

Permit Fee 100  
Date Paid \_\_\_\_\_  
Receipt # \_\_\_\_\_

**Town of Readfield**  
Readfield, Maine 04355  
(207) 685-4939

Map 111      Lot 028-0027

**Planning Board**  
**Land Use Permit Application**

The undersigned applies for approval of the Readfield Planning Board as follows:

1. Applicant / Owner: Menatoma Association  
    % Richard DeMarco  
    7 Parker Circle  
    Salem, NH 03079-1247  
    Phone# (H) 603-770-1688

Agent Richard Tarbuck  
119 North Rd  
Readfield, ME 04355  
Phone# 685-4212

**Note:** Property owner must provide written authorization if he/she wishes to be represented by an agent. Such authorization may be provided either by signing this application, or by providing authorization by means of a separately signed statement included with the application.

2. Please describe what you are proposing to do:

**The Menatoma Association makes this application to salvage a building constructed approximately 100 years ago which housed craft activities for the boys' camp operating at that time. The structure is located on a shorefront bank and currently has no foundation-a construction defect which has resulted in it to be pushed very gradually by the freeze/thaw cycle toward Lovejoy Pond. The problem has been exacerbated over time by the erosion caused by watercraft wakes which have undermined the bank supporting load bearing posts. Consequently the condition of the structure has changed from "unfortunate" to "dangerous" in the last two years. The building will be jacked where it sits while a concrete foundation is poured underneath. Rip rap will be installed to retain the fill needed to restore the shoreland needed to provide a stable base for the lakeside supporting posts.**

3. What land use district, e.g. rural residential, is the property located (as defined in Article 7 of the Land Use Ordinance (LUO) and depicted on the Land Use Map)?

**Shoreland Private Community**

4. What is the existing use of the property (see Table 1/Table of Uses, Article 7, of the LUO)?

lot coverage maximum. See Article 11 of the Land Use Ordinance for definition of "lot coverage."

NA

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I certify that the foregoing, and the attached materials including responses to review criteria, are true, correct and accurate to the best of my knowledge.

Signature of Applicant / Owner \_\_\_\_\_ Date \_\_\_\_\_

Signature of Agent (if any): **Richard H. Tarbuck**

Date **6 March, 2023**

## Questionnaire

1. State how the proposed activity will not have an undue adverse affect on:
  - a) the scenic or natural beauty of the area, **The project is located among legacy pines whose roots will be impacted by the excavation of the foundation. We have consulted with an arborist who has cabled one tree and, upon his recommendation, we have altered the excavation plan to preserve the trees as best as possible.**
  - b) any historical sites that may be located on the property, **NA**
  - c) any significant wildlife habitat, **NA**
  - d) any public rights for physical or visual access to any shoreline, **NA**
  - e) any rare and irreplaceable natural areas, **NA**
  
2.
  - a) What other Town, State or Federal permits will be required for this project? **We have filed for and have received permit approval from Maine DEP (PBR 376173) as well as from the Army Corps of Engineers (NAE-2022-02882). The floodplain application is in process and will be completed when the surveyor has completed his work.**
  - b) Do you intend to apply for these permits? **See above**
  - c) Are you committed to conducting this activity and subsequent use of the property in conformance with all applicable Town, State and Federal laws, rules, regulations and ordinances? **Yes**
  
3. State how the proposed activity will:
  - a) prevent stormwater from giving rise to soil erosion both during and after the Development, **Our contractor (Scott Horne) is certified to follow best practices for this type of project**  
  
(In this regard you may reference the appropriate erosion control or stormwater management books available at the Town Office)
  - b) reasonably conserve the land's capacity to hold water, **Yes**
  
4. State what impact the proposed activity will have upon the Town's public services and facilities. This may include, but not be limited to the amount and type of anticipated traffic, requirements for emergency services, effects relating to public education, etc. **None**
  
5.
  - a) What financial resources (including mortgage commitments) do you have to assure the completion and implementation of this project in compliance with the Land Use Ordinance? **The Association's membership authorized funding for this project in March, 2022.**

- b) What technical support will be used in connection with any design, development or use of the project? **An owner, who is a registered Professional Civil Engineer in Virginia, has and will continue to assist with technical support. Our contractor, Scott Horne, has the experience and documented past performance to assure that the project will be professionally executed .**
6. Is any portion of the subject property located within, or affected by any flood areas as depicted on the Federal Emergency Management Agency Flood Insurance Rate Map? (These Flood Maps are available for your reference at the Town Office).
- i) If the answer to question (a) is yes, do you intend to include any portion of your development within the boundaries of the floodplain, including any structures or buildings, wells, wastewater disposal systems, or any storage or placement of property stockpiling of materials? **Yes**
- ii) If the answer to question (i) is yes, how do you intend to develop this project (including its subsequent use) to comply with the Floodplain Ordinance of the Town of Readfield? **Application is pending, please see above.**
7. a) Does your proposed development or use include any alteration of or impact to any wetland? **No** If the answer to this question is yes, describe how you intend to minimize this impact?
- b) Are you aware that any wetland alteration requires additional permitting on the State or Federal level and will you be applying for those? **NA**
8. What part of your development or use will rely on or could impact groundwater? **None**
9. a) State the nature of solid waste your proposal will generate both during development and the subsequent use of the property. **Some excavation debris (old concrete), earthen material removed as necessary to the installation of the foundation, none of which is hazardous.**
- b) Will this solid waste be taken to the Town Recycling Station? **No** If so, how will the Town be compensated for handling such waste? **NA**
- If the solid waste is not to be taken to the Town Recycling Station, how do you plan to dispose of it? **Contractor stockpile**
10. Do you intend to connect to any public water supply? **No**
11. a) What impact, if any, could the proposed activity have on adjacent properties and their uses. State whether any noise, glare, fumes smoke, dust, odors, or other affects will be generated. **None**
- b) Describe the anticipated extent of these impacts and how you intend to buffer or reduce them to a level acceptable to adjacent properties. **NA**
12. a) What is the approximate percentage of slope of the land? **30% slope behind the building, water level in the restoration area.**

- b) What are the nature of the soils? **Glacial till-sand, clay, gravel**  
c) What is the nature and extent of the existing vegetation on the site of development or use? **Legacy trees and underbrush**
13. a) What is the nearest waterbody (lake, pond, stream, or brook)? **Lovejoy Pond (Fayette)**  
b) What is the least distance between the waterbody and the project site? **Some supporting posts are in the water at high water mark.**  
c) What part of your project could impact one of these waterbodies? **See above**  
d) How do you intend to minimize this impact? **Restore the historic shoreline and install anti-erosion rip-rap to preserve the repair.**
14. How do you intend to provide for the adequate disposal of sewage and wastewater in order to comply with the requirements of the State Plumbing Code? **NA**
15. Describe or illustrate on a separate paper how you intend to control and manage any additional stormwater resulting from this project or use. You may reference the publication, "Stormwater Management for Maine, Best Management Practices" published by the Department of Environmental Protection (1995) and which is available for reference at the Town Office. **NA**
- NOTE: If the project results in 20,000 sq. ft. or more of impervious area in the Maranacook Lake watershed or more than one (1) acre in the other lake watersheds, or more than five (5) acres of disturbed area in either watershed, a Stormwater Management permit from the Department of Environmental Protection will be required.**
16. What will your water requirements be for this use and what will be your water source? **NA**
17. What types and amount of additional traffic do you expect as a result of this use? **NA**
18. What are your plans for permanent access to the site of the proposed use? **No change**
19. Does your proposed development or use cross the Readfield town line?  
If so, into which town? **NA**  
How will you avoid causing unreasonable traffic congestion or unsafe conditions as related to the use of that town's public ways? **NA**
20. What is the estimated depth-to-frontage ratio of the lots you propose to create or develop?  
**NA**
21. Has a representative of the Readfield Fire Department reviewed your proposal? **NA**
22. Are there currently any enforceable land use violations associated with this property? **No**
23. If your project involves the construction of a road has the road design been approved by the Road Committee? **NA**

