



## **CITY OF BELFAST**

131 Church Street  
Belfast, Maine 04915

**Joseph J. Slocum**  
City Manager

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### **MANAGER'S REPORT**

Belfast City Council Meeting  
Tuesday, July 19, 2016  
**6:30 p.m.** Committee Interviews  
**7:00 p.m.** Regular Council Meeting

**TO: Mayor Walter Ash Jr. and Honorable Members of Belfast City Council**

**FROM: Joseph J. Slocum, City Manager**

**DATE: Friday, July 15, 2016**

#### **Non-agenda items:**

The Council will meet before the meeting at 6:30 p.m. to conduct committee interviews of various candidates for City committees.

#### **Consent Agenda:**

Please note there are number of repeating events that have again requested permission to use City facilities and resources for their event. In view of your prior support, we've put them on the Consent Agenda. However if you have additional questions please ask to have it moved to the regular agenda for more detailed discussion.

## **Agenda Items:**

**10-A** Request from Literacy Volunteers to locate several 'Little Free Library' structures in the City.

Literacy Volunteers is associated with Belfast Adult Education. They have a proposal to locate several 'Little Free Libraries' in various locations in Belfast. There is information in your packet explaining this further. They have located areas near parks or park areas as possible locations. I am generally concerned about anything that takes away or clutters up from the existing Harbor Walk experience. The front lawn of City Hall might be a better location. Representatives of Literacy Volunteers will be at the meeting to discuss their proposal with you.

**10-B** Request from Belfast citizens to expand the existing pickle ball opportunities in Belfast City Park.

A group of local citizens have mobilized to expand their pickle ball opportunities in Belfast. They maintain a website and have over hundred and fifty people signed up on it. They indicate that the numbers of people wanting to play are increasing all the time and that we are actually having visitors routinely coming to the City of Belfast just so they can play. Attached in your packet is a nice presentation of their experience, their goals and a request from the Council.

Currently we have three pickle ball courts drawn out on one of our two basketball courts at the park. I'm advised that five days a week these courts are busy for up to five hours at a time. While four players can use each of the three courts simultaneously, other players are standing by and take a break waiting to come in and spell one of the other teams so that the play can continue efficiently. They are realizing that because of the number of people wanting to play it is taking longer and longer for people to get into the game. Obviously this is quite a popular recreational activity. They're asking for two things: first to dedicate the basketball court they used today as a permanent pickle ball facility. Secondly: to improve and expand our facility to accompany more courts. They're discussing the possibility of paying for up to half of these improvements but that still has to be worked out. It can be difficult to raise money if people think the City is going to pay for it anyway. Representatives of the group will be at your meeting to discuss these requests with you.

**10-C** Consideration of committee appointments.

We have a number of vacancies and a number of applicants. This is an opportunity for the Council to appoint one or more members to one or more committees.

**10-D** Second Reading of the proposed amendments to the Harbor Ordinance.

The proposed language is again attached from your last meeting. This new language clarifies the circumstances under who can moor a boat in the Harbor during the winter. Working commercial vessels moored in the Inner Harbor, such as fisherman, may keep their boats in the Harbor during the winter. In the Outer Harbor a vessel would not be allowed to anchor in the winter unless they meet certain conditions.

**10-E** Request from the Economic Development Director, Thomas Kittredge, for authority to exchange City property with the State of Maine for some of their property in order to benefit the efficient layout of the City Airport.

This is the land swap that would provide, when necessary, the City to undertake the construction of a parallel taxiway as well as potentially future hanger development space. Even if the parallel taxiway was not constructed this land would still be beneficial to the Airport as it would bring its boundaries in parallel with the main runway. There's a lot of bureaucracy in an exchange of land between governments. Our thanks to all who helped us along the way. We are comfortable that the land we are giving up has less value to us than the land that we are acquiring. There is a memo in your packet further explaining this. Essentially the City is giving up 5.57 acres of land that is inaccessible along route 1 and getting 4.97 acres of land that is accessible to the Airport. If you support this we also need you to authorize the City Manager to sign all necessary documents to give this land swap full force and effect.

**10-F** Request to appoint an Ad Hoc Committee to help select a qualified environmental professional to carry out environmental assessment work under the City's \$400,000 EPA Brownfields Assessment Grant.

The City has secured another Brownfields Assessment Grant. These funds are used to help property owners determine what if any environmental problems they have associated with their property so that they can more readily redevelop that property into

a more productive economic use. The funds help pay for environmental assessments to be done by a qualified professional that the City needs to hire. We issue a Request for Proposals and this Ad Hoc Committee works with staff to select and interview potential candidates and will eventually make a recommendation back to the Council. City Economic Development Director Thomas Kittredge will be at the meeting to answer any questions you may have.

**10-G** Consideration of a recommendation to increase certain fees at the Belfast Transfer Station.

I am recommending that we increase the fees for construction and demolition waste from \$130 a ton to \$140 a ton. We have increased our budget this year because we have more of it to dispose of. This debris usually comes from a construction project and its disposal represents the smallest cost associated with that project.

The Transfer Station Manager is also recommending that we raise the fee on tires from \$2 a tire to \$3 a tire based on our disposal costs. Most tire facilities charge five dollars a tire or more.

These fees if approved would go into effect a Monday, August 15, 2016.

**10-H** Further discussion on the City's request to purchase an easement across the Penobscot McCrum plant that would connect the Rail Trail to Pierce and Front streets and possible consideration of the decision on taking such an easement by eminent domain.

At the Council meeting of July 5<sup>th</sup> we held a Public Hearing on whether or not the City should consider use of eminent domain to secure an easement for a 10 foot wide walking path across the property of Penobscot McCrum. The easement is to secure the ability for pedestrians and bicycles and emergency vehicles to use this route. It does not interfere with Penobscot McCrum's ability to operate or take full advantage of its waterfront resources.

On March 15<sup>th</sup> the City made it clear to Penobscot McCrum that the Rail Trail would be open in July and that we needed to get this resolved before then. On May 6<sup>th</sup> we presented Penobscot McCrum with a professional appraisal of the value of the requested easement (\$55,000) and tendered an actual offer to purchase the easement at that amount.

The basis for the underlying consideration of the use of eminent domain in this situation involved many factors including but not limited to the many years of failed discussion with Penobscot McCrum to secure such an easement, the future safe management of the Rail Trail and the crucial connectivity between the Rail Trail and Pierce Street, Front Street, the Harbor Walk and the Armistice Bridge.

After the Public Hearing on July 5<sup>th</sup> the Council agreed to again pursue acquisition of this easement through further attempts at negotiation with Penobscot McCrum.

The following day, July 6<sup>th</sup> the City and its legal counsel met with Penobscot McCrum and their attorney. Positive discussions were held and the City made a request to Penobscot McCrum for clarification of their position on some of the issues, including the value we tendered to purchase the easement. We advised them that we would need this by Tuesday, July 12 and they indicated that would be possible. In anticipation and reliance upon those discussions, the City Council scheduled a Special Council Meeting for the evening of July 12 to address the information that we expected to receive by then. We followed up with Penobscot McCrum to make sure they knew that we would address their responses at the Special Council meeting on the 12<sup>th</sup>.

Unfortunately there was no further communication from Penobscot McCrum for the Special Council Meeting of July 12<sup>th</sup> in spite of a follow up reminder by telephone and email to their attorney.

With nothing to respond to at the Council meeting of July 12<sup>th</sup>, the Council instructed the City Attorney and the City Manager to proceed to prepare the City for a decision of eminent domain and also requested that they continue to try and negotiate a settlement. Following that Special Council Meeting the City again left both telephone messages and emails for the attorney of Penobscot McCrum and we received absolutely no response whatsoever.

At this writing it is Thursday, July 14 and we have still not received any response. We are scheduling this matter for further discussion and possible action by the Council. We are working to prepare the documents and legal papers necessary to take this easement by eminent domain as instructed and hope to have them ready for your meeting. We will be looking for further guidance from the Council at that time. If there are any developments we will promptly report them to you.

#### **10-I Further discussion on the City budget for July 1, 2016 to June 30, 2017.**

We met with both local newspapers and presented full information to them on the budget. I was frankly shocked to read in the Republican Journal that the gross budget for the City would crack \$10 million for the first time in City's history. That is incorrect.

The truth is the number I gave the reporter was \$9,147,526. Of that total spending plan the City needs to raise its request from the taxpayers by \$296,787 over last year. Here's the numbers I gave the reporters:

	2015-2016	2016-2017
Total City Budget Spending	\$8,684,093	\$9,147,526
Non Property Tax Revenues	\$3,984,359	\$4,151,005
<b>Property tax amount needed</b>	<b>\$4,699,734</b>	<b>\$4,996,521</b>
Property tax increase 2016-17-----		\$296,787

This represents less than 1% increase in your total ( School, County and City) property tax bill.

When you combine the School Property Tax and the County Property Tax the Total Property Tax Mil Rate – is going up from 22.4 to 22.9.

City Property Tax	\$4,996,521
School Property Tax	\$10,015,476
County Property Tax	\$1,400,716

If you own a \$100,000 piece of property your Total Property tax bill is going from \$2,240 to \$2,290.

The local paper was also seriously incorrect once more when it said that City expenses were up \$600,000 and that it was "owing mostly to employee increases and benefits." If they did the math that I gave them and reprinted for you above it was actually \$463,433 and the major reasons were also given to them and are reprinted for the public below:

IT Management	\$21,000
Employee Retirement benefits	\$63,240 State Mandated
Health Insurance	\$24,900

General Assistance \$157,000 (70% paid by State) and still nets out to less than 1%

Spending

Road Construction \$20,000

Transfer Station Disposal Cost \$20,000

Fire Truck reserves \$15,000

Insurance \$13,327

Workers Comp Insurance \$29,515

Replacement Police wages \$33,000 for training new officers and K-9 unit training. Officers shift must be replaced by reserve officers when full time officers are away at training- no extra money for anyone. This is a 1 year investment and a non -reoccurring expense for next year

New Capital projects \$115,319

Total City Wages Up \$90,886 Employees received 1% raise and pay 10% of health insurance which is a net loss for almost all of them.

Included in this number is the \$33,000 for police shown above, \$10,000 that is fully reimbursed by the State (no property tax dollars). Library with a job reclassification \$9,251, Cemetery \$6,867 which included raises for our lowest wage earners, Assessment \$12,226 with \$8,000 of it not to repeat next year for special work this year.

**So by my count the proposed spending increase of \$463,433 contains \$169,026 for employees' salaries and benefits. That represents about 36% of the increase NOT as the local paper said "City expenses were up \$600,000" and that it was "owing mostly to employee increases and benefits"**

In my opinion this is a very tight budget. Department Heads do not like to overspend lines and when they are cut so low that can happen more often. As I noted in my Budget Message, two years ago on a \$8,000,000 plus budget we had less than ½ of 1 % left at the end of the year and the year after that is was barely 1%. A bad winter or unforeseen event can overwhelm these numbers. Nobody spends money late in the fiscal year to position themselves for seeking matching dollars next year.

I do want to say that Belfast really has great team of part time and full time employees. I am very fortunate to work with them on your behalf every day. For a multi service entity which requires a people intensive structure I think we are doing very well knowing that 53% of this budget goes to compensate them and that 47% of this budget pays for all the tools and commodities we need to meet the City's needs.

We are pleased to answer any questions anyone has now, or any time, about City spending, managing expenditures and the constant search for creative ways to save our taxpayers money.

#### **10-J**

Request from Darby's for an off premises liquor permit ( Hurley)

We don't have the paperwork yet but apparently this is associated with the street party. We will provide the information at the meeting.

#### **10-K**

Consideration of bids for four parcels of tax acquired property.

These are all mobile homes. No land is involved. Owners of had a right to redeem right up to the point where we open the bids live at your meeting.

#### **10-L**

First reading on amendments to the Belfast sign ordinance.

For years we have temporarily suspended the enforcement of our sign ordinance to allow political signs to be placed in the public right-of-way during election time. We are now moving to change the sign ordinance to make it clear that such activity is permitted during every election so that we do not have to temporarily suspend the enforcement of

our ordinance on an annual basis. This is a first reading so we only need to accept it as a first reading and it will likely be voted on at your next regularly scheduled meeting.

#### **10-M**

Consideration of a request for an itinerant vendors license.

This is a company who hires college students to go door-to-door to sell educational materials for younger children. We don't get many of these and I thought it best to have this discussed publicly so that people will not be surprised if they see a vendor at their door.

#### **10-N**

Updates on the Front Street Reconstruction Project, Washington Street project, Revitalization project

Wayne Marshall, City Planner will provide an update in person at the meeting.

#### **10-O**

Request to go into executive session to discuss a legal matter pursuant to 1 MRSA 405  
6 E

#### **10-P**

Consideration of a recommendation to rescind a previously issued no action letter.

Recently the City learned that someone relied on an expired building permit when they purchased a piece of property as to the size of building they could expand to. The proposed expansion is in violation of the ordinance but the City felt responsible for the expired building permit and thought in fairness to the new buyer that we should issue a "no action" letter on the matter which would effectively allow them to build to the size identified in the old building permit without fear of prosecution by the City.

As part of our negotiations to develop a "no action" letter, certain documentation was required to be produced by the person who now owns the property and sought to develop it to a larger size than is legally permissible. That documentation was produced and the City relied upon it. Unfortunately that same documentation has had its authenticity now called into question. Accordingly, we now asked the City Council to rescind the "no action" letter previously issued based upon our concerns as to the authenticity of the required documentation. We are also asking this property owner to pay our legal fees for having gone through this questionable process.

10-Q

Consideration of applications for poverty abatements to be done in executive session pursuant to 36 MRSA841-844

The City Council has the authority to abate property taxes for reason of infirmity or poverty. If the Council feels that in their judgment the taxpayers unable to contribute to the public charge.

That's about it for now

The Rail trail is still closed and still under construction. No doubt people will continue to be on it regardless. Anyone on needs to remember they are on a construction site and they need to manage their own personal safety. We still need to fix the shoulders along the paved trail. The shoulders will eventually be seeded and periodically mowed so that the root systems will hold the stone dust material in place. We want the rain to get at the stone dust before we get the shoulder work done as it will harden the surface further and reduce the impact of the heavy equipment on the surface as we go. There's still so much to do with signage, additional benches etc.

So many people have put so much effort into this project. So many people have donated money to this project. This trail will be a wonderful resource for this community for generations to come and we know that everyone is very excited about having it open as soon as possible. Please be patient as we are moving as quickly as we can. We will likely start installing some temporary signs next week which will eventually be replaced by permanent ones. Our goal is to get it open and then fine-tune everything else after that. We have blocked off half of the upper bridge parking lot to encourage vehicles to enter and exit from the high side where visibility both ways is better.

Have a Great weekend and don't miss the Celtic Festival and the fireworks!

**City of Belfast  
Consent Agenda  
Tuesday, July 19, 2016  
Meeting #2**

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 an off premises catering permit for Nautilus Seafood & Grill for the Belfast Celtic Festival located at the Belfast Boathouse, 34 Commercial Street, Belfast, Maine on July 16, 2016 from 8:30 p.m. to 12:30 a.m. on July 17th.**

Motion to approve an off premises catering permit for Nautilus Seafood & Grill for the Belfast Celtic Festival located at the Belfast Boathouse, 34 Commercial Street, Belfast, Maine on July 16, 2016 from 8:30 p.m. to 12:30 a.m. on July 17th.

- B. Request to approve an off premises catering permit for The Otis Group Incorporated d/b/a Rollie's Bar & Grill for a private wedding located at the Belfast Boathouse, 34 Commercial Street, Belfast, Maine on July 2, 2016 from 4:00 p.m. to 10:30 p.m.**

Motion to approve an off premises catering permit for The Otis Group Incorporated d/b/a Rollie's Bar & Grill for a private wedding located at the Belfast Boathouse, 34 Commercial Street, Belfast, Maine on July 2, 2016 from 4:00 p.m. to 10:30 p.m.

- C. Request to approve an off premises catering permit for American Legion Frank D. Hazeltine Post #43 for an Anniversary Party located at the American Legion Hall (Main Function Hall), 143 Church Street, Belfast, Maine on August 13, 2016 from 1:00 p.m. to 11:00 p.m.**

Motion to approve an off premises catering permit for American Legion Frank D. Hazeltine Post #43 for an Anniversary Party located at the American Legion Hall (Main Function Hall), 143 Church Street, Belfast, Maine on August 13, 2016 from 1:00 p.m. to 11:00 p.m.

- D. Request to approve a Facility Use application by Spectrum Generations Meals on Wheels and the Belfast Soup Kitchen for a 5K Road Race on Saturday, September 10, 2016 from 10:00 a.m. to 12:00 p.m. beginning and ending at the Belfast Area High School.**

Motion to approve a Facility Use application by Spectrum Generations Meals on Wheels and the Belfast Soup Kitchen for a 5K Road Race on Saturday, September 10, 2016 from 10:00 a.m. to 12:00 p.m. beginning and ending at the Belfast Area High School.

- E. Request to approve a Facility Use application by Duke Tomlin on behalf of the Experimental Aircraft Association for use of the Belfast Airport for a Belfast Airport Open House and Fly-In on Saturday, September 17, 2016 from 7:30 a.m. to 3:00 p.m.**

Motion to approve a Facility Use application by Duke Tomlin on behalf of the Experimental Aircraft Association for use of the Belfast Airport for a Belfast Airport Open House and Fly-In on Saturday, September 17, 2016 from 7:30 a.m. to 3:00 p.m.

- F. Request to approve a Facility Use application by Our Town Belfast for use of High Street and Church Street for the Annual Street Party to be held on Monday, August 1, 2016 from 5:00 p.m. to 10:00 p.m.**

Motion to approve a Facility Use application by Our Town Belfast for use of High Street and Church Street for the Annual Street Party to be held on Monday, August 1, 2016 from 3:00 p.m. to 11:00 p.m.

- G. Request to approve a Facility Use application by Patrick Colleran, Logistics Coordinator for the Climate Ride to utilize Heritage Park on Thursday, September 8<sup>th</sup> from 1:30 p.m. to 4:30 p.m. for a water stop during their 5 day cycle from Bar Harbor to Boston.**

Motion to approve a Facility Use application by Patrick Colleran, Logistics Coordinator for the Climate Ride to utilize Heritage Park on Thursday, September 8<sup>th</sup> from 1:30 p.m. to 4:30 p.m. for a water stop during their 5 day cycle from Bar Harbor to Boston.

9.D

## MEMORANDUM

July 14, 2016

To: Joseph Slocum, Belfast City Manager  
Honorable Mayor Walter Ash and the Belfast City Council

From: Norm Poirier, Director of Belfast Parks and Recreation Department

Re: City Facility Use Application – Spectrum Generations 5K

A “Facility Use” application has been submitted by Spectrum Generations Meals on Wheels and the Belfast Soup Kitchen to conduct a 5K Road Race on Saturday, September 10, 2016 starting at 10am and ending by 12:00. The route to be used will start the race at Belfast Area High School and end in same location using similar route as other 5K Road Races in the past. This race has been held in the past without incident in past years.

After conferring with the Police Department it is the recommendation to approve this request but in no way indicates the Police Department’s availability to assist with traffic control other than at the starting line.

**Request to use Facilities that  
Belong to the Citizens of the City of Belfast  
Updated February 5, 2015**

**All applications and related documents bring 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 Seekins 930-8090 bseekins@spectrumgenerations.org  
I represent spectrumgenerations

If you are not going to be the primary contact for this event – then who is and please provide their full name, phone number and email address:

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

We are planning to do a 5K Run/Walk fundraiser  
for the Meals on Wheels program here in Waldo County.

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 would be doing the same Route as the Rotary Pancake 5K. It would start at the High School, down Waldo Avenue, Cross Main Street to Cedar Street, then Penobscot terrace onto Northport Avenue, Cross over at Church Street then Court Street back to Cedar Street, then Main Street to Waldo Avenue back to the high school.

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

September 10<sup>th</sup> 2016 from 10:00am till Noon time.

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



Starting Line Only

If yes then who will manage these closed off Streets?

Police Department

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

Street and Police Department for Starting Line

7. How many people do you expect?

100 people

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) NO

Where? - Attach MAP

By Whom: Name and Phone contact number:

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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

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11. Will you be renting spaces to vendors on City Property? Yes \_\_\_\_\_ No

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

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

n/A

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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

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

Will Send Copy when Added

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

People walking, Running and talking.

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16. How do you propose to handle garbage removal?

We will take care of this

17. How do you propose to handle parking?

Parking would be done at the lower parking lot of the High School on Waldo Avenue.

18. How do you propose to handle security?

N/A

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

N/A

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

N/A

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 Seekins - Nutrition/Volunteer Coordinator

322-5166

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

Police Department

**Department**

**Service Requested**

City Manager

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Police to help manage traffic at street crossings.

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Fire/ Ambulance to be there in case someone gets hurt. ?

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Parks

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Public Works

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Harbor

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Other?

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**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.**



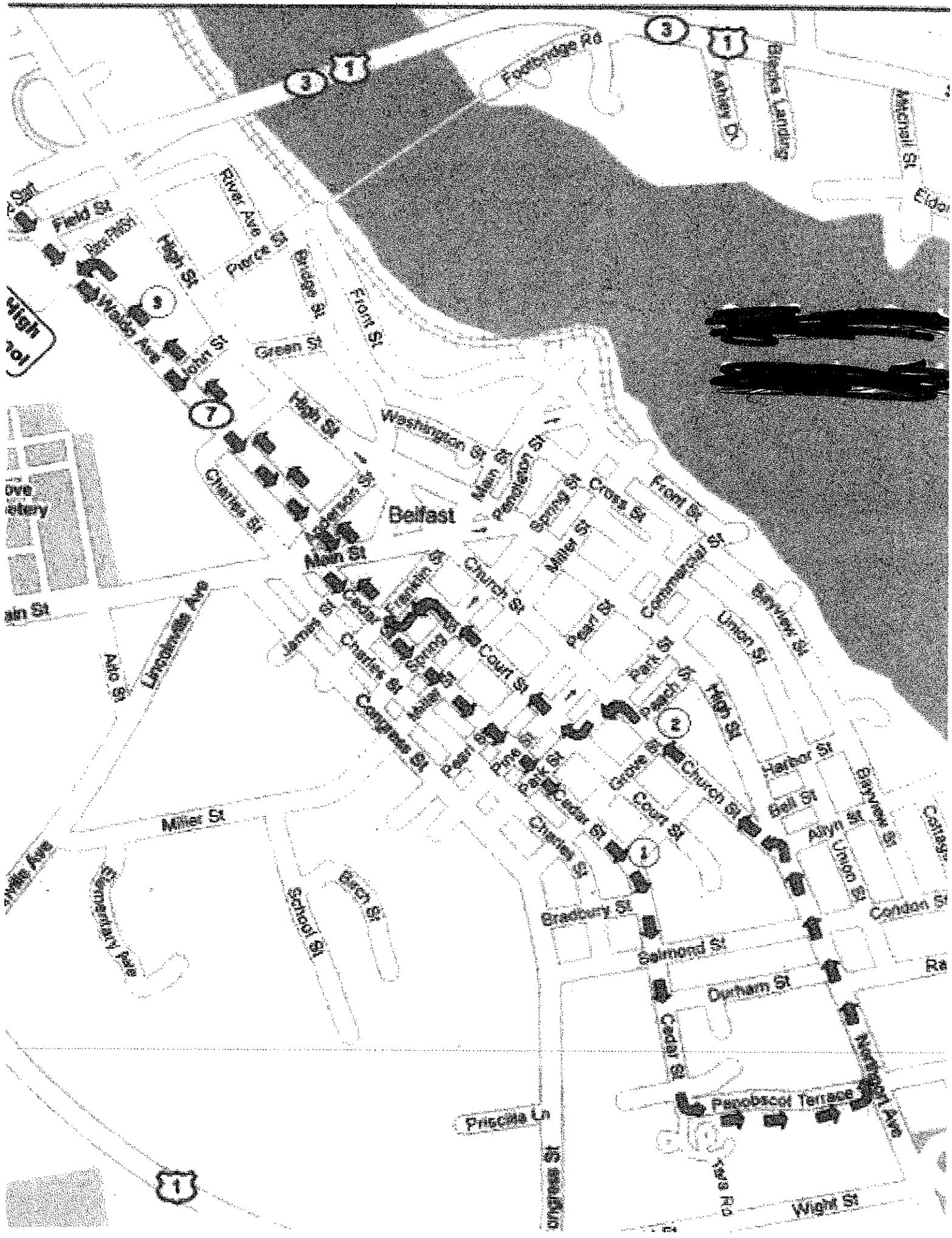
## FACILITY USE APPLICATION CHECKLIST

- 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 can not 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 Beth Seekins Date: 6/28/2016

Printed Name: Beth Seekins



3 1

3 1

Wright

Over  
storey

Belfast

Miller St

Prigala Ln

Preschool Terrace

Wright St

1

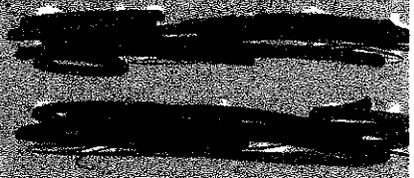
2

3

4

5

6



Main St

Alto St

Lynchwood Ave

Wain Ave

Reservoir Park

School St

Burch St

Bradbury St

Salmond St

Durham St

Cadet St

Congress St

Keene Rd

Condon St

Bell St

Harbor St

High St

Union St

Bayview St

Front St

Cross St

Spring St

Main St

Washington St

High St

Green St

Fort St

Green St

River Ave

High St

High St

Field St

Wright St

Footbridge Rd

Arthur Dr

Blanche Landing

Amherst St

Eldon

9.E

**MEMORANDUM**

July 14, 2016

To: Joseph Slocum, Belfast City Manager  
Honorable Mayor Ash and Belfast City Council

From: Norm Poirier, Belfast Parks and Recreation Department

Re: Facility Use Request – Experimental Aircraft Association and Fly-In

Cc: Thomas Kittredge, Economic Development and Airport Director

A Facility Use Application has been submitted by Duke Tomlin on behalf of the Experimental Aircraft Association for use of the Belfast Airport for a Belfast Airport Open House and Fly-In on Saturday, September 17, 2016 from 7:30 am – 3:00 pm. . Parking will utilize the GEO parking lot and one side of Airport Road. The event is anticipated to attract approximately 1000 people and will have some food vendors on-site.

