

0469

Annual Report



1986

Islesford Historical Society
Little Cranberry Island
Islesford, ME 04646

Notice to Taxpayers
IMPORTANT!

ALL TAXPAYERS SHOULD READ THE FOLLOWING
REQUIREMENTS AND COMPLY WITH THEM

Maine Revised Statutes Annotated, Title 36, Section 706

Before making an assessment, the assessor shall give reasonable notice in writing to all persons liable to taxation in the municipality to furnish to the assessors true and perfect lists of their estates, not by law exempt from taxation, of which they were possessed on the first day of April of the same year.

The notice to owners may be by mail directed to the last known address of the taxpayer or by any other method that provides reasonable notice to the taxpayer.

IF NOTICE IS GIVEN BY MAIL AND THE TAXPAYER DOES NOT FURNISH SUCH LIST, HE IS THEREBY BARRED OF HIS RIGHT TO MAKE APPLICATION TO THE ASSESSORS FOR ANY ABATEMENT OF HIS TAXES, UNLESS HE FURNISHES SUCH LIST WITH HIS APPLICATION AND SATISFIES THEM THAT HE WAS UNABLE TO FURNISH IT AT THE TIME APPOINTED.

The assessors may require the person furnishing the list to make oath to its truth, which oath any of them may administer, and may require him to answer in writing all proper inquiries as to the nature, situation and value of this property liable to be taxed in the State; and a refusal or neglect to answer such inquiries and subscribe the same bars an appeal but such list and answers shall not be conclusive upon the assessors.

Veterans and others entitled to Tax exemptions shall file application and documentary proof of entitlement on or before April 1.

Except as exempted by law:

- a. Real estate in Cranberry Isles is taxable in Cranberry Isles.
- b. Personal property in Maine owned by a resident of Cranberry Isles is taxable in Cranberry Isles.
- c. Personal property kept in Cranberry Isles and owned by a non-resident of Maine is taxable in Cranberry Isles.



ANNUAL REPORT
OF
MUNICIPAL OFFICERS
OF
Cranberry Isles, Maine

FOR THE YEAR ENDING
DECEMBER 31, 1986
Also
SCHOOL REPORT
And
AUDIT

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ORDINANCES and REGULATIONS (Condensed)

OPEN FIRE ORDINANCE

Anyone having an open fire, except in an indoor fireplace, shall have a permit in writing from a fire chief or fire warden of the Town of Cranberry Isles.

CAMPING ORDINANCE

Anyone camping on the land of others shall have a written permit from the owner of the land.

DOCKING ORDINANCE

Companionways and the heads of floats shall be kept clear except to load or unload cargo or passengers. Elsewhere, a boat shall not be tied up and unattended at a float or dock for more than four hours, except as beached for repairs.

Traps, materials, packages and other objects shall not be left upon a float for more than one hour. The same shall not be left upon a dock, or within the building on a dock, for more than 72 hours.

Constables and Harbor Masters may enforce this ordinance.

SHORELANDS ORDINANCE

Anyone proposing a land use, including building, not in existence on July 1, 1974 within 250 feet from normal high water shall obtain a permit from Cranberry Isles Planning Board.

FLOOD HAZARD ORDINANCE

Anyone proposing to construct a building in a Flood Hazard Area shall obtain a permit from the Cranberry Isles Planning Board.

SUBDIVISION REGULATIONS

Anyone proposing to divide a tract or parcel of land into three or more lots for the purpose of sale, lease, development, building or transfer shall comply with the Subdivision Regulations of the Town of Cranberry Isles. No work may be done within a proposed subdivision without having first obtained approval of the Cranberry Isles Planning Board.

PLUMBING PERMITS

STATE LAW: A septic tank or other private sewage disposal facility, or plumbing for water supply or for sewage and water-carried waste shall not be installed until a permit for the installation has been issued by the Municipal Plumbing Inspector; and shall not be used until a certificate of approval has been issued by him.

SEWAGE DISPOSAL

STATE LAW: Any person presently discharging or proposing to discharge sewage or water carried waste, including the effluent from septic tanks or other sewage treatment facilities, into the waters adjacent to the Islands must have a license from the Maine Department of Environmental Protection, Augusta, Me. 04330.

MOTORIZED VEHICLES ON PUBLIC PROPERTY

The operation of motorized vehicles on publicly owned property outside the right of way of Town roads is prohibited. Exemptions are provided for authorized use, for access to public facilities and for the fire, police or personal injury emergencies.

PARKING ON PUBLIC LANDS

The parking of a motorized vehicle in a public place or on publicly owned land, outside the right of way of town roads, for more than fourteen (14) consecutive days during which the motorized vehicle so parked is not removed from the public place or publicly owned land for use elsewhere is prohibited. Utility companies and providers of routine services having their base of operation outside the Town limits are exempted.

The parking of a motorized vehicle in the town road right of way for more than twelve (12) consecutive hours is prohibited.

TOWN OFFICERS AND OFFICIALS

1986

Selectmen & Overseers of Poor (Fair Hearing Authority)

M. Charles Liebow (1987) Maurice Phillips (1988)

Theodore Spurling Jr. (1989)

Town Clerk - Registrar of Voters

Irene Bartlett

Treasurer - Tax Collector

Frances Bartlett

Assessors

Erica Merrill (1989) (resigned)

Polly Storey (1987)

Beverly Sanborn (1988)

School Committee

George Sparaceo (1987)

Cynthia A. Thomas (1989)

Carol Jones (1988)

Superintendent of Schools

Richard McFalls

Constable

Francis Stanley

Dog Control Officer

Francis Stanley

Code Enforcement

Officer

Francis Stanley

Health Officer

Warren Fernald

Plumbing Inspector

John A. Korth (Corea)

General Assistance Administrator

Irene Bartlett

Fire Chief

Herman Savage (Great Cranberry)

Road Commissioner

Maurice Phillips

Harbor Master

Wesley Bracy, Jr.

Auditors

Sawyer & Sawyer

Planning Board

Elizabeth Bright (1989)

Michael Westphal (1991)

Jeri Spurling (1990)

George Bowman (1987)

Irene Bartlett (1988)

Board of Appeals

Carol Jones (1989)

Bruce Fernald (1988)

Warren Fernald (1987)

Norman Sanborn (1991)

Mark Samonfeld (1990)

State Senator, District 12
 Thomas R. Perkins
 Home: Main Street, Blue Hill, Me. 04614 Phone 374-5321
 Senate: Senate Chamber, Augusta, Me 04333
 Phone 289-1505 or (free) 1-800-423-6900 (sessions only)

State Representative, District 43
 Stephen M. Zirnkillton
 P.O. Box 343
 Seal Harbor, Me. 04675 Phone 276-3242
 House of Representatives Phone 289-1400 or 1-800-423-2900

REPORT OF ASSESSORS
 1986 VALUATION AND TAXES

Valuations:	
Land	\$ 10,622,440
Buildings	11,867,200
Personal Property	105,050
Total	\$ 22,594,690
Town appropriation	\$ 41,900.00
School appropriations	113,320.00
County tax	15,583.05
	\$170,803.05
Maine Revenue sharing	(\$ 3,869.82)
To be raised	\$166,933.23

\$22,594,690 x .0076 = \$171,719.64

\$171,719.64 Tax raised

166,933.23 net needed

\$ 4,786.41 Overlay

The supplemental tax is	\$138.89
The total abatements are	\$715.16

The tax maps were revised by James W. Seawall in the fall.

A complete land revaluation was undertaken. A new front foot formula was implemented, with a one acre house lot in the criteria. Having completed this with the recent sales the ratio is down to 85% of value already.

Respectfully submitted,

Beverly Sanborn
 Chairman of Board of Assessors
 Town of Cranberry Isles

TOWN CLERK'S REPORT FOR 1986

Number of Births recorded, six:

Three at Ellsworth
 Two at Bar Harbor
 One at Bangor

Number of Marriages recorded, five:

Two at Islesford
 One at Cranberry
 One at Bar Harbor
 One at Eddington

Number of Deaths recorded, four:

Three at Bar Harbor
 One at Cranberry

Number of Dogs Licensed, eleven:

Three Males
 Zero Female
 Five Spayed Females
 Three Neutered Males

Number of Licenses:

Thirteen Hunting Licenses
 Seven Fishing Licenses
 Ten Combination Hunting and Fishing
 One Junior Hunting
 Nineteen Duck Stamps

Respectfully submitted,

Irene M. Bartlett
 Clerk of Cranberry Isles

REPORT OF PLANNING BOARD 1986

The Planning Board issued three Land Use Permits and approved one subdivision all on Great Cranberry.

