considered for expansion, similar to the Chapter 102 Article III Type 2 Nonconformity section of the City Code. **Notwithstanding general zoning requirements and other standards regarding height in this Chapter, upward expansion of any legally existing, nonconforming one and two family homes within an existing structure's footprint area is permitted as long as no new dwelling units are created.**

Sec. 102-853. Structures and uses permitted in Airport Overlay District with approval of Planning Board.

Structures and uses permitted in the Airport Overlay District with Planning Board review are as follows:

Zone A

Any use permitted with Planning Board approval in the underlying zoning district except the following:

- One and Two Family Homes, Accessory Dwelling Units, Accessory Residential structures with habitable space (does not include garages, greenhouses, sheds, etc.).
- Multi-Family and Flex Housing dwellings
- Planned Unit Development including Rural Affordable Developments
- Manufactured housing on a chassis or modular
- Group homes, Owner Occupied Boarding or Lodging Houses, Congregate Care, Residential Retirement housing, Assisted Living Facilities
- Bed and Breakfasts.

Zone C

Any use permitted with Planning Board approval in the underlying zoning district. Any new building, temporary structure, appurtenance or other development shall not penetrate the three-dimensional space of Zone C.

Sec. 102-854. Structures and uses permitted in Airport Overlay District with approval of the Code Enforcement Officer.

Structures and uses permitted in the Airport Overlay District with CEO review are as follows:

Zone A

Any use permitted with CEO approval in the underlying zoning district except the following:

- One and Two Family Homes, Accessory Dwelling Units, Accessory Residential structures with habitable space (does not include garages, greenhouses, sheds, etc.).
- Multi-Family and Flex Housing dwellings
- Planned Unit Development including Rural Affordable Developments
- Manufactured housing on a chassis or modular
- Group homes, Owner Occupied Boarding or Lodging Houses, Congregate Care, Residential Retirement housing, Assisted Living Facilities
- Bed and Breakfasts.

Zone C

Any use permitted with CEO approval in the underlying zoning district. Any new building, temporary structure, appurtenance or other development shall not penetrate the three-dimensional space of Zone C.

Sec. 102-855. For Airport Overlay purposes, permitted uses shall be considered according to their location at grade, located below Zones A and C.

Sec. 102-856 (Reserved)

Sec. 102-857 Appeals.

An appeal of a decision of the code enforcement officer or the Planning Board denying any application where such denial is based on the provisions of this division shall be reviewed by the Zoning Board of Appeals in accordance with Chapter 102 Division 4 Appeals. A complete appeal application must be received within 30 days of the reviewing authority's written decision to be eligible for review.

Sec. 102-858 Description of Airport Overlay District dimensions.

(a) Zone A shall include the space above the area extending from the northern (15) end of the runway at the Belfast Municipal Airport including the Runway Protection Zone measuring 500 feet wide 200 feet from the end of the paved runway, thence widening to 700 feet wide at a distance of 1200 feet from the end of the paved runway, thence widening at the same angle and extending to Schoodic Drive on Map 5 Lots 1 and 26.

Zone A shall also include the area extending from the southern (33) end of the runway at the Belfast Municipal Airport including the Runway Protection Zone measuring 500 feet wide 200 feet from the end of the paved runway, thence widening to 700 feet wide at a distance of 1200

feet from the end of the paved runway, thence widening at the same angle and extending to a line 400' north of the northern edge of the Perkins Road right of way on Map 4 Lots 9 and 9-A.

The elevation of Zone A begins at the runway surface elevation of 347.6 feet (Mean Sea Level) and rises in a 34:1 slope away from the runway.

(b) reserved.

(c) Zone C shall include the space above the areas adjacent to Zone A described above, extending immediately adjacent to the runway (east and west sides) at a slope of 7:1 to 150 feet above the runway elevation. Zone C shall also include areas extending away from Zone A in the shape of an ellipse with a 10,000 foot radius surrounding the runway at an elevation 150 feet above the runway elevation, thence at a slope rising away from the runway at 20:1 for an additional 4,000 feet horizontally outward.

The elevation of Zone C begins from the plane established in Zone A and continues at a 34:1 slope, rising away from the runway to 150 feet above the runway elevation, or 497.6 feet (Mean Sea Level).

(d) The Airport Overlay is reflected in the official Airport Overlay Map as a supplement to this chapter.

**This language accompanies a revision of the official zoning map to reflect Board rezoning adjustments in the current Airport Growth zoning district as well as an Airport Overlay map for Zone A and C.

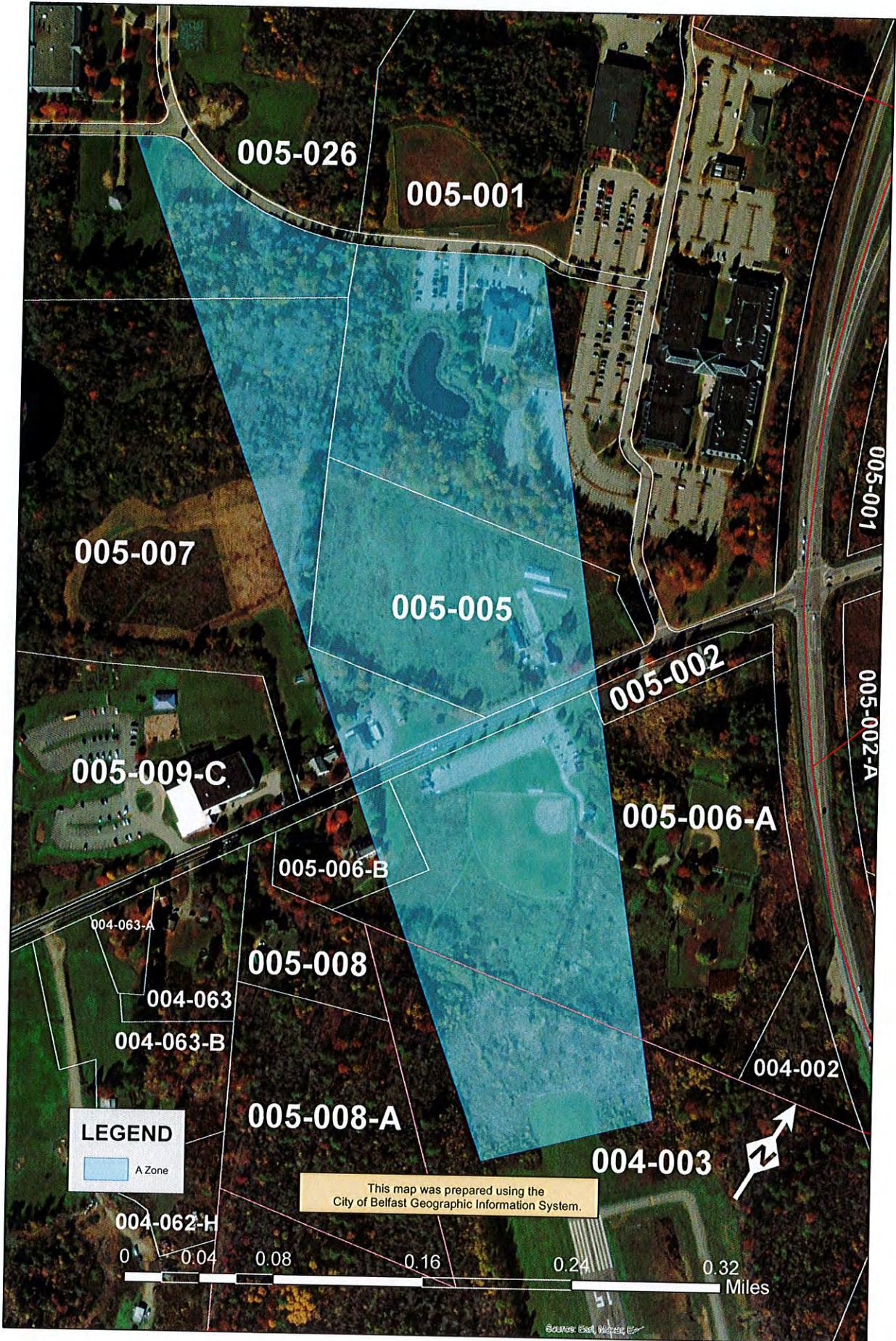
All existing unchanged text in the proposed Ordinance amendment is in **BLACK**.