The organizers of the event will remove garbage and haul to the Transfer Station, Parks will bring an additional 5 picnic table and Public Works will provide trash cans. The Airport Director, Thomas Kittredge is in favor of this request

Recommend approval of this Facility Use Application after last year's successful event.



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

**EVENT:** Belfast Airport Open House and Fly In

**DATES:** 09/17/2016      **EVENT REPRESENTATIVE:** Duke Tomlin  
Rain date is 09/18/2016

**PROPOSED LOCATION/AREA TO BE USED:** Belfast Municipal Airport

**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.**

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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?

Duke Tomlin - 323-0616 - duketomlin@myfairpoint.net - President, Experimental Aircraft Assoc. (EAA) Chapter 1434

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

See sheet #1

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:

N/A

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?)

N/A

11) Will you be renting spaces to vendors on City Property? Yes \_\_\_\_\_ No X

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

The food trucks will be in front of the FBO. See map Sheet #2.

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

Food trucks at no charge

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?

Experimental Aircraft Association

**Department**

**Service Requested**

City Manager

NA

---

Police

NA

---

Fire/ Ambulance

NA

---

Parks

picnic tables and trash cans as we had last year

---

Public Works

NA

---

Harbor

NA

---

Other?

NA

---

**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.**

**Sheet #1**

7/01/2016

Belfast City Council

Following the unqualified success of last year's event, Belfast Chapter 1434 of the Experimental Aircraft Association (EAA), a 501 c (3) non-profit organization, would, again, like to host an Airport Open House and Fly In on Saturday September 17<sup>th</sup> from approximately 0730 am to 3 pm. The rain date for this event would be Sunday the 18<sup>th</sup>.

We envision this event as a way to introduce the citizens of Belfast and members of the general public to the airport and the services it offers and the people and businesses it serves. It will also serve to showcase the Belfast airport to pilots from around Maine and further afield. We have interest from pilots from as far away as Kentucky.

Some of the events and offerings we envision include a display of locally owned and visiting aircraft, many of them built by their owners; an aircraft judging contest; informational displays by aviation community service organizations such as the Civil Air Patrol, Patient Airlift Services, EAA, and Aviation Career Education (ACE) Camp; aircraft from LifeFlight, Maine Forest Service and athena health; an introduction to homebuilt aircraft construction; and helicopter rides.

Food will be offered by a combination of local food trucks, Off the Hook Seafood and our EAA Chapter.

City services involvement will be minimal.

As we are currently in the planning stage of this event some of our offerings and events might change as we proceed.

Respectfully submitted,

*Duke Tomlin*

President, EAA 1434 Belfast, ME

Coordinator, Maine Aviation Forum

Member: Maine Aeronautical Advisory Board, MDOT

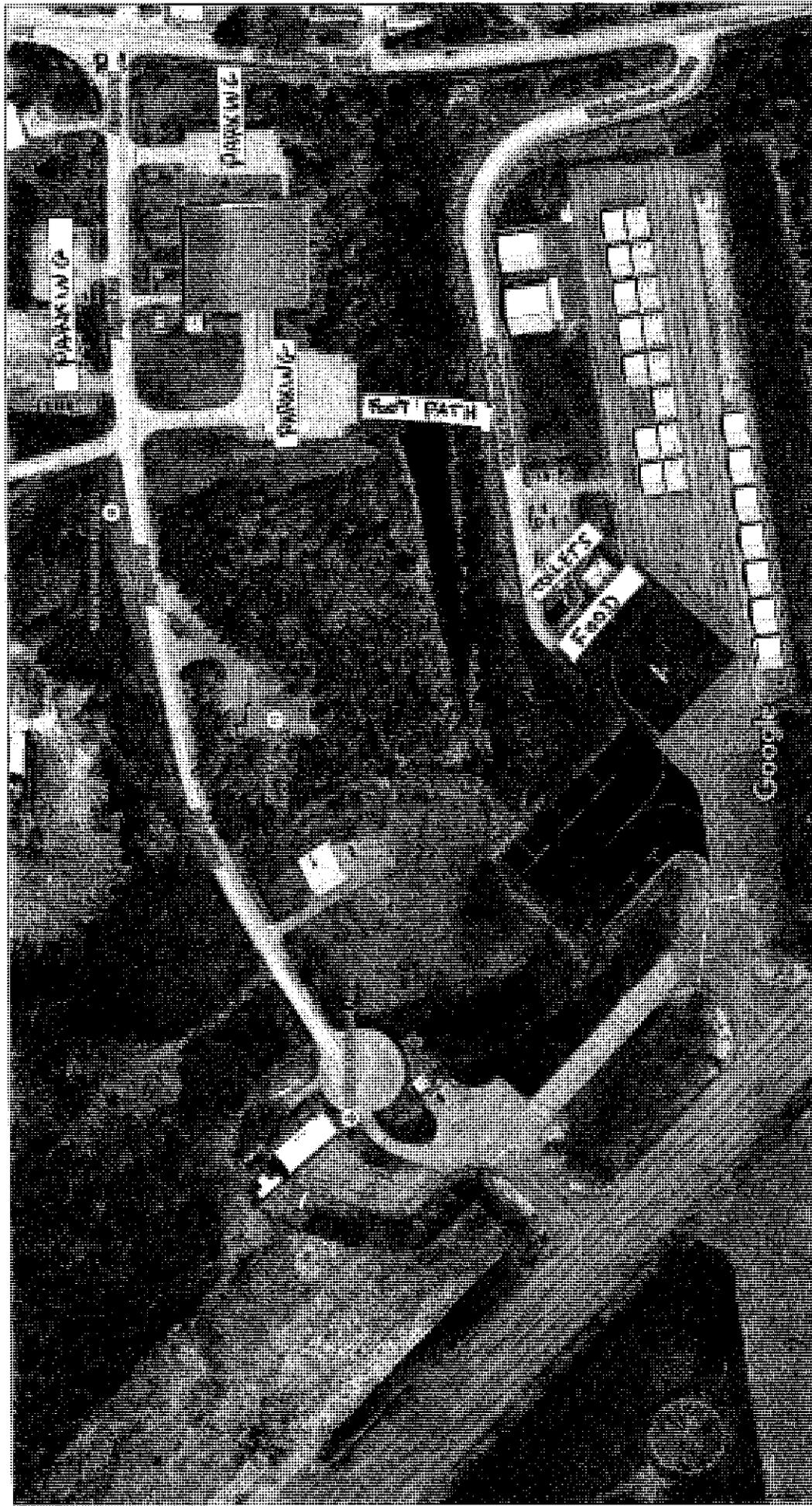
Belfast Airport Advisory Committee

[duketomlin@myfairpoint.net](mailto:duketomlin@myfairpoint.net)

207-323-0616

Google Maps

SHEET #2 13345



Imagery ©2016 Google, Map data ©2016 Google 100 ft

**Sheet #3**

**Belfast Airport Open House and Fly In Contacts**

Duke Tomlin (207) 323-0616; (207) 525-7792 [duketomlin@myfairpoint.net](mailto:duketomlin@myfairpoint.net)

Dave Aldrich (207) 338-0298; (239) 784-7472 [dgaldrich@embarqmail.com](mailto:dgaldrich@embarqmail.com)

Jay Foster (207) 763-4044; (207) 322-7316 [jnf@tidewater.net](mailto:jnf@tidewater.net)

Dave Valcik (207) 644-7525; (207) 907-0443; [david@rv12pilot.com](mailto:david@rv12pilot.com)

Matt McConnell (207) 236-8777; (207) 446-4758; [supercub27z@gmail.com](mailto:supercub27z@gmail.com)

9.F

**MEMORANDUM**

July 14, 2016

To: Joseph Slocum, Belfast City Manager  
Honorable Mayor Ash and Belfast City Council  
From: Norm Poirier, Belfast Parks and Recreation Department  
Re: Facility Request Application – Annual Street Party

Our Town Belfast, represented by Mike Hurley and Bre Bebb have submitted a Facility Use application for the Annual Street Party to be held on Monday, August 1, 2016 from 5:00-10:00 pm with High Street and part of Church Street (in front of City Hall) from 3:00pm-11:00pm. In year's past this event has been a tradition for many people and their families.

The event sponsor, Our Town Belfast has coordinated street closings through internal staff and volunteers. No issues or concerns on behalf of City staff

Recommend approval of this request.



Facilities Use Request  
City of Belfast, Maine

EVENT: BELFAST Street Party

DATES: AUG 1, 2016 EVENT REPRESENTATIVE: MIKE HURLEY  
or next SUNNY DAY

PROPOSED LOCATION/AREA TO BE USED: Ble Bebb

Church St. from main - TO - MARKET  
HIGH ST from main - TO - intersection of Church St.

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?

MIKE HURLEY 207 338 1975 Ble Bebb  
MIKE @ PILUTI.COM 323-  
9100

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

Belfast Street Party

85 + .95 Truckees - weight grams.

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.

- 1. garbage Barrels - additional brought to High St in
- 2. picnic Tables - as many as possible to Front of City Hall
- 3. Road Closure - Saw Horse, etc.
- 4. Electricity/lobby access @ City Hall
- 5. Hang American flag + 2 banners from City Hall

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

Close Roads @ 7:00 / open @ 12:00 AM

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

yes as noted

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

our Town Belfit

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

City Hall - electric + green room for BAND setup. see details

7) How many people do you expect?

2000

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 Darby's on their Sidewalk

By Whom: Name and Phone contact number:

DARBY - Cory Chase 338-2339

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) Parking spaces on closed off portions of Church + High St

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

Food + church + community groups.  
\$100 for profit sellers, free to nonprofits

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 - Allen Insurance

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

Allen Insurance

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

Live Music / ENDS @ 10:30pm.  
+ DJ

16) How do you propose to handle garbage removal?

WE WILL REMOVE + CLEAN

17) How do you propose to handle parking?

Self Regulating

18) How do you propose to handle security?

invite Belmont P.D.

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

WE have 3 porta potties + use of restrooms

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

Need To plug in @ City Hall

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

yes.

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?

Bre Beltr 323-9100 (text, I want hear phone)

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

assist with street closing  
use of City Hall as green room

**Department**

**Service Requested**

City Manager

Police

Security / spoke with Chief McFadden

Fire/Ambulance

Hopefully not!

Parks

Participation + Picnic Tables

Public Works

Item #3, #s 1-3

Harbor

Other?

Norman, city hall access, electric, banner hanging

**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 *(we plan on 11) ☺ M.H.*
- 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 Breanna Bebb Date: 7/13/16

Printed Name: Breanna Bebb

9.6

## MEMORANDUM

July 14, 2016

To: Joseph Slocum, Belfast City Manager  
Honorable Mayor Ash and Belfast City Council

From: Norm Poirier, Belfast Parks and Recreation Department

Re: Facility Use Request – Climate Ride 2016

A Facility Use application has been submitted by Patrick Collieran, Logistics Coordinator for the Climate Ride to utilize Heritage Park on Thursday, September 8<sup>th</sup> from 1:30-4:30 p.m. for a water stop. Climate Ride is a group which will cycle from Bar Harbor to Boston over 5 days in an effort to raise awareness about the environment and climate change.

Over 75 cyclists participate in the ride with groups of 4-5 cyclists riding together and no more than 50 stopping at one time for the water / bathroom break between the hours of 1:30-4:30 pm. Support vehicles will be parked at Heritage Park parking lot in order to tend to the cyclists need. The riders will travel off Route 1 down High Street on to Main Street, down to Heritage Park and exit in the same manner.

Climate Ride has used Belfast as a stopping point the past three years with no incident or concerns.

**Request to use Facilities  
Belonging to the Citizens of the City of Belfast**

It is the general policy of the City of Belfast 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, including all streets, roads, easements and rights of way. 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 and whom you represent?

My Name is Patrick Colleran. I am the Logistics Coordinator at Climate Ride.

2. What facilities would you like to use or what permissions are you seeking with respect to property owned by the Citizens of Belfast? Please be specific We would like to use Heritage Park

as a water stop during a charitable bike ride with 75 participants

3. What dates and times do you wish to have this event?

Thursday, September 8, 2016 from 1:30 PM - 4:30 PM

3a. Do you have a rain date and if so when? No

4. Will you want to put up banners or signs? (If so where and the dates the signs will be put up and taken down) No

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

No

6. Please describe this event in detail. If there is a schedule then attach it and explain it here.

75 cyclists will be arriving in groups of 3-4 to refill water bottles, take in the views, and continue on their way.

These riders will be on a 5-day charitable bike ride from Bar Harbor, ME to Boston, MA

City of Belfast - Facilities Request Form

7. How many people do you expect? 75

8. Will you be charging admission to this event? No

9. Will you be selling things at this event? No

If so what? \_\_\_\_\_

10. Will any alcohol be served or consumed at this event? (If yes provide details) No

11. 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

12. Will you be renting spaces to vendors on City Property? No

13. Describe what type of vendor and the charges you propose to assess against them.  
No

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

15. Who is your insurance agent that will provide proof of this coverage to the City?  
American Specialty Insurance

16. Noise: What kind of noise do you expect to generate at this event and during which specific periods of time? No amplified noise will take place

17. How do you propose to handle garbage removal? We have a support van and trailer with garbage cans. We limit the waste on our rides as we are supporting environmental causes.

City of Belfast - Facilities Request Form

18. How do you propose to handle parking? We will have nor more than 5 support vehicles at the water stop at a time

19. How do you propose to handle security? N/A

20. How do you propose to handle the need for restrooms? We anticipate that the Heritage Park Restrooms will be available should a rider need to use it.

21. What is your plan/need for electricity or water? We will provide our own water. Electricity will not be necessary.

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

No, the 75 cyclists will be spread out in a way that no more than 50 people are expected at a time at the water

stop. Cyclists will abide by all traffic laws and keep the noise down.

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

I will be present at this event. See contact information below:

Patrick Colleran  
208-859-5842  
Patrick@climateride.org

What specific City services or assistance are you asking for? None

**Department**

**Service Requested**

City Manager \_\_\_\_\_

Police \_\_\_\_\_

Fire/Ambulance \_\_\_\_\_

Parks \_\_\_\_\_

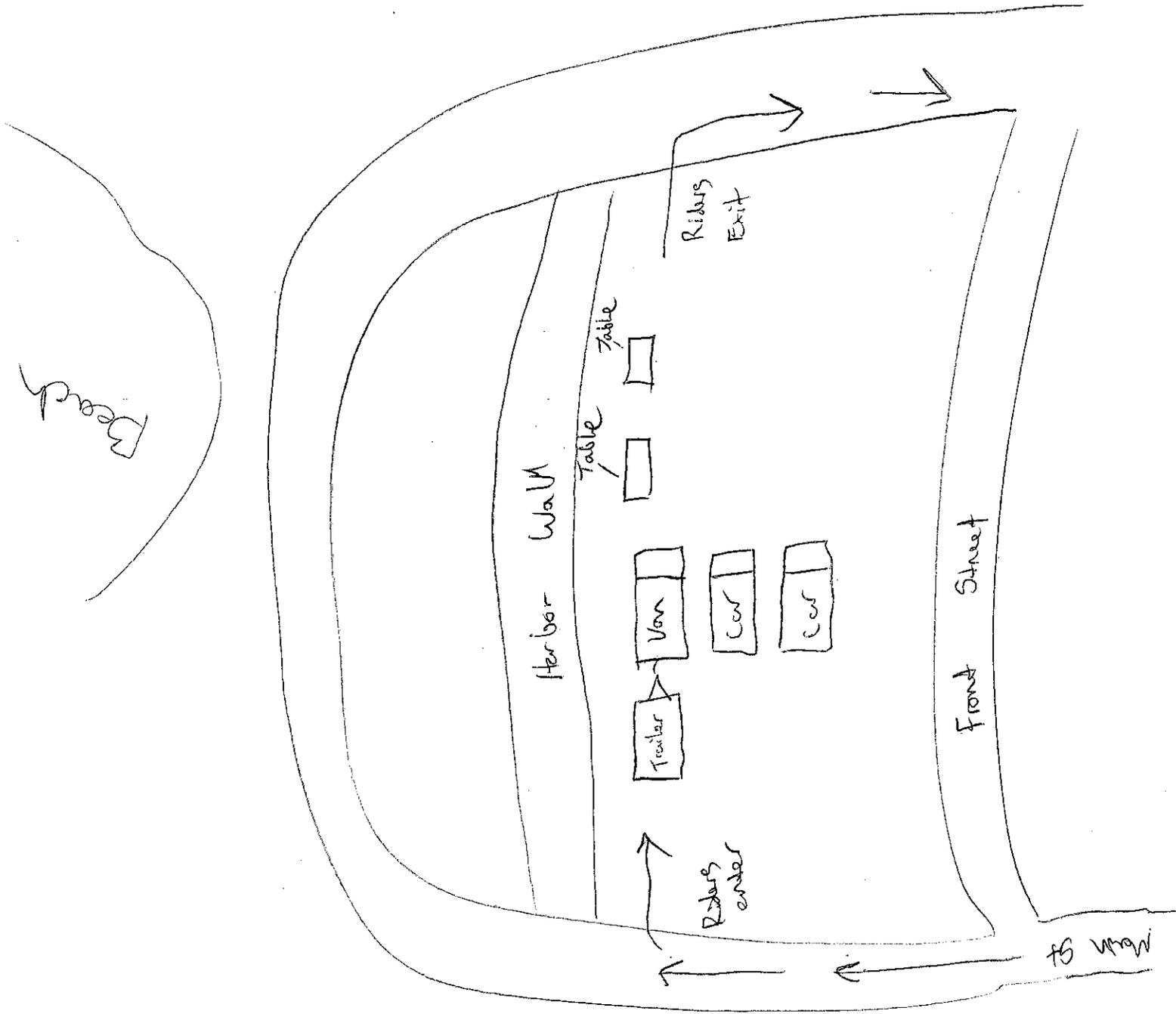
Public Works \_\_\_\_\_

Harbor \_\_\_\_\_

Planning (Maps) \_\_\_\_\_

Cable TV \_\_\_\_\_

Please draw a diagram of the area your proposing to use and how it will be laid out



10.A

## MEMORANDUM

July 14, 2016

To: Joseph Slocum, Belfast City Manager  
Honorable Mayor Ash and Belfast City Council

From: Norm Poirier, Belfast Parks and Recreation Department

Re: Request from Literacy Volunteers of Waldo County

The Literacy Volunteers would like the City to consider allowing the agency to install "Little Libraries" in some public places. For example places such as City Park, Wales Park, Park on Main and possibly the Harbor Walk. The Parks and Recreation Commission discussed the proposal and the Department is recommending the installation of "Little Libraries" start with two locations, Wales Park and City Park.

The creation of two areas will allow the program to be monitored for success and not create stress on the organization to build and find volunteers to supervise multiple libraries initially. The addition of the Little Libraries will be a welcome addition to the playground areas in both parks along with the story walk in City Park sponsored by Parks and the Library.

## Waldo Reads! Little Free Libraries

### A project of Literacy Volunteers of Waldo County

Literacy Volunteers of Waldo County (LVWC) is developing a county-wide [Waldo Reads! Little Free Library](#) initiative, based on the nationwide program model developed in Madison, Wisconsin in 2010. According to [www.littlefreelibrary.org](http://www.littlefreelibrary.org), there are over 36,000 registered Little Free Libraries including all 50 states and 70 other countries. There are many already in Maine in places like Unity, Eastport, York, Kennebunk, Dedham, Blue Hill, Bangor, Waterville, and more.

Little Free Libraries (LFL) are small, attractive, cabinet-sized structures attached to a post that stands on the side of a street, in a neighborhood, on a bike path or wherever people are likely to pass by frequently. LFLs are stocked with used books, and signage invites passers-by to “Take a book, leave a book.” They are often whimsical and eye-catching in design. For many, a Little Free Library is their only access to an affordable source of books.

In Belfast, LVWC built and installed its first [Waldo Reads! Little Free Library](#) at 46 Bridge Street in the summer of 2015. It is used almost daily, with its collection maintained by volunteers who act as stewards to ensure the library is well-stocked. Since then, LVWC has created 3 more libraries; two were built by Waldo County Tech Center students and one by a volunteer. One has been placed at the Belfast Transfer Station, another is scheduled for location in Swanville and the third has yet to be located. LVWC hopes to place a total of six libraries throughout Waldo County in 2016.

#### [Waldo Reads! Little Free Libraries](#) in Waldo County:

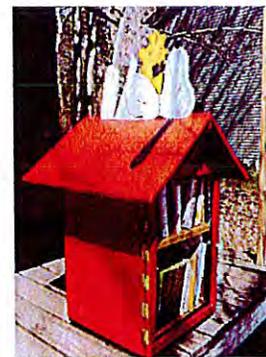
- ❖ Convey an attractive, artful message that our community is one that cares about literacy for all.
- ❖ Bring “literacy to the streets” to provide an appealing, 24-hours-a-day easy access to a broad constituency.
- ❖ Promote community engagement in literacy, from students at the Waldo County Technical Center to volunteers who maintain libraries at no cost to taxpayers.



LFL on Bridge Street



LFL created by WCTC students



LFL Snoopy Awaits Belfast Home

FMI: [www.waldoreads.org](http://www.waldoreads.org); LVWC Coordinator Denise Pendleton @ 338-3197; [waldoreads@rsu71.org](mailto:waldoreads@rsu71.org)

To view *Somewhere In Waldo County* feature story on the first Little Free Library, go to [www.waldoreads.org](http://www.waldoreads.org)

## Target Audience of [Waldo Reads! Little Free Libraries](#):

The LFL's are intended to celebrate reading and to appeal to a broad cross-section of readers—from the avid to the occasional to the reluctant, from the senior citizens to teenagers and families and children, from readers of fiction, nonfiction, how to guides and magazines. Belfast Free Library director Steve Norman sits on the Literacy Volunteers Advisory Committee and supports this outreach effort.

Present locations are (1) at 46 Bridge Street, on the property of Skip and Jo Pendleton and (2) at Belfast's Transfer Station. Waterfall Arts and the Belfast Laundromat have expressed interest in hosting a LFL. We are also exploring locations throughout Waldo County, such as Swanville Grocery. A key factor in deciding locations is proximity to volunteers who can serve as LFL steward for weekly maintenance/ stocking. Meanwhile, with our Snoopy LFL (see photo) sitting in storage waiting for a home, we are anxious to have permission granted for its location as well as the location of LFL to-be-built. Literacy Volunteers has developed a list of possible [Waldo Reads!](#) LFL locations in Belfast, with an effort to serve those who might not otherwise visit the Belfast Free Library or Belfast book stores.

Possible Belfast exterior locations that the LFL committee has recommended are:

- Belfast City Park
- The City Green just below Quench on lower Main Street
- The Harborwalk: Footbridge area, Steamboat landing, etc

We invite further suggestions from the City Council and members of the public.

## The Physical Structure:

While the trend in the Little Free Library movement is to create libraries that encompass a wide variety of looks, shapes and sizes to ensure they are eye-catching and convey the message that reading is a delightful pursuit, the standard dimensions for the [Waldo Reads!](#) LFL structure are as follows:

- 16" Wide; 20" Long; 28" High
- It stands on a 4', 4x4 post buried 18" into the ground. When placed in the ground, the unit stands approximately 4.5' above the ground. It has a cedar shingle roof with a front door with a plexiglass window. The interior has one shelf. Each LFL is either painted with two coats of paint or stained. Installation is rather easy: it requires digging a hole approximately 20" deep and 8" wide in a non-surfaced area. Without a post the unit can be fastened to a wall or building exterior, though most are post-mounted.

Libraries are built to be weatherproof and durable throughout the seasons. If a LFL were placed in Belfast City Park, it could either be removed for the winter when the park is closed or maintained by a volunteer pedestrian to be enjoyed by other pedestrians who use the park in all seasons. Standard signage is being developed as well as weatherproof exterior literature holders that would allow for sharing information about Literacy Volunteers activities and services and for journal in which library visitors can write notes. Here, for example, is a note left in a LFL in New Orleans: *"Thank You who ever you are for have-ing the book box. I'm 46 I learned to read 4 yrs ago & the library how ever its spelled is to far. I just moved from Maine so I don't know a lot of place. So Again Thank You! From a Neiphor spelled wrong sorry."* This is a testimony to the power of Little Free Libraries to expand and enrich literacy experiences for all.