Amendments to the Shorelands Ordinance and the subdivision regulation have been drafted as well as a Land Use Ordinance and a Site Review Ordinance for the Town. It is hoped to present them to the voters at Town Meeting.

Respectfully submitted,

Elizabeth R. Bright
 Secretary, Cranberry Isles Planning Board

SELECTMEN'S REPORT

ASSETS

	Dec. 31, 1986	Dec. 31, 1985
GENERAL FUND AND SCHOOLS		
Cash	\$ 56,177.65	\$ 66,072.12
Accounts receivable	2,500.00	80.00
Uncollected taxes	9,013.03	8,111.27
Total	\$ 67,609.68	\$ 74,263.39
Authorized school tax	\$ 41,490.00	\$ 51,829.00
OTHER FUNDS: (invested)		
Federal revenue sharing	\$ 6,370.76	\$ 5,954.48
Wharf improvement fund	47,097.90	12,879.83
Road fund	5,496.20	31,701.98
Unclassified reserve fund	none	31,209.84
Total	\$ 58,964.86	\$ 81,746.13
CEMETERY TRUST FUNDS (seven)		
In banks	\$ 13,675.08	\$ 7,392.45

GENERAL FUND LIABILITIES

Accounts payable	\$ 2,270.59	\$ none
Dog control	none	16.00
Truck fund balance	4,076.01	4,005.72
School fund balance (cash)	47,043.12	33,147.47
State Revenue Sharing	none	585.58
General fund balance (surplus)	14,300.96	36,508.62
Total	\$ 67,690.68	\$ 74,263.39
Deferred school tax	\$ 41,490.00	\$ 51,829.00

GENERAL FUND BALANCE

Receipts

Balance Jan. 1, 1986		\$ 36,508.62
Taxes levied		\$171,914.77
General revenue		
Auto excise tax	\$ 9,260.10	
Boat excise tax	3,170.20	
Interest on taxes	758.87	
Miscellaneous	219.00	
		\$ 13,408.17
Reimbursement from other funds:		
Federal revenue sharing		\$ 5,500.00
Highway Fund		39,665.90
Special purpose revenue:		
Maine revenue sharing		\$ 3,850.66
Total receipts		\$270,848.12
Deductions		
Assessors	\$ 0.16	
Tax refunds	2.55	
Tax abatements	713.61	
Tax discounts	1,691.27	
County tax	15,583.05	
School tax	113,320.00	
Highway Project	39,665.80	
Cost of town operations	85,570.72	
Total deductions		\$256,547.16
General Fund Balance Dec. 31, 1986 (surplus)		\$ 14,300.96

COMMUNITY DEVELOPMENT BLOCK GRANT

Receipts

State of Maine Administration		\$ 3,700.00
		1,000.00
Deductions		
Hancock County Regional Planning Commission		\$ 4,700.00

COST OF TOWN OPERATIONS 1986
(Functions budgeted)

Function	Appropriations	Cost	Lapse
Selectmen, planning administration	\$ 7,000.00		
	500.00*	\$ 8,396.00	\$ (896.00)
Town Clerk and elections	1,800.00	1,792.25	7.75
Treasurer and Tax Collector	7,000.00	6,952.68	47.32
Assessors	9,000.00		
	500.00*	10,825.70	(1,325.70)
Fire, Law, Dog control	500.00	226.00	274.00
Street lights	5,200.00	4,987.09	212.91
Health and General Assistance	500.00	130.00	370.00
Solid Waste disposal	8,000.00	7,711.45	288.55
Human Services grants	500.00	258.00	242.00
Roads, general maintenance	4,000.00	1,734.52	2,265.48
Roads, major project	40,000.00	39,665.80	334.20
Snow removal	6,000.00	5,858.20	141.80
Garages	400.00	151.16	248.84
Wharves, general maintenance	16,000.00	10,536.03	5,463.97
Soils survey and engineering	14,500.00		
	1,469.22*	16,108.30	(139.08)
Interest payments	100.00	none	100.00
Retirement obligation	1,700.00	1,660.56	39.44
General liability and workmen's insurance	4,500.00	3,612.00	888.00
Northeast Harbor Library	200.00	200.00	none
Islesford Library	200.00	200.00	none
Cranberry Isles Library	200.00	200.00	none
Town of Mt. Desert	1,500.00	1,500.00	none
Contingencies	5,000.00		
Transfers*	(2,469.22)		
Legal fees		2,530.78	none
Totals	\$133,800.00	\$125,236.52	
Net lapsed appropriations			\$ 8,563.48

SCHOOL FUND

Taxes	
Deferred from school year 1985-86	\$ 51,829.00
Appropriated for school year 1986-87	82,981.00
Longfellow School	20,000.00
	<u>\$154,810.00</u>
Assessed 1986	\$113,320.00
Deferred to 1987	41,490.00
	<u>\$154,810.00</u>
Receipts	
Balance Jan. 1, 1986	\$ 33,147.47
Taxes 1986	113,320.00
Other receipts	10,909.62
Total receipts	<u>\$157,377.09</u>
Deductions	
Expenditures 1986	\$110,333.97
Fund balance Dec. 31, 1986	<u>\$ 47,043.12</u>

TRUCK FUND

Receipts	
Balance Jan. 1, 1986	\$ 4,005.72
Police	20.00
Cash rentals	915.00
Roads	430.00
Snow removal	2,190.00
Total receipts	<u>\$ 7,560.72</u>
Deductions	
Insurance	\$ 1,353.00
Other costs	2,131.71
	<u>\$ 3,484.71</u>
Balance Dec. 31, 1986	\$ 4,076.01

HIGHWAY FUND

Receipts	
Balance Jan. 1, 1986	\$ 31,701.98
Dept. of Transportation grants	10,403.76
Island registration refund	2,030.25
Interest	1,026.11
	<u>\$ 45,162.10</u>
Deductions	
Major Highway Project	\$ 39,665.90
Balance Dec. 31, 1986	<u>\$ 5,496.20</u>

WHARF IMPROVEMENT FUND

	Receipts	
Balance Jan. 1, 1986		\$ 12,879.83
Unclassified Res. Fund		32,412.47
Interest		1,805.60
Total		<u>47,097.90</u>

No Deductions

FEDERAL REVENUE SHARING FUND

	Receipts	
Balance Jan. 1, 1986		\$ 5,954.48
From U.S.A.		5,474.00
Interest		442.28
Total		<u>\$ 11,870.76</u>

Deductions

Soils Survey & Engineering	\$ 2,500.00
Street Lights	3,000.00
Total	<u>\$ 5,500.00</u>
Balance Dec. 31, 1986	\$ 6,370.76

WHARF EXTENSION

	Receipts	
Appropriation		\$165,000.00
	Encumbrances	
Contracts and reserves		\$165,000.00

Respectfully submitted,

M. Charles Liebow, Chairman
Theodore Spurling, Jr.
Maurice Phillips
Selectmen of Cranberry Isles

REPORT OF THE TREASURER

Cash Balance January 1, 1986	\$ 66,072.12
Add Cash Receipts:	
Taxes '84	581.25
Interest on Taxes '84	128.38
Taxes '85	6,692.37
Interest on Taxes '85	500.71
Taxes '86	161,334.35
Interest on Taxes '86	129.78
Veteran Tax Reimbursement	34.00

Payment for Federally Owned Lands	117.00
Auto Excise Taxes	9,260.10
Boat Excise Taxes '84	86.20
Boat Excise Taxes '85	521.70
Boat Excise Taxes '86	2,518.30
Boat Excise Taxes '87	44.00
Snowmobile Registration Refund	18.00
Federal Revenue Sharing	5,474.00
State Revenue Sharing	3,265.08
From Federal Revenue Sharing Invested for Street Lights	3,000.00
Use of Town Truck	915.00
Rental Property	50.00
Credit Schools	10,909.62
Credit Playground	330.60
Credit Workers Compensation Insurance	202.00
Dog Licenses	14.00
Planning Board	130.00
Plumbing Permits	98.00
Cemetery Trust Accounts	6,225.00
DOT Road Assistance	10,403.76
General Highway Fund	2,030.25
From Highway Fund Invested for Major Project	39,665.90
Community Development Grant	3,700.00
Total Cash Receipts	268,379.35
Total Cash Available	334,451.47
Selectmen's Warrants	278,273.82
Cash Balance December 31, 1986	56,177.65