All deleted text from the in the proposed Ordinance amendments is in ~~BLUE-
STRIKETHROUGH~~.

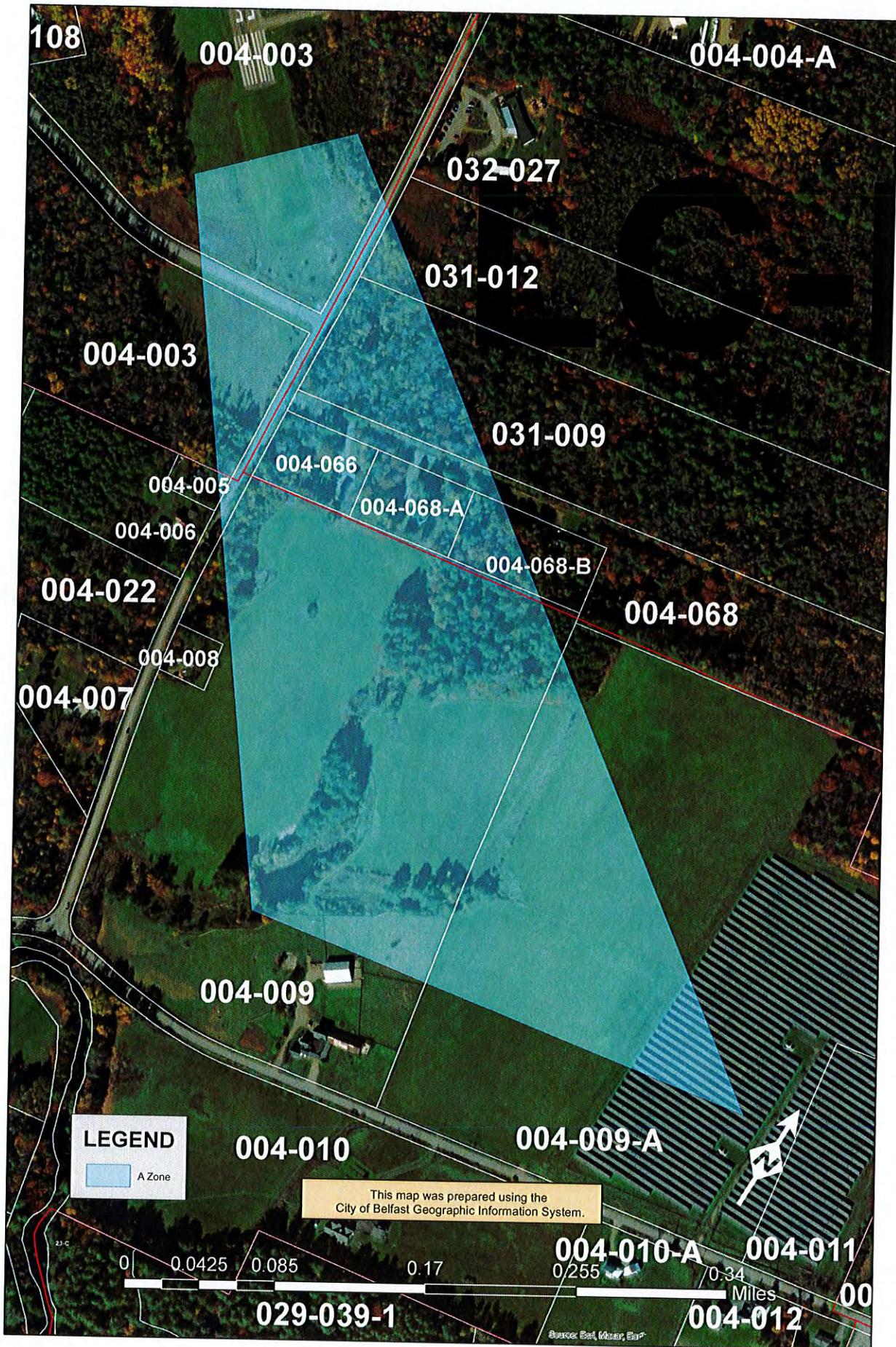
All new text in the proposed Ordinance amendment is in **RED. Bold red font was modified from Planning Board public hearing.**

All explanatory text, not to be included in the final draft, is in GREEN.

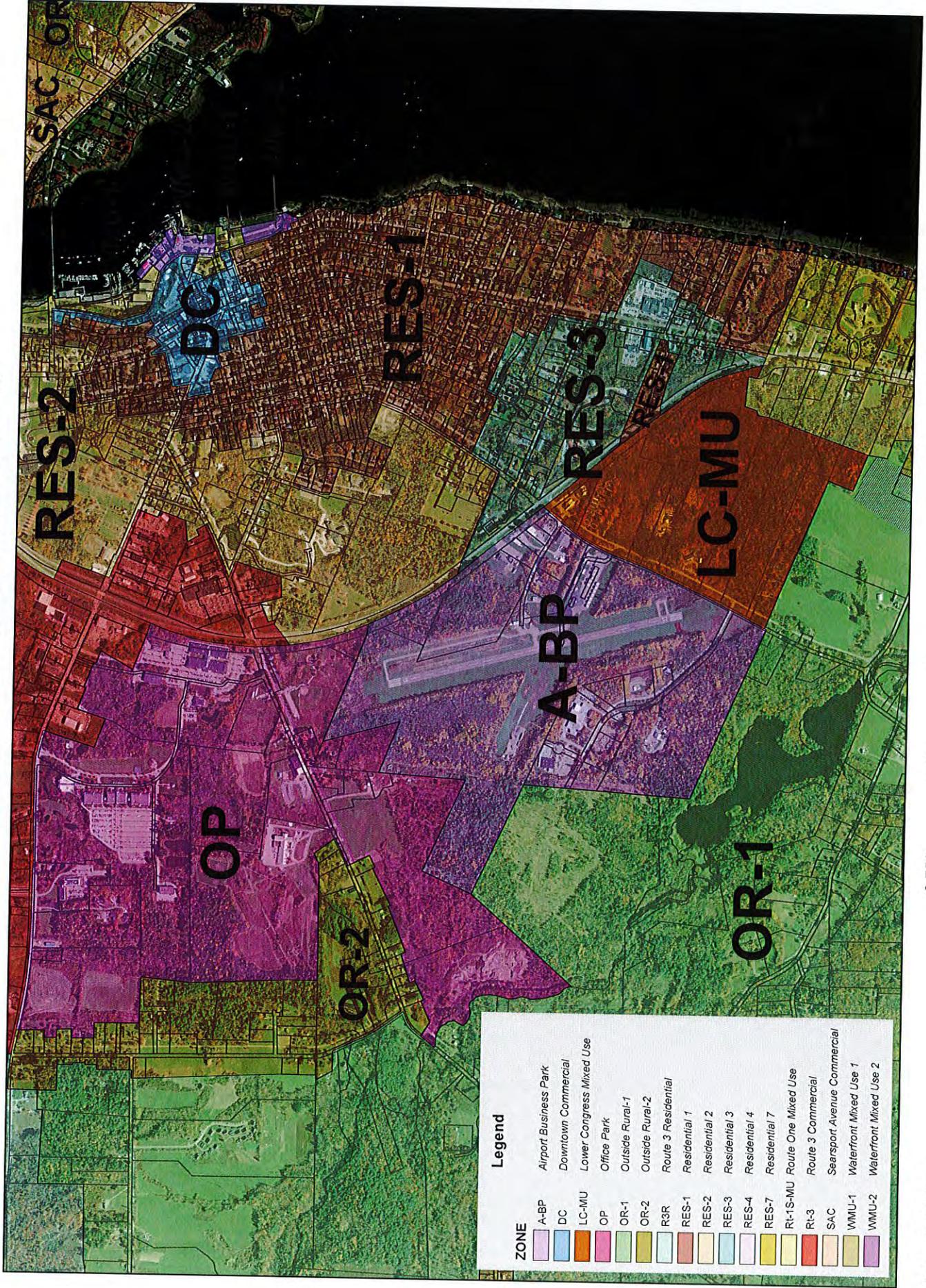
Proposed Airport Overlay District, July 2023