# Literacy Volunteers of Waldo County

## *Opening Doors, Building Futures*

### **Who We Are**

Literacy Volunteers of Waldo County is a program of Belfast Adult Education. Our mission is to empower adult learners by increasing their literacy skills, improving opportunity through reading, and enhancing a culture of literacy within our community. Literacy Volunteers provides free, confidential services to adult (ages 18 and older) Waldo County residents who want to improve their reading, writing, language, math, and/or computer skills. Trained volunteers work with adults on a one-to-one basis in a private setting close to their home, and learning sessions are scheduled around work and other obligations. This service allows learners have their needs addressed in an effective, convenient, and stress-free manner. Assistance is available for native speakers as well as new English learners.

### **Want to gain skills in reading, math or computer skills?**

Contact the Literacy Volunteers coordinator, who will talk to you about your goals, answer your questions and match you with a tutor. You will meet with your tutor once weekly for one hour. The meeting can be at Belfast Adult Education, at a local library or at a location more convenient to you. Literacy Volunteers will assist you with transportation if possible.

Your tutor will work with you in creating a lesson plan based entirely on your interests and goals. These goals may be studying for a driver's license test, preparing for a job skills or college entrance test, completing job applications or writing a resume. It may be reading aloud to a loved one, reading websites, magazines or developing writing skills. Whatever your goals and interests may be, you and your tutor will work together to achieve them.

### **Want to become a Literacy Volunteer?**

Our literacy volunteers have a variety of background skills and a belief in the power of education. Volunteers can tutor an adult learner or help out in other ways to support community outreach and literacy. Volunteers are given orientation and training, then matched with an adult learning partner to provide one-to-one, one-hour learning sessions once a week. Bimonthly workshops and ongoing program resources provide continued guidance to tutors. While the work we do greatly benefits adult learners, as a literacy volunteer you also reap incalculable benefits. You will enjoy:

- ◆ Knowing that you can make a real, measurable difference in the lives of those you partner with.
- ◆ Great personal satisfaction in knowing that you provide such a meaningful service in the community.
- ◆ Giving back to both the community and the society that has nurtured you.
- ◆ Learning about your partner's unique skills and abilities as well as your own.

10.B

July 14, 2016  
**PICKLEBALL PRESENTATION**  
**to Belfast Parks and Recreation Commission**

Thank you for allowing us to speak to you again! My name is Susan Lauchlan, I'm 71 and I'm proud to say Belfast is my hometown. Along with members of our Belfast Pickleball group, we come here representing the 80 plus people who enjoy playing Pickleball in Belfast year round. We have grown from 2 people who, in the spring of 2014, convinced our YMCA to offer Pickleball once a week, to a list of 150 people who want to be kept informed of when and where Pickleball is being played in the Belfast area. This town is usually ahead of the curve when it comes to so many things it offers to its citizens and we are here to encourage the Commission to continue that tradition by bringing safe and publicly accessible Pickleball courts to Belfast City Park. We come hoping to show the Commission the potential benefits to our town!

**Pickleball encourages tourism!**

- 1) People travel to Pickleball destinations nationally and internationally just as they do for golf, sailing, curling and tennis.
- 2) We have people who are making Belfast a destination because of Pickleball!
- 3) People find us online at our website [belfastpickleball.com](http://belfastpickleball.com), at the USA Pickleball Association's website [usapa.com](http://usapa.com), and by word of mouth.
- 4) This past year there have been tournaments attended by hundreds of Mainers and out-of-staters in Portland, Bath, Bangor, Waterville, and Farmington.
- 5) The 2016 USAPA Atlantic Regional Tournament drew competitors from all over the US and Canada. One of the 6 largest tournaments in the country with 349 competitors, plus families and spectators, descending on Portland, spending on hotels, meals, etc. In fact, it was the largest racket-sport event ever in Maine. And our local players brought home several gold, silver, and bronze awards!
- 6) In your packet, you will find letters from several people that speak to the draw of Pickleball in Belfast.

**Pickleball is fabulous exercise and has enormous health benefits! Not to mention that it is just plain fun! We've included a list of just some of those benefits.**

- 1) Easily adaptable to an individual's fitness level.
- 2) Improves muscular strength, endurance, coordination and increases cardiovascular activity.
- 3) Improves reflexes and hand/eye coordination.
- 4) Low impact and low risk for injury.
- 5) Exercise helps improve and maintain memory.
- 6) Works on balance and agility.
- 7) Boosts mood and mental health.
- 8) Pickleball is less challenging for people who don't play sports often or who have injuries or disabilities.
- 9) The light weight of ball and paddle reduce joint strain and reduces the chance of injuries.
- 10) There are personal stories among our group that Pickleball has had profound positive impact on their social, physical and mental wellbeing just because they started to play regularly.
- 11) Where there is access to outdoor courts, there is the added joy and appreciation of being out in nature!

## **Pickleball can be a great boost to the goal of becoming an AARP Age-Friendly Community which is something being sought for Belfast!**

- 1) It offers a great mix of fun, social interaction and movement patterns that can be enjoyed by a wide range of people--both young and old.
- 2) It is a very social and drop-in type of sport. You don't need to come with a partner or belong to a team to play.
- 3) It's a wonderful activity and great way to connect the generations. Many school children have been introduced to Pickleball through gym class, including here in the Belfast schools and we have numerous instances of grandparents, parents and children all playing together on our courts.
- 4) Pickleball is easy to learn and very affordable. If you have your own paddle, simply show up; if not, there are always loaners available.
- 4) It provides an incentive for seniors to get outside! So important!
- 5) And from empowerage.com - "We do not stop exercising because we grow old. We grow old because we stop exercising."

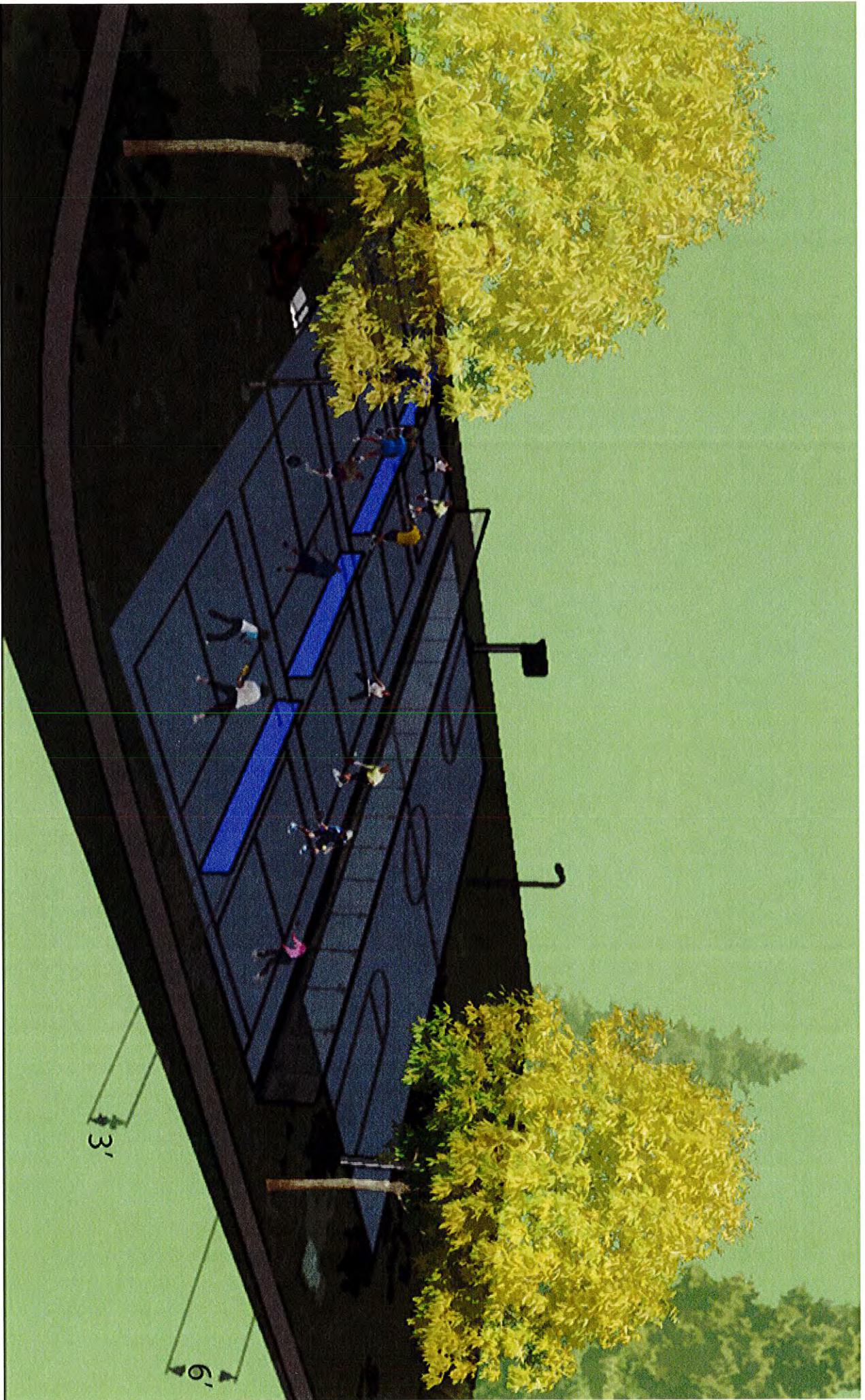
We love playing at our beautiful City Park on the court area where we've lined out the three Pickleball courts! It has ample parking, is close to the bathrooms and it encourages people who are using the walking path to stop by and try Pickleball. If the city would provide courts where the nets are always in place as they are at the tennis courts, then Pickleball would be accessible to anyone at any time. We feel that this public access is really important.

We have included drawings in the packet that show how four courts with permanent nets would fit in this space. These courts would not impact the basketball court that was recently resurfaced with new hoops installed, however it would require the removal of two rarely used hoops. We have heard some resistance to that. However, in our third year of playing in that spot, we have observed that even the updated basketball court is empty most days with only an occasional 2 or 3 people tossing a basketball around. It is important to note here that four Pickleball courts take up the same amount of space as one tennis court.

Pickleball is the fastest-growing sport in the US. Currently there are 2.46 million Pickleball players in the U.S. alone. And that is showing up in Belfast as almost every day we get new players on the court. Five mornings a week from 8am to past noon players show up to play for an average 2 to 3 hours each. In a recent 25 day period, there were 318 people on the courts. We now have an increasing number of players showing up after work to play well into the evenings.

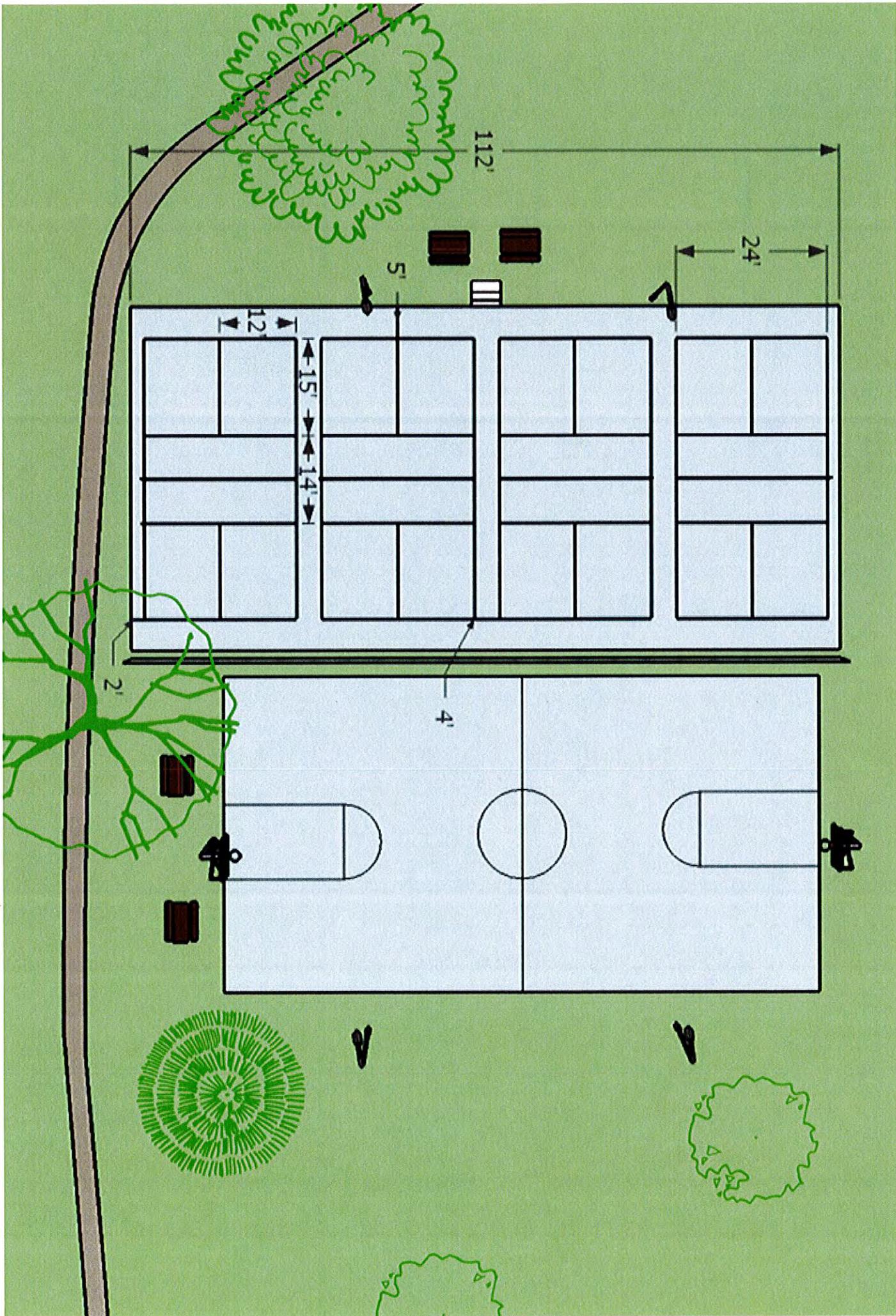
This year we are seeing more visitors than ever as they find our group on the internet. Aside from walking, this is probably the most popular daily sports-type activity in Belfast, let alone in the park, and increasing to four courts would allow 16 players to be on the courts at one time. Given that we spend so much time at the park, we can say with quite a bit of certainty that the basketball court, and even the tennis courts, have almost negligible numbers in comparison.

Again, for a small Maine city, Belfast is usually ahead of the curve when it comes to the many opportunities it offers to the community and we hope we have provided the encouragement necessary for the Commission to continue that tradition by moving forward in the constructing of safe, attractive and publicly accessible Pickleball courts at Belfast City Park.



3'

6'



# PROPOSAL / PROCESS FOR PICKLE BALL COURTS

**Location:** City Park, adjacent to newly repaired basketball court on the older basketball court

**Courts:** 3 pickle ball courts on an area slightly larger than one of the basketball courts

## Phase 1

- |   |                |
|---|----------------|
| 1. Shim and Re-surface Court with ¼" of asphalt material – size: 95' x 58'  | Cost: \$12,000 |
| 2. Install permanent nets 3 sets @ \$800                                    | Cost: \$ 2,400 |
| 3. Color coated courts with proper lines and playing courts for pickle ball | Cost: \$ 4,000 |

## Phase 2

- |   |                |
|---|----------------|
| 1. Install 6' chain link fence between pickle ball courts and basketball courts to keep balls from crossing over to other users playing areas | Cost: \$ 2,000 |
| 2. Additional seating for spectators and players  | Cost: \$ 1,000 |
| 3. Signage to indicate courts, hours of regular play and information regarding local club   | Cost: \$ 850   |

Total price of \$ 22,250

## Proposal

With a total price of \$ 22,250 the Midcoast Pickle Ball Association would enter in to an agreement with the City of Belfast Parks and Recreation Department to pay for \_\_\_ % of the Phase 1 proposal. The Association in return would like access to the courts and provide assistance to the community in growing the activity of pickle ball

T

The time line for the Phase 1 aspects of this proposal would be scheduled for the early spring of 2016. Phase 2 would be considered for the spring of 2017



PO Box 73  
Pasumpsic, VT 06861

PDF



800.550.2226  
802.748.6358 Fax

info@advantagetennis.net  
www.advantagetennis.net

Proposal Submitted To: <b>CITY OF BELFAST</b>	Phone: <b>207-338-4788</b>	Date: <b>November 11, 2015</b>
Contact: <b>Norm Poirier Director of Parks &amp;</b>	Alt / Fax:	E-mail: <b>parksandrec@cityofbelfast.org</b>
Address: <b>181 Church Street</b>	Scope Of Work: <b>Pickleball Courts</b>	
City / State / Zip Code: <b>Belfast, ME 04918</b>	Location: <b>City Park</b>	

Products and Specifications

Color Coating

Armor Crack

Construction

Overlays

- a. Supply and install 3 new sets of Douglas EZ Pickleball netposts, Pickleball nets. Sleeves to be set to grade and installed in concrete prior to asphalt overlay

Permanent Hardware Price: \$800.00 per set or \$2,400.00

Portable Hardware Price: \$437.00 per set or \$1,311.00

- a. Clean surface as needed prior to color coating.  
b. Total area of 1 basketball court to receive 3 coats of SportMaster textured coating. Color to be Optional.  
c. Apply 3 sets of regulation white textured pickleball lines.

Base Price: \$4,000.00

Proposal

----- Forwarded message -----

From: **Marsha Freso** <[ladym@mindspring.com](mailto:ladym@mindspring.com)>  
Date: Tuesday, July 12, 2016  
Subject: Belfast Pickleball  
To: Rocky Clark <[mainepickleball@gmail.com](mailto:mainepickleball@gmail.com)>

Rocky,

Thank you so much for inviting us to play Pickleball at the Belfast City Park yesterday. The players were so welcoming and obviously enthused about the sport. They could certainly use additional courts to better accommodate the number of players. The courts are in a beautiful setting although the surrounding play area is tight and the asphalt surface is quite unusual for play and definitely not suited for use of the outdoor ball. (We were extra cautious so we didn't turn an ankle.) Hopefully the courts can be upgraded to a standard outdoor surface with proper spacing around the courts so they are safer and more enjoyable for the group. Many clubs/groups around the country have been able to accomplish this at very reasonable cost.

We are finding Maine to be full of travel treasures, which is making our trip super enjoyable.

*Marsha & Byron*

**Marsha & Byron Freso** | **Ambassadors at Large**

USA Pickleball Association



--

**Rocky Clark, Atlantic Regional Director**  
**Portland, Maine**  
**207-775-1140**

[www.usapa.org](http://www.usapa.org)

<http://www.atlanticpickleball.com/>

<http://www.pickleballchannel.com/2014/05/i-%e2%99%a5-pickleball-pickleball-in-your-neighborhood/>

<http://vimeo.com/102044720>

**From:** Matthews, Warren  
**Sent:** Thursday, July 07, 2016 4:16 PM  
**To:** 'economicdevelopment@cityofbelfast.org'; 'parksandrec@cityofbelfast.org'  
**Subject:** Pickleball in Belfast!  
**Importance:** High

Thomas and Norm,

My name is Warren Matthews. I am an economic development attorney from Alabama. I had the fortunate opportunity to visit friends in your area last week and play pickleball at Belfast Park. The folks there were welcoming and great fun. What an awesome setting to play outdoor pickleball!

I'm sure you hear from locals that they would like to have a place where "permanent" pickleball courts, posts and nets can be installed. The current location would be ideal for 3 permanent courts. It would take a bit more paving, painted courts and lines, fencing, posts and nets.

Why should Belfast undertake this type of project? It is hard to quantify the value of permanent courts to the current local players. However, I think the tourism impact of permanent courts would be significant enough to recoup the court cost in a reasonable amount of time. More and more people decide where to vacation based upon whether there are permanent pickleball courts in a community. When my wife and I travel, we scour the USAPA website to look for places to play. We will break our trip up to find pickleball. Belfast could market itself as a destination for pickleball and people will come.

I recognize money is always the issue. In other states, communities have looked to state and local grants for recreation and park projects as well as senior health and wellness activities. Would support be available from the State of Maine or the County? The overall cost is not that substantial.

Below are pictures of two courts we have visited and played pickleball. The first courts are in Knoxville, TN and the other courts are in Panama City Beach, Florida. As you can see, the facilities are relatively basic. Permanent pickleball courts are popping up in Northeastern states as well.

Please let me know if I can be of any assistance. If Belfast undertakes the installation of permanent pickleball courts, and matching funds are required, then I want to be the first person to make a \$100 donation to the project.

We hope to spend more time in the Belfast area. Have a great summer!

TO: Belfast Parks and Recreation Commission  
Belfast Town Hall  
Belfast, ME 04915

FROM: Debra Donnahoo, Colonel, USAF (retired)  
1326 Forest Creek Road  
Sunset Beach, NC 28468

SUBJECT: Belfast Expansion Plans for Pickleball in Belfast City Park

Thank you for the opportunity to share my enthusiasm and encouragement as you consider plans to build permanent Pickleball courts/facilities in beautiful Belfast City Park. As a frequent traveler across our great nation, I make my travel plans based on several factors, one of which is the availability of Pickleball venues. As an avid Pickleball player, I can honestly say that it is Pickleball that has continued to bring my family back to Belfast for the last three years! That, and the wonderful people we have met during each of our 4-5 month stay.

As a resident of a tourist community myself (the Myrtle Beach, SC/Sunset Beach/Wilmington, NC areas), I know the importance of tourist attractions such as golf and now, Pickleball. I am the member of one of the largest Pickleball groups in the country and I can attest to the fact that during our winter months, a huge draw to the area is due to the outstanding support the City of North Myrtle Beach has given to our Pickleball activities, to include excellent facilities. Even my own immediate communities of Sunset Beach and Ocean Isle, NC with a combined population of less than 6,000 have garnered support from the Brunswick County Parks and Recreation to build 4 permanent Pickleball courts in our new County Park!

In three years short years, I've watched the Belfast Pickleball community grow exponentially and can only hope that, through your support, that community will continue to draw the tourist population that I am so proudly a member of. As a resident of a tourist community, I recognize the importance of the revenue that tourism brings to our areas.

Thank you for listening to one person's suggestion that there is a very real economic component of the issue you are addressing on 14 July. I trust you will exercise due diligence in the expenditure of your precious tax dollars and recognize the potential return in investment of those limited funds.

Sincerely,

Debra Donnahoo  
11 July 2016

10.C

	Applications Recv'd	Notes	Interview Date
<b>Cemetery Board of Trustees</b>	<b>3 open seats - 2 applicants</b>		
1 Term Expiration	Ann Mullen	Reappointment Request	N/A
No Alternates	<b>Megan Pinette</b>	<b>New, needs to be interviewed</b>	<b>July 19, 2016</b>
<b>Harbor Advisory</b>	<b>3 open seats - 4 applicants</b>		
3 Term Expirations	David Carlson	Reappointment Request	N/A
	Robert Winslow	Reappointment Request	N/A
1 Alternate Position: Open	Gerald Brand	New: Interviewed	July 5, 2016
	<b>Joanne Moesswilde</b>	<b>New: needs to be interviewed</b>	<b>July 19, 2016</b>
<b>Library Board of Trustees</b>	<b>1 open seat - 1 applicant</b>		
1 Term Expiration	Robert Adler	New: Interviewed	July 19, 2016
No Alternates	(Ryan Harnden withdrew application)		
<b>Parks &amp; Recreation Commission</b>	<b>5 open seats - 6 applicants</b>		
4 Term Expirations	Aynne Ames	Reappointment Request	N/A
1 Vacancy	Catherine Gleeson	Reappointment Request	N/A
	Larry Theye	Reappointment Request	N/A
No Alternates	Robert Gordon	Reappointment Request	N/A
	Rafe Blood	New: Interviewed	July 5, 2016
	<b>Brian Schortz</b>	<b>New, needs to be interviewed</b>	<b>July 19, 2016</b>
<b>Planning Board</b>	<b>2 open seats</b>		
1 Term Expiration	Biff Atlas	Reappointment Request	N/A
1 Vacancy(1 year term left)	<b>Ryan Harnden</b>	<b>New, needs to be interviewed</b>	<b>July 19, 2016</b>
2 Alternates: Geoffrey Gilchrist Richard O'Connor	Ernie Cooper	New: Interviewed	July 5, 2016
* Both Alternates have submitted email requests, applying for Vacant positions.			

TO: Mayor & City Council

FROM: Wayne Marshall, City Planner

DATE: July 15, 2016

RE: Planning Board Appointments

The Planning Board consists of 5 regular members and 2 alternate members. There are 2 current vacancies on the Board, including:

- Regular Member - 1 year appointment for the unexpired term of Roger Pickering who retired from the Board effective June 30, 2016. The appointment would be through June 30, 2017.
- Regular Member - 5 year appointment from July 1, 2016 - June 30, 2021. This position is created by the expiration of Biff Atlass's current seat on the Board.

It is my understanding that the Council has 6 persons who are seeking appointment to the Board, including:

- Biff Atlass - Regular member on the Board who is seeking appointment to the 1 year unexpired term of Roger Pickering.
- Declan O'Connor - Alternate member on the Board who is seeking appointment as a Regular member.
- Geoff Gilchrist - Alternate member on the Board who is seeking appointment as a Regular member.
- Ernie Cooper - Resident who is seeking appointment to the Board, and who the Council interviewed at your meeting of July 5.
- Ryan Harnden - Resident who is seeking appointment to the Board, and who I understand that the Council is scheduled to interview at your meeting of July 19.
- David Bond - Resident who is seeking appointment to the Board, and who I understand that the Council is scheduled to interview at your meeting of July 19.