## Required Submittals

(Per Article 6, Section 3.I.2)

- Done** 1. Copy of the portion of applicable tax map showing subject property, abutting properties and boundaries of all contiguous property under the control of the owner or applicant, regardless of whether all or part is being developed at this time.
- Done** 2. Names and mailing addresses of all property owners abutting the proposed development. (Abutters are the owners of any parcels with one or more common boundaries or points, as well as property owners of any parcel located directly across any road, railroad or stream along the road, railroad or stream from the parcel involved in the application. Also included is any Qualified Conservation Holder of an easement in any of these parcels).
- Done** 3. Exact direction to the property from the Town Office, using a map if necessary.
- Done** 4. The Assessor's tax map and lot numbers of the parcels.
- Done** 5. A copy of the deed to the property or other documentation to demonstrate right, title or interest in the property on the part of the applicant.
- Done?** 6. The name, registration number and seal of the land surveyor, architect, engineer and/or similar professional who prepared any plan.
- Done?** 7. Map showing the north bearing and lot dimensions of all property lines of the property to be developed and the source of this information.
- 8.** Site plan(s) illustrating the following: (Note: If the site plan is not drawn to scale, then specific distances identifying the relative locations of the following features must be shown on the plan).
- a) The location and dimensions of all existing and proposed structures on the site. **culverts and drains that will serve the development whether on or off the property along with the direction of existing and proposed surface water drainage across the site. None**
  - b) The location, names, and present and proposed widths of existing and proposed roads, driveways, streets, parking and loading areas, walkways and rights-of-way within or adjacent to the proposed development. **Menatoma Camp Road-restricted unimproved track passes 12 feet in front of structure**
  - c) The location and dimensions of all existing and proposed buildings and structures on the site, including underground storage tanks.
  - d) The location of intersecting roads or driveways within 200 hundred feet of the site. **None**
  - e) The location of existing and proposed open drainage courses, wetlands, water bodies, floodplains, stands of trees, and other important natural features, with a description of such features to be retained. **On map**
  - f) The location and dimensions of any existing and proposed easements. **None**
  - g) The location and dimensions of all existing and proposed provisions for water supply and wastewater disposal systems, including a design copy or letter of soils suitability for any proposed new or replacement wastewater disposal systems. **None**
  - h) The location and dimensions of all existing and proposed signs. **None**
  - i) For any project which shall result in a change to exterior lighting, the location, height, and type of existing and proposed exterior lighting and, for commercial, industrial and institutional projects, the foot-candle intensities of proposed

- lighting projecting on abutting properties. **None**
- j) The proposed landscaping and buffering. **Restored as current, please note photos**
- k) The location and amount of any earth-moving. **None**
- l) A copy of all existing or proposed covenants or deed restrictions associated with the subject property.
- Done** 9. A copy of any applicable Federal, State or Town applications or permits which have been issued.
- \_\_\_?\_** 10. A narrative describing how the proposal meets all of the Planning Board's Review Criteria.
- Done** 11. Evidence of receipt of application fee paid to the Town of Readfield.
- Done** 12. A schedule of construction, including anticipated beginning and completion dates. **Work is scheduled to begin after Labor Day, 2023 to be completed within 1 month thereafter.**
- Done** 13. A stormwater drainage and erosion and control plan in compliance with Article 8, Sections 10 and 11. **Our contractor is shoreland certified and uses a fabric retainer and erosion control mulch mix according to best practices**
- Done** 14. A description of the traffic movement to be generated by the development including types, peak hour and average daily vehicle trips, travel routes, and duration of traffic movement both during and following construction. A full traffic impact study shall be required under the conditions set forth in Article 8, Section 18.H, and shall include the components described therein. **Truck traffic will be minimal since the tree roots demand as little excavation as possible and the concrete volume will not be significant.. Travel will be on the private camp road, the Lane Road, and P Ridge Rd. to State route 17.**
- Done** 15. An assessment of the solid or hazardous wastes to be generated by the proposed activity and a plan for its handling and disposal, along with evidence of disposal arrangements. **No hazardous waste will be generated by this project. Soil and a demolished concrete slab will be disposed of at the contractor's stockpile.**
- \_\_\_** 16. A copy of any required dimensional calculations applicable to the standards being reviewed, for example, square footage of structures, percent of lot coverage, etc. **Building size is 33'WX22'6" Lot size ???**
- Done** 17. Elevation drawings for new commercial, industrial, and institutional buildings. **NA**
- Done** 18. Any additional information relevant to the project, for example, photographs, Cobbossee Watershed District recommendations, etc. **Photos are part of the PBR application attached.**

**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**PERMIT BY RULE NOTIFICATION FORM**  
 (For use with DEP Regulation, Natural Resources Protection Act - Permit by Rule Standards, Chapter 305)

APPLICANT INFORMATION (Owner)				AGENT INFORMATION (If Applying on Behalf of Owner)			
Name:	Menatoma Associaton			Name:	Richarrd Tarbuck		
Mailing Address:	C/O Richard Tarbuck			Mailing Address:	119 North Rd,		
Mailing Address:	119 North Rd			Mailing Address:			
Town/State/Zip:	Readfield, ME 04355			Town/State/Zip:	Readfield, ME 04355		
Daytime Phone #:	(207) 685-4212	Ext:		Daytime Phone #:	(207) 685-4212	Ext:	
Email Address:	janandwoody@gmail.com			Email Address:	janandwoody@gmail.com		
PROJECT INFORMATION							
Part of a larger project? (check 1):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	After the Fact? (check 1):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Project involves work below mean low water? (check 1):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Name of waterbody:	Jovejoy Pond Fayette/Readfield
Project Town:	Readfield		Town Email Address:	info@readfieldmaine.org		Map and Lot Number:	111-028-002
Brief Project Description:	Exhibit A-1 (Cover memo) with photos Exhibit A-2, A-3 Photos annotated on final page						
Project Location & Brief Directions to Site:	Exhibit B-1 (brief directions) B-2 survey map						