Respectfully submitted,

Frances J. Bartlett
Tax Collector & Treasurer

REPORT OF THE TAX COLLECTOR

1983 Taxes Receivable January 1, 1986	\$ 12.48	
Cash Collections		\$ 0.00
1983 Taxes Receivable December 31, 1986		<u>12.48</u>
	\$ 12.48	\$ 12.48
Detail of 1983 Taxes Receivable:		
Robert Palmer	\$ 12.48	
1984 Taxes Receivable January 1, 1986	\$ 926.49	
Cash Collections		\$ 581.25
1984 Taxes Receivable December 31, 1986		<u>345.24</u>
	\$ 926.49	\$ 926.49
Detail of 1984 Taxes Receivable:		
Robert Palmer	\$ 316.84	
William Wellman	28.40	
	<u>\$ 345.24</u>	

1985 Tax Receivable January 1, 1986	\$ 7,172.30	
Cash Collections		\$ 6,692.37
1985 Taxes Receivable December 31, 1986		479.93
	<u>\$ 7,172.30</u>	<u>\$ 7,172.30</u>

Detail of 1985 Taxes Receivable:

Robert Palmer	\$ 302.60
Keith Wedge	37.15
Mary Wellman	89.18
William Wellman	51.00
	<u>\$ 479.93</u>

1986 Tax Commitment	\$171,719.64	
Supplemental Abatements	195.13	
Assessors Adjustment		\$ 713.61
Discounts		1,691.27
Cash Collections:		161,335.35
1986 Taxes Receivable December 31, 1986		8,175.38
	<u>\$171,914.77</u>	<u>\$171,914.77</u>

Detail of 1986 Taxes Receivable:

Harry Alley*	\$ 225.72
Harry Alley*	3.80
Orville Blank	12.92
Harvey Bunker	262.96
Richard Emmons	577.60
Fred Ferrace	865.64
Fred Ferrace	138.89
Lewis Fernald	304.00
Dale Hadlock	63.58
Dale Hadlock	808.94
Glenn Hadlock*	123.39
William Hadlock	6.31
Marvin Harris	1,131.79
Carol Jones*	317.68
Alice Lake	633.46
John Merrill Trust	178.30
John Merrill Trust	902.40
Robert Palmer	283.48
Cornelia Rossi	128.67
Harry Spurling	221.92
Sutton Island Water Company	46.36
Keith Wedge	221.92
Russell Wedge	45.98
Herbert Ware*	12.88
Mary Wellman	174.04
William Wellman	95.00
Myric Wood	387.75
	<u>\$ 8,175.38</u>

*Indicated payment received after close of books

Sawyer & Sawyer
Accountants and Auditors
Camden, Maine 04843

January 23, 1987

Board of Selectmen
Town of Cranberry Isles
Cranberry Isles, Maine

Gentlemen:

We have examined the financial statements of the various funds of the Town of Cranberry Isles for the year ended December 31, 1986. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The Town has not maintained a record of its general fixed assets, and accordingly a statement of general fixed assets, required by generally accepted accounting principles, is not included in the financial report.

In our opinion, the financial statements listed in the aforementioned Table of Contents, present fairly the financial position of the Town of Cranberry Isles at December 31, 1986, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

The accompanying supplemental information is not necessary for a fair presentation of the financial statements, but is presented per statutory requirements. The information has been subjected to the tests and other auditing procedures applied in the examination of the financial statements mentioned above and, in our opinion, is fairly stated to the financial statements presented within.

Sincerely,

Sawyer & Sawyer

By Frank W. Sawyer
Accountants and Auditors

COMMENTS

Town of Cranberry Isles
Year ended December 31, 1986

An audit of the financial records maintained by the various officers of the Town of Cranberry Isles has been completed for the fiscal year ended December 31, 1986.

The examination included a review of cash transactions and an analysis of available funds and expenditures. The results are incorporated in the following text, exhibits and schedules pertaining to the fiscal affairs of the Town.

Net unexpended balances carried to 1987 totaled \$51,119.13.

ASSETS... The cash balance of \$56,177.65 was verified by reconciliation with the Bar Harbor Banking and Trust Company, Bar Harbor, Maine.

LIABILITIES... At the close of books December 31, 1986, the Town had accounts payable totaling \$2,270.59.

TRUST FUNDS... The trust fund principals at the close of the year amounted to \$11,500.00 and unexpended income of \$2,175.08.

SCOPE OF AUDIT... The records were checked to determine the accuracy of recording cash transactions. The system of internal control was reviewed as pertained to the handling of cash and other matters of financial concern.

Vouchers and payrolls supporting expenditures were checked in detail.

Excise tax collections were verified with the copies of the receipts retained by the Collector.

Various laws pertaining to the fiscal operation of the municipality were reviewed to determine that related financial transactions had been properly administered.

Included in this report are exhibits and schedules pertaining to the financial status of the Town. Audit procedures were followed to the extent deemed necessary to develop these statements.

It is believed that the accompanying statements and supporting information present fairly the financial position of the Town at December 31, 1986, and the results of its operation for the year then ended.

EXHIBIT A

Town of Cranberry Isles

Combined Balance Sheet — All Fund Types & Account Groups
Year Ended December 31, 1986

	General	Dock Fund	Highway Fund	Fiduciary Trust
ASSETS				
Cash - Demand Deposit	56,177.65			
Time Deposit				13,675.08
Investments		47,097.90	2,805.57	
Receivables:				
Taxes	9,013.03			
Accounts	2,500.00			
Total	<u>67,690.68</u>	<u>47,097.90</u>	<u>2,805.57</u>	<u>13,675.08</u>
LIABILITIES, DEFERRED REVENUE & FUND BALANCE				
Liabilities:				
Accounts Payable	2,270.59			
Deferred Revenue:				
State Revenue Sharing				
Fund Balances:				
Designated	51,119.13	47,097.90	2,805.57	11,500.00
Undesignated	<u>14,300.96</u>			<u>2,175.08</u>
Total	<u>67,690.68</u>	<u>47,097.90</u>	<u>2,805.57</u>	<u>13,675.08</u>

EXHIBIT D

Town of Cranberry Isles
Statement of Departmental Operations
Year ended December 31, 1986

	Balances	Appropriations	Cash Receipts	Other Credits	Total Available	Cash Disbursements	Other Charges	Balances Lapsed	Carried
General Government:									
Administration		7,500.00	180.00	500.00	7,630.00	7,526.00	1,000.00	(896.00)	
Town Clerk		1,800.00			1,800.00	1,792.25		7.75	
Tax Collector & Treasurer		7,000.00			7,000.00	6,952.68		47.32	
Assessors		9,000.00		500.00	9,500.00	10,825.70		(1,325.70)	
Community Dev. Grant			3,700.00	1,000.00	4,700.00	4,700.00			
		<u>24,800.00</u>	<u>3,830.00</u>	<u>2,000.00</u>	<u>30,630.00</u>	<u>31,796.63</u>	<u>1,000.00</u>	<u>(2,166.63)</u>	
Public Safety:									
Police & Fire		500.00			500.00	180.00	46.00	274.00	
Animal Control	16.00		14.00	26.00	56.00	56.00			
Plumbing Inspection			98.00		98.00	98.00			
Insurance		4,500.00	202.00		4,702.00	3,814.00		888.00	
Street Lighting		2,200.00	3,000.00		5,200.00	4,987.09		212.91	
	<u>16.00</u>	<u>7,200.00</u>	<u>3,314.00</u>	<u>26.00</u>	<u>10,556.00</u>	<u>9,135.09</u>	<u>46.00</u>	<u>1,374.91</u>	
Public Health:									
Health & Welfare		500.00			500.00	130.00		370.00	
Human Services Grants		500.00			500.00	258.00		242.00	
Solid Waste Disposal		8,000.00			8,000.00	7,711.45		288.55	
		<u>9,000.00</u>			<u>9,000.00</u>	<u>8,099.45</u>		<u>900.55</u>	
Public Transportation:									
General Roads		4,000.00			4,000.00	1,304.52	430.00	2,265.48	
Major Road Project			39,665.90		39,665.90	39,665.80		.10	
Snow Removal		6,000.00			6,000.00	3,420.20	2,438.00	141.80	
Trucks	4,005.72		915.00	2,640.00	7,560.72	3,484.71			4,076.01
Garages		400.00			400.00	151.16		248.84	
Wharfs		16,000.00			16,000.00	10,536.03		5,463.97	
Soil Survey		12,000.00		3,969.22	15,969.22	14,085.71	2,022.59	(139.08)	
	<u>4,005.72</u>	<u>38,400.00</u>	<u>40,580.90</u>	<u>6,609.22</u>	<u>89,595.84</u>	<u>72,648.13</u>	<u>4,890.59</u>	<u>7,981.11</u>	<u>4,076.01</u>
Education:									
Schools	33,147.47	113,320.00	10,909.62		157,377.09	110,333.97			47,043.12
Interest & Debt:									
General Interest		100.00	758.87		858.87			858.87	
Special Assessments:									
County Tax		15,583.05			15,583.05	15,583.05			
Overlay		4,786.41			4,786.41			4,786.41	
		<u>20,369.46</u>			<u>20,369.46</u>	<u>15,583.05</u>		<u>4,786.41</u>	