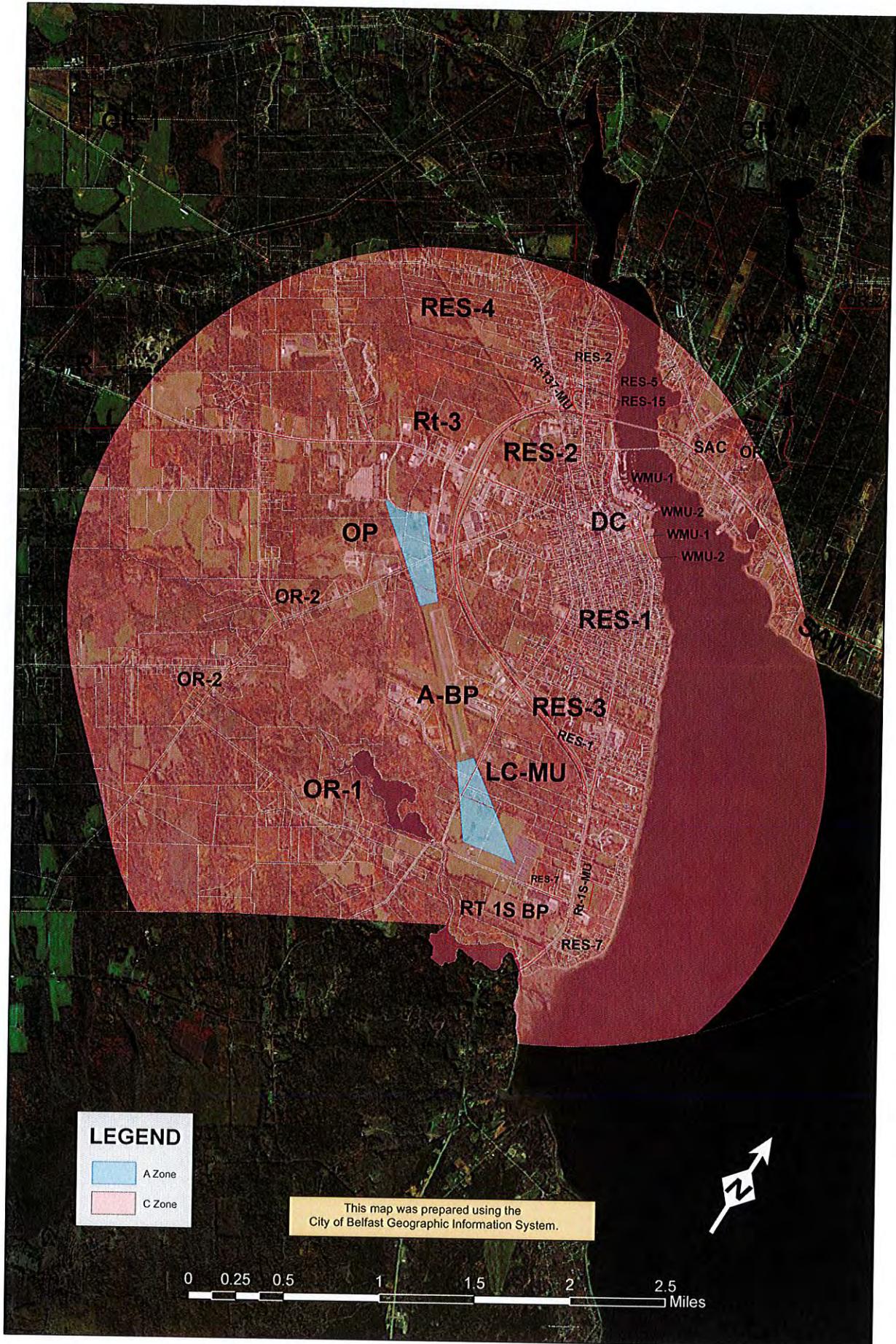
Proposed Airport Overlay District, July 2023



PROPOSED AIRPORT ZONING



Proposed Airport Overlay District, July 2023





10.Q.R+S

CITY OF BELFAST, MAINE 04915
131 Church Street

CODE & PLANNING DEPARTMENT

Phone: (207) 338-3370 ext. 125

Fax: (207) 338-2419

Email: planningandcodes@cityofbelfast.org

MEMO:

To: Mayor and City Council
From: Jon Boynton - City Planner
CC: Erin Herbig – City Manager; Bub Fournier – Director Planning and Codes
Date: August 7, 2023
Re: First Reading – Proposed Amendments to Chapter 58 Traffic and Vehicles

BACKGROUND INFORMATION

A few weeks ago, the Director and myself met with Jim Roberts in regards to the American Legion Post 43. Mr. Roberts shared that when the Legion members travel to service around the State some members have received parking tickets as they parked in a time limited space.

Mr. Roberts is asking to remove the time restriction on two spaces on Church Street near the intersection with Anderson St. The Director and I felt this ask is reasonable, as the City placed the time restriction on those two spaces for the Legion. Mr. Roberts also asked about the two spaces on Church St next to the new Court House parking lot. The agreement for these two spots is to change the time restriction from 2 hours to 3 hours. The rational here is these spaces are closer to downtown and other time restricted spaces.

You will find two sections in Chapter 58 that are proposed to be amended. Sec. 58-39 Specific restrictions and Sec. 58-40 Time limits for individual parking spaces. Some of the changes to both of these sections is directly related to the proposed changes by the Legion while other changes is in response to corrections that needed to be made. For instance, the elimination to language around time limits to the Front Street parking lot.