**PERMIT BY RULE (PBR) SECTIONS (Check at least one):** I am filing notice of my intent to carry out work that meets the requirements for Permit-by-Rule (PBR) under DEP Rules, Chapter 305. I and my agent(s), if any, have read and will comply with all of the standards in the Sections checked below.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Sec. (2) Act. Adj. to Prot. Natural Res.      | <input type="checkbox"/> Sec. (9) Utility Crossing                 | <input type="checkbox"/> Sec. (16) Coastal Sand Dune Projects       |
| <input type="checkbox"/> Sec. (3) Intake Pipes                         | <input type="checkbox"/> Sec. (10) Stream Crossing                 | <input type="checkbox"/> Sec. (17) Transfer/Permit Extension        |
| <input checked="" type="checkbox"/> Sec. (4) Replacement of Structures | <input type="checkbox"/> Sec. (11) State Transportation Facilities | <input type="checkbox"/> Sec. (18) Maintenance Dredging             |
| <input type="checkbox"/> Sec. (6) Movement of Rocks or Veg.            | <input type="checkbox"/> Sec. (12) Restoration of Natural Areas    | <input type="checkbox"/> Sec. (19) Act. Near SVP Habitat            |
| <input type="checkbox"/> Sec. (7) Outfall Pipes                        | <input type="checkbox"/> Sec. (13) F&W Creat./Water Qual. Improv.  | <input type="checkbox"/> Sec. (20) Act. Near Waterfowl/Bird Habitat |
| <input checked="" type="checkbox"/> Sec. (8) Shoreline Stabilization   | <input type="checkbox"/> Sec. (15) Public Boat Ramps               |   |

**NOTE: Municipal permits also may be required. Contact your local code enforcement office for information. Federal permits may be required for stream crossings and for projects involving wetland fill. Contact the Army Corps of Engineers at the Maine Project Office for information.**

**NOTIFICATION FORMS CANNOT BE ACCEPTED WITHOUT THE NECESSARY ATTACHMENTS AND FEE**

- Attach** all required submissions for the PBR Section(s) checked above. The required submissions for each PBR Section are outlined in Chapter 305 and may differ depending on the Section you are submitting under.
- Attach** a location map that clearly identifies the site (U.S.G.S. topo map, Maine Atlas & Gazetteer, or similar).
- Attach** Proof of Legal Name if applicant is a corporation, LLC, or other legal entity. Provide a copy of Secretary of State's registration information (available at <http://licrs.informe.org/nei-sos-icrs/ICRS?MainPage=x>). Individuals and municipalities are not required to provide any proof of identity.

**FEE:** Pay by credit card at the [Payment Portal](#). The Permit-by-Rule fee may be found here <https://www.maine.gov/dep/feeschedule.pdf> and is currently \$288.

- Attach** payment confirmation from the Payment Portal when filing this notification form.

<b>Signature &amp; Certification:</b>	
<ul style="list-style-type: none"> <li>• I authorize staff of the Departments of Environmental Protection, Inland Fisheries &amp; Wildlife, and Marine Resources to access the project site for the purpose of determining compliance with the rules.</li> <li>• I understand that this PBR becomes effective 14 calendar days after receipt by the Department of this completed form, the required submissions, and fee, <i>unless the Department approves or denies the PBR prior to that date.</i></li> </ul>	
By signing this Notification Form, I represent that the project meets all applicability requirements and standards in Chapter 305 rule and that the applicant has sufficient title, right, or interest in the property where the activity takes place.	
<b>Signature of Agent or Applicant (may be typed):</b>	Richard H. Tarbuck
<b>Date:</b>	11/29/2022

**Keep a copy as a record of permit.** Email this completed form with attachments to DEP at: [DEP.PBRNotification@maine.gov](mailto:DEP.PBRNotification@maine.gov). DEP will send a copy to the Town Office as evidence of DEP's receipt of notification. No further authorization will be issued by DEP after receipt of notice. A PBR is valid for two years, except Section 4, "Replacement of Structures," are valid for three years. **Work carried out in violation of the Natural Resources Protection Act or any provision in Chapter 305 is subject to enforcement.**





Woody Tarbuck <janandwoody@gmail.com>

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## Dept. of Environmental Protection Payment Portal

1 message

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Maine Dept. of Environmental Protection <noreply@informe.org>  
To: DEP Payment Submitter <janandwoody@gmail.com>

Tue, Nov 29, 2022 at 9:08 AM

Thank you for submitting this payment to the Dept. of Environmental Protection. Below is a copy of the information and payment the agency will receive.

- Applicant Name: **Menatoma Association**
- Activity Location: **Readfield, ME**
- First Name: **Richard**
- Last Name: **Tarbuck**
- Company Name: **Menatoma Association**
- Street Address: **119 North Rd.**
- Town/City: **Readfield**
- State or Province: **Maine**
- Country: **United States**
- Zip Code: **04355**
- Phone Number: **2076854212**
- Email Address: **janandwoody@gmail.com**
- Fee Type: **Natural Resources Protection Act (Permit-by-Rule)**
- Customer Number:
- Invoice Number: **2076854212**
- Spill Number:
- Payment Amount: **288.00**
- Additional Comments:

Your information will be reviewed and you may be contacted if more information is needed or if there are additional questions.

## OVERVIEW

Attached is an application for the Permit By Rule (PBR) which is needed before the Menatoma Association of Readfield, Maine, can undertake the salvage of its "Craft Building". Perched on a small bluff on the shore of Lovejoy Pond, the building was constructed in the 1920's with no foundation in the fashion of a "daylight basement" with space for storage on the lower level and a room for activities on the second.

Over the course of nearly 100 years, the freeze/thaw effect has pushed the building toward the lake. Despite efforts undertaken to slow the process, the building's structural integrity has been weakened to the point where its occupancy is not safe and it has the potential to "launch" itself onto a dock and into the pond. Our application is the result of nearly 18 months of work to decide upon the best stabilization method, locate an authorized contractor, and secure funding.

Our salvage project has two components:

1. The structure needs a proper foundation which means that the building will need to be lifted while remnants of past stabilization efforts are removed and a proper concrete base is poured. There will be no concrete floor. The building will not be expanded and, after lifting, will be set down on its original footprint. There will be no change to the height of the building.
2. Approximately 300 sq ft (60' long X 5' wide) of eroded shoreline needs to be restored and protected by rip rap to ensure that the posts supporting the covered porch have a stable, dry base, eliminating the possibility that their failure will cause the entire building to fall into the pond.

We responded to the requirements of the PBR as follows: Annotations are on the last page of this transmission.