STATEMENT OF DEPARTMENTAL OPERATIONS (Continued)

Unclassified:									
Retirement	1,700.00				1,700.00	1,660.56		39.44	
Library	600.00				600.00	600.00			
Town of Mount Desert	1,500.00				1,500.00	1,500.00			
Reserve Funds		12,434.01			12,434.01	12,434.01			
Playground		330.60				330.60	330.60		
Contingencies	5,000.00				5,000.00	2,530.78	2,469.22		
	<u>8,800.00</u>	<u>12,764.61</u>			<u>21,564.61</u>	<u>19,055.95</u>	<u>2,469.22</u>	<u>39.44</u>	
TOTAL:									
ALL DEPARTMENTS	<u>37,169.19</u>	<u>221,989.46</u>	<u>72,158.00</u>	<u>8,635.22</u>	<u>339,951.87</u>	<u>266,652.27</u>	<u>8,405.81</u>	<u>13,774.66</u>	<u>51,119.13</u>

CRANBERRY ISLES SCHOOL DEPARTMENT

SCHOOL COMMITTEE

Mrs. Carol Jones, Chairperson
 Mrs. Cynthia Thomas
 Mr. George Sparacio

ADMINISTRATION

Richard E. McFalls	Superintendent of Schools
Judith A. Cox	Curriculum Coordinator
Betty Reed	Secretary
Jane Savage	Bookkeeper
Nancy Thurlow	Bookkeeper

TEACHERS

Barbara Stainton	Grades K-8 - Cranberry Isles
Sharyl Oster	Grades K-8 - Islesford

CRANBERRY ISLES SCHOOL DEPARTMENT

1986 Administrative Report

To the School Committee and the Citizens of Cranberry Isles:
 The enrollment of the schools of Cranberry Isles as of October, 1986, is as follows:

Great Cranberry:

K	1	2	3	4	5	6	7	8	Total
0	3	2	0	0	0	0	1	1	7

Islesford:

K	1	2	3	4	5	6	7	8	Total
2	2	0	0	0	0	1	0	1	6

Cranberry Isles also has six students enrolled in high school.
 We are pleased to welcome Barbara Stainton to the Cranberry Island School and Sharyl Oster to the Islesford School as teachers this year. We wish to thank Juliette Giarrusso and James Bidwell for their contributions to the students on the island. We wish them both good fortune in the future.
 Last year the citizens, teachers, and School Committee members on the island developed a School Improvement Plan. This year we will be having a visitation committee from Augusta review the school and the appropriateness of the School Improvement Plan. We are also taking steps to implement the appropriate suggestions in the plan. This spring our intention

is to update the plans for the ensuing five years, once again. This way we will be able to look to the future as far as school programs and school housing are concerned.

In the area of school housing, we are exploring the future of Great Cranberry Island School facilities in lieu of increased number of students in the future. It is likely that we will ask for assistance of the townspeople on Great Cranberry in determining what steps we should take to accommodate larger classes in upcoming years.

One major project which the School Committee undertook last summer was that of reroofing, painting, and replacing windows at the Longfellow School. The school appearance has been improved and the structural integrity is once again protected as it should be. The Longfellow School contribution to the island is significant in that it serves not only as a schoolhouse, but also the library for the town and the office for tax assessors; therefore it is appropriate that this building should be maintained to carry out its various functions and also give a favorable appearance to visitors and island residents alike.

We wish to thank the School Committee members for their time and effort which they have given to the schools and students of Cranberry Island, and also look forward to 1987 and further progress on the goals which we have set before us.

Respectfully submitted,
 Judith A. Cox
 Curriculum Coordinator
 Richard E. McFalls
 Superintendent of Schools

CRANBERRY ISLES SCHOOL DEPARTMENT

Proposed Budget
1987-1988

Account	1985-1986 Expended	1986-1987 Budget	Projected 1986-1987 Expenditures	Proposed 1987-1988 Budget
REGULAR PROGRAMS				
INSTRUCTION				
Reg. Salaries: Teachers	\$ 31,105.78	\$ 36,000.00	\$ 34,000.00	\$ 36,000.00
Reg. Salaries: Aides/Assts.	0.00	3,000.00	2,000.00	3,000.00
Block Grant	0.00	2,040.00	800.00	1,600.00
Substitutes	45.00	350.00	350.00	350.00
Tuition Reimbursement	0.00	150.00	0.00	150.00
Tuition (Reg.-Secondary)	17,090.23	18,550.00	13,500.00	20,300.00
Staff Travel	303.00	450.00	400.00	400.00
Teaching Supplies	1,601.85	2,200.00	2,200.00	2,600.00
Repl. or Purchase of Equip.	0.00	0.00	0.00	2,400.00
Misc. (Petty Cash)	62.43	200.00	200.00	200.00
Total Reg. Prog. Instr.	\$ 50,208.29	\$ 62,940.00	\$ 53,450.00	\$ 67,000.00
HEALTH SERVICES				
Supplies	\$ 0.00	\$ 100.00	\$ 50.00	\$ 100.00
IMPROVEMENT OF INSTRUCTION				
Curriculum Development	\$ 0.00	\$ 200.00	\$ 200.00	\$ 200.00
LIBRARY & A. V.				
Books	\$ 239.54	\$ 300.00	\$ 300.00	\$ 300.00

Account	1985-1985 Expended	1986-1987 Budget	Projected 1986-1987 Expenditures	Proposed 1987-1988 Budget
SPECIAL EDUCATION				
INSTRUCTION				
Reg. Salaries: Teachers	\$ 2,182.78	\$ 3,600.00	\$ 2,000.00	\$ 3,600.00
Reg. Salaries: Aides/Asst.	2,524.50	3,200.00	0.00	3,000.00
Prof. Svc. (Therap./Counsel.)	176.00	0.00	50.00	75.00
OTHER STUDENT SERVICES				
Prof. Serv. (Han. Cty. Ed. Coop.)	166.00	178.00	237.00	203.00
Total Special Education	\$ 5,049.28	\$ 6,978.00	\$ 2,287.00	\$ 6,878.00
UNDISTRIBUTED				
SCHOOL COMMITTEE				
Salaries: School Comm.	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
Prof. Svc. (Legal Fees/Aud.)	5,662.98	0.00	0.00	0.00
Ads	740.33	0.00	0.00	200.00
Dues & Fees (Inc. Conf.)	248.00	250.00	250.00	250.00
Total School Committee	\$ 6,726.31	\$ 325.00	\$ 325.00	\$ 525.00
OFFICE OF SUPERINTENDENT				
Assessment for Admin.	\$ 3,243.31	\$ 3,674.00	\$ 3,497.00	\$ 3,488.00
DISTRICT WIDE BENEFITS				
Blue Cross/Blue Shield	\$ 1,148.00	\$ 1,200.00	\$ 1,200.00	\$ 1,400.00
ADMINISTRATION				
Office Supplies & Postage	\$ 112.44	\$ 300.00	\$ 300.00	\$ 300.00
OPERATION & MAINT. OF PLANT				
Reg. Salaries: Custodians	\$ 0.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