I am encouraging the Council to make new appointments to the Planning Board at your meeting of July 19. The Board is experiencing an increase in the number of development review applications and is in the midst of significant Ordinance amendment work. It would be best to have a full complement of members appointed to the Board as soon as practical.

Currently, two regular member seats are available, and the two alternate positions are filled. However, if you choose to appoint one or both of the alternate members as regular members, you should then consider appointing the candidates that you choose to be alternate members on the Board. We typically have considered the alternate member positions to be for new 5 year terms, which would be from July 1, 2016 - June 30, 2021.

I will be at the Council meeting and would be happy to answer any questions.

10. D

**BELFAST HARBOR  
WINTER MOORING & ANCHORING  
PROPOSED AMENDMENT  
Chapter 30, MARINE ACTIVITIES/HARBOR ORDINANCE  
June 26, 2016**

This proposed additional amendment to the Harbor Ordinance, originally was part of the Outer Harbor Management Plan amendments brought before the Council last spring, but because of concerns from the Commercial Fishermen and the Council with the initial language, the Council asked that the amendment be reviewed again by the Harbor Committee. The Harbor Committee at their regular meeting on Wed., June 15, 2016, reviewed and discussed the language regarding winter use restrictions for mooring or anchoring in the Outer Harbor areas and would like to submit the proposed amendments below.

The majority of the following proposal was written by Kim Ervin Tucker who was representing commercial fishing interests and had concerns with the initial proposal. Her suggested proposal, written last spring, has more detailed language which addressed the concerns regarding whether this amendment would affect commercial fishing in Belfast Harbor in the winter months, as well as defining conditions for approval by the Harbor Master to moor or anchor in the winter months.

Our Harbor Ordinance clearly defines Commercial Vessels, which includes both commercial fishermen and commercial businesses, so to be consistent with our ordinance, as well as to consider the various commercial businesses in the harbor who may be also be active in the winter, the term Commercial Vessels was used in the amendment.

The following proposed amendment was approved unanimously by the Harbor Committee. The Committee would also like to include a definition for 'anchoring' in our Harbor Ordinance which is below.

**Sec. 30-159. Winter mooring.**

With the exception of working Commercial Vessels moored in the Inner Harbor area, no moorings shall be occupied and no vessels shall be anchored in Belfast Harbor, during the winter mooring period from November 1 to March 31, without advance approval by the Harbor Master. The Harbor Master will grant approval for use of moorings and anchorages outside the Inner Harbor during the winter mooring period only if the boat owner can demonstrate that: (i) the vessel to be moored or anchored is seaworthy; (ii) the mooring or anchoring gear is adequate to withstand ice and other adverse winter conditions; and (iii) the vessel owner has adequate access to the vessel in winter conditions in the event of an emergency.

**Sec. 30-32. Definitions.**

To Anchor: Shall mean to secure a vessel to the sea floor within a body of water by dropping an anchor(s) or other ground tackle, which is carried aboard a vessel when underway as regular equipment.

# 10.E

Request by the Economic Development Director to have the City Council approve an exchange of parcels of land between the City of Belfast and the State of Maine, Department of Defense, Veterans and Emergency Management, Military Bureau.

At its meeting of 12/16/14, the Belfast City Council approved a general framework for a land exchange between itself and the State of Maine, Department of Defense, Veterans and Emergency Management, Military Bureau, of an exchange of parcels of land located at/near Belfast Municipal Airport. This exchange would provide the land necessary to undertake a construction of a parallel taxiway, as well as provide additional hangar development space. Even if a parallel taxiway was not constructed, this land exchange would still be beneficial for the Airport as it would bring its boundary in parallel with its main runway.

Since December of 2014, City staff has completed more work related to this project, including: updating Phase I environmental site assessments; conducting review appraisals; completing a boundary survey; receiving authorization from the Maine Legislature to execute the exchange; and receiving authorization from the Federal Aviation Administration (FAA) to allow the parcel the City would be giving to be used for non-aviation purposes. The costs that the City has incurred for this work will be reimbursed at 95% as part of a grant from the FAA and the Maine Department of Transportation.

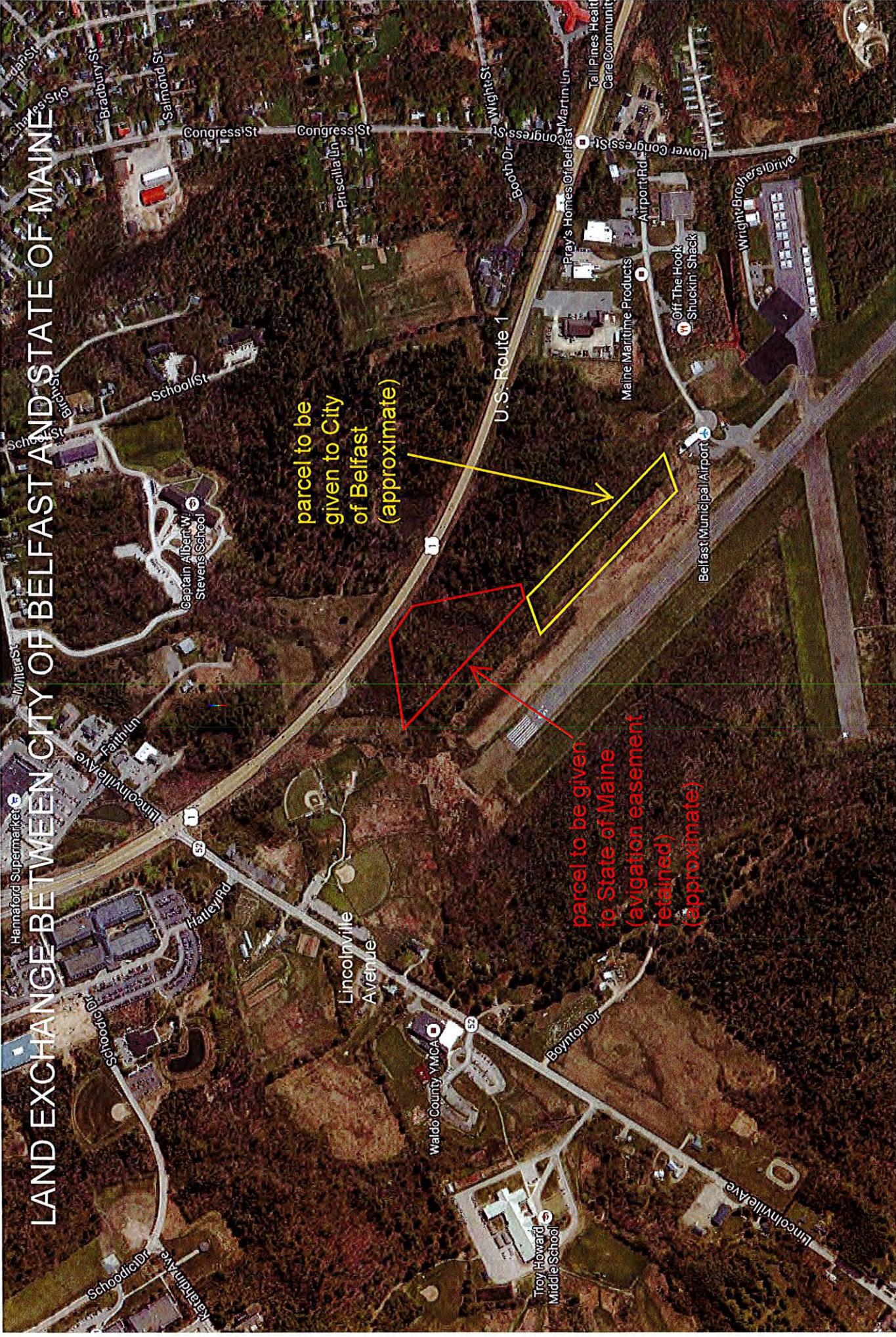
What is proposed is for the City of Belfast to exchange a parcel of 242,844 square feet (5.57 acres) for a parcel of 216,438 square feet (4.97 acres) from the Maine Army National Guard (both acreages are slightly less than those what were presented in December of 2014, but are still of equivalent appraised value). The City of Belfast will retain an avigation (aerial navigation) easement over the parcel that it is giving to the Maine Army National Guard, so that it can maintain that area obstruction-free going forward. This exchange satisfies the two conditions that were imposed by the Maine Army National Guard: 1) the parcels exchanged must be of (nearly) equal appraised value; and 2) the parcel that the Maine Army National Guard ends up with after the swap must be contiguous.

The Economic Development Director now requests that the City Council approve this exchange, authorize the City Manager to sign the Exchange Agreement, the Municipal Quitclaim Deed, and any other documents needed to affect the exchange, and authorize the City Attorney to move forward with the closing on this exchange.

**LAND EXCHANGE BETWEEN CITY OF BELFAST AND STATE OF MAINE**

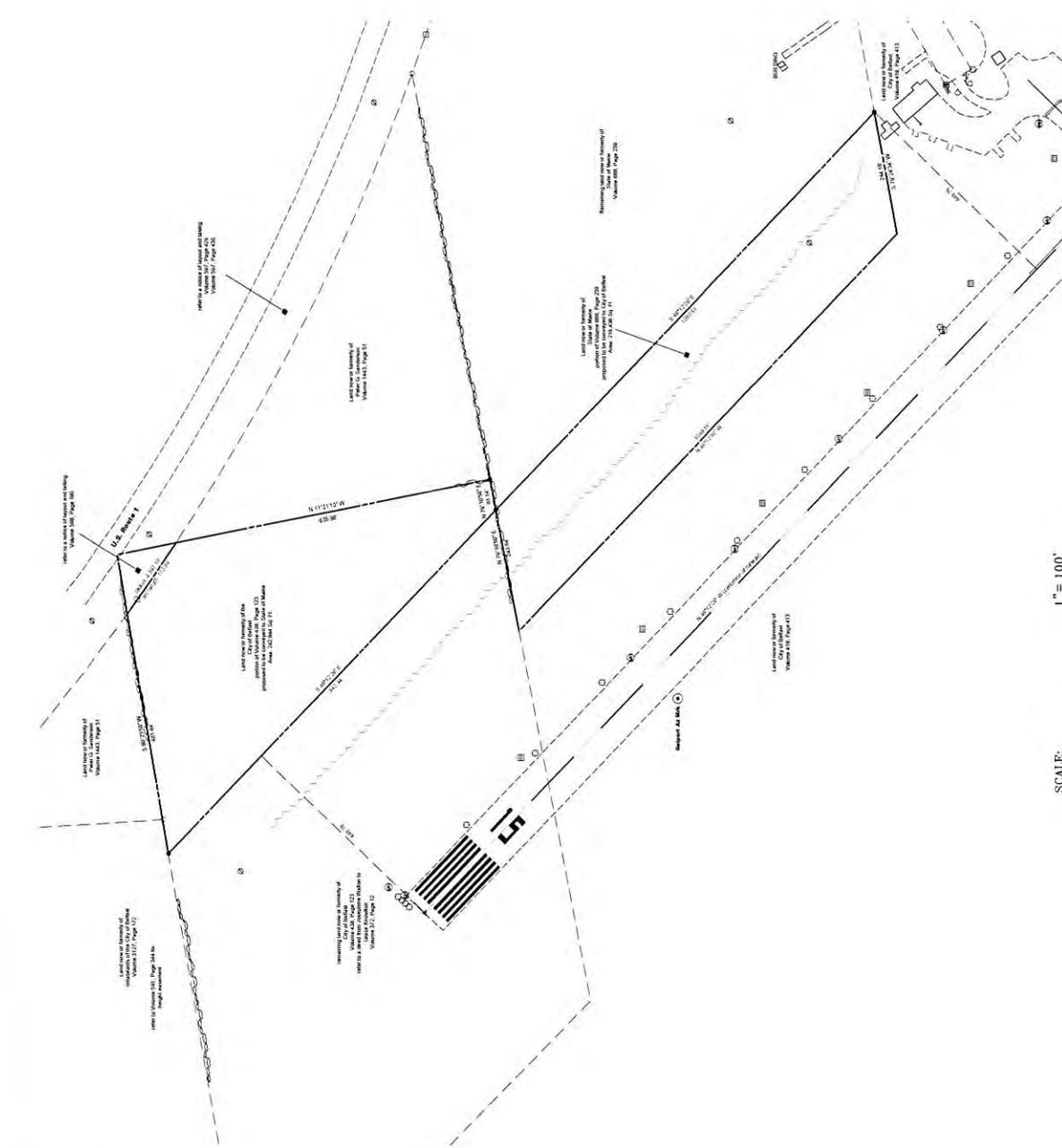
**parcel to be given to City of Belfast (approximate)**

**parcel to be given to State of Maine (aviation easement retained) (approximate)**





MAINE COORDINATE SYSTEM  
EFFECTIVE JANUARY 1, 2007



**NOTES**

(1) Documents referenced on this plan are recorded in the Waldo County Registry of Deeds unless otherwise noted.

(2) Change of Ownership of the Property of the City of Beliefast, Maine, as recorded in the Waldo County Registry of Deeds in File Volume 4, Page 74.

(3) There is a public water supply easement for the City of Beliefast, Maine, as recorded in the Waldo County Registry of Deeds in File Volume 2, Page 4.

(4) There is a public water supply easement for the City of Beliefast, Maine, as recorded in the Waldo County Registry of Deeds in File Volume 1, Page 7.

**LOCUS MAP**

1" = 2,000'



- LEGEND**
- FOUND MONUMENT SET PLACED
  - MONUMENT FOUND
  - GRANITE / CONCRETE MONUMENT FOUND
  - UTILITY POLE
  - ⊕ GUY / ANCHOR
  - ⊗ WATER METER VALVE
  - ⊘ CATCH BASIN
  - ▲ P.N. NAIL FOUND
  - LAMP
  - ⊖ SIGN
  - ⊙ MANHOLE
  - ⊕ VEGETATION / TREELINE
  - STONEWALL
  - EDGE OF PAVED OR GRAVEL SURFACE
  - BOUNDARY LINE
  - ADJACENT PAVEMENT LOT LINE

**SURVEY STANDARD**

THIS PLAN WAS PREPARED FROM INFORMATION OBTAINED FROM THE RECORDS OF THE WALDO COUNTY REGISTRY OF DEEDS AND THE RECORDS OF THE WALDO COUNTY REGISTERED PROFESSIONAL SURVEYORS, EFFECTIVE JANUARY 1, 2007.

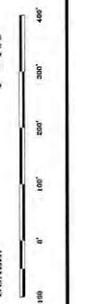
*John P. Pliska*

JOHN P. PLISKA  
PROFESSOR  
NO. 3004

**Boundary Survey**  
of  
the  
State of Maine Property  
City of Beliefast Property  
proposed for conveyance  
U.S. Route 1, Beliefast, Maine

DATE	12/15/06	SHEET	1
SCALE	1" = 100'	OF 1	1

**PLISGA & DAY**  
LAND SURVEYORS  
BANGOR, ME 04401  
WWW.PLDAYSURVEYORS.COM



## EXCHANGE AGREEMENT

NOW COME the parties, STATE OF MAINE, Department of Veterans and Emergency Management, acting by and through the Commissioner and Adjutant General, pursuant to 37-B M.R.S.A. § 264, (“DVEM”) and The Inhabitants of the City of Belfast (“City of Belfast”) who state and agree as follows:

**Whereas**, DVEM owns certain land and improvements in the City of Belfast, County of Waldo, State of Maine, more particularly bounded and described in the Waldo County Registry of Deeds in Book 888, Page 239 as follows, to wit:

“Beginning at a three-quarter inch rebar set on the south line of land described in a deed from Grace Knowlton to City of Belfast, recorded at the Waldo County Registry of Deeds in Volume 438, Page 123, said rebar also located South 79 degrees, 10 minutes, 50 seconds West, a distance of 61.14 feet from a rebar set at the intersection of two stone walls at the southwest corner of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, page 51,

thence parallel to, and 448.78 feet distant therefrom, the centerline of the northwest-southeast runway at the Belfast Municipal Airport, South 46 degrees, 12 minutes, 26 seconds East, a distance of 1090.61 feet to a three-quarter inch rebar set on the southeasterly line of land described in a deed from the Inhabitants of the City of Belfast to the State of Maine Department of Defense and Veterans Services, Military Bureau, recorded at the Waldo County Registry of Deeds in Volume 888, Page 239;

thence South 79 degrees, 24 minutes, 34 seconds West, a distance of 244.18 feet to a three-quarter inch rebar set at the southwest corner of land described in a deed from the Inhabitants of the City of Belfast to the State of Maine Department of Defense and Veterans Services, Military Bureau, recorded at the Waldo County Registry of Deeds in Volume 888, Page 239;

Thence by and along the southwesterly line of land described in a deed from the Inhabitants of the City of Belfast to the State of Maine Department of Defense and Veterans Services, Military Bureau, recorded at the Waldo County Registry of Deeds in Volume 888, Page 239, North 46 degrees, 12 minutes, 50 seconds West, a distance of 1089.51 feet to a three-quarter inch rebar set on the southerly line of land described in a deed from Grace W. Knowlton to the City of Belfast recorded at the Waldo County Registry of Deeds in Volume 438, Page 123;

Thence North 79 degrees, 10 minutes, 50 seconds East, along a stone wall marking the southerly line of land described in a deed from Grace W. Knowlton to the City of Belfast recorded at the Waldo County Registry of Deeds in Volume 438, Page 123, a distance of 243.64 feet the point of beginning.

The above-described parcel contains 4.97 acres and is a portion of the premises described in a deed from the Inhabitants of the City of Belfast to the State of Maine Department of Defense and Veterans Services, Military Bureau, recorded at the Waldo County Registry of Deeds in Volume 888, Page 239.

Bearings referenced herein are oriented to Grid North, Maine Coordinate System of 1983, East Zone, as determined by a field survey conducted by Good Deeds Land Surveyors”.

**Whereas**, the City of Belfast owns certain land and improvements in the City of Belfast, County of Waldo, State of Maine, more particularly bounded and described in the Waldo County Registry of Deeds in Book 438, Page 123 as follows, to wit:

“Beginning at a three-quarter inch rebar set at the southwest corner of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, Page 51, said rebar also located at the intersection of two stone walls;

Thence along a stone wall on the westerly line of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, Page 51, North 11 degrees, 21 minutes, 10 seconds West, a distance of 635.98 feet to a three-quarter inch rebar set on the southwesterly sideline of U.S. Route 1, said sideline of U.S. Route 1 depicted on a Maine State Highway Commission Right of Way Map for State Highway “26”, dated July 1961, S.H.C. File No. 14-80 and recorded at the Waldo County Registry of Deeds January 22, 1964 in Plan Book 4, Page 74;

Thence by and along the southwesterly sideline of U.S. Route 1 on a curve to the right with a radius of 4,397.19 feet, a distance of 135.68 feet to a highway monument;

Thence continuing by and along the southwesterly sideline of U.S. Route 1 on a curve to the right with a radius of 4,397.19 feet, a distance of 35.21 feet to a three-quarter inch rebar set in a stone wall on the south line of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, Page 51;

Thence along said stonewall, South 80 degrees, 23 minutes, 50 seconds West, a distance of 481.44 feet to a three-quarter inch rebar set in the southerly line of land described in a deed from Bracebridge Corporation, formerly known as MBNA Properties, Inc., to the Inhabitants of the City of Belfast, recorded at the Waldo County Registry of Deeds in Volume 3127, Page 172;

Thence parallel to, and 448.78 feet from, the centerline of the northwest-southeast runway at the Belfast Municipal Airport, South 46 degrees, 12 minutes, 26 seconds East, a distance of 942.34 feet to a three-quarter inch rebar set on the northwesterly line of land described in a deed from the Inhabitants of the City of Belfast to the State of Maine Department of Defense and Veterans Services, Military Bureau, recorded at the Waldo County Registry of Deeds in Volume 888, Page 239;

Thence North 79 degrees, 10 minutes, 50 seconds East, a distance of 61.14 feet to the point of beginning.

The above-described parcel contains 5.56 acres and is a portion of the premises described in a deed from Grace Knowlton to the City of Belfast recorded at the Waldo County Registry of Deeds in Bk. 438, Pg. 123.

Bearings referenced herein are oriented to Grid North, Maine Coordinate System of 1983, East Zone, as determined by a field survey conducted by Good Deeds Land Surveyors”.

**Whereas**, DVEM and the City of Belfast wish to “exchange” ownership of certain real properties located in Belfast, County of Waldo, State of Maine, as described above and recorded in Book 888, Page 239 and Book 438, Page 123, as the valuation of the above described real properties are approximately of equal value.

**Now therefore**, the parties agree to an exchange of real estate under the terms and conditions outlined below.

**Agreement.**

A. DVEM agrees to perform the following:

1. **Property.** DVEM shall Grant to the City of Belfast, all right, title and interest, in and to certain real property described in a deed recorded in Book 888, Page 239 of the Waldo County Registry of Deeds.

2. **Guarantees, Warrantees and Certifications:** This property is conveyed as is, with all improvements thereon and without any guarantees, warrantees or certifications.

3. **Deed.** DVEM shall deliver to the Inhabitants of the City of Belfast such real property as described in a deed recorded in Book 888, Page 239 of the Waldo County Registry of Deeds, by means of a Quitclaim Deed attached hereto in Exhibit A.

4. **Possession/Occupancy/Closing.** Subject to the contingencies set forth herein, Closing shall occur on or about \_\_\_\_\_.

5. **Risk of Loss.** All risk of loss will be upon the DVEM until Closing.

6. **Environmental Disclosure, Indemnity and Hold Harmless Agreement:**

By acceptance of this deed, and pursuant to 37-B M.R.S. 264(6), the City of Belfast hereby agrees and covenants to indemnify and hold harmless the State of Maine from all claims, including any environmental clean-up costs that may arise in connection with the land herein conveyed to the City of Belfast.

7. **Authority.** DVEM represents and warrants that it has authority to execute this Agreement and to comply with its terms and conditions and that any necessary resolutions and authorities have been obtained.

B. The City of Belfast agrees to perform the following:

1. **Property.** The City of Belfast shall Grant to DVEM, all right, title and interest, in and to certain real property described in a deed recorded in Book 438, Page 123 of the

Waldo County Registry of Deeds excepting and reserving the Easements and rights of way described in the Municipal Quitclaim deed attached hereto in Exhibit B.

2. **Guarantees, Warrantees and Certifications:** The Property is conveyed as is, with all improvements thereon and without any guarantees, warrantees or certifications.

3. **Deed.** The City of Belfast shall deliver to DVEM such real property as described in a deed recorded in Book 438, Page 123 of the Waldo County Registry of Deeds by means of a Municipal Quitclaim Deed excepting and reserving the Easements and rights of way described therein.

4. **Possession/Occupancy/Closing.** Subject to the contingencies set forth herein, Closing shall occur on or about \_\_\_\_\_.

5. **Risk of Loss.** All risk of loss will be upon The City of Belfast until closing.

6. **Authority.** The City of Belfast represents and warrants that it has authority to execute this Agreement and to comply with its terms and conditions and that any necessary resolutions and authorities have been obtained.

#### C. General Terms

1. **Survival of Terms.** All of the terms and conditions of this Agreement for which the context indicates application to post-closing obligations shall survive the closing but shall otherwise be merged into the deeds used to exchange the respective properties.

2. **Realtors.** The parties represent and acknowledge that no realtors were involved in this transaction, nor are any commission owed to anyone as a result of this transaction.

3. **Heirs, Successors and Assigns.** This agreement shall extend to and bind successors and assigns of the parties.

4. **Governing Law.** This Purchase and Sale is a Maine contract, and shall be governed by the laws of the State of Maine. Any dispute involving or arising out of this contract shall be settled by binding Arbitration in Augusta, Maine.

5. **Pro-Ration of Taxes, etc.** As of the date of this Agreement, no real estate taxes are due. Neither the City of Belfast nor DVEM are required to pay any taxes at the execution of this Exchange Agreement. Both parties are exempt from paying transfer tax for these conveyances pursuant to M.R.S. 36 '4641-C (1). Each party shall sign such customary closing documents and forms as are necessary to comply with state and federal reporting obligations and to ensure that the interests acquired are insurable under standard form commercial title insurance policies.

6. **Default.** In the event of default the parties may employ all legal and equitable remedies including, but not limited to, specific performance.

7. **Title Search.** Each party reserves the right to complete a title search and has the right to terminate this agreement without costs or penalty for any material defects in title.

8. **Notices:** Notices. All notices herein provided for shall be in writing and shall be given by personal delivery or by U.S. Mail and shall take effect from the time of personal delivery or the mailing thereof; as the case may be, addressed as follows:

If to The City of Belfast, to

The City of Belfast  
c/o Joseph Slocum, City Manager  
131 Church Street  
Belfast, ME 04915

If to DVEM, to

Office of the Staff Judge Advocate  
c/o State of Maine Department of Defense,  
Veterans and Emergency Management  
Augusta, ME 04333

9. **Integration and modification:** This document represents the complete agreement of the parties. Neither party is relying on any representation, whether oral, written or otherwise regarding the subject matter of this transaction. There shall be nor oral modifications of this agreement.

11. **Assignments:** This Agreement may be assigned with the consent of the DVEM.

12. **Duplicate Originals:** This document may be executed in duplicate originals, both being equally valid.