RECOMMENDED ACTIONS

I recommend the Council take the following actions at the Council meeting of August 15, 2023 on the First Reading of this proposal:

Recommended Action # 1: I recommend the Council allow time for the initial presentation on the amendments to the prohibition of specific on-street parking locations.

Recommended Action # 2: The Council should conduct a public hearing on the proposed changes to the ordinance amendment.



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Fax: (207) 338-2419

Email: planningandcodes@cityofbelfast.org

Recommended Action # 3: The Council should conduct a discussion and propose changes to the ordinance amendment.

Motion # 1: The City Council, after reviewing the proposed ordinance amendments and discussion, votes to APPROVE, REJECT, REVISE OR TABLE the proposed ordinance amendments to Chapter 58, Traffic and Vehicles, Article II, Stopping, Standing, and parking in regards to conducting the first reading of this ordinance amendments at your August 15, 2023, meeting

CHAPTER 58, TRAFFIC AND VEHICLES

ARTICLE II, STOPPING, STANDING, AND PARKING

Sec. 58-39 Specific Restrictions

No person shall stop, stand, or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with law or the directions of a police officer or traffic control device, in any of the following places:

- (1) On the sidewalk.
- (2) In front of a public or private driveway so as to obstruct access to same.
- (3) Within an intersection.
- (4) Within 10 feet of a fire hydrant.
- (5) On a crosswalk.
- (6) Within 25 feet of the near corner of the intersection of Anderson Street and Church Street.
- (7) Within 500 feet of any building, field, or forest where an alarm of fire or other emergency has been sounded, without consent of the chief of police, fire chief, or a duly authorized agent of either of the preceding.
- (8) In any public street more than 12 inches from the curb, except in emergency or to allow another vehicle or pedestrian to cross its way.
- (9) On the roadway side of any vehicle stopped or parked at the edge or curb of a street.
- (10) In the front of any place designated as a taxistand on any street.
- (11) At any place where official sign prohibits parking.
- (12) Within 15 feet upon the approach to any stop sign.
- (13) On the lefthand side of a street unless such street is a one-way street.
- (14) In front of the entrances to theaters and hotels, or in front of the fire station.
- (15) On Beaver Street on the north side from its intersection with Post Office Square.
- (16) On Bridge Street from the intersection of Water Street to the Harbor Channel.
- (17) On the east side of Cross Street from its intersection with Miller Street.
- (18) On that portion of the west side of Washington Street from its intersection with Main Street to Bridge Street.
- (19) On the north side of Miller Street from its intersection with Cross Street to High Street.
- (20) On **both side of Market Street** ~~from its intersection with Church Street to its intersection on Main Street.~~ This is clean up work.

~~a. On the north side of Market Street from its intersection with Church Street to its intersection with High Street.~~

~~— b. On the south side of Market Street from its intersection with Main Street to its intersection with Church Street. This is clean up work.~~

- (21) On High Street, on the easterly side from its intersection with the U.S. Route 1 off-ramp to the intersection with Vine Street.
- (22) On both sides of Waldo Avenue from its intersection with Field Street to its intersection with Vine Street.
- (23) On Vine Street, on both sides, from its intersection with High Street to its intersection with Waldo Avenue.
- (24) On Field Street, both sides, from its intersection with High Street to its intersection with Waldo Avenue.
- (25) On Main Street, on both sides, from its intersection with Waldo Avenue to its intersection with Market Street.
- (26) On Franklin Street, on the north side except where individual spaces are marked.
- (27) On Union Street, on the west side, from its intersection with Miller Street to its intersection with Commercial Street.
- (28) On Spring Street from its intersection with Church Street to its intersection with High Street.
- (29) At the fueling pier.
- (30) On the approach to the boat ramp.
- (31) On the vehicle with trailer parking lot drive on both sides of Front Street to the City landing.
- (32) On Main Street on the south side of Front Street to a point 100 feet west of Cross Street and on the north side from Front Street extending 200 feet to the west.
- (33) Adjacent to a node at any time.
- (34) In spaces designated for handicapped parking by any vehicle which does not bear special registration plates or placards issued under state law.
- (35) On Federal Street, either side, anytime, from Front Street to Cross Street.
- (36) On Jackson Avenue, either side, at any time, from Bayview Street to the eastern end of Jackson Avenue, from November 1 to May 1.
- (37) On Anderson Street, on the southerly side from its intersection with Church Street to its intersection with Waldo Avenue (Route 137).

- (38) On U.S. Route 1 (Searsport Avenue) from its intersection with Old Searsport Avenue westerly for 0.5 mile to its intersection with Old Searsport Avenue at Goose River (on state maps this covers from node 7113 easterly for 0.5 mile on the northerly side.
- (39) Miller Street between High Street and Church Street on the southerly side at any time.
- (40) On Commercial Street on the southerly side at any time.
- (41) On U.S. Route 1 (Searsport Avenue) at a point 0.2 mile westerly for a distance of 500 feet in a westerly direction on the southerly side of U.S. Route 1 also known as Searsport Avenue.
- (42) On Pendleton Lane, either side, from its intersection with High Street to its intersection with Cross Street.
- (43) On Front Street on the easterly side at its intersection with Miller Street to its intersection with Commercial Street.
- (44) On Main Street between Waldo Avenue and Lincolnville Avenue.
- (45) On Spring Street on both sides of the street from the Intersection with Court Street to a point 140 feet west of Court Street.
- (46) Church Street, western side from its intersection with Anderson Street to its intersection with Market Street except for two spaces marked between Market Street and the parking lot exit from the State Courthouse.
- (47) On High Street, on the easterly side from its intersection with John Street to its intersection with Field Street.

Sec. 58-40. Time limits for individual parking spaces.

(a) There shall be a two-hour parking limit between 9:00 a.m. and 5:00 p.m. on Monday through Friday and a three-hour parking limit on Saturday 9:00 a.m. and 5:00 p.m. in the following spaces:

- (1) Main Street, northerly side, from number 33 westerly to upper Market Street.
- (2) Main Street, southerly side, from Cross Street to Beaver Street.
- (3) High Street, both sides, from Miller Street to Bridge Street.
- (4) Church Street, both sides, from Miller Street to Main Street.
- ~~(5) Market Street, south side, from High Street to Main Street.~~
- (5) Reserved.**
- ~~(6) Market Street, north side, from Church Street to Main Street.~~
- (6) Reserved.**
- (7) Market Street, ~~north side~~ **both sides**, from Church Street to High Street.

This is clean up work.

(8) Washington Street, west side, from Main Street to Bridge Street.

(9) Franklin Street, north side along the Post Office heading west, the first parking space, the next two handicapped spaces and the next single parking spaces continuing west for a total of four spaces.

~~(10) Two marked spaces on the eastern side of Church Street just north of the marked handicapped parking spaces across the street from Anderson Street.~~

This is part of the proposed changes asked for by the American Legion.

(11) Two marked spaces on the western side of Church Street, between the intersection of Church and Market Streets and the parking lot exit from the State Courthouse.

(b) There shall be a two-hour parking limit in the following places: Church Street, both sides, from Market Street to Main Street.

(c) There shall be a thirty-minute parking limit in the following places: Post Office Square, directly in front of the post office, both sides.