1. **"Brief Project description"** is this overview (Exhibit A-1), as well as historic and current photos: A-2, A-3
2. **"Project Location and Brief Directions to Site"** Exhibit B-1
3. **Location Map** Exhibits C-1, C-2
4. **Submission 096-305-4** Exhibit A-3 annotated
5. **Submission 096-305-8** Exhibits A-2, A-3, A-4, A-5, D-1, D-2, D-3 annotated

**LEGEND**

- DRILL HOLE 567
- IRON PIPE 567
- IRON ROD FOUND
- More Or Less
- CURVE RADIUS
- ARC LENGTH
- EXISTING CONTOUR
- ESTIMATED ROAD
- PHANTOM LINE
- RIGHT OF WAY LINE
- RIGHT OF WAY
- LOT NUMBER
- SOIL TEST BORING
- SOIL TEST PIT
- LIMIT OF SHORELAND ZONING
- UTILITY POLE
- SQUARE FOOT
- FENCE REMAINS
- BECK ROAD FROM THE REAR
- HEBER COUNTY REGISTER OF DEEDS (FOR RECORD ON)

**ELECTRIC UTILITIES**

Designation	Estimated Size
Residence	200
Commercial	300
Industrial	400
Public Building	500
Church	600
School	700
Government	800
Warehouse	900
Manufacturing	1000
Office Building	1100
Hotel	1200
Restaurant	1300
Bar	1400
Club	1500
Public Office	1600
Police Station	1700
Fire Station	1800
Post Office	1900
City Hall	2000
City Office	2100
City Court	2200
City Jail	2300
City Garage	2400
City Warehouse	2500
City Shop	2600
City Office	2700
City Building	2800
City Hotel	2900
City Restaurant	3000
City Bar	3100
City Club	3200
City Public Office	3300
City Police Station	3400
City Fire Station	3500
City Post Office	3600
City City Hall	3700
City City Office	3800
City City Court	3900
City City Jail	4000
City City Garage	4100
City City Warehouse	4200
City City Shop	4300
City City Office	4400
City City Building	4500
City City Hotel	4600
City City Restaurant	4700
City City Bar	4800
City City Club	4900
City City Public Office	5000

1. BEFORE THE SALE OF ANY PROPERTY IN THIS SUBDIVISION, THE MEMORANDUM OF ASSOCIATION SHALL BE FOR RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND THE RIGHT TO COLLECT MAINTENANCE AND OPERATIONAL COSTS SHALL BE TRANSFERRED TO THE BUYER CORPORATION.
2. Each purchaser of a building or lot in the subdivision of Menotomy Realty Corporation how maintenance is required to be paid shall become a member of the Menotomy Association and by reason of such membership shall be bound by the terms, conditions, covenants and obligations of said association.
3. The purchase of a building or lot in the subdivision of Menotomy Realty Corporation shall be subject to the use of the same for residential purposes only, and the purchaser shall be bound by the terms, conditions, covenants and obligations of said association and restricted to the use of the same for residential purposes only.
4. In addition to all other covenants and obligations, the purchaser of a building or lot in all subdivisions of Menotomy Realty Corporation shall be bound by the terms, conditions, covenants and obligations of said association and restricted to the use of the same for residential purposes only.
5. The purchaser of a lot in this subdivision shall be bound by the terms, conditions, covenants and obligations of said association and restricted to the use of the same for residential purposes only.
6. No commercial use shall be made of any lot or building located in this subdivision.
7. No use shall be made of any lot or building located in this subdivision which is prohibited by the zoning ordinance of the City of Portland, Maine.
8. Lot 17 is restricted to use by residential purposes only.
9. Lot 18 is restricted to residential use by not more than 10 families and is further restricted to the use of Lot 18 by other members of the Menotomy Association.
10. Complete finish work to be completed within one year after construction of a structure begins or within six months after the date of completion of the structure, including but not limited to: roof, exterior siding, heating, plumbing, or vinyl siding of a finish equal to or better than that specified in the subdivision plan.
11. Some walls located in the subdivision may not be supported.
12. Additions to buildings located in the subdivision shall be made following approval in a written agreement by the Menotomy Association and all necessary municipal and state approvals and shall be subject to the terms, conditions, covenants and obligations of said association.
13. All improvements located in the subdivision shall be subject to the terms, conditions, covenants and obligations of said association and shall be subject to the terms, conditions, covenants and obligations of said association.
14. No structure shall be built closer than 75 feet to the shoreline and shall conform to the regulations of the City of Portland, Maine.
15. The above restrictions apply to all purchasers of property in this subdivision, their heirs, assigns and successors.
16. The failure to comply with said restrictions or to meet the obligations regarding maintenance and operation of the common areas shall be the responsibility of the purchaser or association member in this subdivision.
17. Excepting and reserving to said Menotomy Association a right to construct, maintain, operate and remove water lines, sewer lines, and telephone lines as now located, including all easements, rights, franchises, and easements in any structure with respect to the construction and maintenance of the same, the Menotomy Association shall have the right to construct and maintain the same.

**NOTE: Access Road Will Be Built To The Lot Prior To The Sale Of The Lot.**

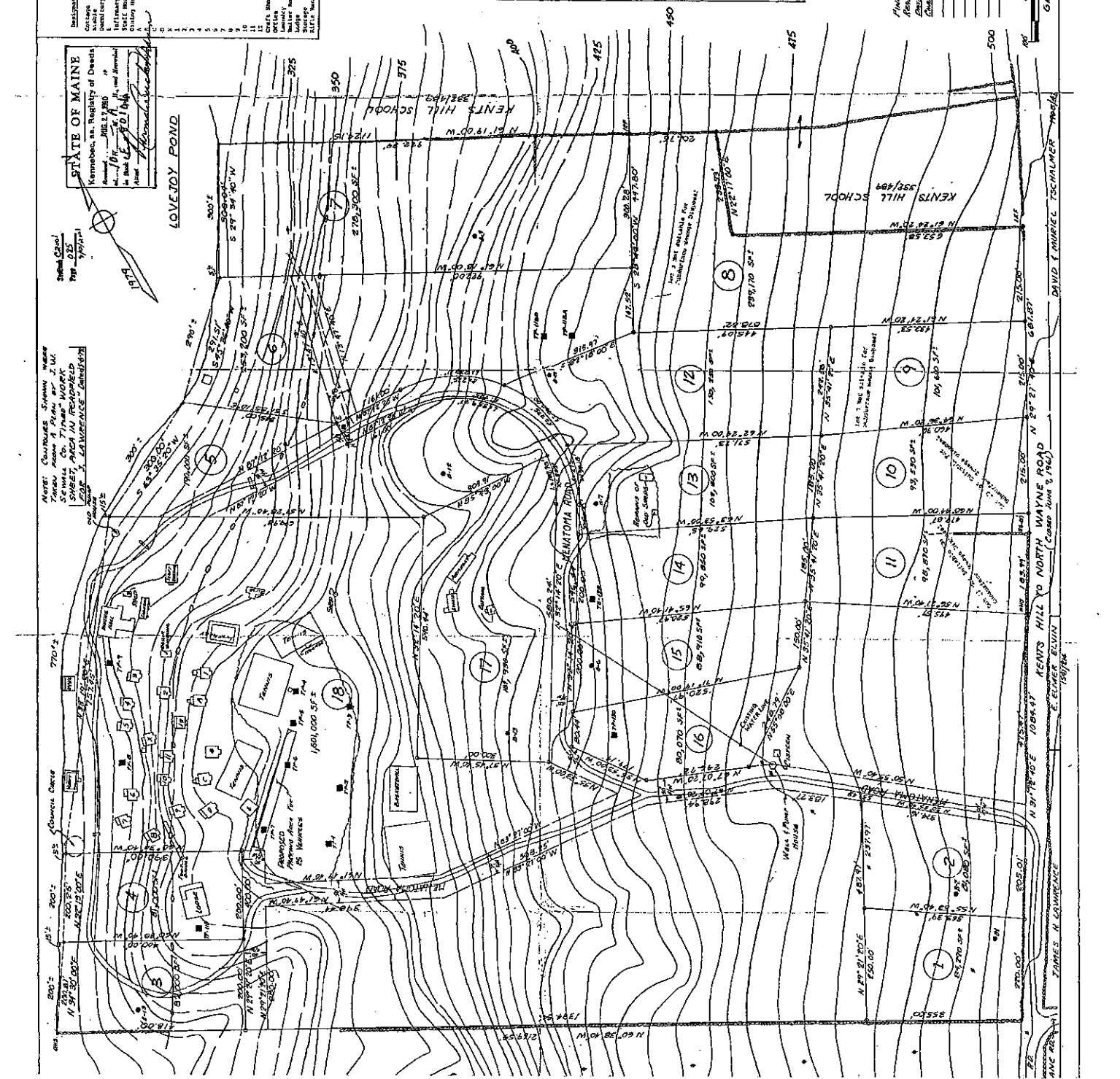
Final Plan Approved By:  
 Approved Planning Board  
 Date: 18 March 1970  
 Commission on Planning and Zoning  
 100 State Street, Portland, Maine  
 David I. Murrell, Chairman  
 James H. Lawrence, Secretary