**THE CITY OF BELFAST:**

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Joseph Slocum, City Manager

**DVEM**

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Brigadier General, MENG  
Commissioner

## MUNICIPAL QUITCLAIM DEED

KNOW ALL PERSONS BY THESE PRESENTS

THAT, **THE INHABITANTS OF THE CITY OF BELFAST** a body corporate and politic, located in Belfast, County of Waldo, State of Maine, acting under the provisions of Chapter 26 of the Public Resolves of 1985, for consideration paid, hereby Grant to **THE STATE OF MAINE DEPARTMENT OF DEFENSE AND VETERANS SERVICES, MILITARY BUREAU**, located in Augusta, County of Kennebec, State of Maine, all right, title and interest, in and to a portion of a certain lot or parcel of land situated in Belfast, County of Waldo, State of Maine, as described in a deed recorded in Book 438, page 123 of the Waldo County Registry of Deeds, more particularly bounded and described as follows, to wit:

“Beginning at a three-quarter inch rebar set at the southwest corner of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, Page 51, said rebar also located at the intersection of two stone walls;

Thence along a stone wall on the westerly line of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, Page 51, North 11 degrees, 21 minutes, 10 seconds West, a distance of 635.98 feet to a three-quarter inch rebar set on the southwesterly sideline of U.S. Route 1, said sideline of U.S. Route 1 depicted on a Maine State Highway Commission Right of Way Map for State Highway “26”, dated July 1961, S.H.C. File No. 14-80 and recorded at the Waldo County Registry of Deeds January 22, 1964 in Plan Book 4, Page 74;

Thence by and along the southwesterly sideline of U.S. Route 1 on a curve to the right with a radius of 4,397.19 feet, a distance of 135.68 feet to a highway monument;

Thence continuing by and along the southwesterly sideline of U.S. Route 1 on a curve to the right with a radius of 4,397.19 feet, a distance of 35.21 feet to a three-quarter inch rebar set in a stone wall on the south line of land described in a deed from Priscilla S. Sanderson to Peter G. Sanderson recorded at the Waldo County Registry of Deeds in Volume 1443, Page 51;

Thence along said stonewall, South 80 degrees, 23 minutes, 50 seconds West, a distance of 481.44 feet to a three-quarter inch rebar set in the southerly line of land described in a deed from Bracebridge Corporation, formerly known as MBNA Properties, Inc., to the Inhabitants of the City of Belfast, recorded at the Waldo County Registry of Deeds in Volume 3127, Page 172;

Thence parallel to, and 448.78 feet from, the centerline of the northwest-southeast runway at the Belfast Municipal Airport, South 46 degrees, 12 minutes, 26 seconds East, a distance of 942.34 feet to a three-quarter inch rebar set on the northwesterly line of land described in a deed from the Inhabitants of the City of Belfast to the State of Maine Department of Defense and Veterans Services, Military Bureau, recorded at the Waldo County Registry of Deeds in Volume 888, Page 239;

Thence North 79 degrees, 10 minutes, 50 seconds East, a distance of 61.14 feet to the point of beginning.

The above-described parcel contains 5.56 acres and is a portion of the premises described in a deed from Grace Knowlton to the City of Belfast recorded at the Waldo County Registry of Deeds in Bk. 438, Pg. 123.

Bearings referenced herein are oriented to Grid North, Maine Coordinate System of 1983, East Zone, as determined by a field survey conducted by Good Deeds Land Surveyors”.

MEANING AND INTENDING to describe and convey and does hereby convey the above described premises which is a portion of said premises described in a deed conveyed by Grace Knowlton to The City of Belfast dated January 2, 1945, and recorded in Book 438, Page 123 of the Waldo County Registry of Deeds.

PROVIDED HOWEVER, the City of Belfast hereby Excepts and Reserves the following appurtenant easement in perpetuity benefiting the City of Belfast as follows, to wit:

The easement applies to the Airspace above an imaginary plane over the real property herein conveyed. The plane is described as follows:

The imaginary plane above the hereinbefore described real property, as such plane is defined by Part 77 of the Federal Aviation Regulations, and consists of a plane beginning at a line two hundred fifty (250) feet northeasterly from and parallel to the centerline of Runway 15-33 at the Belfast Municipal Airport, any point on such line being of the same elevation as the nearest point on the runway centerline; thence rising in a northeasterly direction at a rate of one (1) foot for every seven (7) feet horizontal, measured along a line perpendicular to the runway centerline, until reaching an elevation of three hundred forty-seven and six tenths (347.6') feet above mean sea level (MSL) as determined by the North American Vertical Datum of 1988; thence continuing above the remainder of the property on a horizontal plane at a constant elevation of three hundred forty-seven and six tenths (347.6') feet MSL.

The aforesaid easement and rights-of-way include, but are not limited to:

- 1) The use and benefit of the public, the easement and continuing right to fly, or cause or permit the flight by any and all persons, or any aircraft, of any and all kinds now or hereafter known, in, through, across, or about any portion of the Airspace hereinabove described; and
- 2) The easement and right to cause or create, or permit or allow to be caused or created within all space above the existing surface of the hereinabove described real property and any and all Airspace laterally adjacent to said real property, due to such noise, vibrations, fumes, dust, fuel particles, currents and all other effects of air, illumination, and fuel consumption as may be inherent in, or may arise or occur from or during the operation of aircraft

landing at, or taking off from, or operating at or on said Municipal Airport, of any and all kinds, now or hereafter known or used, for navigation of or flight in air; and

3) A continuing right to clear and keep clear from the Airspace any portions of buildings, structures, or improvements of any kinds, and of trees or other objects, including the right to remove or demolish those portions of such buildings, structures, improvements, trees, or other things which are located within fifteen (15') feet of the minimum easement elevation or project into or above said Airspace (hereinafter "restricted airspace"), and the right to cut to the ground level and remove, any trees which extend into or above the restricted Airspace; and that they shall not hereafter use or permit or suffer the use of GRANTORS' PROPERTY in such a manner as to create electrical or electromagnet interference with radio or other communication equipment between any installation upon said airport and aircraft, or erect, install, or permit the installation or use of lights, lighted signs or other lighted objects which could make it difficult for those operating aircraft to distinguish between airport lights and others, or as to impair visibility in the vicinity of the airport, or allow hazardous or unreasonably objectionable smoke, fumes, or vapor which could otherwise endanger the landing, taking off, or maneuvering of aircraft, whether in the air or on the ground, it being understood and agreed that the aforesaid covenants and agreements shall run with the land; and

4) The right to mark and light, or cause or require to be marked or lighted, as obstructions to air navigation, any and all buildings, structures, or other improvements, and trees or other objects, which extends into the restricted Airspace; and

5) The right of ingress to, passage within, and egress from the hereinabove described real property, for the purposes described in subparagraphs (3) and (4) above, at reasonable times and after reasonable notice.

By acceptance of this deed, for and on behalf of itself, its successors and assigns, the Grantee hereby covenants with the City of Belfast, for the direct benefit of the real property constituting the Belfast Municipal Airport hereinafter described, that neither the Grantee, nor its successors in interest or assigns will construct, install, erect, place or grow in or upon the hereinabove described real property, nor will they permit to allow, any building structure, improvement, tree or other object which extends into or above the restricted Airspace, or which constitutes an obstruction to air navigation, or which obstructs or interferes with the use of the easement and rights-of-way herein granted. The easement and rights-of-way herein granted shall be deemed both appurtenant to and for the direct benefit of that real property which constitutes the Belfast Municipal Airport, in the City of Belfast, State of Maine; and shall further be deemed in gross, being retained to the Grantor for the benefit of the Grantor and any and all members of the general public who may use said easement or rights-of-way, in landing at, taking off from or operating such aircraft in or about the Belfast Municipal Airport, or in otherwise flying through said Airspace.

By acceptance of this deed, Grantee, together with its successors in interest and assigns, hereby waives its right to legal action against Grantor, its successors, or assigns for monetary damages or other redress due to impacts, as described in Paragraph (2) of the granted rights of easement, associated with aircraft operations in the air or on the ground at the airport, including future

increases in the volume or changes in location of said operations. Furthermore, Grantee, its successors, and assigns shall have no duty to avoid or mitigate such damages through physical modification of airport facilities or establishment or modification of aircraft operational procedures or restrictions.

However, this waiver shall not apply if the airport role or character of its usage (as identified in an adopted airport master plan, for example) changes in a fundamental manner which could not reasonably have been anticipated at the time of the granting of this easement and which results in a substantial increase in the impacts associated with aircraft operations. Also, this retained easement shall not operate to deprive the Grantee, its successors or assigns, of any rights which may from time to time have against any air carrier or private operator for negligent or unlawful operation of aircraft.

By acceptance of this deed, these covenants and agreements run with the land and are binding upon the heirs, administrators, executors, successors and assigns of the Grantee, and, for the purpose of this instrument, the real property firstly hereinabove described is the servient tenement and said Belfast Municipal Airport is the dominant tenement.

The said Inhabitants of the City of Belfast have caused this instrument to be signed and sealed in its corporate name by Joseph Slocum, City Manager, duly authorized, this \_\_\_\_\_ day of July, 2016.

CITY OF BELFAST

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Joseph Slocum, City Manager  
duly authorized

STATE OF MAINE

Waldo, ss

\_\_\_\_\_, 2016

Then personally appeared the above named Joseph Slocum, City Manager of said body corporate and politic, and acknowledged the foregoing instrument to his free act and deed in his said capacity and the free act and deed of said body corporate and politic.

Before me,

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

My Comm. Exp.: \_\_\_\_\_

10.F

Request by Economic Development Director to have the City Council create an ad hoc committee charged with recommending a qualified environmental professional to carry out environmental assessment work under the City's \$400,000 EPA Brownfields Assessment Grant.

As you may recall, earlier this year, the City of Belfast was awarded a \$400,000 Brownfields Assessment Grant from the U.S. Environmental Protection Agency (EPA). These funds will be used on 'brownfield' sites located within Belfast; these are abandoned or underutilized industrial and commercial sites that possess economic redevelopment/reuse potential, where that potential is complicated by real or perceived environmental contamination. Specifically, the City will use these funds to inventory brownfield sites, conduct environmental assessments, conduct site reuse and cleanup planning, and perform community outreach and engagement activities.

Much of the work of the grant, particularly the environmental assessment and site reuse and cleanup planning activities, will be carried out by what is referred to as a 'Qualified Environmental Professional.' The next step in carrying out this grant is to hire that Qualified Environmental Professional.

To that end, the Economic Development Director is requesting that the City Council create an ad hoc committee to manage this process, and allow the Economic Development Director to solicit individuals to serve on this committee. (The membership slate for this committee would be presented to the City Council for their approval at a future meeting.)

Specifically, this committee would do the following: 1) create a Request for Proposals/Request for Qualifications (or update/revise the City's existing one); 2) advertise the Request for Proposals/Request for Qualifications; 3) review Proposals/Qualifications received; 4) if deemed to be necessary, hold interviews; and 5) present a recommendation to contract with a selected firm for the City Council to approve, at a future meeting.

10.1

**City of Belfast  
Public Hearing on FY 2016-2017 Budget  
Council Chambers of Belfast City Hall  
Tuesday July 19, 2016  
7:00 p.m.**

In accordance with the Belfast City Charter a public hearing will be held to discuss the proposed budget for the City of Belfast 2016-2017 fiscal year. The hearing will be held on Tuesday, July 19, 2016 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall at 131 Church Street, Belfast, Maine. The hearing will also be broadcast live on Bel-TV, Time Warner Cable Channel 7.

A copy of the proposed budget may be found in the July 7, 2016 edition of the Republican Journal and also on the City of Belfast web site at [www.cityofbelfast.org](http://www.cityofbelfast.org). The complete proposed budget may be examined weekdays between the hours of 8:00 a.m. to 5:00 p.m. in the office of the City Treasurer.

All citizens are invited to attend and will have the opportunity to give written and/or oral comments at the hearing. Written comments need to be received prior to the hearing in order to be considered. The Council Chambers - Belfast City Hall is handicap accessible. If there are any questions please feel free to contact the City Clerk's Office Monday through Friday 8:00 a.m. to 5:00 p.m. at 338-3370.

July 1, 2016

Attest: Rickie A. LeSan, City Treasurer

Posted at City Hall July 1, 2016  
Posted on Website July 1, 2016  
Run edition of Republican Journal paper July 7, 2016 (hearing ad and full budget info).

CITY OF BELFAST  
 PROPOSED BUDGET FY 2016-2017

	2015-2016 Appropriated	2016-2017 Proposed
<b>ADMINISTRATION</b>		
City Manager's Office	\$229,285	\$239,082
Finance Dept	\$157,742	\$159,559
Assessing Dept	\$117,750	\$128,846
City Clerk's Dept	\$174,403	\$182,456
City Bldg Maint	\$97,440	\$123,072
Elections & Registrations	\$14,990	\$14,900
Employee Benefits	\$1,197,248	\$1,285,388
Boathouse	\$18,350	\$11,950
<b>TOTAL</b>	<b>\$2,007,208</b>	<b>\$2,145,253</b>
<b>PROTECTION</b>		
Fire Dept	\$227,400	\$241,700
Police Dept	\$1,026,817	\$1,068,502
Street & Traffic Lights	\$99,100	\$98,300
Hydrant Rental	\$424,464	\$424,464
Cable Television	\$39,820	\$40,034
Municipal Insurance	\$255,524	\$288,850
Ambulance Dept	\$547,398	\$546,444
Animal Control	\$13,000	\$8,000
School Crossing Guards	\$16,048	\$15,544
<b>TOTAL</b>	<b>\$2,649,571</b>	<b>\$2,731,838</b>
<b>EMA DIRECTOR</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>STATE AGENT</b>	<b>\$50,000</b>	<b>\$60,000</b>
<b>PUBLIC WORKS</b>		
Public Works Dept	\$1,310,451	\$1,312,117
Sidewalk Improvement/Maint	\$25,000	\$25,000
Transfer/Recycling Center	\$293,287	\$313,775
Road Construction	\$400,000	\$420,000
Tree Program	\$11,500	\$11,500
<b>TOTAL</b>	<b>\$2,040,238</b>	<b>\$2,082,392</b>

<b>SOCIAL SERVICES</b>			
General Assistance Program		\$33,000	\$190,000
GA Director & Expenses		\$18,466	\$27,785
Misc. Social Service Agencies		\$166,313	\$163,174
<b>TOTAL</b>		\$217,779	\$380,959
<b>ECONOMIC DEVELOPMENT</b>			
<b>PARKS &amp; RECREATION</b>		\$36,017	\$36,019
<b>BELFAST FREE LIBRARY</b>		\$251,497	\$241,315
<b>CEMETERY DEPT</b>		\$445,796	\$460,147
<b>AIRPORT</b>		\$118,954	\$126,371
<b>MISC. PROMOTIONAL</b>		\$30,700	\$28,000
City Promotions		\$71,430	\$64,730
<b>TOTAL</b>		\$1,425	\$1,000
<b>HARBOR DEPT</b>		\$72,855	\$65,730
<b>PLANNING &amp; ZONING DEPT</b>		\$146,286	\$146,900
Planning & Community Development		\$237,448	\$245,686
Engineering/Professional Services		\$8,500	\$10,000
Mid-Coast Regional Planning		\$1,200	\$1,200
Zoning Board of Appeals		\$500	\$500
<b>TOTAL</b>		\$247,648	\$257,386
<b>MISC. UNCLASSIFIED</b>			
MMA Dues		\$7,290	\$7,515
Debt Service		\$360,154	\$256,782
Capital Projects Program		\$0	\$115,319
Wastewater Treatment Plant		\$856,386	\$995,853
<b>TOTAL</b>		\$1,223,830	\$1,375,469
<b>RESERVE</b>		\$100	\$100
<b>TOTAL PROPOSED BUDGET (GROSS)</b>		\$9,540,479	\$10,139,879

LESS ESTIMATED REVENUES		
LESS SEWER USER FEES	-\$3,984,359	-\$4,151,005
TOTAL NET CITY BUDGET	-\$856,386	-\$995,853
COUNTY TAX	\$4,699,734	\$4,993,021
TOTAL CITY/COUNTY BUDGET	\$1,376,367	\$1,400,761
	\$6,076,101	\$6,393,782

SOURCE OF FUNDS  
ESTIMATED REVENUES

CITY OF BELFAST  
2016-2017 BUDGET

	2015-2016 Estimated	2016-2017 Council Estimated
110-3110 Excise Tax	\$ 940,000	\$ 1,000,000
110-3120 City Clerk Receipts	\$ 43,000	\$ 39,000
110-3130 Sewer Lien Fees	\$ 6,000	\$ 5,300
110-3140 Interest Receipts	\$ 64,000	\$ 70,000
110-3150 Sewer Lien Interest	\$ 2,300	\$ 2,000
110-3160 Airport Hangar Leases	\$ 26,600	\$ 26,600
110-3170 Police Dept Receipts	\$ 10,000	\$ 7,000
110-3180 Cemetery Receipts & Trust	\$ 120,000	\$ 120,000
110-3190 Fire Dept Receipts	\$ 24,000	\$ 28,000
110-3200 Ambulance Contracts	\$ 34,650	\$ 36,383
110-3210 Library Trust Receipts	\$ 75,000	\$ 75,000
110-3220 Airport Receipts	\$ -	\$ -
110-3230 Ambulance Receipts	\$ 1,200,000	\$ 1,085,000
110-3240 Auto Registrations	\$ 20,000	\$ 20,000
110-3250 Miscellaneous Receipts	\$ 30,000	\$ 140,000
110-3260 Harbor Receipts	\$ 115,000	\$ 119,000
110-3270 Investment Interest	\$ 10,000	\$ 5,000
110-3280 Site Plan/Subdivision/Use Permits	\$ 2,500	\$ 2,500
110-3290 Solid Waste Receipts	\$ 253,000	\$ 304,000
110-3300 Boat Excise Tax	\$ 10,000	\$ 10,000
110-3310 Boat & RV Registrations	\$ 1,000	\$ 1,000
110-3320 URIP Local Road Assistance	\$ 148,796	\$ 135,372
110-3330 Code Compliance Receipts	\$ 57,000	\$ 50,000
110-3340 Recycling Receipts	\$ 42,000	\$ 35,000
110-3350 Cable TV Receipts	\$ 72,800	\$ 74,722
110-3360 Gasoline Tax Refund	\$ 7,000	\$ 7,000
110-3370 Surplus	\$ -	\$ 73,000
110-3380 Block Building Lease	\$ 9,900	\$ 25,200
110-3390 State Revenue Sharing	\$ 365,417	\$ 381,728
110-3400 Boat House Rentals	\$ 28,000	\$ 22,000
110-3410 In Lieu of Property Taxes	\$ 9,000	\$ 13,200

110-3420	Snowmobile Receipts	\$	1,000	\$	1,000
110-3430	Police Building Lease	\$	80,000	\$	82,000
110-3440	Tax Lien Fees	\$	16,000	\$	17,000
110-3450	Parks & Rec Receipts	\$	3,000	\$	4,000
110-3460	Thompson's Wharf Receipts	\$	42,000	\$	45,000
110-3470	Shoreland Zoning Permits	\$	500	\$	500
110-3480	Electrical Permits	\$	12,000	\$	13,500
110-3502	State Reimbursements	\$	50,000	\$	60,000
110-3503	WWTP Collections	\$	15,000	\$	15,000
TOTAL		\$	3,946,463	\$	4,151,005

CITY OF BELFAST  
WASTEWATER TREATMENT PLANT  
(from user fees not tax dollars)

	2015-2016 Estimated	2016-2017 Estimated
ACCOUNTS		
Wages	\$108,508	\$109,067
Unscheduled Overtime	\$19,654	\$18,488
Electricity	\$103,000	\$111,000
Heating Fuel	\$12,000	\$12,000
Telephones/Internet	\$1,500	\$1,500
Water	\$3,000	\$1,200
Vehicle Maint & Fuel	\$1,500	\$1,500
Gas, Oil, Grease & Diesel	\$4,400	\$4,000
Uniforms	\$2,450	\$2,500
Debt Service	\$354,088	\$476,179
Contract Supervisor	\$18,000	\$19,000
Chemicals	\$20,540	\$21,420
Equipment & Parts	\$23,000	\$21,000
Sewer Maintenance	\$5,000	\$5,000
Outside Services	\$27,660	\$22,000
Outside Services (Sewer Maint.)	\$8,000	\$5,000
Laboratory Supplies	\$4,000	\$4,500
Building Maintenance	\$2,500	\$2,500
Insurances	\$10,850	\$15,183
Billing & Accounting	\$7,600	\$8,000
Fringe Benefits	\$39,825	\$53,030
Contract Sludge	\$64,311	\$66,786
WWTP Collections	\$15,000	\$15,000
<b>TOTAL</b>	<b>\$856,386</b>	<b>\$995,853</b>

7/15/16 10.5

I, Cory M. Chase, owner of Darby's  
Restaurant and Pub request from the  
City of Belfast, permission to have  
outside seating during the street  
festival on August 1<sup>st</sup>, 2016.

Thank You,

Cory M. Chase



CITY OF BELFAST, MAINE  
131 Church Street

10.K

e-mail: [cityhall@cityofbelfast.org](mailto:cityhall@cityofbelfast.org)

Tel: (207) 338-3370  
Fax: (207) 338-6222

July 11, 2016

Memo to: Joseph Slocum  
City Manager

From: Rickie LeSan  
Treasurer

*RL*

Re: Tax Acquired Bid

We have four (4) parcels that were put out to bid in June and to date we have received one (1) bid that will need to be opened on the July 19, 2016 council meeting. I am hoping that we may receive more bids by the deadline of 5 p.m. on July 19<sup>th</sup>.

Amy Feener	7 Cardinal Circle	Map 21, Lot 004-054	Building only	\$1,983.73
Jason & April Willard	19 RW MacCleod Lane	Map 4, Lot 064-009	Building Only	\$1,157.72
Sunday Turner	12 Piper Stream Lane Lot #11	Map 1, Lot 015-011	Building only	\$741.03
Ken Brown	23 RW MacCleod Lane Lot #9B	Map 4, Lot 064-009-B	Building only	\$895.84

**City of Belfast**  
**Notice of Public Sale**  
**Tax Acquired Property**

Pursuant to the Ordinance for the Maintenance, Administration and Disposition of Property Acquired by the City of Belfast through automatic foreclosure of municipal liens. Public bids are hereby solicited for the sale of three (3) municipal tax acquired properties, described as follows:

<u>Formerly assessed to:</u>	<u>Size</u>	<u>Map and Lot:</u>
Amy Feener	Mobile Home Only	Map 21-004-054
Jason & April Willard	Mobile Home Only	Map 4-064-990
Sunday Turner	Mobile Home Only	Map 1-015-011
Ken Brown	Mobile Home Only	Map 4- 064-009-B

A packet of information including a description of the property and a bid sheet may be obtained from the Belfast City Clerk during working hours Monday-Friday, 8 a.m. to 5 p.m. City of Belfast, City Clerk's Office, 131 Church Street, Belfast, Maine 04915. **Note: Successful bidder is/are responsible for all occupants.**

**No information will be given over the phone.**

All bids must be submitted on a bid sheet containing a description of the property being bid upon and the bid price in U.S. currency must be submitted along with a certified bank check or postal money order in the amount of ten percent (10%) of the bid total. Successful bidders are required to make full payment within 30 calendar days of the bid opening. Successful bid deposits are non refundable after 30 days. Conveyance will be by municipal quitclaim deed. The City Council reserves the right to accept or reject any and/or all bids. The information is also available on the City of Belfast website at [www.cityofbelfast.org](http://www.cityofbelfast.org)

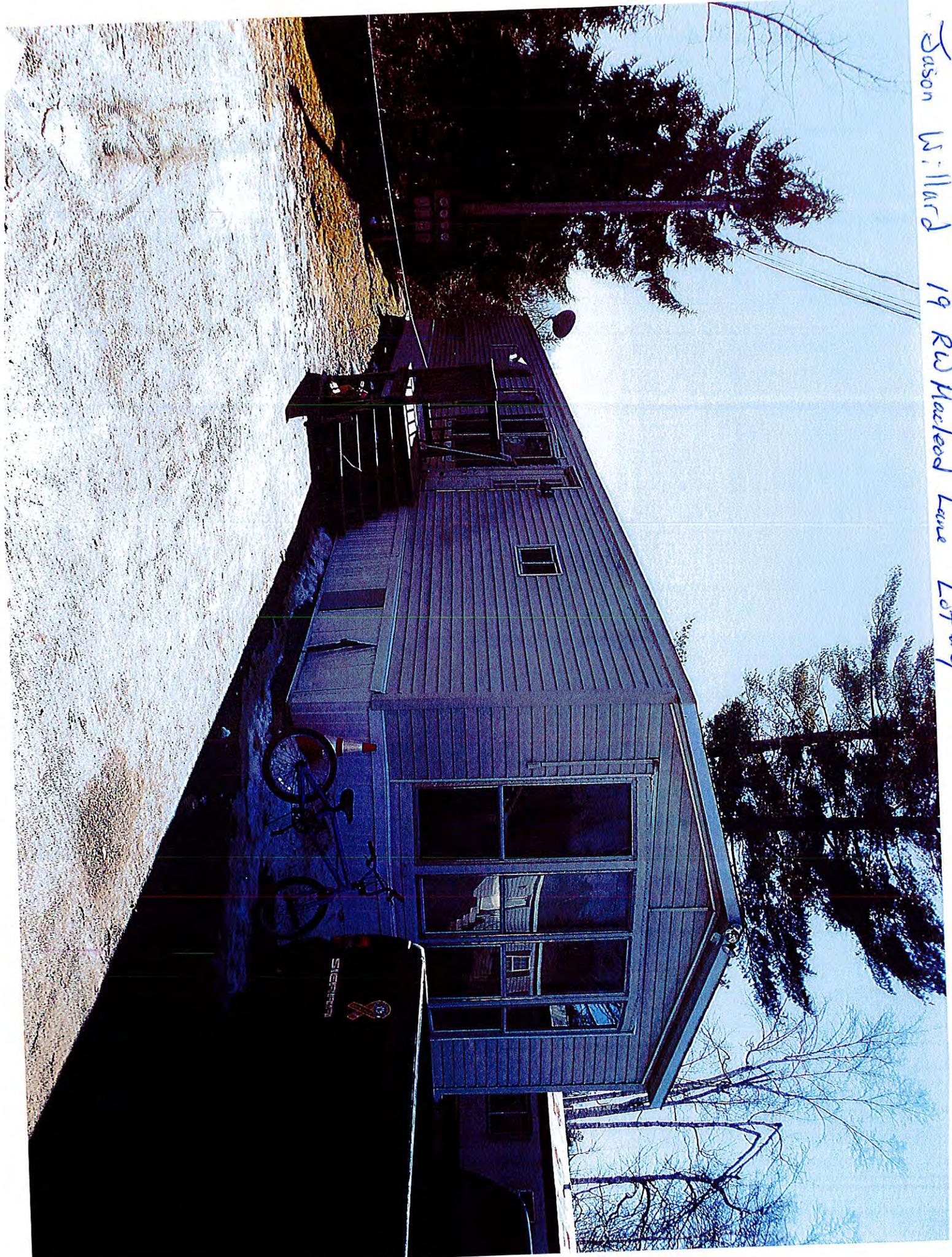
**Bids should be received on or before 5:00 P.M. on Tuesday, July 19, 2016.**

Bids will be read aloud at the July 19, 2016 City Council meeting at or as close to 7:00 p.m. as possible. All bids should be in a plain envelope clearly marked "Municipal Tax Acquired Property Bid" and which property you are bidding on.