Contr. Serv.: Bldg.	\$ 576.24	\$ 1,250.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Insurance (Bldg. & Equip.)	1,198.22	1,000.00	1,500.00	1,500.00	1,500.00
Telephone	1,037.63	950.00	1,100.00	1,100.00	1,100.00
Supplies	275.82	350.00	350.00	400.00	400.00
Electricity	1,354.73	1,300.00	1,300.00	1,300.00	1,300.00
Heating Oil	3,334.40	4,000.00	3,800.00	3,800.00	3,800.00
Total Oper. & Maint.	<u>\$ 7,777.04</u>	<u>\$ 10,350.00</u>	<u>\$ 10,550.00</u>	<u>\$ 10,550.00</u>	<u>\$ 10,600.00</u>
STUDENT TRANSPORTATION					
Purch. from Priv. Org.	\$ 741.75	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Room/Board (In lieu of Trans.)	8,416.00	10,000.00	8,400.00	12,250.00	12,250.00
Total Student Transp.	<u>\$ 9,157.75</u>	<u>\$ 11,000.00</u>	<u>\$ 9,400.00</u>	<u>\$ 13,250.00</u>	<u>\$ 13,250.00</u>
CAPITAL OUTLAY					
Buildings	\$ 16,039.48	\$ 1,500.00	\$ 5,500.00	\$ 2,000.00	\$ 2,000.00
INSURANCE SERVICES					
Unemployment	\$ 572.08	\$ 1,000.00	\$ 0.00	\$ 500.00	\$ 500.00
CONTINGENCY					
Enrichment	\$ 0.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Misc. (Safety Factor/Superv.)	0.00	6,000.00	2,660.00	3,000.00	3,000.00
Total Contingency	<u>\$ 0.00</u>	<u>\$ 7,000.00</u>	<u>\$ 3,660.00</u>	<u>\$ 4,000.00</u>	<u>\$ 4,000.00</u>
Total Budget	<u>\$100,273.52</u>	<u>\$106,867.00</u>	<u>\$ 90,719.00</u>	<u>\$110,541.00</u>	<u>\$110,541.00</u>

CRANBERRY ISLES SCHOOL DEPARTMENT

	Anticipated Income	Actual 1986-1987	Projected 1987-1988
Carryover		\$ 22,923.00	\$ 24,472.00
Block Grant		800.00	1,600.00
Appropriation		82,981.00	84,469.00
Miscellaneous (Legal Fees Reimb.)		8,487.00	0.00
Total		<u>\$115,191.00</u>	<u>\$110,541.00</u>
Projected Expenditures		<u>\$ 90,719.00</u>	<u>\$110,541.00</u>
Carryover		\$ 24,472.00	\$ 0.00

TOWN OF CRANBERRY ISLES

The Warrant 1987

HANCOCK, ss.

STATE OF MAINE

To

a Constable of the Town of Cranberry Isles, in said County.

GREETINGS:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of said Town of Cranberry Isles, qualified to vote in Town affairs, to meet at the Firehouse on Great Cranberry Island in said Town, on Monday, the ninth (9th) day of March, AD 1987 at 9:30 o'clock in the forenoon, to act on the following articles, to wit:

Article:

1. To elect by ballot a Moderator to preside at said meeting.
2. To elect by ballot a Town Clerk for the ensuing year and to vote compensation. Recommended \$600.
3. To elect by ballot a Selectman and Overseer of the Poor for a term of three years.
4. To vote compensation for all Selectmen for the ensuing year. Recommended \$600 for each.
5. To elect by ballot a Treasurer for the ensuing year and to vote compensation. Recommended \$1,200.
6. To elect by ballot a Collector of Taxes and Collector of Excise Taxes for the ensuing year and to vote compensation. Recommended 2½% taxes and 7% excise taxes.
7. To elect by ballot a member of the Superintending School Committee for a term of three years.
8. To elect by ballot one assessor for a term of three years.
9. To elect by ballot an assessor to serve the unexpired term of Erica Merrill, resigned.
10. To vote hourly rates of pay for Town officials who are entitled to such pay. Recommended: Election clerks and wardens \$7.00
All others \$8.00
11. To see if the voters of Cranberry Isles will direct the Selectmen to study the cost and feasibility of hiring one State certified assessor, or of employing an equivalent professional alternative and to submit their report and recommendations to a special town meeting in October 1987.

12. To vote an hourly rate for rental of Town trucks without drivers. Recommended: \$25.00
13. To see if the voters of Cranberry Isles will vote to hold the next annual Town meeting at the Neighborhood House on Little Cranberry Island and to open the meeting at 9:00 o'clock in the forenoon.
14. To see if the voters of Cranberry Isles will vote to collect interest at a rate of 11% per year from October 1, 1987 on all taxes not paid before December 1, 1987.
15. To see if the voters of Cranberry Isles will vote to allow a discount of 2% on taxes for 1987 which are paid in full within 30 days after the date shown on the original bill as submitted by the Tax Collector.
16. SCHOOLS: To vote School Articles below:
 - ARTICLE I To see what sum the voters of the Town of Cranberry Isles will authorize for school purposes from state foundation allocation, balances, and other sources of revenue for the period July 1, 1987 to June 30, 1988. Recommended \$110,541.00
 - ARTICLE II To see what sum the voters of the Town of Cranberry Isles will raise and appropriate from local funds for school purposes for the period July 1, 1987 to June 30, 1988. Recommended \$ 84,469.00
17. To vote by ballot. Shall an ordinance entitled, "Amendments to the Shorelands Ordinance of the Town of Cranberry Isles, Me." be enacted?
18. To vote by ballot. Shall a regulation entitled, "Amendments to the Subdivision Regulations of the Town of Cranberry Isles, Maine" be adopted?
19. To vote by ballot. Shall an ordinance entitled, "Site Plan Review Ordinance of the Town of Cranberry Isles" be enacted?
20. To see if the voters of Cranberry Isles will authorize the Selectmen to sign a lease agreement with the Roman Catholic Bishop of Portland for the use of church land on Joy Road in Northeast Harbor for parking by residents of and visitors to Cranberry Isles.
21. To see if the voters of Cranberry Isles will authorize the Selectmen to sign an agreement with the Town of Mount Desert for the administration and supervision of public parking spaces which are reserved for the use of residents of and visitors to Cranberry Isles.
22. To see if the voters of Cranberry Isles will authorize the Selectmen to hire a working foreman, with authority to hire helpers as may be needed, to do all work associated with the care, maintenance and repair of wharves, buildings, roads and lands, excepting such as may best be done by contract.

23. To see what sum the voters of Cranberry Isles will vote to raise and appropriate for each function of Town operations as shown in the Town Operations budget. Each function shall be voted.

TOWN OPERATIONS BUDGET
Estimated Costs

Function	Appropriation
Selectmen, planning and general administration	\$ 10,000.
Town Clerk and elections	1,400.
Treasurer - Tax collector	7,900.
Assessors	11,000.
Police, fire, dog control	500.
Street lights	4,800.
Health and general assistance	500.
Grants to human service organizations qualified in the judgement of the selectmen	400.
Solid waste disposal	9,000.
Roads, general maintenance	8,500.
Snow removal	7,000.
To supplement truck rentals	2,000.
Garages	500.
Wharves, general maintenance and repairs	20,000.
Six months payment on wharf loan	6,900.
Interest payments (loan and tax ant. notes)	2,900.
Medicare tax paid by town	200.
Retirement obligation	1,700.
Liability and workmen's insurances	5,500.
Grant to Northeast Harbor library	200.
Grant to Cranberry Isles library	200.
Grant to Islesford library	200.
Pay to Town of Mount Desert in appreciation of services rendered	1,500.
Contingencies	5,000.
Total appropriations for Town operations	<u>\$107,800.</u>

24. To see what resources the voters of Cranberry Isles will vote to apply to pay for the appropriations for Town Operations.