DATE: \_\_\_\_\_  
 REVISIONS: \_\_\_\_\_

**DOTEN ASSOCIAT**  
**ENGINEERS & ARCHITECTS**  
 100 STATE STREET, PORTLAND, MAINE

**CAMP MENATOMA**  
 MENATOMA REALTY CORPORATION  
 LOWEJOY POND  
 REARFIELD, MAINE

SCALE: 1" = 100'  
 DATE: 3-18-70  
 DRAWN BY: RLV  
 CHECKED BY: RLV, RLL, DWG



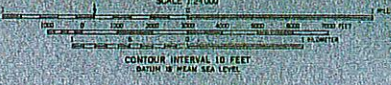
NOTICE: CONTOUR SURVEY MADE FROM A PLAN BY J. M. SEWELL CO. TYPED WORK SHEET, MADE IN PORTLAND, MAINE, BY J. LAWRENCE, LANDSCAPER.

**STATE OF MAINE**  
 Kennebec, an Registry of Deeds  
 Book 112, Page 112  
 in Book 112, Page 112  
 Name: *David I. Murrell*

DAVID I. MURRELL, REGISTER  
 JAMES H. LAWRENCE  
 1970



Mapped, edited, and published by the Geological Survey  
Control by USGS and USCGS  
Topography by photogrammetric methods from aerial photography  
taken 1954. Field checked 1956.  
Polyconic projection. 1927 North American datum.  
10,000-foot grid based on Meade coordinate system, with zone  
1000-meter Universal Transverse Mercator grid ticks, zone 18.  
Shown in blue.  
Fine red dashed lines indicate affected fence and field lines where  
evidence visible on aerial photographs. This information is uncheckered  
with 600 and 1000-foot north  
reference to center of sheet