Respectfully,  
Rickie A. LeSan, Treasurer

Posted at City Hall – June 1, 2016  
Republican Journal dated June 1st and June 8th, 2016

Jason Willard 19 Riv Macleod Lane Lot #9



Amy Feener  
7 Cardinal Circle  
APT # 4874

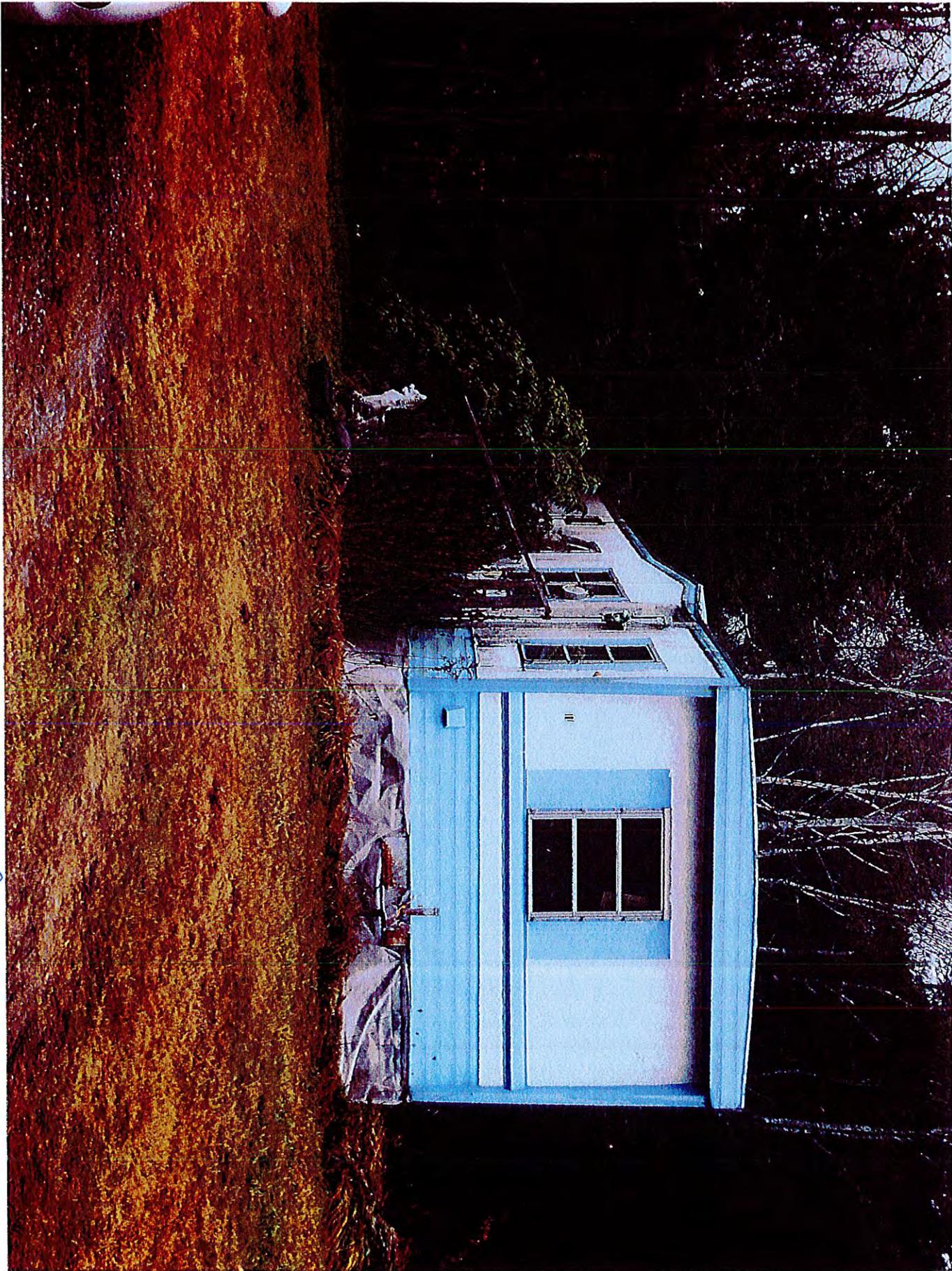


12/11/15  
N1053



12/11/15  
NW63

Ken Brown Acct # 898  
23 R.W. Macleod Ln, Lot 9B



Sunday Turner  
12 Piper Stream Ln. (Lot #11)  
August 22, 2015

12/11/15  
PJW63

# AGENDA TOPIC 10.

TO: MAYOR & CITY COUNCIL  
FROM: WAYNE MARSHALL, CITY PLANNER  
DATE: JULY 15, 2016  
RE: POLITICAL SIGNS & CITY SIGN ORDINANCE

## **REQUESTED ACTIONS**

**Action # 1:** I request that the Council conduct the First Reading of proposed amendments to the City Sign Ordinance. The amendments address two issues:

- a) Implementing the Council action of June 7, 2016, at which you directed that I rewrite the political sign provisions in the City Sign Ordinance to parallel those in State law.
- b) Adopting amendments to the City Sign Ordinance, most of which are changes in the format of the Ordinance so that it can be codified and included in the published City Code of Ordinances.

The First Reading is the Council's opportunity to ask questions regarding the proposal and to identify potential changes that you would like incorporated.

**Action #2:** I recommend that you schedule the Second Reading and public hearing regarding these Ordinance amendments for the Council meeting of August 16, 2016.

## **BACKGROUND INFORMATION - POLITICAL SIGNS**

As the Council is aware, the current Belfast Sign Ordinance prohibits the display of political signs in the public right of way. The provisions of the Belfast Sign Ordinance supersede and are more strict than State law which allows the temporary display of political signs in the public right-of-way. For each of the past 7 years or so the Council has stated that you are comfortable with the display of temporary political signs in the right-of-way, subject to the restrictions identified in a policy statement that the Council annually adopted.

The Council, at your recent June 7, 2016 meeting, chose to adopt as a short-term measure the same Policy Statement as has been enacted in past years, and by consensus, also directed that I rewrite the current Sign Ordinance provisions to allow temporary political signs in the public right-of-way. I am now presenting the proposed revisions for your consideration, and seek to have such adopted prior to the upcoming fall elections so it is clear to all regarding what is allowed in Belfast regarding political signs. The amendments I have prepared incorporate the provisions of State law which allow the display of political signs in the public right-of-way, subject to several restrictions identified in the previously adopted policy statement. The additional restrictions involve prohibiting the display of signs in sections of the downtown area, and on most City properties. The proposed revisions are identified in Article III of the attached amended Sign Ordinance; reference pages 7 - 10.

## **BACKGROUND INFORMATION - CODIFICATION OF CITY SIGN ORDINANCE**

The current City Sign Ordinance, originally adopted in July 1991, and which has been amended from time to time over the intervening years, has never been codified, which means that it is not in the same format as most other City Ordinances. And, because it has not been codified, it has never been included in the published City Code of Ordinances. I have now rewritten the current Ordinance so that it is in the same format (numbering system) as other Ordinances. If you choose to adopt the proposed amendments, this will allow the Ordinance to be published in the City Code and to be made more readily available to the public.

I offer a few comments about this effort.

- 1) My main goal in undertaking this effort is to enable the current Ordinance to be codified and published in the Code of Ordinances. As such, I have tried to stay away from making policy changes through these amendments, and have mostly simply renumbered the Ordinance provisions, and proposed language to clarify Ordinance requirements and make them more consistent. For example, the City has made changes to its zoning districts over the years, both the names of districts and the boundaries of these districts, and our current Ordinance does not reflect many of these changes. This is a glaring problem that warrants correction.
- 2) I and most all who use the Sign Ordinance recognize that it is often confusing and it is out of date and has not kept up with changes in Sign technology, particularly the advent of digital signs. For example, many of our definitions need refinement. That said, I have not attempted to make changes to the Ordinance to try and address issues such as this. I view such amendments as being beyond the scope of my main goal and involving too much time and public involvement to achieve at this time. I view that type of effort as one which involves broad public participation, greater research, and an extensive commitment of staff time.
- 3) Continuing, although I really question if some of the current standards that regulate signs are appropriate, such as the size of signs that are permitted in many of the zoning districts, I have generally avoided (see #4 below) making significant changes to the size of a sign that is permitted in a respective zoning district or the number of signs that are permitted. If the City wants to jump into the issue of revamping regulatory standards regarding the size, number, type and location of signs, I would strongly recommend that the City undertake an effort that involves broad public participation, including participation from area businesses. As I have often stated, nearly every business and organization has and depends on signage, and most have a personal perspective on the signage that they view as necessary to help their business succeed.
- 4) Although I have generally avoided making policy changes, I have taken the liberty of proposing changes to some current sign provisions. For example, I am recommending, partly based on past discussions with the Planning Board, that the size of a sign for a home occupation be increased from 2 square feet to 4 square feet. Further, I am recommending that the number of signs allowed in the GP-A and GP-B zones for a business be decreased from the current 8 signs allowed to 2 signs, and that internally illuminated signs be prohibited. I note that the number of businesses located in above two zones are very few,

particularly because the amount of land area in these zoning districts has decreased dramatically over the years, and that none of the existing businesses display anywhere near 8 signs.

In conclusion, I view the codification of the Ordinance and ensuring that current language is more consistent with the currently adopted zoning districts as a critical first step to even considering making needed long-term changes to the Ordinance. Further, as the City implements more of the recommendations in the Future Land Use Plan, these amendments will make it simpler to have the Sign Ordinance remain consistent with changes in the zoning districts. Ultimately, I view the City adopting a table for its sign standards, similar to what we are now doing for the uses permitted in the respective zoning districts.

I am asking that you support the adoption of the proposed amendments and that you (like I have tried to do) avoid 'getting into the weeds' by proposing numerous amendments, regardless of how warranted some of the recommendations may be. While I would like to do more, and believe that such is warranted, at present, I do not believe that making changes to the Sign Ordinance is as high of a priority as other City projects.

I would be happy to respond to any questions.

**PROPOSED AMENDMENTS to CITY CODE OF ORDINANCES  
CITY of BELFAST CITY COUNCIL  
FIRST READING TUESDAY, JULY 19, 2016  
CHAPTER 86, SIGNS  
CODIFICATION of SIGN ORDINANCES & CHANGES  
REGARDING POLITICAL SIGNS & TEMPORARY SIGNS**

**Notes Regarding The Proposed Ordinance Amendments**

- 1) The City Sign Ordinance, which has not been codified, identifies the City standards that apply to the regulation of all signs. Section 3 identifies the City standards that apply to the regulation of temporary signs, including temporary political signs. Since the early 1990's, the City of Belfast Sign Ordinance has included a regulation that prohibits the display of temporary political signs in the public right-of-way, and a second regulation that strictly limits the display of temporary political signs located on private property. The City of Belfast is now considering amendments to the above standards. The proposed amendments would result in the City generally relying upon State guidelines for the regulation of temporary political signs in the public right-of-way. Further, the amendments would establish new standards regarding the display of temporary political signs on private property.
- 2) As noted above, the City Sign Ordinance has never been codified, meaning that it is not in the appropriate format to be published in the City Code of Ordinances. The City is now proposing to codify the Sign Ordinance. Most proposed amendments involved with this codification effort involve format changes and ensuring that the Ordinance (reference Article VI) identifies the appropriate zoning district for the respective regulatory standards. The proposed amendments, however, do in some cases, effect the size and/or number of signs which can be displayed. Examples of the proposed changes include increasing the size of a sign for a home occupation from 2 square feet to 4 square feet, and decreasing the number and amount of signage allowed in the General Purpose A and B zoning districts.
- 3) The Belfast City Council is conducting the First Reading of this proposal at its meeting of July 19, 2016, and anticipates conducting the Second Reading and public hearing at its meeting of August 16, 2016. The City Council has the authority to adopt the proposed amendments, to adopt the amendments with revisions, or to reject the proposed amendments following the Second Reading.
- 4) Language that is proposed to be added to the Ordinance is identified in **Red Font**. Language proposed to be deleted from the Ordinance is identified in ~~Blue Strike-Through-Font~~. Language that is in Black Font is existing language that is not proposed to be amended.

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## TEXT OF PROPOSED AMENDMENTS

### ~~CITY OF BELFAST SIGN ORDINANCE~~

#### CHAPTER 86, SIGNS

#### ARTICLE I. ~~SECTION 1.~~ GENERAL PROVISIONS

~~1.1~~ **Sec. 86-1. Purpose.** The purpose of regulating signs is to promote and protect the public health, safety and welfare by regulating existing and proposed outdoor advertising, outdoor advertising signs, and outdoor signs of all types; to protect property values; enhance and protect the physical appearance of the community; preserve the scenic and natural beauty and provide a more enjoyable and pleasing community; to reduce sign or advertising distractions and obstructions that may contribute to traffic accidents; reduce hazards that may be caused by signs overhanging or projecting over public right of way; provide more open space, and curb the deterioration of natural beauty and community environment.

Furthermore, the purpose of allowing businesses that depend on walk-by customers to display sandwich board signs located on the public sidewalk is to encourage a colorful and healthy business environment in a pedestrian oriented downtown and waterfront area. In addition, such signs are intended to assist the public to more easily find downtown and waterfront businesses and to enhance the character and streetscape of the downtown, while not unduly interfering with the public's ability to easily use downtown sidewalks.

~~1.2~~ **Sec. 86.2. Sign Permits and Application.** Except as otherwise herein provided, no person shall erect, modify or move any signs without first applying for and obtaining from the Code Enforcement Officer a sign permit. **The Code Enforcement Officer shall issue a sign permits for an application that is in compliance with the provisions set forth in this chapter. The a**Applications shall be on forms prescribed and provided by the Code Enforcement Officer setting forth such information as may be required by him for a complete understanding of the proposed work. ~~Should a~~ **A sign that is be**-electrically illuminated **shall require** an electrical permit ~~would be required.~~

~~1.3~~ **Sec. 86-3. Maintenance and Conformance of Signs.** No sign shall be erected or altered except in conformity with the provisions **of this chapter herein**. The sign must be kept clean, neatly painted and free from all hazards such as, but not limited to, faulty wiring and loose fastenings, and must be maintained at all times in such safe condition so as not to be detrimental to the public health or safety or detrimental to physical appearance or scenic or natural beauty of the community, or constitute a distraction or obstruction that may contribute to traffic accidents.

**1.4 Sec. 86-4. General Safety Standards for Signs.** No sign, whether new or existing, shall be permitted that causes a sight, traffic, health or welfare hazard or results in a nuisance due to illumination, placement, display, or manner of construction. No sign shall project over a traveled way (**street or road**).

**1.5 Sec. 86-5. Exceptions.** For the purpose of this ordinance, the term "sign" does not include signs erected and maintained for public safety and/or welfare or pursuant to and in discharge of any governmental function, or required by law, ordinance or governmental regulation, nor to a "name sign" not exceeding one (1) square foot in area identifying the name(s) of the residents of the premises where such sign is located.

**1.6 Sec 86-6. Severability:** In the event that any section, subsection or any portion of this **chapter ordinance** shall be declared by any court of competent jurisdiction to be invalid for any reason, such a decision shall not be deemed to affect the validity of any other section, subsection or other portion of this **chapter ordinance**, to this end; the provisions of this **chapter ordinance** are hereby declared severable.

**1.7 Sec 86-7. Penalties:** Any person, including but not limited to a landowner, a landowner's agent or a contractor, who violates any provision of this **chapter ordinance** shall be penalized in accordance with Title 30-A M.R.S.A. Subsection 4452 as now existing or subsequently amended.

In addition, the City of Belfast shall be entitled to all of the relief, including its costs and legal fees as allowed by said section 4452. Notwithstanding any provision to the contrary, including the provisions of 30-A M.R.S.A. Subsection 4452, as now existing or amended in the future, the City of Belfast shall be entitled to judgment against any violator for its costs, expert witness fees, code enforcement expenses and attorneys' fees incurred in enforcing this **chapter Ordinance**.

The City of Belfast shall also have the right to enforce **the provisions of this chapter Ordinance** through civil action, either at law or equity. The enforcement provisions herein contained shall exist in addition to those which may exist under Maine statutory law or Maine Rule of Civil Procedure 80K, or any other court rule or statutory provision.

Each and every day of violation shall constitute a new and separate offense for which a minimum penalty of \$100.00 shall be assessed.

**1.8 Sec. 86-8. Violations:** It shall be the duty of the Code Enforcement Officer to enforce the provisions of this **chapter ordinance**.

~~1.9 Permits: A permit application shall be required for all signs as herein~~

~~provided.~~

~~1.10~~ **Sec. 86-9. Fees:** Fees for all sign permit applications shall be determined by the Belfast City Council, **and an applicant for a sign permit shall pay the identified fee as a condition of issuance of a permit by the Code Enforcement Officer.**

~~1.11~~ **Review of sign permit applications:** ~~All applications for sign for sign permits shall be reviewed by the Code Enforcement Officer for compliance with this Ordinance. The Code Enforcement Officer shall issue sign permits for all applications that ~~[which]~~ are in compliance with the provisions set forth in this Ordinance~~

**Sec. 86-10 through 86-24. (Reserved)**

## **ARTICLE II. SECTION 2 DEFINITIONS.**

**The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this Article, except where the context clearly indicates a different meaning. The definition of other words, terms and phrases used in this chapter shall have the meanings ascribed to them in the City Code of Ordinances, Chapter 66, General Provisions, except where the context clearly indicates a different meaning.**

**Billboard.** A **sign structure** designed, intended or used for advertising a product, property, business, entertainment, service, amusement or the like, and not located where the matter advertised is available, **sold** or occurs; **an off-premise sign.** ~~A billboard is deemed to be a sign as otherwise defined herein.~~

**Business.** In the event two or more businesses are located on the same property the businesses must (1) keep separate sets of financial records, (2) file separate tax returns for each business, **and** (3) have separate tax numbers and (4) be in a different ownership.

**Directory Board.** A wall sign erected on a building wall at the ground floor level and containing name identification for more than one activity or business located on a single premises or a group of contiguous premises. Each listing shall be no larger than one (1) square foot. A directory board shall be considered to be one sign, **however, a directory board sign shall not affect the number of signs which an activity or business shall be permitted to display pursuant to requirements of Article VI of this chapter.**

**Districts.** Districts as set forth in Article VI ~~Section 6~~ are as defined in the City

Code of ~~Belfast Zoning~~ Ordinances, **Chapter 102, Zoning**, and/or as recodified and re-enacted.

**Ground Sign.** An outdoor sign which is directly and permanently supported and physically separated from any other structure and contains information on no more than two activities or businesses. A ground sign shall have a maximum height of 25' from the ground level. It shall not be erected in or project over the public right-of-way.

**Identification Sign.** A sign indicating the location of, or direction to, a separate function performed within one portion of that building. Examples of identification signs are: "entrance", "exit", "auditorium", etc. Identification signs do not name or advertise the activity conducted within or without the premises. Such a sign shall not exceed 5 square feet and shall not ~~be included as signage~~ **affect the number of signs which an activity or business shall be permitted to display pursuant to requirements of Article VI of this chapter.**

**Monument Sign.** **A monument sign is a type of ground mounted sign which is less than 10 feet in height.**

**Nonconforming sign** is a sign which was legally existing on a property as of the date of enactment of this **Chapter, July 1, 1991, or the effective date of respective amendments adopted to this Chapter Ordinance.**

~~Person. Includes a firm, association, organization, partnership, trust company, or corporation as well as an individual but does not include a governmental unit.~~

~~Premises. One or more parcels of land which are in the same ownership and are contiguous.~~

**Public Way.** Any way designed for vehicular or pedestrian use and which is maintained with public funds.

**Portable Sign.** A sign not designed or intended to be permanently affixed into the ground or to a structure.

**Projecting Signs.** An outdoor sign which is attached to a wall at an angle. Projecting signs must clear the ground by at least eight (8) feet and contain advertising for no more than two activities or businesses. And may not project over a road right of way. Signs in the Downtown Commercial District may overhang the sidewalk in the right of way.

**Roof Ridge.** The uppermost portion of the roof.

**Roof Sign.** A sign located upon or over a roof of a building. A roof sign is a sign located above drip edge line of roof.

**Sandwich Board Sign:** A free-standing sign that may be located on the public sidewalk ~~in the City's Downtown Commercial, Waterfront I-A, and Waterfront I-B zoning districts~~ that satisfies the requirements of **Article V Section 5.4** of this Chapter ~~the City of Belfast Sign Ordinance~~.

**Shopping Complex/Industrial Park Sign.** A free standing **sign structure** erected on a suitable foundation and designed to provide advertising space for more than two activities or businesses on a single premises or group of contiguous premises.

**Sign.** "Sign" means any structure, display, logo, device or representation which is designed or used to advertise or call attention to anything, person, business, activity or place and is visible to the public. It does not include the flag, pennant or insignia of a nation, state or **municipality town**. Whenever dimensions of a sign are specified they shall include frames. Each visible face of a sign shall constitute a separate sign, except that a sign with two faces shall be counted as one sign, provided the distance between the two faces does not exceed 12 inches.

**Sign Area.** The area of the square, rectangle, triangle, circle, or combination thereof, which encompasses the facing of a sign, including copy, insignia, background and borders. The structural supports of a sign ~~are to~~ **shall** be excluded in determining the **signable** area. Where a supporting structure bears more than one sign, all such signs on the structure shall be considered as one sign, and so measured. The area of one face of a two-sided sign shall be considered in determining the total area of the sign.

**Sign Face.** The surface of a sign visible to the public. ~~Except as provided in 2.15. Each sign face counts as one sign.~~

**Temporary On-Premise Advertising Sign.** An **on-premise** sign or advertising display ~~(such as a political poster)~~ designed, **and** intended to be displayed or displayed for a short period of time. ~~(Time limit of 3 months with possible approval for an additional 3 months.)~~ A sale banner (**on-premise**) shall be considered a temporary sign.

**Temporary Off-Premise Event Sign.** A sign or advertising display for a specific event sponsored by a charitable, community or similar organization that is designed and intended to be displayed and displayed for a short period of time that is located within the public road right-of-way.

**Temporary Political Sign.** A sign bearing a political message relating to an election, primary or referendum.

**Temporary Window Sign.** A sign which is not permanently attached to the window, which is intended to be displayed **and is displayed** for a ~~short~~ period of time **that not to exceed** (~~time limit~~ 30 days, ~~permit required~~).

**Wall Sign.** An outdoor sign which is attached flat to, painted on, or pinned away from a building wall or part thereof, and does not project more than 18 inches from the wall. The sign is defined as being within the perimeter of the message.