~~(d) There shall be three-hour parking at all marked parking spaces on the southerly side of the Front Street parking lot between the hours of 9:00 a.m. and 7:00 p.m., seven days a week. The northerly side of the Front Street parking lot will be unrestricted parking. No motor vehicle or truck measuring more than 30 feet in length shall park in the Front Street parking lot.~~

This is clean up work.

(e) There shall be 10 marked two-hour parking spaces from 9:00 a.m. to 5:00 p.m. Monday thru Friday and a three-hour parking limit on Saturday from 9:00 a.m. to 5:00 p.m. located in the Beaver Street parking lot.

(f) There shall be a maximum of three-hour parking permitted in all marked parking spaces at the western end of the Armistice Bridge.

(g) There shall be a maximum of three-hour parking permitted from 9:00 a.m. to 5:00 p.m. Monday thru Saturday for two spaces marked between Market Street and the parking lot exit from the State Courthouse.

This is part of the proposed changes asked for by the American Legion.

10.T

MEMORANDUM

TO: Belfast City Council, Mayor and City Manager

Cc: City Engineer Mandy J Holway, Olver Associates Inc. and
Public Works Director Bob Richards

FROM: Bub Fournier, Director of Planning and Codes Department

DATE: August 8, 2023

RE: Intention to Support Infrastructure Acceptance –
Proposed Little River Drive Subdivision

BACKGROUND

B&B Midcoast Properties, LLC, a real estate development company formed by Ben Hooper and Brad Lindelof for the purchase of the 100 acre property at 68 Little River Drive, Map 4 Lot 62-G, are proposing a 48 lot residential subdivision at the end of Little River Drive. The property was formerly owned by the County. The proposed subdivision includes construction of new roads totaling approx. 6,700 linear feet with public sewer, public water and electrical service to accommodate residential development. The owners are also proposing to construct a stormwater collection system consisting of underdrain soil filters, buffers and wet ponds designed to meet the applicable City and State standards. This project is being reviewed by the Planning Board as a Planned Unit Development (cluster development) in which the project's designers have set aside 35% of the initial site as open space, including an area that the Little River Trail passes through as well as high value shoreland and flood plain areas adjacent to the river and Reservoir Number Two.

Little River Drive would be used to access all of the proposed lots, with a network of streets that would also serve the development. The Planning Board granted Preliminary Plan approval on May 31, 2023 and conducted a Site Visit on June 28th, 2023 before a Final Plan is submitted and reviewed. I am enclosing a map that identifies the location of this subdivision, as well as a map that identifies the layout of the subdivision.

Mr. Hooper and Mr. Lindelof are proposing to construct the new streets within the subdivision to City road construction requirements. The roads ultimately will be paved, and the paved surface will be 20 feet in width. There will be 3 foot gravel shoulders on each side of the road, and the road will have the required base material and a stormwater management system. City Engineer Mandy Holway, Olver Associates, has preliminarily reviewed the subdivision proposal on behalf of the Planning Board and is working with the project's engineers to ensure that that all City specifications are met.

At this time, I am bringing this proposal to the City Council to request that the City accept these roads as City roads **if and when they are constructed and inspected to the City specifications**. The projects owners also intend to convey the stormwater system and open space areas (approx. 35 acres) to the City, with an easement benefitting Coastal Mountains Land Trust (CMLT) to manage and maintain the Little River Trail. The project owners are also asking the City to consider assistance in the construction of the 308' extension of Little River Drive and utilities in the City ROW that would be needed to access the subdivision.

If the Council agrees to commit to accepting the subdivision's streets and the Little River Drive extension as City roads, the process the City would use to ensure the applicant (B&B Midcoast Properties, LLC) builds it to City specifications are as follows:

1. Applicant obtains Planning Board approval of subdivision. Possible to occur sometime in September 2023.
2. Applicant pays cost of Olver Associates to periodically inspect work in constructing roads, stormwater systems, water and sewer utilities so City Engineer can confirm that they are built to City specifications. Fulltime inspection services by City Engineer must be required as a Planning Board condition of approval.
3. Final inspection by City Engineer and Public Works Director of the constructed roads before the roads are formally presented to City for acceptance. The project may be phased, but the Council may wish to consider adoption of the roads all at once. I note that it may be some time before the roads can be formally presented to the City for acceptance, and the applicant must ensure that the roads meet City specifications at the time they are presented for acceptance.
4. Certification by Professional Engineer that the stormwater system has been constructed according to approved plans with clearly defined maintenance description and schedule. The certification and maintenance documents, also required by Maine DEP, will be reviewed by the City Engineer and Public Works Director for approval before City Council will be asked to accept these infrastructure improvements. Again, the Council may wish to consider adoption of the entire system all at once when they are completed rather than piecemeal.
5. Review of all deeds and easement language by the City Attorney before City Council consideration of accepting the open space areas including an easement for CMLT stewardship of the Little River Trail as well as City maintenance and responsibility for the completed stormwater system.
6. City Council will not vote to formally accept the road until occupancy permits have been granted to at least 12 property owners (25% of the lots in the subdivision) on the roads. I note that I am recommending this standard, and that there is no specific guideline regarding when the Council can vote to accept a road. The project owners have requested that the City consider adoption after 3 homes are constructed. The Council may wish to aim for 25% of any phase's homes and move forward with that expectation from the developer. Ultimately, I suggest that the Council consider letting the Planning Board and Applicant determine phasing and work within that framework based on a percentage. This may require multiple approvals at the Council level when appropriate.

7. If the Council agrees to accept these roads and infrastructure, it means that the public (the taxpayers) will be responsible for the long-term maintenance of these systems. B&B Midocast Properties, LLC has stated that they believe these maintenance costs to be low, but they have not provided an estimate nor described what the maintenance entails. Their required maintenance documents may provide more insight, but perhaps they can elaborate at the upcoming Council meeting. If the Council does not agree to accept the road, the Planning Board will need to ensure that there is a homeowner's association in place to maintain the infrastructure over the long term.

Here are additional comments to consider:

First, the City Council does not have a specific road construction standard identified by Ordinance which it must use to determine if a road can be accepted by the City. When I stated that these roads will be built to City specifications, I am referring to specifications in both the Subdivision Ordinance and the Technical Standards Ordinance, (Chapter 98 of City Code of Ordinances) that the Planning Board uses to determine if a road meets City requirements. In short, while I believe the above standards are good guidelines that the Council should follow, there is no guideline that the Council must follow. There are also no specific standards for engineering of stormwater systems. I have shared the proposal, this memo and all designs to date with City Engineer Mandy Holway, Olver Assoc. and Public Works Director Bob Richards as well as the Applicant's engineers for any technical questions. Both the City Engineer and Public Works Director have indicated that they have no objections to the proposal by the developer for the City to accept the infrastructure if/when they are constructed and inspected according to City specifications.

Secondly, the Council has accepted some privately built subdivision roads in the past including Mossy Ridge, Fieldstone Drive, Ryan Road etc. Clearly, there is a future public (taxpayer) cost associated with the City voting to accept any road or other infrastructure. I also believe that City acceptance of roads and other infrastructure, if they are well-built and constructed to the right specifications, is an area where the Council might have leverage to encourage new housing. This proposed project would be an opportunity to increase our desperately needed housing, protect public access to high level natural areas, and create an additional tax base for the future of Belfast. Lastly, City acceptance of the road furthers community development, which I believe is central to the much-desired goal of economic development.