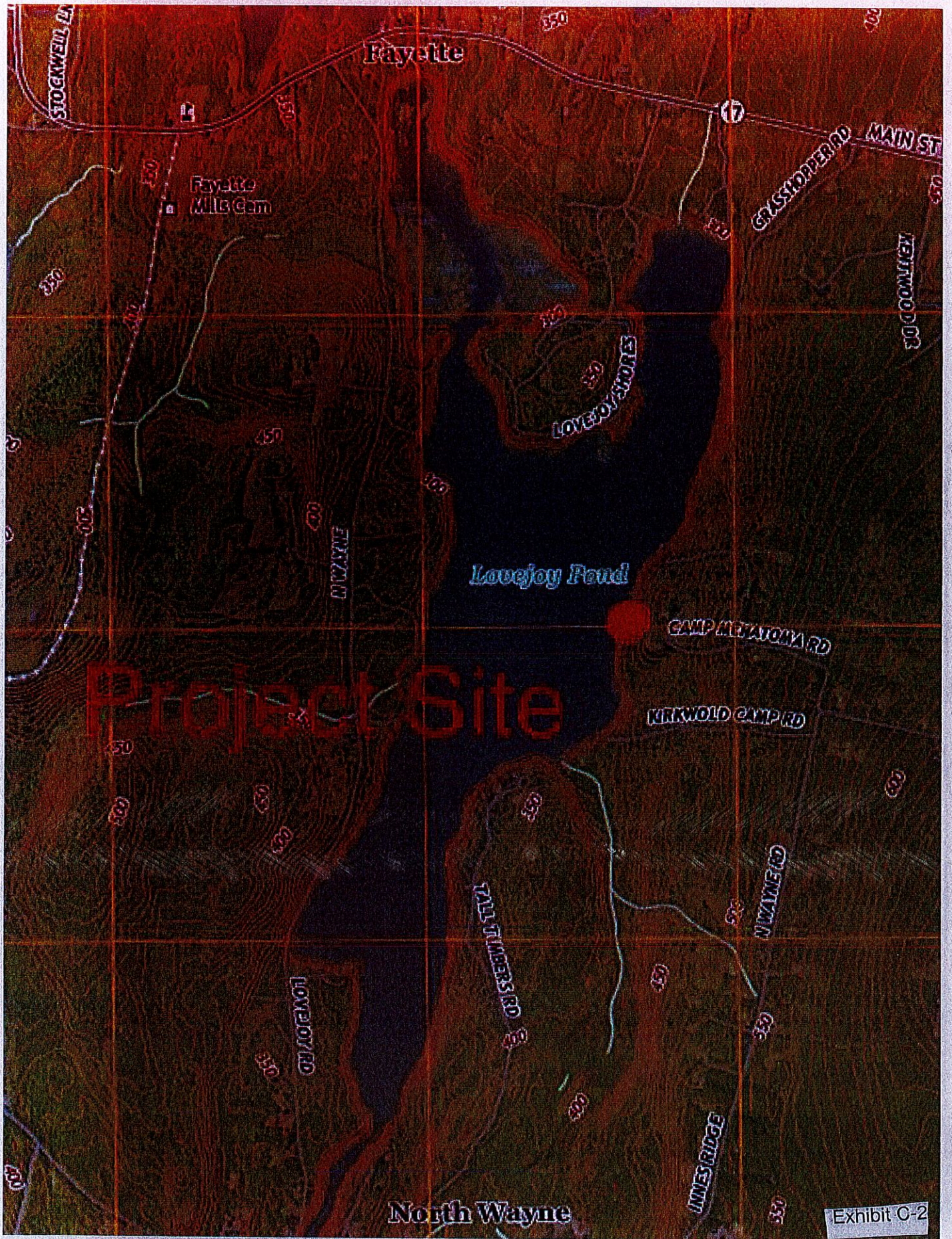
ROAD CLASSIFICATION

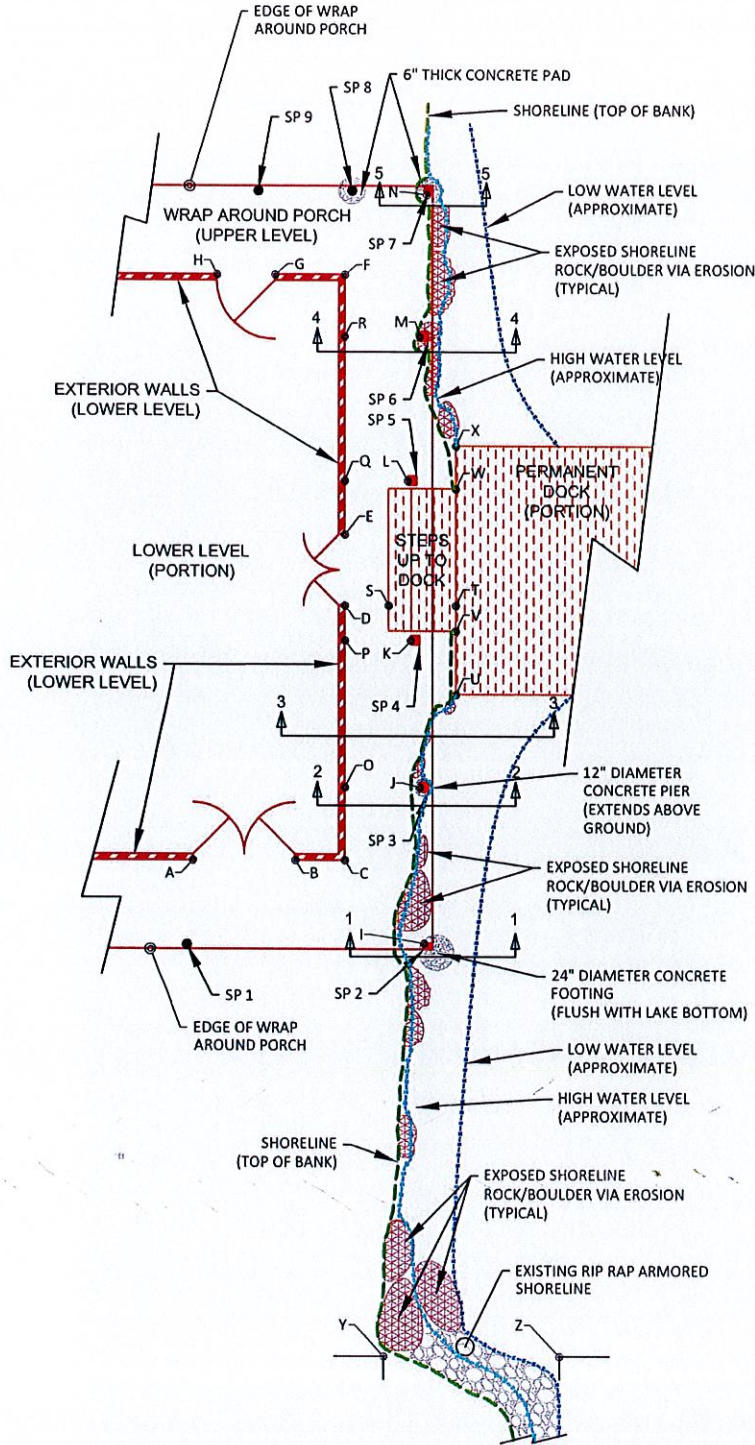
Medium duty	Light duty
Unimproved dirt	State Road

USGS  
TOPOGRAPHIC DIVISION

FAYETTE, MAINE  
RELY LYTHBURN 21 QUADRANGLE  
14472 2-1  
AUG 1972 1 IN

3075  
Exhibit C-1





**DISTANCE MEASUREMENTS**

- A-B = 5' 10"
- B-C = 2' 10"
- C-D = 14' 4"
- D-E = 4'
- E-F = 14' 8"
- F-G = 4'
- G-H = 3' 4"
- I-J = 8' 8"
- J-K = 8'
- K-L = 8' 3"
- L-M = 8' 6"
- M-N = 8'
- B-I = 6' 6"
- O-J = 4' 9"
- P-K = 4' 4"
- D-S = 2' 6"
- D-T = 6' 4"
- S-T = 3' 10"
- Q-L = 4' 1"
- R-M = 4' 9"
- F-N = 6' 7"
- V-W = 8'
- U-X = 14'
- I-Y = 28'
- Y-Z = 10'

**SUPPORT POSTS**

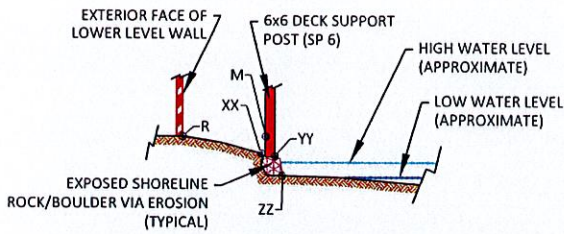
- SP 1 = CEDAR TREE TRUNK
- SP 2 = 4X6 PRESSURE TREATED POST
- SP 3 = 6X6 PRESSURE TREATED POST
- SP 4 = 6X6 PRESSURE TREATED POST
- SP 5 = 6X6 PRESSURE TREATED POST
- SP 6 = 6X6 PRESSURE TREATED POST
- SP 7 = CEDAR TREE TRUNK
- SP 8 = CEDAR TREE TRUNK
- SP 9 = CEDAR TREE TRUNK

**GRAPHIC SCALE**

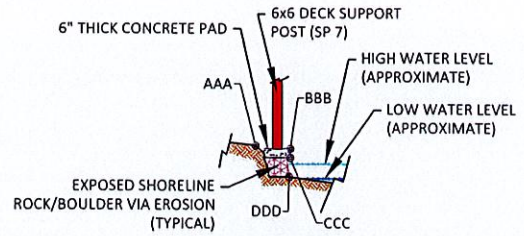
1 INCH = 10 FEET



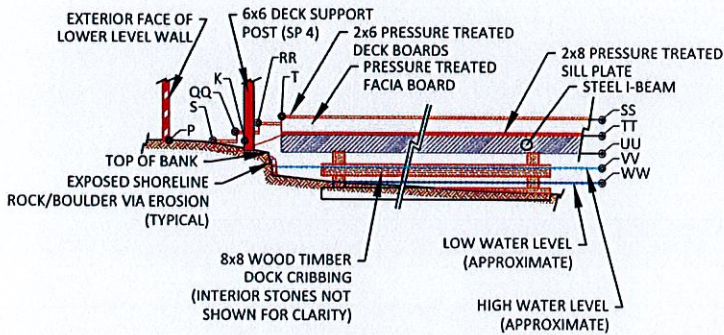
**EXISTING CONDITIONS  
PLAN VIEW**



SECTION 4-4



SECTION 5-5



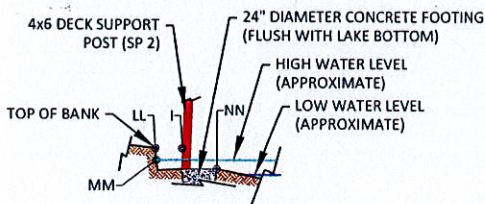
SECTION 3-3

VERTICAL DISTANCE MEASUREMENTS

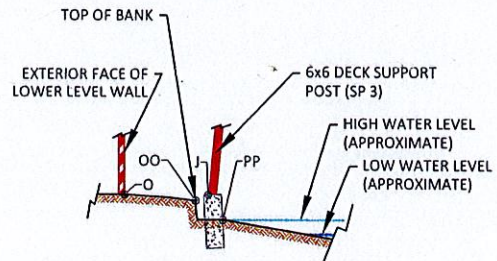
- LL-MM = 8"
- MM-NN = 5"
- J-OO = 4"
- J-PP = 1' 5"
- OO-PP = 1' 1"
- S-QQ = 6"
- QQ-RR = 6"
- RR-T = 6"
- SS-TT = 11"
- TT-UU = 1'
- UU-VV = 1' 1"
- VV-WW = 10"
- XX-YY = 2"
- YY-ZZ = 1' 1"
- AAA-BBB = 2"
- BBB-CCC = 6"
- CCC-DDD = 1' 5"