TOWN OPERATIONS BUDGET
Applied Resources

Resource	Amount
Appropriation from general fund balance	\$ 8,000.
Estimated from general fund receipts	13,000.
Appropriations from Federal Revenue Sharing:	6,400.
To selectmen's account	<u>\$3,000.</u>

To wharves (estimated bal.)	3,400.	
Sub-total		27,400.
From property taxes and State revenue sharing		80,400.
Total estimated resources applied to Town Operations budget		<u>\$107,800.</u>

The Registrar of voters gives notice that she will be in session for the purpose of correcting the list of voters in said Town, and hearing and deciding on applications of those claiming the right to have their names on said list, at the Firehouse on Great Cranberry Island, in said Town, at 9:30 o'clock in the forenoon on the day of said meeting.

Given under our hands this day of , 1987.

Selectmen of Cranberry Isles

NOTE: This warrant is subject to amendment until committed to the Constable for posting, about 10 days before the meeting.

SUPPLEMENTAL INFORMATION

Selectmen's Comparative Tax Budgets

	Final 1986	Estimated 1987
Town operations	\$ 41,900	\$ 80,400
County tax	15,583	18,400
School tax	113,320	83,725
	<u>170,803</u>	<u>182,525</u>

Insurance in Town Operations Budget
(and 1986 premiums)

Treasurer's bond	\$ 123
Truck liability and collision	1,353
Public officials liability	296
General liability	2,151
Workmen's Compensation (incl. teachers)	1,367

Human Service Grants - 1986

Downeast Transportation, Inc.	\$ 90
Community Health & Counseling Services	93
Eastern Area Agency on Aging	75

From the Selectmen's Records
(in dollars)

Year	Taxes Assessed	School Expenditures	Town Operations Cost	Surplus Dec. 31
1982	103,629	66,305	85,446*	13,374
1983	132,747	79,020	60,516	17,567
1984	177,232	84,382	87,870**	50,105
1985	172,106	91,110	93,799***	36,509
1986	171,915	110,334	125,237****	14,301

* Road project \$38,565 ** Road project \$24,364
 *** \$40,000 to reserve funds **** Road project \$39,666

AMENDMENTS TO THE
SHORELANDS ORDINANCE OF THE
TOWN OF CRANBERRY ISLES, ME.

Section 1

I. add: "and Title 38."

Section 3

I. add: "and any structure extending into or over water."

Section 6 Definitions

add 1.A. BOATHOUSE: Any building used for the building, repair, maintenance, or storage of boats and their related equipment.

add 1.B. DOCK: Any structure attached to land and extending into or over water.

14. revise as follows: WETLANDS, COASTAL: Any swamp, marsh, bog, beach, flat, or other land above extreme low water, subject to tidal action.

add 15. WETLANDS, INLAND: Any area enclosed by the normal high water mark of inland waters, and any area otherwise identified on the basis of soils, vegetation, or other criteria, as inland wetlands, including but not limited to swamps, marshes, or bogs.

AMENDMENTS TO THE
SUBDIVISION REGULATIONS OF THE
TOWN OF CRANBERRY ISLES, MAINE

Section 2 Subdivision

1. Defined. A subdivision is the division of a tract or parcel of land into 3 or more lots within any 5-year period, which period begins after September 22, 1971, whether accomplished by sale, lease, development, buildings or otherwise, provided that a division accomplished by devise, condemnation, order of court, gift to a person related to the donor by blood, marriage or adoption, unless the intent of any transfer of any interest in land to the owner of land abutting thereon, shall not be considered to create a lot or lots for the purposes of this section.

In determining whether a tract or parcel of land is divided into 3 or more lots, the first dividing of such tract or parcel, unless otherwise exempted herein, shall be considered to create the first 2 lots and the next dividing of either of said first 2 lots, by whomever accomplished, unless otherwise exempted herein, shall be considered to create a 3rd lot, unless both such dividings are accomplished by a subdivider who shall have retained one of such lots for his own use as a single family residence for a period of at least 5 years prior to such 2nd dividing. Lots of 40 or more acres shall not be counted as lots.

For the purposes of this section, a tract or parcel of land is defined as all contiguous land in the same ownership, provided that lands located on opposite sides of public or private road shall be considered each a separate tract or parcel of land unless such road was established by the owner of land on both sides thereof.

Section 5 add:

16. Evidence of a permanent marker, set at one corner of the lot sold or conveyed. The term "permanent marker" includes but is not limited to the following: A granite monument, a concrete monument, an iron pin or a drill hole in ledge.

Section 18 revise as follows:

Fee. A fee of \$50.00 shall be submitted with the Preliminary and an additional fee of \$50.00 per lot with the final plan.

Section 14 add:

Multi-family dwellings shall have land area for each family unit, equivalent to that required of single family dwellings.

SITE PLAN REVIEW ORDINANCE FOR THE TOWN OF CRANBERRY ISLES

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SITE PLAN REVIEW ORDINANCE
FOR THE TOWN OF CRANBERRY ISLES

SECTION I: PURPOSE

Substantial development or major changes in the use of land can cause a profound impact upon the cost and efficiency of municipal services and upon the environment of the town. Such development can impact schools, public utilities; recreational facilities; liquid and solid waste disposal; police and fire protection, open space, road systems and circulation, traffic congestion; placement of building(s) and structure(s); property values; water quality; the aesthetic and visual characteristics of the neighborhood and town, and the general health, safety, and welfare of the community. It is the purpose of this ordinance to avoid such impacts when caused by development(s) including commercial, retail, industrial, institutional building(s) and structure(s) and multiple family dwelling(s) consisting of two or more attached dwelling units.

SECTION II: DEFINITIONS

- A. **Agricultural Land Management Practices.** Means those devices and procedures utilized in the cultivation of land in order to further crop and livestock production and conservation of related soil and water resources.
- B. **Accessory Use or Structure.** A subordinate use of a building, other structure or land, or a subordinate building or other structure:
1. Whose use is customary in connection with the principal building, other structure or use of land; and
 2. Whose use is clearly incidental to the use of the principal building, other structure or use of the land; and
 3. Which is located on the same lot with the principal building, other structure or use of land, or on a lot adjacent to such lot if in the same ownership or part of the same establishment.
- C. **Alteration.** Structural changes, rearrangement, change of location, or addition to a building, or structure other than repairs and modification in building equipment, involving more than 100% increase in the overall floor space or bulk of the building or structure at any time or in total since the effective date of this ordinance.
- D. **Building.** Any structure having a roof or partial roof supported by columns or walls used for the shelter or enclosure of person, animals, goods or property or any kind. Building shall include a multiple family dwelling.
- E. **Commercial.** Connected with the buying or selling of goods or services or the provision of facilities for a fee. See Section IV, paragraph B for exclusion from this definition.
- F. **Dwelling Unit.** A room or group of rooms designed and equipped exclusively for use as living quarters for one family including provisions for living, cooking and eating.
- G. **Forest Management Activities.** Include timber cruising and other forest resource evaluation activities, pesticide application, timber stand improvement, pruning, timber harvesting and other forest harvesting,

SITE PLAN REVIEW ORDINANCE

regeneration of forest stands, and other similar associated activities, including the construction, creation, or maintenance of forest management roads.

- H. **Industrial.** Connected with the assembling, fabrication, finishing, manufacturing, packaging or processing of goods or the extraction of minerals.
- I. **Institutional.** A building devoted to some public governmental education, charitable, medical or similar purpose.
- J. **Multiple Family Dwelling.** A building(s) consisting of two or more attached dwelling units.
- K. **Persons.** Means any person, firm, association, partnership, corporation, municipal or other local government entity, quasi-municipal entity, state agency, educational, or charitable organization or institution or other legal entity.
- L. **Recreational Vehicle.** A vehicle or vehicular attachment for temporary sleeping or living quarters for one or more persons, which is not a dwelling and which may include a pickup camper, travel trailer, tent trailer, and motor homes.
- M. **Retail.** Connected with the sale of goods to the ultimate consumer for direct use and consumption and not for trade.
- N. **Structure.** Anything constructed, erected, or placed except a boundary wall or fence, the use of which requires location on the ground or attachment to something on the ground including, but not limited to buildings, mobile homes, recreational vehicles, piers and floats.
- O. **Substantial Enlargement.** An expansion of the land area of the development site by more than 100% at any one time or in total since the effective date of this ordinance.
- P. **Variance.** A relaxation of the terms of this ordinance where such variance would not be contrary to the public interest where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this ordinance would result in unnecessary or undue hardship. A financial hardship shall not constitute grounds for granting a variance. The crucial points of variance are undue hardships and unique circumstances applying to the property. A variance is not justified unless both elements are present in the case.