I am not aware of the City taking over stormwater systems that are part of a private development in the past, but I do think this particular proposal is unprecedented. This 48 lot subdivision, with no private covenants preventing in-law apartments, accessory dwelling units (ADU's) or even multifamily developments would be a good step toward alleviating the current housing crunch. The City also stands to acquire 35 acres of high value natural areas, with a miles long trail system loved by the community.

Assistance in building the Little River Drive extension and utilities is another area in which the City does not have a track record. The project's owners have been directed to Economic Development Director Thomas Kittredge to research any programs that might be applicable

in putting together funding for the project. As I understand it, this project does not qualify for any income-based programs and the City would need to spend direct monies to provide assistance in this undertaking. The Council may wish to carefully consider how expressing their intent to help extend a road and utilities may affect future similar developments.

Ultimately, these decisions will affect the Belfast community for many years into the future and my intent is to provide insight for City Councilors to consider when making the decision. It will be very helpful to all involved to know what to expect moving forward.

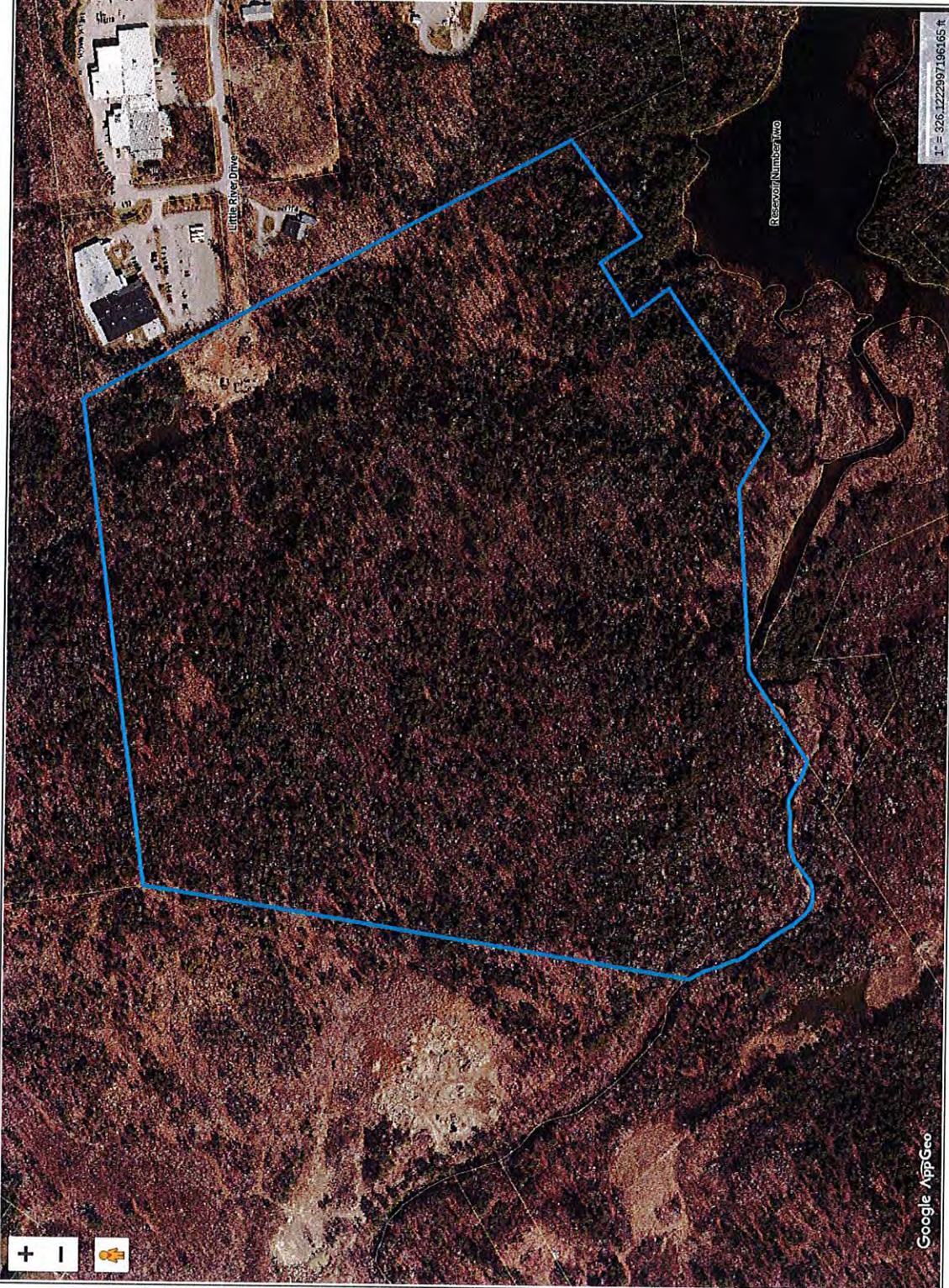
I will be available to answer any questions regarding this request.

Enclosures: Letter from B&B Midcoast Properties, LLC
Map of Subdivision area

REQUESTED ACTION

The Council should decide if it wants to **commit** to accepting, as City maintained roads and infrastructure, the new Little River Subdivision roads, stormwater systems and other infrastructure along with the remaining open space land stewarded by CMLT, that B&B Midcoast Properties, LLC proposes to construct to serve 48 lots in the Little River subdivision that the Belfast Planning Board is now considering for approval. **I note that the Council cannot yet formally vote to accept these improvements because they have not yet been constructed.** It would, however, greatly benefit B&B Midcoast Properties, LLC, the Planning Board and future property owners in this subdivision if the Council would decide now if it **intends** to accept these improvements once construction and inspection is complete. B&B Midcoast Properties LLC, in a letter dated July 19th, 2023, has requested that the City accept these improvements; copy of letter attached.

The motion I recommend is as follows: “The Belfast City Council states its intent to accept the new Little River Subdivision roads, stormwater system and infrastructure along with the remaining open space land stewarded by CMLT provided they are constructed and inspected to City specifications and there is a minimum of 25% of any phase of lots developed on the roads that have received an occupancy permit.”



Property Information

Property ID 004-062-G
 Location 68 LITTLE RIVER DRIVE
 Owner B & B MIDCOAST PROPERTIES LLC



**MAP FOR REFERENCE ONLY
 NOT A LEGAL DOCUMENT**

City of Belfast, ME makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated September 15, 2020
 Data updated September 15, 2020

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.

To: City of Belfast, Maine

From: Ben Hooper and Brad Lindelof, B&B Midcoast LLC

Date: July 19, 2023

Subject: Request to Take Ownership of infrastructure in Little River Homes Development

Dear City of Belfast,

We are writing to you today as the owners of B&B Midcoast LLC, a land development company that is currently in the application process for a planned unit development (PUD) of 100 acres of land located at 68 Little River Drive in Belfast, Maine.

We are requesting that the city take ownership of the roads and stormwater containment system in the Little River development once the infrastructure is completed and the city has issued 3 occupancy permits to property owners living in the development. We would also like to ask the city to assist in building the 308 feet of road and utilities on their land and right-of-way at the end of Little River Drive. B&B Midcoast LLC will complete the engineering and build approximately 6,700 feet of road with utilities in the development connecting.