HORIZONTAL DISTANCE MEASUREMENTS

- LL-J = 1' 6"
- O-J = 4' 9"
- P-S = 2' 6"
- P-K = 4' 4"
- P-T = 6' 4"
- R-M = 4' 9"



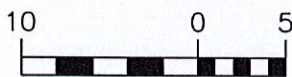
SECTION 1-1



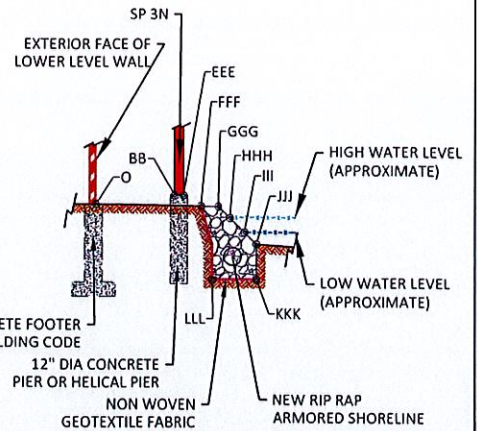
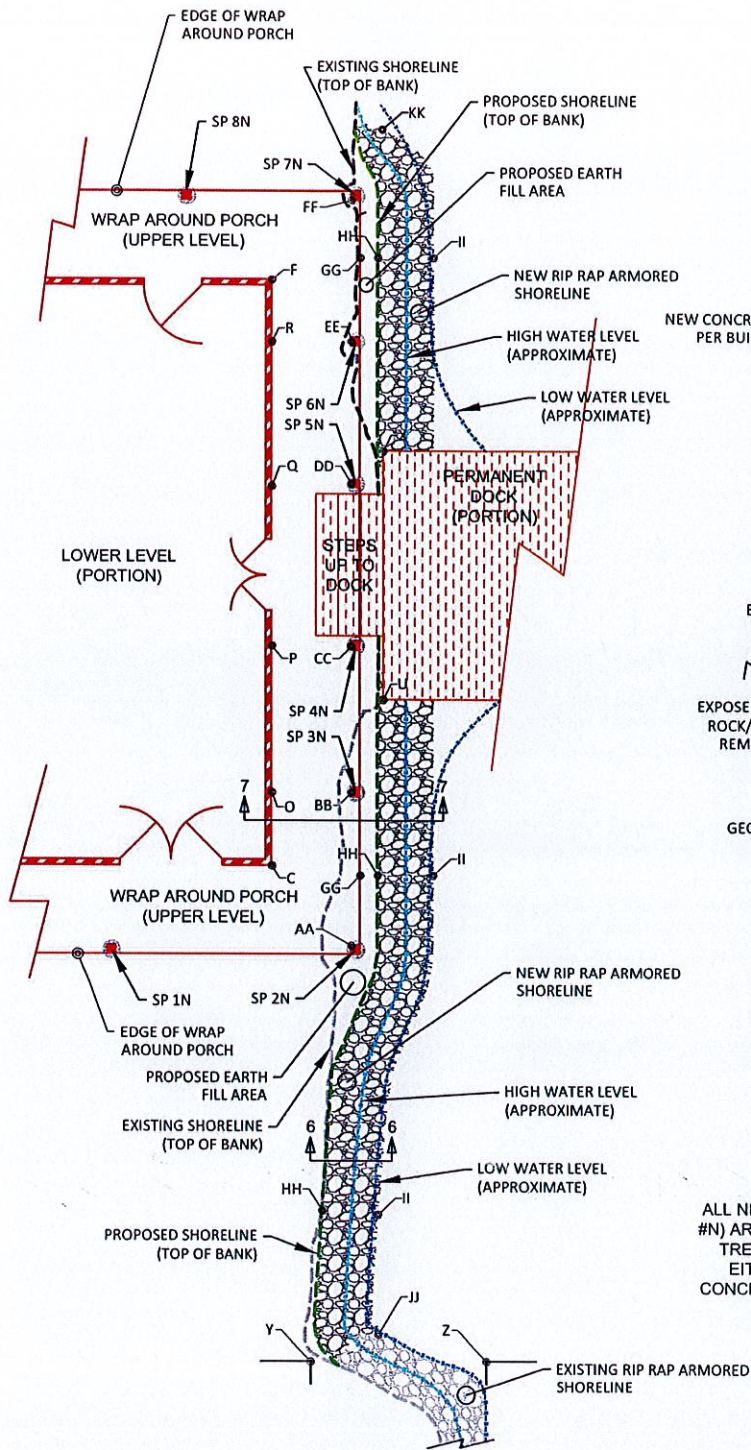
SECTION 2-2

GRAPHIC SCALE

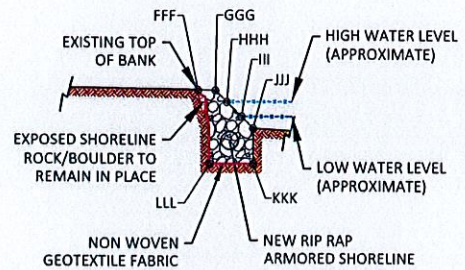
1 INCH = 10 FEET



**EXISTING CONDITIONS  
SECTION VIEWS**



SECTION 7-7



SECTION 6-6

**VERTICAL DISTANCE MEASUREMENTS**  
 EEE-FFF = 1'  
 GGG-HHH = 8" (APPROX)  
 HHH-III = 10" (APPROX)  
 III-JJJ = 8" (APPROX)  
 JJJ-KKK = 2'

**HORIZONTAL DISTANCE MEASUREMENTS**  
 C-AA = 6' 4"  
 AA-BB = 8'  
 BB-CC = 8'  
 O-BB = 4' 6"  
 P-CC = 4' 6"  
 Q-DD = 4' 6"  
 R-EE = 4' 6"  
 F-FF = 6' 4"  
 FF-EE = 8'  
 EE-DD = 8'  
 GG-HH = 1'  
 HH-II = 3' 2"  
 GG-II = 4' 2"  
 U-JJ = 35' 9"  
 Y-JJ = 4' 2"  
 X-KK = 18' 2"  
 O-FFF = 6'  
 EEE-FFF = 1'  
 FFF-GGG = 1'  
 LLL-KKK = 2' 6" (MIN)  
 FFF-JJJ = 3' 2"

**SUPPORT POSTS**  
 ALL NEW SUPPORT POSTS (SP #N) ARE TO BE 6"x6" PRESSURE TREATED AND PLACED ON EITHER A 12" DIAMETER CONCRETE PIER OR A HELICAL PIER

GRAPHIC SCALE

1 INCH = 10 FEET



# PROPOSED CONDITIONS PLAN & SECTION VIEWS



# State of Maine



## Department of the Secretary of State

I, the Secretary of State of Maine, certify that according to the provisions of the Constitution and Laws of the State of Maine, the Department of the Secretary of State is the legal custodian of the Great Seal of the State of Maine which is hereunto affixed and that the paper to which this is attached is a true copy from the records of this Department.