SECTION III: AUTHORITY AND ADMINISTRATION

- A. Authority
1. This ordinance is adopted pursuant to Home Rule Powers as provided for in Article VII-A of the Maine Constitution and Title 30, M.R.S.A., Section 1917.
 2. This ordinance shall be known as the "Site Plan Review Ordinance"

SITE PLAN REVIEW ORDINANCE

of the Town of Cranberry Isles, Maine, adopted and effective by vote of the Town Meeting.

B. Administration

1. The Planning Board of the Town of Cranberry Isles shall administer this ordinance.
2. No permits for development or certificates of occupancy shall be issued by the municipal officers of Code Enforcement Officer for any use or development within the scope of this Ordinance until a Site Plan of Development Application has been reviewed and acted upon by the Planning Board. But plumbing permits for water availability and waste disposal must be obtained before application can be reviewed and acted upon by the Planning Board.

SECTION IV: APPLICABILITY

- A. This ordinance shall apply to all development proposals for establishment, alterations, or substantial enlargement of commercial, retail, industrial, institutional building(s) and structure(s) and multiple family dwelling consisting of two or more attached dwelling units and their accessory uses and structures.
- B. This ordinance does not apply to detached single family dwelling units and agricultural land management practices. Nor does this ordinance apply to flea markets, yard sales, or roadside stands including, but not limited to, those selling locally grown produce or handcrafted items.

SECTION V: SITE PLAN CONTENT & APPLICATION PROCEDURES

- A. The Planning Board may require the Site Plan Development Application to include any or all of the following:
 - a. name and address of the applicant or his authorized agent and name of proposed development and any land within 500 feet of the proposed development in which the applicant has title or interest;
 - b. existing soil conditions as described by either a soil scientist, geologist, engineer or S.C.S. medium intensity soil surveys;
 - c. municipal tax maps and lot numbers and names of abutting landowners;
 - d. perimeter survey of the parcel made and certified by a registered land surveyor relating to reference points, showing true north point, graphic scale, corners of parcel and date of survey and total acreage. Areas within 200 feet of the proposed development site shall be included;
 - e. existing and proposed locations and dimensions of any utility lines, sewer lines, water lines, easements, drainage ways and public or private rights-of-way;
 - f. location, ground floor area and elevations of buildings and other structures on parcels abutting the site;

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- g. if the site is not to be served by a public sewer line, then an on-site soils investigation report by a Department of Human Services licensed site-evaluator shall be provided. The report shall contain the types of soil, location of test pits, and proposed location and design of the best practical subsurface disposal system for the site;
 - h. location and dimensions of on-site pedestrian and vehicular access ways, parking areas, loading and unloading facilities, design of ingress and egress of vehicles to and from the site on to public streets and curb and sidewalk lines;
 - i. landscape plan showing location, type and approximate size of plantings and location and dimensions of all fencing and screening.
 - j. topography indicating contours at intervals of either 5, 10, or 20 feet in elevation as specified by the Planning Board;
 - k. location of aquifers recharge areas, if available.
2. A written statement by the applicant that shall consist of:
 - a. evidence by the applicant of his title and interest in the land for which the application covers including all book and page numbers of applicable deeds in the Hancock County Registry of Deeds;
 - b. a description of the proposed uses to be located on the site, including quantity and type of residential unit, if any;
 - c. total floor area, ground coverage and height of each proposed building and structure and percentage of lot covered by each building or structure also the style, colors, and materials to be used in all structures;
 - d. summary of existing and proposed easements, restrictions and covenants placed on the property;
 - e. method of solid waste disposal;
 - f. erosion and sedimentation control plan;
 - g. copies of letters to the abutting landowners and selectmen, notifying them of the proposed development;
 - h. statement of financial capacity which should include the names and sources of the financing parties including banks, government agencies, private corporations, partnerships and limited partnerships and whether these sources of financing are for construction loans or long-term mortgages or both;
 - i. list of applicable local, state, and federal regulations such as, but not limited to, zoning ordinances, Great Ponds Act, the flood prone areas subject to the National Flood Insurance Act, etc.;
 - j. the applicants evaluation of the availability and suitability of off-site public facilities including sewer, water, and streets;
 - k. a statement from the Fire Chief as to the availability of hydrants and/or fire ponds, or provisions of fire protection services;
 - l. if public water and/or sewer are to be used, a statement from the water and/or sewer district or utility as to the availability;
 - m. a statement from either the Town Engineer, Public Works Director or Foreman, Road Commissioner or Selectmen that the proposed road or street construction will meet town specifications;

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n. an estimate of the date when construction will start and when the development will be completed.

B. Application Procedures

1. The application shall be filed with the Planning Board for review and accompanied by a fee of \$1 per \$1000 development cost exclusive of land purchase or lease, for processing the application. Within 30 days of the filing of an application, the Planning Board shall notify the applicant in writing either that the application is a complete application or, if the application is incomplete, the specific additional material needed to make a complete application. After the Planning Board has determined that a complete application has been filed, it shall notify the applicant in writing and begin its review of the proposed development.
2. The Planning Board may hold a public hearing within 30 days of the filing of the complete application. The Planning Board shall publish the time, date and place of the hearing at least two times, the date of the first publication to be at least seven (7) days prior to the hearing in a newspaper of area wide circulation. The abutting land-owners shall be notified by the Planning Board of the hearing. Public hearings by the Planning Board shall be conducted according to the procedures outlined in Title 30, M.R.S.A., Section 2411, Subsection 3 (A), (B), (C), (D), and (E).
3. Within 30 days of the public hearing or 60 days of receiving the application the Planning Board shall either approve, approve with conditions or disapprove the application. The time limit for review may be extended by mutual agreement between the Planning Board and the applicant. Failure to reach a decision in the allotted time shall constitute a disapproval of the application.
4. Within seven (7) days of reaching their decision, the Planning Board shall notify the applicant in writing of any action taken and the reason for taking such action.

SECTION VI: PERFORMANCE STANDARDS

- A. The following standards are to be used by the Planning Board in judging applications for site plan reviews and shall serve as minimum requirements for approval of the site plan. The site plan shall be approved, unless in the judgment of the Planning Board the applicant is not able to reasonably meet one or more to these standards. In all instances the burden of proof shall be on the applicant and such burden of proof shall include the production of evidence necessary to complete the application.
1. **Preserve and Enhance the Landscape:** The landscape shall be preserved in its natural state insofar as practicable by minimizing tree removal, disturbance of soil, retaining existing vegetation during construction. After construction is completed, landscaping shall be designed and planted that will define, soften or screen the

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- appearance of off-street parking areas from the public right-of-way and abutting properties and/or structures in order to enhance the physical design of the building(s) or site, and to minimize the encroachment of the proposed use on neighboring land uses.
2. **Relationship of the Proposed Buildings to Surrounding Environment:** Proposed structures and uses shall be related harmoniously to the terrain and to existing buildings and used in the vicinity. Special attention shall be paid to the bulk, location, height as well as compatible use(s) of the building(s) and such natural features as slope, soil type and drainage ways.
3. **Vehicular Access:** The proposed site layout shall provide for safe access and egress from public and private roads by providing adequate location, numbers and control of access points including site distances, turning lanes, and traffic signalization when required by existing and projected traffic flow on the municipal road systems.
4. **Parking and Circulation:** The layout and design of all means of vehicular and pedestrian circulation, including walkways, interior drives, and parking areas shall provide for safe general interior circulation, separation of pedestrian and vehicular traffic, service traffic, loading areas, and arrangement and use of parking areas.
5. **Surface Water Drainage:** Adequate provision shall be made for surface drainage so that removal of surface waters will not adversely affect neighboring properties, downstream water quality, streets or roads within and outside the development, soil erosion or the public storm drainage system. Whenever possible, on-site absorption of run-off waters shall be utilized to minimize discharges from the site.
6. **Existing Utilities:** The development shall not impose an unreasonable burden on sewers, sanitary and storm drains, water lines or public utilities.
7. **Advertising Features:** The size, location, design, lighting and materials of all exterior signs and outdoor advertising structures or features shall not detract from the design of proposed buildings and structures and the surrounding properties.
8. **Special Features of the Development:** All features of the development which may have an adverse audio/visual impact on surrounding properties shall have sufficient setback and screening to minimize that impact.
9. **Exterior Lighting:** All exterior lighting shall be designed to minimize adverse impact on neighboring properties.
10. **Emergency Vehicle Access:** Provisions shall be made for providing and maintaining convenient and safe emergency vehicle access to all buildings and structures at all times.
11. **Municipal Services:** The development will not have an unreasonable adverse impact on the municipal services including municipal road systems, fire department, police department, solid waste program, schools, open spaces, recreational programs and facilities, and other municipal services and facilities.
12. Will not result in undue water pollution. In making this determination it shall at least consider the elevation of land above sea level and its

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relation to the flood plains, the nature of soils and subsoils and, if necessary, their ability to adequately support waste disposal and/or any other D.E.P. approved licensed discharge; the slope of the land and its effect on effluents; the aquifers and aquifer recharge areas; the availability of streams for disposal of surface run-off; and the applicable federal, state and local laws, ordinances, codes and regulations.