We believe that it is in the best interests of the city to take ownership of the roads and stormwater containment system in the Little River Homes development. This will ensure that the roads and stormwater containment system are properly maintained. Our research indicates that the stormwater management system has very low maintenance requirements and costs. It will also eliminate the requirement of forming a homeowners association (HOA), and the complications therein.

In addition to requesting that the city take ownership of the roads and stormwater containment system, we would like to inform you that B&B Midcoast LLC intends to donate 35 acres of land to the city of Belfast. This land will contain the Little River walking trail and water frontage on the property on Little River, as well as old growth forest that is maintained by the Coastal Mountain Land Trust and Belfast Bay Waterfront Coalition. The conveyance of this property will connect two other properties currently owned by the city of Belfast.

We believe that this donation will be a valuable asset to the city of Belfast. The Little River walking trail is a popular destination for hikers and nature lovers, and the old growth forest is a unique and valuable natural resource. We are confident that the city will be able to find a way to use this land to benefit the community.

Thank you for your time and consideration. We look forward to hearing from you soon.

Sincerely,

Ben Hooper and Brad Lindelof

B&B Midcoast LLC

The block contains two handwritten signatures in black ink. The first signature is for Ben Hooper and the second is for Brad Lindelof. Both signatures are written in a cursive, flowing style.

10. U

Jake Brake Issues

MMA's "Maine Townsman" article-Nov. 2008

JAKE BRAKE ADVISORY

from *Maine Townsman*, "Legal Notes," November 2008

For several years, and for several reasons, we've advised against the adoption of "Jake Brake" or engine braking ordinances as a means of controlling truck engine noise (see "'Jake Brake' Ordinances," *Maine Townsman*, "Legal Notes," October 2000). Now we learn, courtesy of the MaineDOT's Maine Local Roads Center, that engine braking ordinances may actually be pre-empted by federal law.

The Noise Control Act of 1972 (now codified at 42 U.S.C. § 4917) authorizes the Environmental Protection Agency (EPA) to promulgate uniform national noise emission regulations for motor carriers engaged in interstate commerce. The federal statute expressly prohibits the states and their political subdivisions (including municipalities) from adopting or enforcing noise standards applicable to any motor carrier engaged in interstate commerce unless the standards are identical to the federal standards (see § 4917[c][1]). (The current version of the EPA's regulations is codified at 40 C.F.R. § 202.20.) Therefore, unless the noise standards in an engine braking ordinance are identical to the federal standards, the ordinance is unenforceable as applied to motor carriers engaged in interstate commerce.

As we've advised all along, engine braking ordinances can be difficult to enforce and may not get at the real problem, which is often a modified or defective exhaust system (which is already against State law, 29-A M.R.S.A. § 1912). The federal preemption of these ordinances as applied to motor carriers engaged in interstate commerce may be one more good reason to reject them.

Thanks to the Maine Local Roads Center (and its Vermont counterpart) for bringing this issue to our attention. (By R.P.F.)

Jake Brake Issues

- What they are and can a town control the truck engine noise?
 - What they are and can a town control the truck engine noise? Many towns around Maine have started erecting "No Jake Brake" signs (or something similar) in hopes of "controlling" the engine noise from downshifting trucks. Many residents are conscious of the noise and want the town "to do something" about the noise. Depending on your town and the cooperation of truckers, the results may be positive or they may be negligible.
- What is a Jake Brake?
 - What is a Jake Brake? "Jake Brake®" is a registered trademark of Jacobs Vehicle Systems™. The term "Jake Brake" is sometimes incorrectly used to refer to compression release type engine brakes in general. The term correctly refers to all of Jacobs Vehicle Systems retarding products, including their line of Exhaust Brakes and Driveline Brakes..... as well as Jacobs Engine Brakes. The Jacobs Engine Brake is a device that mounts on the engine overhead. The principle behind the Jacobs Engine Brake™ engine retarder is simple. It changes the action of the exhaust valves, turning the engine into a giant air compressor. It makes a distinctive sound while in operation, and converts a power-producing diesel engine into a power-absorbing retarding mechanism. It is typically used on class 7 and 8 vehicles and can be activated or deactivated at the flip of a switch or foot on the pedal. Further details can be seen on the company's website:

www.jakebrake.com

When operating, it produces a distinctive staccato sound. When used on a vehicle with a poorly muffled or un-muffled exhaust (straight pipes for example), the sound can be quite loud..... which is what citizens will complain about. According to the Jacobs Company, the real problem here is the illegally modified or defective exhaust systems.

The signs around Maine are probably unfairly using the company trademark, because they are brand-specific. The term "Jake Brake" also refers to the company's nearly silent exhaust brakes and driveline brakes, so these signs don't make sense for all Jake Brakes..... and don't target the root problem of illegal exhaust systems Therefore, any sign or ordinance should avoid use of the term "jake brake".

- What are the benefits of using a "jake brake"?
 - A "jake brake" can provide:
 - Faster, steadier, more efficient braking performance.
 - Reduced wear on engine, tires, and service brakes.
 - Lower vehicle maintenance costs.
 - Less vehicle downtime.
 - Enhanced driver confidence.
- Can our town pass an ordinance to "control" the noise?
 - Can our town pass an ordinance to "control" the noise? First of all, erecting a sign or two without an ordinance has no legal authority As with any regulatory traffic issue, a traffic ordinance must be in place to "enforce" the actual signs, or the sign is advisory only. Enacting a traffic ordinance to deal with "jake brakes" under 30-A § 3009 may seem like a kind and responsive reaction to engine noise, but is safety of the public being compromised?? Engine brakes are very effective at reducing the speed of heavy trucks on a downgrade, but what if the trucker had to stop quickly for a child or elderly person or an entering vehicle, and only use his regular brakes?? In most cases, the stopping distance will be longer without the engine braking system and this could lead to disaster at the bottom of the hill.

At best, the success of an ordinance will probably be voluntary compliance from truckers Some truckers may be sensitive to their truck noise and will try to reduce the noise, while others may intentionally try to make it worse, especially if a "squeaky wheel" citizen is emphatic about the noise problem. If a town passes a specific "jake brake ordinance", is the "No Jake Brake" sign or "Quiet Zone" sign a black lettering-on-white regulatory type sign.... or is it (wrongly) on a black-on-yellow warning sign?? If the local police get into the action of enforcement, are they going to check the actual engine braking system installed on each truck, or have a decibel meter to measure the noise level? What if the trucker says he had to stop quickly for a pedestrian? Or the car in front of him stopped quickly?

- What is the real problem?
 - The federal government has required all vehicles manufactured since 1978 to meet noise requirements when delivered to the customer. Today, trucks are required to emit less than 80 dBa of noise when they drive by, as measured at 50 feet. So trucks have been required to meet noise requirements when they leave the dealership as new vehicles for quite some time. In many "noisy truck" areas, the real problem is modified or defective exhaust systems. There is a good chance that the noisy trucks are running with straight stacks or gutted mufflers. Some are poorly maintained vehicles, while others have drivers who simply enjoy making noise. In any case, the use of the engine brake may not be the problem. The real problem in this noise issue is the illegal exhaust systems in many trucks At other times, it may be the engine braking system, which is being used by the driver who has not tried to slow down in advance of a hill or traffic signal. The regulations on vehicle noise relating to

engine/muffler systems need to be enforced Otherwise, atown would be fining for using engine brakes (sometimes being used justifiably) and not fining for the illegal muffler system

- What can a town do?
 - Most states, including Maine, already have a law on the books that prohibits operating a motor vehicle on a public highway without a serviceable muffler (M RSA 29-A § 1912). The real noise offenders, those with straight stacks or gutted mufflers, are operating in violation of this law. Have your local police stop noisy vehicles and check them for muffler integrity. Cite those that are not in compliance. This is a fairly easy step that should produce a noticeable improvement in the quality of life of your community.