**Wall Area.** The area of the facade of a building up to the roof line.

**Visible.** Capable of being seen without visual aid by a person of normal visual acuity.

**Sec. 86-30 to 86-39 (Reserved)**

### **ARTICLE III. SECTION 3. TEMPORARY SIGNS (~~Size not to exceed size limit for the zone in which they are located.~~)**

#### **3.1 Sec 86-40. Temporary on-premise advertising signs ~~Giving Notice.~~**

**A nonresidential use may display a temporary on-premise advertising sign subject to the following standards:**

- a) **The sign shall be constructed of light non-permanent material such as but not limited to cloth, canvas, fabric, or plywood.**
- b) **The sign shall be displayed for a period of no longer than 30 days.**
- c) **The sign shall be affixed and displayed in such a manner and location so as not to cause a public safety concern.**
- d) **The sign shall be maintained in good condition.**

**A temporary on-premise advertising sign does not require a permit from the Code Enforcement Officer.**

~~Signs of a temporary nature such as advertisements of charitable functions, and notices of meetings are permitted for a period not to exceed ten (10) days and shall be removed by the person(s) who posted the signs within forty-eight (48) hours after fulfilling its function. Temporary signs specified in this section shall not be attached or painted to fences, trees, or other natural features, utility poles, or the like and shall not be placed in a position that will obstruct or impair vision or traffic or in any manner create a hazard or disturbance to the health and welfare of the general public. No permit shall be required but the Code Enforcement Officer shall be notified. Such notification shall include: (1) when it is to be placed, (2) nature of the sign(s) and (3) who will be responsible to remove the signs.~~

#### **3.2.1 Sec. 86-41. Temporary Ppolitical Ssigns on Ppublic Pproperty or in the public**

right-of-way.

~~Temporary political signs located on public property or within rights-of-way shall be prohibited in all Zoning Districts.~~

Signs bearing political messages relating to an election, primary or referendum, shall not be placed within the right-of-way prior to 6 weeks before the election, primary or referendum to which they relate and must be removed by the candidate or political committee not later than one week thereafter. The placement of such a sign also is subject to the following standards:

- a) A person who chooses to erect or display a sign shall use the utmost consideration and good judgment in the placement of a sign to ensure it does not interfere with the public safety of the traveling public, including motorists, bicyclists and pedestrians. All signs must allow good visibility for both vehicular and pedestrian traffic patterns. Any sign determined to be impeding such visibility or similar safety concerns can be removed by City law enforcement, public safety, code enforcement and/or public works officials.
- b) A person who chooses to display a temporary political sign shall affix the sign to its own stake or post and set it in the ground, and shall ensure it is securely in the ground. Any sign that is not securely in the ground or which is detached from its stake or post can be removed by City law enforcement, public safety, code enforcement and/or public works officials if they deem such to pose a safety concern or that the sign is in disrepair.
- c) Pursuant to state law, a political sign in view of any highway or near a highway cannot resemble an official traffic control device, such as but not limited to a stop sign or speed limit sign.
- d) No person shall erect or display a temporary political sign on any of the following City owned properties or within the road right-of-way adjacent to these properties: Armistice Bridge (Belfast Footbridge), Boathouse at Steamboat Landing and Steamboat Landing Park, Belfast Common, Heritage Park, City Park, Belfast City Hall (Church St), Belfast Police Department (High Street), Belfast Public Library (High Street), Thompson's Wharf, Belfast Boat Harbor and accompanying parking lot, Washington Street parking lot, Cross Street parking lot, Beaver Street parking lot, any and all RSU # 71 School buildings, Belfast Public Works Department, Belfast Sewer Treatment Plant, Belfast Transfer Station, Belfast Municipal Airport, and any and all City cemeteries. Further, persons who chose to erect or display a temporary political sign on any property owned or controlled by the Waldo County government, the State of Maine or the United States Federal

**Government are advised to seek the permission of the respective authority regarding their policies for placement of a sign.**

- e) A person may erect or display a temporary political sign within the road right of way adjacent to the following City properties: Walsh Field; Sportsman Park; Whales Park; Eleanor Crawford Park (corner of High Street and Church Street, provided signs do not interfere with garden installed by the Belfast Garden Club); the City Fire Department (limited to the corner of the Fire Dept near the Museum and that the placement of the sign does not interfere with the use of the Fire Department); Kirby Pond (the Muck, provided the sign does not interfere with use of the Pond or its facilities); and the former City dump property located on Pitcher Road.**
- f) No person shall erect, maintain, or display a sign on any City owned property or within a public right-of-way that is located on the identified portions of the following streets: Main Street, between Court Street and the Passagassawakeag River; Church Street, between Market Street and Spring Street; High Street, between Market Street and Spring Street; Cross Street, between Spring Street and Main Street; Front Street, between the City parking lot near Thompson's Wharf and Commercial Street; Beaver Street (all of street); and Pendelton Lane (all of street).**
- g) During the time period that absentee voting is permitted, no person shall erect, maintain or display a sign on any City owned property, within a public road right-of-way, or on vehicles parked for more than 30 minutes within such a public right-of-way, if it is located within 250 feet of either entrance of Belfast City Hall which is located on Church Street and High Street. This standard, however, does not prevent the display of a political sign on any private property located within 250 feet of Belfast City Hall, or within any public right-of-way on a privately owned property, such as but not necessarily limited to the driveway and parking area that serves Key Bank and surrounding properties.**

**Further, no political signs shall be displayed within a public road right-of-way or on vehicles parked for more than 30 minutes within such a public right-of-way, that are located within 250 feet of the entrance to a polling place when the polling place is open.**

**In all cases, the display of political signs in any area used as a polling place shall be governed by the requirements of State law.**

- h) Pursuant to Maine State law, Title 23, Section 1917-A, no person shall take, deface or disturb a lawfully placed sign bearing political messages relating to a general election, primary election or referendum.**

~~3.2.2~~ **Sec. 86-42. Temporary Political signs on private property.**

~~shall conform to size restrictions of the district on which they are located and shall be permitted for a period of thirty (30) days before the election date to which the sign refers and must be removed within five (5) days after the election has occurred.~~ A political sign or signs may be erected on private property outside of the road right-of-way limits of a public way, provided that no individual sign is greater in size than 32 square feet. Persons who chose to erect a political sign on private property shall ensure that the sign is securely affixed in its location.

~~3.2.3~~ **Sec. 86-43 Temporary Construction Signs.**

- a) A Temporary signs announcing construction or/development of a particular project ~~is are~~ permitted to be located on a property without a permit issued by the Code Enforcement Officer, subject to the following requirements: the sign is located outside of the public right-of-way, the sign is no greater than 32 square in size, the sign is not displayed more than 7 days prior to the start of construction and is removed within 21 days of the completion of construction, and the sign is properly affixed in the ground. ~~for a period not to exceed 9 months and are subject to the size limitations of 3.2.2.~~
- b) A temporary construction sign which is greater than 32 square feet in size shall require a permit from the Code Enforcement Officer. With the exception of the size of the sign, all standards identified in a) above shall apply to such a temporary construction sign.

~~3.2.4 Signs located on trailer/office trailer are permitted for duration of active construction and not to exceed six (6) months.~~

**Sec. 86-44 through 86-60 (Reserved)**

**ARTICLE IV SECTION 4. REGULATIONS APPLICABLE TO SIGNS IN ALL DISTRICTS**

The following provisions shall apply relating to signs erected are applicable in all zoning districts.

~~4.1~~ **Sec. 86-61 Home Occupation**

One sign identifying the name, address and profession of a permitted home occupation, **class 2 or class 3, or home occupation (expanded definition)** or a lawfully existing nonconforming home occupation is allowed provided such sign

does not exceed ~~2~~ **4** square feet in area, **and no side of the sign is greater than 2 feet 6 inches in length.** ~~Home Occupations (Expanded Definition) are allowed one sign which does not exceed 2 square feet. A sign permit is required for signs for Home Occupations and Home Occupations (Expanded Definition).~~

#### **4.2 Sec. 86.62 Bulletin Boards**

A bulletin board or similar sign in connection with any church, museum, library, school or similar public structure not exceeding 12 square feet is allowed, provided said bulletin board is attached to building and not internally lighted. ~~Registration of a bulletin board is required.~~

#### **4.3 Sec 86.63. Signs with moving parts, blinking lights, or glaring illumination.**

No sign, except traditional barber poles for licensed barber shops, shall have visible moving parts, blinking, moving or glaring illumination. This regulation does not prohibit a wall name sign consisting solely of a rectangular banner made of a flexible cloth-type material, attached at all corners either perpendicular or flat, and conforming to all provisions of **Article V Section 5.4**. This provision does not prohibit a sign which is in the form of a flag or banner provided said banner flag is attached to a pole. (A permit is required for a flag/banner).

#### **4.4 Sec. 86.64. Lights Strings**

A string of lights shall not be used for the purpose of advertising or attracting attention unless used as part of a holiday celebration.

#### **4.5 Sec. 86.65. Signs which no longer advertise a Bonafide Business**

Any sign which no longer advertises an on going bonafide business conducted, product sold, activity being conducted, or public notice, shall be taken down and removed by the owner, agent or person having the beneficial use of the building or premises upon which such sign may be found within 12 months or should the sign fall into a state of disrepair.

#### **4.6 Sec 86.66 Illumination**

Illuminating signs whose specific purpose is outlining any part of a building, such as a gable, roof, sidewalk or corner, are prohibited.

#### **4.7 Sec 86.67. Illumination in Residential Districts**

In Residential Districts **1, 2 and 3, Residential II and Residential Growth,**

illumination of signs **(for uses which are permitted to have an illuminated sign)** shall be permitted only between the hours of 7:00 a.m. and 9:00 p.m., except that this time restriction shall not apply to the illuminated signs of emergency facilities ~~and retail establishment as the establishments are awfully open to the public.~~

#### **4.8 Sec. 86-68 Setback**

District setback requirements shall not apply to signs,; however, no sign, **except as may be permitted in the Downtown Commercial zoning district,** shall project over the public right-of-way ~~if it is located in a District which has a front setback building requirement under the Belfast Zoning Ordinance and or as recodified and re-enacted.~~ No ground signs shall be permitted in the public right of way.

#### **4.9 Sec. 86-69 Directional Signs**

In addition to the maximum number and size of signs permitted, directional signs solely indicating ingress and egress placed at driveway locations, containing no advertising material, having a display area not exceeding five (5) square feet, and not extending higher than seven (7) feet above ground level, are permitted, except in the Residential Districts. ~~(No A permit shall not be required for such directional signage.)~~

#### **4.10 Sec. 86-70 Nonconforming Signs**

Legally nonconforming signs may continue but may not be altered or relocated on the same premises, except in compliance with the provisions of this **Chapter ordinance.** **Notwithstanding this provision, a legally nonconforming sign with respect to the size of the sign or the height of the sign may continue when an owner replaces a sign, provided other elements of the sign are in conformance with provisions of this Chapter. Further, if there are more legally established nonconforming signs on a property than the total number of signs permitted on a property for the respective zoning district in which the property is located, said signage can continue, provided the nonconforming signage is not removed.**

#### **4.11 Sec. 86-71 Mobile Signs**

No mobile or portable signs shall be permitted.

#### **4.12— Sec. 86-72 Off Premise Signs.**

There shall be no off premises signs except as are regulated by the following

State of Maine legislation: 23 M.R.S.A. 1901-1925 (as amended) Maine Traveler Information Act, and 23 M.R.S.A. 4206 Maine Transportation Act, or subsequent amendments or recodification. The placement of signs, bulletins or any other matter on City owned poles is prohibited without prior approval of the Belfast City Council. No off premise signs shall be allowed within the areas bounded as follows: Beginning at a point on the easterly shore of the Passagasswaukeag River and the Route #1 bridge thence westerly and southerly along the centerline of the Route 1 bypass to the point where the Route #1 bypass intersects Northport Ave. thence westerly along the southerly boundary of Belfast Tax Map 52 Lot 25 to the shore of the Belfast Bay thence northerly back to the point of beginning.

#### **4.13 Sec. 86-73 Reserved Parking Signs**

Reserved parking signs shall not exceed 2 square feet and shall contain no advertising except name of person(s) who is reserving the space. (Lettering for authorization shall not exceed 1" in height). No such sign shall be placed on or in a public right of way or street to reserve parking.

#### **4.14 Sec. 86-74 Credit Card Signs -**

**A maximum limit** of 2 credit card signs for each credit card honored per business **shall be permitted for any business. Said signage shall** (not counted as signage provided **no** credit sign is **greater less** than one square foot.)

#### **4.15 Sec. 86-75 Real Estate Signs**

Real Estate Sign are allowed (without a permit) provided said sign does not exceed 24" X 24" and is located on the property which is offered for sale. **Any sign that is greater than the above size may be permitted subject to issuance of a sign permit and compliance with the sign standards that apply to the respective zoning district in which the property advertised for sale is located.**

#### ~~4.16 Reader Boards~~

~~A Reader board, permanently mounted on a pole or post(s), which does not exceed 15 sq.ft. may be allowed in the General Purpose A and General Purpose B, Highway Commercial, Waterfront III and Waterfront IV Districts. This sign shall require a permit but would not be counted in signage. Reader Boards greater than 15 sq. ft. would be allowed; however, any square footage exceeding 15 sq.ft. shall be applied against the total square footage of signage allowed in that district.~~

#### **4.17 Sec. 86-76 Gasoline Pump Signs.**

A **maximum limit** of 6 gasoline pump signs/logo will not be counted as signage provided the sign/logo is part of the pump and not attached to a post or mounted on top of the pump **and the size of any sign** does not exceed 2 square feet.

#### **4.18 Sec. 86-77 Vending Machines:**

**A maximum of** ~~Up to two~~ vending machines **shall will** be permitted with one sign per machine, **provided the** (machine sign **does shall** not exceed the size of the front face of the vending machine). Should a business have more than 2 vending machines, said machine/~~sign~~ shall be screened from public view or the signs shall be counted as signage under **Article Section 6**.

#### **4.19 Sec. 86-78 Signs on a municipal sidewalk or road:**

**Except as provided in Article V, Sec 86-124 and Article VI, Sec. 86-151, n**No sign shall be permitted on a permanent or temporary basis on any municipal road or sidewalk.

#### **Sec. 86-79 to 86-120 (Reserved)**

### ~~SECTION 5~~ **CHAPTER V. SPECIFIC STANDARDS**

~~5.1 Shopping Complex/Industrial Park Sign. A shopping plaza mall may have one shopping Complex/Industrial Park sign. Each business within the plaza, mall or park may have a sign within the Shopping Complex/Industrial Park Sign.~~

~~5.1.1 In the Highway Commercial Waterfront III, Waterfront IV, and all Industrial Districts the following requirements shall be met, with regard to 5.1 above.~~

~~—The total Shopping Complex/Industrial Park sign size may not exceed:~~

~~—A maximum of fifty (50) square feet for five (5) or fewer businesses.~~

~~—A maximum of seventy-five (75) square feet for six (6) to ten (10) businesses.~~

~~—A maximum of one hundred (100) square feet for more than ten (10) businesses.~~

~~5.1.2 The maximum height shall be twenty-five (25) feet.~~

#### **Sec. 86-121. Multiple Business Sign.**

**A multiple business sign is a common sign on a single frame and in a single location**

that is used to advertise multiple businesses located on one property or in the same building; a common sign. Said sign can be erected as a free-standing sign or as an on building sign. The size of the sign permitted in a respective zoning district is identified in the standards in Article 6. No new free-standing sign shall be greater than 25 feet in height.

**5.2 Sec. 86-122 Ground signs ~~–other requirements~~**

~~Unless otherwise provided, all ground signs shall conform to the following:~~

**5.2.1 a.** The maximum gross sign area of each sign face shall not exceed the maximum sign size **for the respective zoning district identified in the standards in Article VI as for under section 6** measured from the top of the top most sign elements to the bottom of the lowest sign element including any blank space between the elements.

**5.2.2 b.** Maximum height **for a ground sign** is twenty-five (25) feet, **subject to any restrictions identified in Article VI.**

~~5.2.3. Total maximum sign area of all ground signs on a premises is limited to 50 square feet.~~

**5.3. Sec. 86-123 Wall, Projecting and Roof Signs ~~–Other Requirements.~~** Unless otherwise provided, wall, projecting and roof signs shall conform to the following:

~~5.3.1—Wall Signs—Maximum gross sign area shall not exceed ten percent (10%) of the wall area or the maximum sign size allowed in that district or whichever is larger. Where two or more signs are utilized, the gross sign area shall be the area of both signs added together. A maximum of two wall signs shall be allowed with two additional signs not to exceed 32 sq. feet each. Wall signs are permitted only in Waterfront III, and Waterfront II, Highway Commercial, Industrial I, Industrial II, Industrial III, and Industrial IV.~~

**5.3.2 a. Roof Signs.** Maximum height shall not exceed height of roof ridge, except in **the zoning districts identified in Article VI, Sec 86-154, Highway Commercial, Waterfront 3, Waterfront 4 and General Purpose District** where **a** sign may not exceed 10 feet above roof ridge.

**5.3.3 b. Projecting Signs.** No wall or projecting sign shall extend beyond the wall to which it is attached or party wall separating occupancies into the wall area of other premises.

~~5.3.4 Total maximum sign area is limited to the maximum area referred to in Section 6.~~

**5.4 Sec. 86-124 Sandwich Board Sign:** A sandwich board sign shall comply with all of the following requirements to obtain a permit.

**5.4.1 a.** Size of Sign: The maximum footprint or base (as extended) of a sign shall be 4 square feet. The maximum height of a sign shall be 42 inches. A sign shall have a minimum of 2 faces.

**5.4.2 b.** Sign Materials: A sign shall be constructed of wood, metal, or comparable materials that the City Code Enforcement Officer determines are consistent with the sign design guidelines identified in **clause c below Section 5.4.3**. A sign also may include an erasable message board, and an attached self-powered low intensity light that illuminates only the sign area. A sign shall not include any of the following: a string of lights (except for seasonal decorative lighting); any type of blinking, moving, or glaring lighting; any type of a flag, pennant, banner, balloons or similar attached object; and any moving visible parts that could cause a public safety problem or be a distraction to pedestrians or vehicles.

**5.4.3 c.** Design Guidelines for a Sign: The intent of permitting sandwich board signs in the City's pedestrian oriented zoning districts is to contribute to the character, architecture and economic vitality of the area. The design, construction, display and maintenance of a sandwich board sign shall satisfy this intent, and shall comply with the following guidelines:

**5.4.3.1 1.** All lettering on a sign shall be of a professional quality, with the exception of lettering that may appear on an erasable message board.

**5.4.3.2 2.** A sign shall include the use of colors, and there shall be no unfinished or unpainted wood surfaces. It is preferred that a sign include colors that create a visually pleasing and attractive form of advertising that complements the character of the City streetscape.

**5.4.3.3 3.** A sign shall have a minimum of 2 faces, and all faces of the sign should be painted or designed to complement one another. There is not a maximum of the number of faces permitted on a sign, provided all contribute to the integrity and appearance of the sign. Imagination and creativity in design is encouraged.

**5.4.3.4 4.** A sign shall not include any of the following: offensive graphics or logos, posted on paper, removable materials, merchandise that is offered for sale or advertising for credit cards.

**5.4.3.5 5.** A sign shall be anchored by the use of weights that are incorporated into the design and construction of the sign. Signs shall not be bolted into the sidewalk or curb, and shall not be anchored by sandbags or other temporary materials.

The City Code Enforcement Officer shall have the authority to review and either approve or deny the design of a sign to ensure compliance with the requirements and intent of these standards. ~~The Code Enforcement Officer also has the authority, if he chooses, to formally consult with the City Downtown Public-Private Partnership Committee in considering an application for a sandwich board sign, to accept recommendations from this Committee and to establish such recommendations as conditions in the issuance or denial of a permit. This process shall be conducted in an open public meeting of said Committee, and the applicant for the sign permit shall be provided a minimum of 7 days of notice of the meeting.~~

#### **5.4.4 d.** Display of Signs

**5.4.4.1 1.** A sandwich board sign may be displayed on a public sidewalk, provided the sign is located in a manner that allows for a minimum unobstructed width of 4 feet for persons to use the sidewalk, and its location does not interfere with the parking of or access to vehicles located along the City street. The City prefers that a sign be located adjacent to the curb of the street. The City Code Enforcement Officer shall be responsible for determining if the location of a sign complies with this criteria.

**5.4.4.2 2.** A sign only shall be displayed during the hours that an establishment is open for business, and must be removed from display when the establishment is not open for business.

**5.4.4.3 3.** Signs must be placed directly in front of the establishment that obtained the permit for the sign.

#### **5.4.5 e.** Who Can Display a Sign

The following establishments may apply for a permit to display a sandwich board sign. All other establishments are prohibited from the use of a sandwich board sign.

**5.4.5.1 1.** A retail business, a service business, including a bank, and a restaurant that may attract walk-in customers may apply for a sandwich board sign.

**5.4.5.2 2.** A maximum of one sandwich board sign may be displayed in front of the ground floor storefront for a business, or a building in which multiple businesses are located. The owner of the building in which multiple establishments are located shall be responsible for determining which business qualifies for a sandwich board sign. However, this clause does not prohibit more than one business that qualifies in accordance with **clause 1 above Section 5.4.5.1** and that is located in the same building from advertising on a single sandwich board sign.

~~5.4.5.3~~ **3.** A business that qualifies for a sandwich board sign per **clause 2 above Section 5.4.5.1** is permitted a maximum of one sign per the establishment, regardless of the number of streets on which the business may have frontage.

~~5.4.6~~ **f.** Permit Fee. The fee to submit a sandwich board sign permit application shall be **the same as the amount established by the City Council for any other type of sign permit \$15.00.** ~~The fee shall be paid at the time of application and is nonrefundable.~~

~~5.4.7~~ **g.** Nonconforming Signs. ~~Any s~~Sandwich board signs that ~~is are~~ displayed by a businesses **after the date of January 1, 2003, at the time of the adoption of this Ordinance, shall be exempt from these standards for a period of 1 year.** ~~However, all presently displayed sandwich board signs shall be constructed to conform to these standards and shall obtain a permit to conform to these standards within 1 year of adoption of this Ordinance.~~

## **ARTICLE VI. Section 6 Districts.**

**The following standards shall apply to the regulation of a sign in the respective zoning districts enumerated below.**

~~6.1~~ **Sec. 86-150. General**~~ENERAL~~ **Purpose**~~URPOSE~~ **A and General**~~ENERAL~~ **Purpose**~~URPOSE~~ **B Districts**~~ISTRICTS~~

~~6.1.1~~ **(a)** No sign may exceed 48 square feet in size.

~~6.1.2~~ **(b)** Limit of ~~2~~ **8** signs per business.

~~6.1.3~~ **(c)** Maximum square footage of all signs shall not exceed ~~96~~ **150**-sq. feet ~~except as provided in 5.3.1.~~

**(d) A sign shall not be internally illuminated.**

**(e) A multiple business sign shall not exceed 96 square feet in size. If a business is advertised on a multiple business sign, said sign shall be considered one of the two signs that is permitted for said business.**

~~6.1.4~~ ~~Restrictions of Shoreland Zoning Ordinance shall apply.~~

~~6.2~~ ~~HIGHWAY COMMERCIAL, WATERFRONT III AND WATERFRONT IV, AIRPORT GROWTH DISTRICT~~

~~6.2.1 No sign may exceed 50 square feet.~~

~~6.2.2 Limit 8 signs per business.~~

~~6.2.3 Maximum square footage of all signs shall not exceed 200 sq. feet except as provided in 5.4.1.~~

~~6.2.4 Restrictions of Shoreland Zoning Ordinance shall apply.~~

**6.3 Sec. 86-151. WATERFRONT I-A, WATERFRONT I-B, WATERFRONT II AND Downtown DOWNTOWN Commercial COMMERCIAL, Waterfront Mixed Use 1, Waterfront Mixed Use 2, Residential RESIDENTIAL Agricultural AGRICULTURAL I, and Residential RESIDENTIAL Agricultural AGRICULTURAL II Districts DISTRICTS**

~~6.3.1 (a)~~ No sign may exceed 15 square feet.

~~6.3.2 (b)~~ Limit of 2 signs per business. Notwithstanding this limitation, ~~w~~**W**hen a business fronts on two **or more** public streets or a public street and a municipal parking lot with entrances on each of the two public streets or entrances on the public street and the municipal parking lot, the business may have three (3) signs provided there are no more than (2) signs for that business on any street or municipal parking lot.

~~6.3.3 (c)~~ Internally illuminated signs are prohibited.

**(d) A multiple business sign shall not exceed 48 square feet in size. If a business is advertised on a multiple business sign, said sign shall be considered one of the two signs that is permitted for said business.**

**(e) In the Downtown Commercial, Waterfront Mixed Use 1 and Waterfront Mixed Use 2 zoning districts, a qualifying nonresidential use is permitted to display a sandwich board sign, provided said sign complies with requirements of Sec 86-124.**

~~6.3.4 Restrictions of Shoreland Zoning Ordinance shall apply.~~

**6.4 Sec. 86-152. Industrial INDUSTRIAL IV, Airport Growth, and Business Park Districts DISTRICTS**

~~6.4.1 (a)~~ No sign may exceed 96 square feet.

~~6.4.2 (b)~~ Limit of 2 signs per business.

- (c) A multiple business sign shall be permitted, provided that the total size of the sign does not exceed 128 square feet. Notwithstanding this provision, the City of Belfast may choose to erect a multiple business identification sign at the entrance to the Business Park or Airport at any or all of the following locations that exceeds this size standard; Airport Road, Wright Brothers Lane or Little River Drive.