13. Will not result in undue air pollution. In making this determination it shall consult federal and state authorities to determine applicable air quality laws and regulations.
14. Has sufficient water available for the reasonably foreseeable needs of the development.
15. Will not cause unreasonable burden on an existing water supply, if one is to be utilized.
16. Will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result.
17. Will provide for adequate sewage waste disposal.
18. Will not have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites or rare and irreplaceable natural areas.
19. The applicant has adequate financial and technical capacity to meet the above standards if the cost of the project is in excess of \$100,000 exclusive of land purchase or lease costs.
20. Whenever situated in whole or in part, within 250 feet of any pond, lake, river or tidal waters, will not adversely affect the quality of such body of water or unreasonably affect the shoreline of such body of water, and be fully subject to all application requirements and review procedures for the Shoreland Zoning Ordinance.

SECTION VII: GENERAL PROVISIONS

- A. The Planning Board may grant a variance from any of the above application requirements or performance standards when the Planning Board determines that because of the special circumstances of the site such application requirements or standards would not be applicable or would be an unnecessary burden upon the applicant and not adversely affect the abutting land owners and the general health, safety and welfare of the town.
- B. The Planning Board may require the filing of a Performance Bond or the execution of a conditional agreement with the municipality by the applicant for any part of the development affecting the health, safety, and welfare of the town.
- C. All construction performed within the scope of this ordinance shall be in conformance with approved site plan.

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SECTION VIII: VIOLATION, ENFORCEMENT AND FINES

- A. Violation and Enforcement: The Planning Board, the Selectmen or the appropriate municipal official upon a finding that any provision of this ordinance or the condition(s) of a permit issued under this ordinance is being violated are authorized to institute legal proceedings to enjoin violations of this ordinance.
- B. Fines: A person who violates the provisions of this ordinance or the condition(s) of a permit shall be guilty of a civil violation and on conviction shall be fined not less than \$100.00 or more than \$500.00. Each day such violation continues, shall constitute a separate violation. Such person shall also be liable for court costs and reasonable attorney fees incurred by the municipality.

SECTION IX: VALIDITY AND SEPARABILITY AND CONFLICT WITH OTHER ORDINANCES

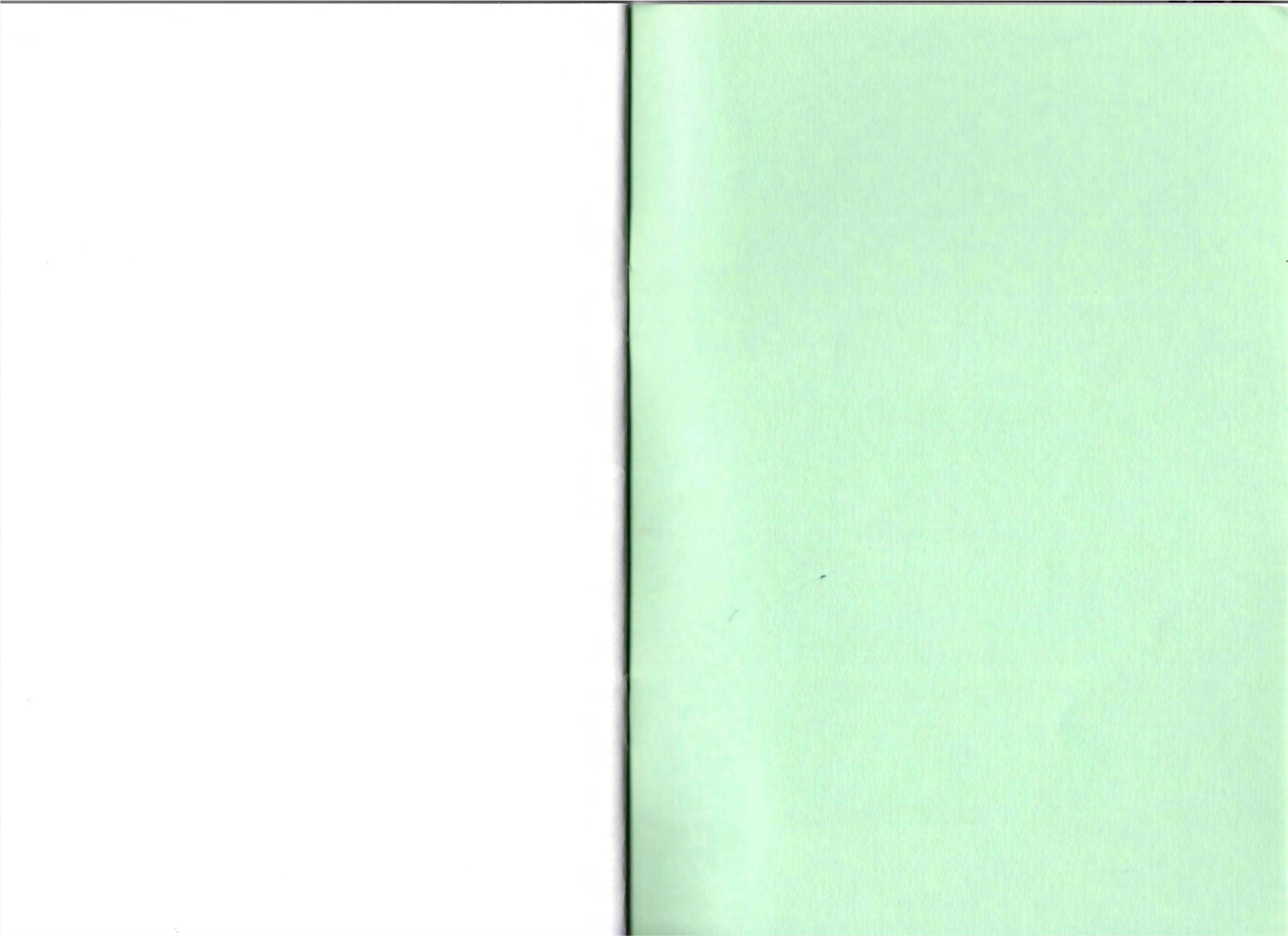
- A. Validity and Separability: Should any section or provision of this ordinance be declared by any court to be invalid, such decision shall not invalidate any other section or provision of the ordinance.
- B. Conflict with Other Ordinances: Whenever the requirements of this ordinance are inconsistent with the requirements of any other ordinance, code or statute, the more restrictive requirements shall apply.

SECTION X: APPEALS

- A. If the Planning Board disapproves an application or grant approval with conditions that are objectionable to the applicant or any abutting land owner or any aggrieved party, or when it is claimed that the provisions of the ordinance do not apply, or that the true intent and meaning of the ordinance has been misconstrued or wrongfully interpreted, the applicant, and abutting land owner, or aggrieved party may appeal the decision of the Planning Board in writing to the Board of Appeals within 30 days of the Planning Board's decision after holding a public hearing and may grant a variance as defined herein. Public Hearings shall be held according to Title 30, M.R.S.A., Section 2411.

SECTION XI: AMENDMENTS

- A. This ordinance may be amended by a majority vote of the Town Meeting. Amendments may be initiated by a majority vote of the Planning Board or by request of the Board of Selectmen to the Planning Board or on petition of 10% of the votes cast in the last gubernatorial election in the town. The Planning Board shall conduct a public hearing on any proposed amendment.



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