If the town decides to enact a traffic ordinance under 30-A § 3009, it probably is best to hope for voluntary compliance, but who will do the enforcement? Another ordinance without enforcement possibilities is relatively useless Be sure to use the black-on-white signs and try to avoid the term "jake brake"... maybe use "quiet zone ahead", or "reduce engine noise ahead".

If a town does not adopt an ordinance and simply puts up a sign or two, the signs have no legal authority or enforceability.

- The MaineDOT response
 - The MaineDOT will not erect these signs on state roads The only way that a sign will appear is if a town officially adopts an ordinance and erects the signs themselves Then the town will be responsible for enforcement, sign maintenance, or any liability issues

Reviewed and edited by MMA Legal Division (October, 2000)

10. W

Notification: 10300911819

Work Order: 801000553718

CENTRAL MAINE POWER COMPANY
APPLICATION FOR POLE LOCATION OR UNDERGROUND LOCATION

In the City/Town of: BELFAST, Maine

To the: [] City [x] Town [] County of: Waldo, Maine

- [x] Central Maine Power hereby applies for permission to:
[x] Construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.
[] Construct and maintain buried cables, conduits, manholes and handholes, together with wire and cables, transformers, cutouts, and other equipment therein, under, along, and across certain streets and highways in said City/Town as described below.

[x] Central Maine Power Company and Consolidated Communications of Northern New England Company LLC jointly apply for permission to construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

- 1. Starting Point: INTERSECTION OF WATERVILLE RD. AND DOAK RD.
2. Road (State & CMP): DOAK RD. (WALDO RD.)
3. Direction: NORTHWEST
4. Distance: 2168 feet
5. Number of Poles: 1

- [x] Overhead wires shall have a minimum clearance of 18 feet over the public highway and be constructed to conform with the requirements of the National Electric Safety Code.
[] Buried cable facilities shall be placed at a minimum depth of 36 inches under pavement and 30 inches elsewhere and be constructed to conform with the requirements of the National Electric Safety Code.

Any person, firm, or corporation to be adversely affected by this proposed location shall file a written objection with the State Department of Transportation, City, Town or County stating the cause of said objection within fourteen (14) days after the publication of this notice or ninety (90) days after installation of facilities without publication.

[] Public Notice of this application has been given by publishing the text of the same [x] Not Published

In: []
On: []

CENTRAL MAINE POWER COMPANY Consolidated Communications of Northern New England Company LLC

By: Wayne Cookson Date: Jun 20, 2023 By: Danielle Godin Date: 06/21/2023

For Stephen Polyot
Right of Way Manager-Maine

LOCATION PERMIT

Upon the Application of Center Maine Power Company and Consolidated Communications of Northern New England Company LLC

dated Jun 20, 2023, asking for permission, in accordance with law, to construct and maintain poles, buried cables, conduits, and transformers, together with attached facilities and appurtenances over, under, along or across certain highways and public roads in the location described in said application, permission is hereby given to construct, reconstruct, maintain and relocate in substantially the same location, said facilities and appurtenances in the City / Town of BELFAST

approximately located as follows:

- 1. Starting Point: INTERSECTION OF WATERVILLE RD. AND DOAK RD.
2. Road (State & CMP): DOAK RD. (WALDO RD.)
3. Direction: NORTHWEST
4. Distance: 2168 feet
5. Number of Poles: 1

Facilities shall consist of wood poles and appurtenances with a minimum of wire and cable not less than 18 feet over the public highway and/or buried cables or conduit and appurtenances placed a minimum depth of 36 inches under pavement and 30 inches elsewhere, all in a manner conforming to the National Electric Safety Code.

By: _____

By: _____

By: _____

By: _____

By: _____

Municipal Officers

Office of the _____

Received and Recorded in Book _____, Page _____

Attest: _____

Clerk

10. X

Notification: 10300986797
Work Order: 801000550977

CENTRAL MAINE POWER COMPANY
APPLICATION FOR POLE LOCATION OR UNDERGROUND LOCATION

In the City/Town of: BELFAST, Maine

To the: City
 Town
 County of: Waldo, Maine

- Central Maine Power hereby applies for permission to:
 - Construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.
 - Construct and maintain buried cables, conduits, manholes and handholes, together with wire and cables, transformers, cutouts, and other equipment therein, under, along, and across certain streets and highways in said City/Town as described below.

Central Maine Power Company and Consolidated Communications of Northern New England Company LLC jointly apply for permission to construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

1. Starting Point: INTERSECTION OF MAIN ST. AND ANDERSON ST.
2. Road (State & CMP): ANDERSON ST. (ANDERSON ST.)
3. Direction: SOUTH WEST
4. Distance: 20 feet
5. Number of Poles: 1

- Overhead wires shall have a minimum clearance of 18 feet over the public highway and be constructed to conform with the requirements of the National Electric Safety Code.
- Buried cable facilities shall be placed at a minimum depth of 36 inches under pavement and 30 inches elsewhere and be constructed to conform with the requirements of the National Electric Safety Code.

Any person, firm, or corporation to be adversely affected by this proposed location shall file a written objection with the State Department of Transportation, City, Town or County stating the cause of said objection within fourteen (14) days after the publication of this notice or ninety (90) days after installation of facilities without publication.

Public Notice of this application has been given by publishing the text of the same Not Published

In: _____
On: _____

CENTRAL MAINE POWER COMPANY Consolidated Communications of Northern New England Company LLC

By: Wayne Cookson Date: Jun 7, 2023 By: Daniella Godin Date: 06/12/2023

For Stephen Polyot
Right of Way Manager-Maine

LOCATION PERMIT

Upon the Application of Center Maine Power Company and Consolidated Communications of Northern New England Company LLC

dated Jun 7, 2023, asking for permission, in accordance with law, to construct and

maintain poles, buried cables, conduits, and transformers, together with attached facilities and appurtenances

over, under, along or across certain highways and public roads in the location described in said application,

permission is hereby given to construct, reconstruct, maintain and relocate in substantially the same location,

said facilities and appurtenances in the City / Town of BELFAST

approximately located as follows:

- 1. Starting Point: INTERSECTION OF MAIN ST. AND ANDERSON ST.
- 2. Road (State & CMP): ANDERSON ST. (ANDERSON ST.)
- 3. Direction: SOUTH WEST
- 4. Distance: 20 feet
- 5. Number of Poles: 1

Facilities shall consist of wood poles and appurtenances with a minimum of wire and cable not less than 18 feet over the public highway and/or buried cables or conduit and appurtenances placed a minimum depth of 36 inches under pavement and 30 inches elsewhere, all in a manner conforming to the National Electric Safety Code.

By: _____

By: _____

By: _____

By: _____

By: _____

Municipal Officers

Office of the _____

Received and Recorded in Book _____, Page _____

Attest: _____

Clerk