~~6.4.3 Restrictions of Shoreland Zoning Ordinance shall apply.~~

**6.5 Sec. 86-153. Residential ~~ESIDENTIAL I~~ 1, Residential 2, Residential 3, AND Residential ~~ESIDENTIAL II~~, Protection ~~ROTECTION~~ Rural ~~URAL~~, Protection Rural 2 and Residential ~~ESIDENTIAL~~ Growth ~~ROWTH~~ Districts**

~~6.5.1~~ (a) A ~~New-Business~~ nonresidential use established after July 1, 1991, ~~the date of enactment of this chapter, -except Home Occupations hereafter being legally located in these Districts~~ shall be limited to one sign up to 15 square feet in area. A home occupation is considered a residential use, and the amount of signage permitted for a home occupation is established in Article IV of this Chapter.

~~6.5.2~~ (b) A nonresidential use in existence ~~Existing-businesses~~, as of July 1, 1991, the date of the enactment of this ~~chapter ordinance~~, that has a greater amount of signage than permitted pursuant to (a) above, may maintain or replace any ~~their~~ nonconforming signs that existed ~~ing~~ prior to July 1, 1991 ~~7/1/91~~, provided ~~ing~~ the applicant for a sign permit can provide evidence to the satisfaction of the Code Enforcement Officer that the sign existed prior to July 1, 1991 ~~said nonconforming signs have been registered with the City.~~

~~6.5.3~~ (c) A nonresidential use ~~Retail-Businesses~~ legally in existence as of July 1, 1991, the date of the enactment of this ~~chapter, ordinance~~ shall be allowed up to two (2) signs which may not exceed ~~30 32~~ square feet in size, provided said signs are not combined into a single sign.

~~6.5.4~~ (d) ~~In the event of an existing gasoline retailer replacing a dealer sign, this sign may not exceed 50 sq.ft. provided there are no more than 8 signs, requiring a permit as here in provided, on the property. The gasoline retailers located at Map 11, Lot 188, Map 14, Lot 18 and Map 36, Lot 82, shall be permitted to display one dealer sign that advertises the brand of gasoline for sale that is larger than the maximum size of sign permitted in (a) above, provided the size of said sign does not exceed 50 square feet. The sign may be internally illuminated, provided the internal illumination occurs only during the hours which the retailer is open for business. The retailer may display a maximum of 4 additional signs on the premises, provided none of the other signs are greater than 15 square feet in size and none are~~

internally illuminated.

(e) Except as stipulated in (d) above, no sign shall be internally illuminated.

~~6.5.5 Home Occupation Sign. A Home Occupation Sign shall not exceed 2 sq. feet, as defined in the Belfast Zoning Ordinance and/or as recodified and re-enacted.~~

~~6.5.6 Restrictions of Shoreland Zoning Ordinance shall apply.~~

~~6.6 Sec. 86-154. Office Park, Route 3 Commercial, Route 1 South Commercial, Route 137 Commercial, Route 141 & Mill Lane Commercial, Searsport Avenue Commercial, and Searsport Avenue Waterfront, ROUTE 137 COMMERCIAL, ROUTE 141 & MILL LANE COMMERCIAL AND ROUTE 1 SOUTH ZONING Districts.~~

~~6.6.1. (a) Single use on single property sign plan. USE ON SINGLE PROPERTY SIGN PLAN:~~

~~Any single use which requests a sign permit shall submit a master sign plan that identifies the amount, size, location and type of all signs proposed to be erected at the locations and shall comply with all of the identified standards stipulated in this section.~~

~~6.6.2. (b) Master common sign plan for multiple uses on one property or multiple properties (multiple business sign). COMMON SIGN PLAN FOR MULTIPLE USER OR MULTIPLE PROPERTIES:~~

~~A single property (lot) on which more than one use or building is located, or two or more adjacent properties (lots) may submit a common sign plan. A common sign plan that complies with the requirements of this section shall be eligible for a 25% increase in the total amount of permitted signage for each lot, and this increase may be allocated as the owner(s) elect. The common sign plan shall specify how the signs are consistent with regard to the following considerations: color scheme, lettering or graphic style, lighting, location of signs on the building or property, material and sign proportions.~~

~~6.6.3. (c) Free standing signs STANDING SIGNS:~~

~~6.6.3.1 (1) A property shall have a maximum of one free-standing sign on any street (public or private right-of-way). A property with frontage on more than one street may have a free-standing sign on each street, subject to the There are two exceptions identified in clause 2 below. -6.6.3.1.1 and~~

~~6.6.3.1.2, to these standards.~~ **A free-standing sign shall comply with the following standards:**

~~6.6.3.2~~ **a.** A freestanding sign that is mounted on a pole/pylon for one use shall be a maximum of 48 **sf square feet** in size, and shall be a maximum of 25 feet in height. A freestanding sign that is mounted on a pole/pylon for two or more uses shall be a maximum of 48 **sf square feet** in size for the first use, and shall be increased by a maximum of 24 **sf square feet** for each additional use, and shall be a maximum of 25 feet in height. The maximum size (multiple user) of any pole/pylon sign shall be 144 **sf square feet**, **subject to the Reference**—exception **identified in** ~~Section 6.6.3.4.~~

~~6.6.3.3~~ **b.** A freestanding sign that is located on the ground (a monument sign), shall be a maximum of 96 **sf square feet** in size and shall be a maximum of 10 feet in height. A monument sign for two or more uses shall be a maximum of 96 **sf square feet** in size for the first use, and shall be increased by a maximum of 36 **sf square feet** for each additional use, and shall be a maximum of 10 feet in height. The maximum size (multiple user) of any monument sign shall be 240 **sf square feet**, **subject to the Reference** exception **identified in clause 2 below** ~~Section 6.6.3.4.~~

~~6.6.3.4~~ **c.** The City prefers that all freestanding signs be externally, not internally illuminated. An externally illuminated sign may exceed the maximum sign size requirements identified in **a and b above 6.6.3.2 and 6.6.3.3** by 20% **percent**. External illumination shall occur by a steady, stationary, shielded light source directed solely at the sign and shall be the minimum light needed to allow illumination of the sign without causing glare on the adjacent street or neighboring properties, and without causing unnecessary reflection of light. An internally illuminated sign must use light-colored letters and symbols on a dark colored background. The source of the internal illumination shall not be exposed to view, and the sign shall be erected in a manner that deflects light away from residential properties and public roads.

~~6.6.3.5~~ **d.** Message boards and similar advertising signs shall be included within the sign size limitations identified **in clauses a, b and c** above.

~~6.6.3.6~~ **e.** All freestanding signs shall be setback a minimum of 5 feet from the right-of-way, and the location of the sign shall not interfere with sight distance for vehicles entering or exiting the site. Further, the City may consider the location of freestanding signs on adjacent properties in permitting the location of sign on any property.

**(2) The following exceptions shall apply to the limitations on the number and location of free-standing signs identified in clause (1) above.**

- 6.6.3.1.1 a.** A property with frontage on the Route One by-pass (area on Route One from the jug-handle at the intersection of Route 1 and Northport Avenue to the westerly entrance of the Passagassawakaeg Bridge) or any entrance/exit ramp to the Route One by-pass shall be prohibited from erecting a freestanding sign along the property's frontage on the by-pass or entrance/exit ramp, except in the following circumstances:
- a1.** The sign is the only freestanding sign that is erected or displayed on the property;
  - b2.** The access road to the property is not readily discernible to the traveling public, as determined by the Code Enforcement Officer; or
  - e3.** If one or more businesses located on the property are subject to a franchise agreement that restricts the use of a master sign plan, reference sign standard in **Sec 86-154(b) Section 6.6.2**, for the display of a sign or signs for any business not associated with the franchise, a maximum of one freestanding sign or one freestanding master sign (in addition to any conforming or nonconforming freestanding signs on the property for a business subject to the franchise agreement) shall be permitted on the property for any and all businesses not associated with the business or businesses subject to the franchise agreement. To qualify for **this** exception-**e**, a property must have a minimum of 500 feet of frontage on either the Route One by-pass or an entrance/exit ramp to the Route One by-pass.
- 6.6.3.1.2 b.** A nonresidential use located in the Searsport Avenue Commercial, Searsport Avenue Waterfront, or Route 141 and Mill Lane Commercial zoning districts that has road frontage on Searsport Avenue (Route 1) shall be permitted a maximum of two freestanding signs along the property's Searsport Avenue frontage, provided the use complies with all of the following requirements, and the signs that are displayed comply with the following requirements:
- a1.** The property must have at least 300 feet of frontage on Searsport Avenue.

- b2.** The property must have two or more curb-cuts.
- e3.** There shall be a minimum separation of 150 feet between the curb-cuts located on the property.
- d4.** The businesses for which signs are requested must be separate and distinct businesses.
- e5.** A maximum of two freestanding signs ~~shall will~~ be permitted on any property.
- f6.** The total amount of signage permitted on a property that uses two freestanding signs shall be as follows: 132 square feet for two businesses, 168 square feet for three businesses, 204 square feet for four businesses, and 240 square feet for 5 or more businesses. This size requirement shall allow any type of freestanding sign permitted by ~~the Ordinance this Chapter~~; internally lighted, externally lighted, pylon or monument sign, and any message or reader board sign shall be included within this square footage sign requirement.
- g7.** The minimum amount of distance between the two freestanding signs must be at least 150 feet.

**6.6.4 (d) On-Building Signs**

The amount of on-building signage that is permitted shall be managed by the size of the building. The total amount of on-building wall signage shall not exceed 10 **percent %** of the total wall area on which the sign is located if externally lighted signage is used. Internally lighted signage shall not exceed 5 **percent %** of the total wall area. The style of signage that is used shall be compatible with both the building and the other signage on the building.

**6.6.5 (e) Window Signage**

Window signage shall not exceed 20 **percent %** of the total amount of window area.

**6.6.6 (f) Temporary Signs**

~~There shall be no off-building~~ All temporary signs **shall comply with requirements identified in Article III of this Chapter** ~~permitted on a property.~~ **All temporary (changeable) signs shall be window signage.**

### **6.6.7 OUTSIDE VENDING MACHINES**

There shall be no more than 2 vending machines that are internally or externally lighted that directly face onto the main street.

### **6.6.8 SIGNAGE OF SPECIAL MERIT**

The City recognizes that property owners in Belfast have used art and architectural enhancements to adorn their buildings. For example, the MacDonalDs in Belfast has a carved bear and the Colonial Theatre has an elephant on the roof of the building. Such "art" shall not be considered signage, provided that the "art" does not include any type of indicator signage regarding the use of the property.

## **SECTION 7. REGISTRATION OF NON-CONFORMING SIGNS**

Registration of Non-Conforming Signs shall be done prior to October 31, 1991. Any Non-conforming sign not registered by this deadline shall loose its non- conforming status and said sign (s) shall be removed.

## **SECTION 8. APPEALS**

**8.1** Any person aggrieved by a decision of the Code Enforcement Officer may appeal to the Zoning Board of Appeals within 30 days. The Zoning Board of Appeals has the authority to interpret the provisions of this Ordinance which are called into question and to grant a variance from the required number and size of signs as described in this Ordinance when a literal enforcement of the provisions of this Ordinance would result in undue hardship as defined by 30-A MRSA Sec. 4963.3. When an appeal is made to the Zoning Board of Appeals, the same notification requirements to abutters, as outline in Section 304.o of the Zoning Ordinance, shall apply.

Any person aggrieved by the decision of the Zoning Board of Appeals or by an order rendered by the Zoning Board of Appeals to remove a sign may appeal said decisions to the Superior Court. The appeal shall be filed within 30 days after the decision of the Zoning Board of Appeals.

JUL 01 2016

**APPLICATION FOR ITINERANT VENDOR'S PERMIT**  
131 CHURCH STREET, BELFAST, ME 04915

APPLICANT'S NAME: Shawn Hagginbotham

10.M

BUSINESS NAME: Southwestern Advantage

LOCAL ADDRESS: 33B Main St, Camden Maine

PERMANENT BUSINESS ADDRESS: 2451 Atrium Way  
Nashville TN 37214

TELEPHONE #: (636) 368-5381

Please describe type of wares or services you are offering by means of door-to-door solicitation, within the City of Belfast. **For fundraisers:** All groups intending to raise funds for profit or non-profit, please explain in detail who the funds are for and how you intend to raise funds: Educational Resources (Books and web sites)

Please give a statement on the back of this page of all judgments secured or outstanding against you arising out of sales to consumers during the last two years or any other criminal convictions against you.

Please list all additional individuals involved in the solicitation on a separate sheet with their addresses and telephone numbers.

**TO THE MEMBERS OF THE BELFAST CITY COUNCIL:** I hereby apply for an Itinerant Vendor's Permit pursuant to the Itinerant Vendor Ordinance, said license to expire 30 days after issue, for a **fee of \$25.00** with a **renewal fee of \$10.00**

Applicant signature: 

Clerk's signature: \_\_\_\_\_ Date: \_\_\_\_\_

submitted to the city clerk. Inspections will be based on public health, safety and welfare performance requirements stated in the latest edition of the state department of human services' "Rules Relating to Eating and Lodging Places, Life Safety 101" (as amended to regulate such facilities as home occupations) and the applicable zoning regulations (chapter 102), plumbing code, electrical code, and building code adopted by the city. Inspection will include, but not be limited to, fire safety, sanitation and food handling, water supply and waste disposal. The primary responsibility for safety under the (amended) fire safety code (NFPA 101) shall be with the appropriate fire inspector. No entry or inspection shall be made without the permission and presence of the owner or the owner's designee. Entry and inspection shall be during business hours, or at a reasonable time.

(Ord. No. 2-1999, § 11, 7-6-1999)

**Sec. 14-60. Suspension or revocation.**

In addition to the remedies provided in sections 14-32 and 14-33, the city council, upon notice and hearing, for cause, may at any time suspend or revoke a bed and breakfast license issued pursuant to this article. Cause shall mean the violation of any license provision or any provision of this article, or any condition causing a threat to the public health, safety, or welfare, including but not necessarily limited to the following: neighborhood disruption, disorderly customers, or excessively loud or unnecessary noise that initiates complaints to or requires a response from police, fire or other city regulatory bodies or employees, or failure to abide by parking requirements in the zoning regulations (chapter 102).

(Ord. No. 2-1999, § 12.3, 7-6-1999)

**Secs. 14-61—14-80. Reserved.**

**ARTICLE III. ITINERANT VENDORS\***

**DIVISION 1. GENERALLY**

**Sec. 14-81. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Itinerant vendor* means any vendor of merchandise or goods who engages in the practice of selling his wares or services by means of door-to-door solicitation. The term "itinerant vendor" does not include a person who canvasses door-to-door for purposes other than for the purpose of selling merchandise, goods, or services. Persons who canvass door-to-door for political or religious purposes are not itinerant vendors for purposes of this article.

(Ord. No. 69-1998, § 1, 5-5-1998)

*Cross reference*—Definitions generally, § 1-2.

**Sec. 14-82. List of addresses where vendors may not solicit.**

(a) Upon receipt of an itinerant vendor's permit, an itinerant vendor shall receive a copy of a list of addresses where the vendor may not solicit. This provision does not limit the rights of any property owner or resident of the city to exercise his own authority to control access to his property by other means.

(b) Upon request of a property owner or other authorized person, the clerk, or other employee at the clerk's direction, shall place the address of a premises on the list. A property owner or other authorized person may have his address removed from the list at any time.

(c) Without limiting the rights of property owners/residents, this list is meant to provide an owner or other authorized person a method of notifying itinerant vendors that they may not enter upon the premises, and any such entry in

\**Cross reference*—Peddling or soliciting in parks, § 38-80.

*State law reference*—Itinerant vendors, 32 M.R.S.A. § 4681 et seq.

defiance of this request may subject the itinerant vendor to prosecution under 17-A M.R.S.A. § 402. (Ord. No. 69-1998, § 5(ii)—(iv), 5-5-1998)

State law reference—Criminal trespass, 17-A M.R.S.A. § 402.

**Secs. 14-83—14-100. Reserved.**

**DIVISION 2. PERMIT**

**Sec. 14-101. Penalty.**

A violation of section 14-102, 14-106 or 14-107 is a civil violation for which a fine as provided in section 1-14 may be adjudged.

(Ord. No. 69-1998, § 2, 5-5-1998)

**Sec. 14-102. Permit required.**

No itinerant vendor shall operate or attempt to sell, door-to-door, any merchandise, goods, or services within the city without first having obtained a written itinerant vendor's permit from the city clerk.

(Ord. No. 69-1998, § 2(i), 5-5-1998)

**Sec. 14-103. Application; notification of changes in information.**

(a) In order to obtain a written itinerant vendor's permit, an applicant must provide and attest to the following:

- (1) The name and local and permanent business address of the applicant.
- (2) A statement of all judgments secured or outstanding against the applicant arising out of sales to consumers during the two years immediately prior to the making of the application. Further, the applicant shall provide a statement of any criminal convictions of the applicant.

(b) The applicant is responsible for informing the city clerk of any changes in the information required by this section.

(Ord. No. 69-1998, § 3, 5-5-1998)

**Sec. 14-104. Fee.**

Upon application for an itinerant vendor's permit, each person shall pay the sum of \$15.00. A renewal of the permit may be obtained for an additional \$5.00.

(Ord. No. 69-1998, § 4, 5-5-1998)

**Sec. 14-105. Issuance.**

Upon receipt of the information required by 14-103 and upon receipt of the required application fee, an applicant may receive an itinerant vendor's permit.

(Ord. No. 69-1998, § 5(i), 5-5-1998)

**Sec. 14-106. Possession and display.**

Every itinerant vendor shall have a valid permit as required by this division in his immediate possession at all times when engaging in door-to-door solicitation, and shall present the permit for inspection upon request of any person.

(Ord. No. 69-1998, § 2(ii), 5-5-1998)

**Sec. 14-107. Term; renewal.**

An itinerant vendor's permit shall be valid for a period of 30 days. A renewal permit may be obtained if the renewal fee, as required by section 14-104, is paid and the statement required by section 14-103 is made within the time during which the prior permit is valid. Each renewal permit is valid for 30 days from the date of the expiration of the prior permit.

(Ord. No. 69-1998, § 2(iii), 5-5-1998)

**Secs. 14-108—14-130. Reserved.**

**ARTICLE IV. JUNKYARDS\***

**DIVISION 1. GENERALLY**

**Sec. 14-131. Purpose of article.**

The purpose of this article is to provide adequate controls to ensure that automobile grave-

\*State law references—Certain automotive graveyards and junkyards declared public nuisance, 17 M.R.S.A. § 2801; junkyards and automobile graveyards, 30-A M.R.S.A. § 3751 et seq.

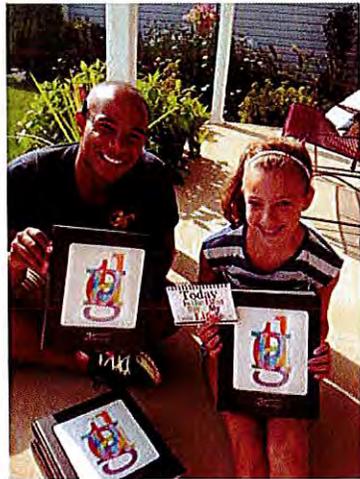
**Mission**  
 Our mission at Southwestern Advantage is to be the best company in the world at helping young people develop the skills and character they need to reach their goals.

**Program**

Southwestern Advantage (est. 1855) is one of the world's most successful and longest running programs for college and university students.

Approximately 2,500 students from 300+ colleges and universities around the world run their own businesses selling the Southwestern Advantage educational learning system throughout North America.

Southwestern Advantage is part of a corporate family of ten businesses, most of them started by former student participants. They include fundraising company, Great American Opportunities, Inc., executive search firm, Thinking Ahead, natural food company, Wildtree, and full-service financial company, Southwestern Investment Group, just to name a few. More information can be found at [www.southwestern.com](http://www.southwestern.com).



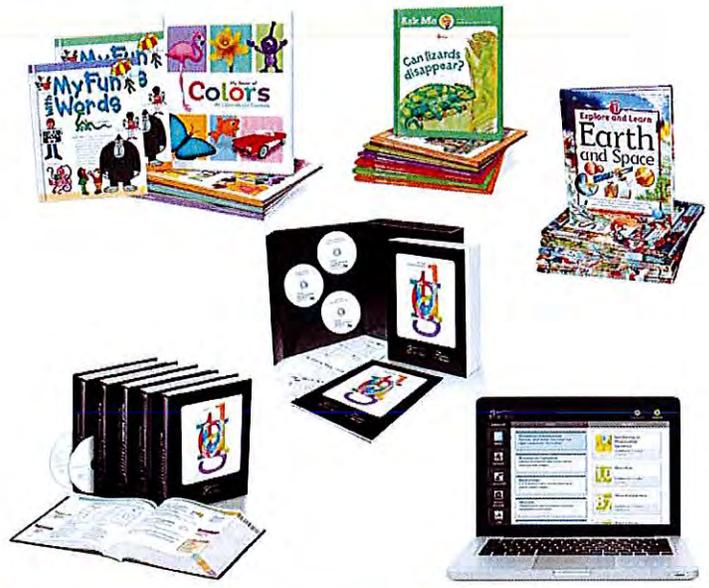
**Training:** Southwestern Advantage is known for its world-class sales training. "Sales School" teaches students business management, sales principles, ethics, product knowledge, and life skills.

**Alumni:** Over 200,000 alumni have applied Southwestern Advantage principles to their careers.

Contact: Trey Campbell  
 tcampbell@southwestern.com  
 888-602-7867

**Products**

The Southwestern Advantage educational learning system includes printed and digital resources developed by experts to save time, improve grades and prepare young people for kindergarten, classes, and college.  
[southwesternadvantage.com/ExperienceOurProducts](http://southwesternadvantage.com/ExperienceOurProducts)



**Share the Advantage**

"Share the Advantage" is a giving back program intended to share learning and life skills with every child and family, regardless of their circumstances through involvement with organizations focused on helping young people.

In addition to sharing the advantages and products of the program, we donate one subscription to our educational websites for every subscription purchased.





# Law Enforcement

## Information Sheet

College students have participated in the Southwestern Advantage sales and leadership program since 1868. It is our goal that the independent dealer be respectful and abide by all laws in the community while building their businesses selling educational products to families.

Southwestern Advantage is an accredited member of the Better Business Bureau and maintains an A+ rating. The student living in your community for the summer has completed more than 90 hours of in-person and online training in such areas as business management, product knowledge, sales presentations, ethics, and safety.

Thank you for welcoming them to your community.

## Dealer Contact Info:

Name: \_\_\_\_\_  
Cell phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Facebook Business Page URL: \_\_\_\_\_

## Dealer Info:

Hometown: \_\_\_\_\_  
College/ University \_\_\_\_\_  
Dealer Account # with Southwestern Advantage:   1     1   \_\_\_\_\_  
Birthdate: \_\_\_ / \_\_\_ / \_\_\_      Sex: M / F      Height: \_\_\_' \_\_\_"  
Vehicle:  Yes     No  
Make/ Model of vehicle / Color: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
State / License Plate #: \_\_\_\_\_ / \_\_\_\_\_

**General Questions, Dealer Verification:**  
Customer Contact Center  
888-551-5901 (M-F 8am-5pm CST)  
customercare@southwesternadvantage.com

**Company Contact:**  
Trey Campbell, Director of Communications  
888-602-7867  
tcampbell@southwestern.com

**Southwestern Advantage**  
2451 Atrium Way  
Nashville, TN 37214  
southwesternadvantage.com

**SOUTHWESTERN**  
**advantage Learning System**

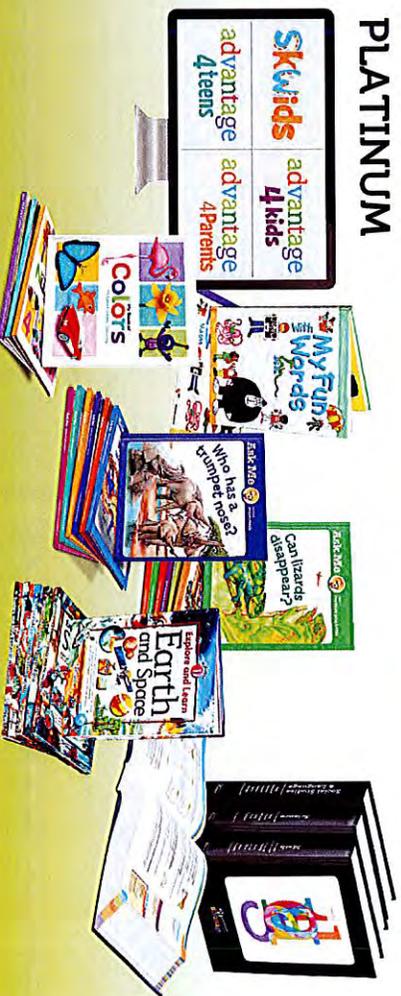
**PLATINUM**



- Math I
- Math II
- Science
- Social Studies / Language
- AdvantageOnline
- Topic Source
- Honors
- College Entrance Advantage
- StartUp/ACT/SAT Practice Test
- ACT/SAT Resource Manual
- Financial Aid Seminar
- College Admissions Seminar

**SOUTHWESTERN**  
**advantage Learning System**

**PLATINUM**



**GOLD**



- Math I
- Math II
- Science
- Social Studies / Language
- AdvantageOnline
- Topic Source
- Honors

**SILVER**



- Math I
- Math II
- Science
- Social Studies / Language
- AdvantageOnline

**SILVER**



SOUTHWESTERN  
**advantage Learning System**

**DIAMOND**



**Skwids**

**advantage 4teens**

**advantage 4kids**

**advantage 4Parents**