*In testimony whereof*, I have caused the Great Seal of the State of Maine to be hereunto affixed. Given under my hand at Augusta, Maine, this seventh day of October 2022.



*Shenna Bellows*

**Shenna Bellows**  
*Secretary of State*

### Additional Addresses

Legal Name	Title	Name	Charter #	Status
MENATOMA ASSOCIATION	Registered Agent	MARY A. DENISON	19810060ND	GOOD STANDING
Home Office Address (of foreign entity)	Other Mailing Address		Address in Maine	
	258 MAIN STREET WINTHROP, ME 04364			

## ANNOTATIONS

### Exhibit A-2

This reprint of an aerial photo taken from the 1970 yearbook cover of the former Menatoma Boys Camp shows a sandy beach and a shoreline restraint made of creosote timbers and riprap. For this project, note that the posts supporting the porch of the right hand building (our Craft building) rest on dry land, several feet from the waters' edge.

### Exhibit A-3

A drone photo taken in September, 2022 shows the shoreline as it exists today. Note the anti-erosion plantings and riprap. Also note the extend of the encroachment of water upon the Craft House due to ineffective riprap and consequent erosion.

### Exhibit A-4

The pond level was low because this year's drought and it is obvious that the porch supports are jury-rigged, unstable, and are subject to damage from ice at normal high water levels. Note that the post on the far left has been pushed off center of the pad by the action of ice.

### Exhibit A-5

The pond is at full level after heavy rains two weeks later. The post cited above is now submerged and subject to pressure from lake ice. Note the disarray of the other posts and the bracing needed to forestall movement during the winter. The photo also shows the effect of uphill pressure upon the door on the left.

APPLICATION FOR BUILDING,  
SIGN, OR USE PERMIT

Permit No. \_\_\_\_\_  
Permit Fee \_\_\_\_\_  
Date Pd \_\_\_\_\_ Rec. # \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Ext. Plmg. \_\_\_\_\_  
Int. Plmg. Permit # \_\_\_\_\_  
E-911# \_\_\_\_\_

The undersigned hereby applies for a permit for the following construction or use of property, said permit to be issued on the basis of the information contained within this application and in accordance with all applicable local and State laws. The applicant certifies that all information and attachments to this application is complete, true and correct and authorizes the Code Enforcement Officer to verify on-site any and all information contained herein.

Any permit issued on the basis of this application is subject to appeal to the Board of Appeals for 45 days from the date of issuance. You are advised to inform, *in advance*, your abutters or anyone else who may be directly impacted about the nature and extent of your proposed construction or change of use to your property herein applied for. This notification is your responsibility.

**1) Property Owner:**

Name: Menatoma Association Phone 603-770-1688

Mailing Address: C/O Richard DeMarco, 7 Parker Circle, Salem, NH Zip: 03079-1247

E-mail address: richarddemarco@comcast.net

**2) Applicant:** (if not owner, proof of right, title, interest required, i.e. letter of authorization, purchase/sale agreement)

Name: Richard Tarbuck

Address: 119 North Rd, Readfield, ME 04355 Phone: 207-685-4212

**3) Contractor:** Scott Horne, 43 Pearl Rd, Mt. Vernon, ME 04352 Phone: 242-6111

**4) Street Address of Property** (If different from mailing address): Menatoma Camp Rd., Readfield, ME 04355

Tax Map No. 111 Lot No. 028-0027 Zoning District Shoreland

**5) Lot Size:** Road Frontage N.A. Depth N.A. Area 30 Acres Shore frontage 770 feet

Is this a new lot created from the division of another lot or parcel within the previous 5 years? No

**6) Existing use of property:** Common building owned by Menatoma Association

**7) Proposed Project Description and/or Use of Property:**

Jack the building, pour a partial concrete foundation in order to stabilize the building currently at risk of collapsing into Lovejoy Pond due to the erosion of shoreland supporting the structure. Please refer to the scope of work attached.

Dimensions 33' wide X 22'6" L #rooms N.A. # bedrooms N.A. # baths N.A. # stories 1

Height of bldg. 29' Foundation: full \_\_\_ partial \_\_\_ frost wall \_\_\_ slab \_\_\_ columns X other \_\_\_

**8) If structure is a dwelling, is it:** (1) Year-round \_\_\_ (2) Seasonal \_\_\_

**9) Will proposed structure be used as the applicant's dwelling or accessory to it?** No

**10) If structure is a mobile home, what is the make?** \_\_\_\_\_

year? \_\_\_\_\_ Where is it being moved from? \_\_\_\_\_

**11) If structure is a modular home, what brand?** \_\_\_\_\_

12) Sewage disposal: Existing None Proposed No

(If proposed, please include copy of Site Evaluator's report & design)

13) No. of existing dwelling units on property? N.A.

14) Is proposed project located in a floodplain, as identified on the Flood Insurance Rate

Map? Yes (If yes, have you applied for a Flood Hazard Development Permit? Pending)

15) Is proposed project located within a Shoreland Zone? Yes If so, and if the proposed project involves the expansion of an existing non-conforming structure, how many total square feet of existing and proposed floor area for all structures will be within:

(a) 25-75 feet of the normal high-water line of a waterbody or the upland edge of a wetland? N.A.

(b) within 75-100 feet of the normal high-water? N.A.

16) Do you need to construct a new driveway entrance onto a public or private road? N.A.

17) Type of water supply proposed?: Drilled well \_\_\_\_\_ Dug well \_\_\_\_\_ Spring \_\_\_\_\_ Other N.A.

18) Type of heat proposed? N.A.

19) Does any part of this application require Planning Board approval? Yes

If so, please give date of decision Spring 2023

Please draw a site plan sketch on a separate sheet of paper illustrating the lot configuration with dimensions, location of existing and proposed building(s) with distances from nearest lot line, road or right of way, water body, wetland, etc., location of septic system components, and areas to be cleared, filled or excavated. For projects which involve excavation or other soil disturbance, please note on the site plan or describe separately your plans for erosion control. For new development, including new driveways, describe how you intend to treat all new stormwater on site. If application is for a sign, indicate dimensions of sign, letter height and distance from center of road. If you need to construct a new driveway, please indicate the location of your proposed entrance.

**SIGNATURE OF APPLICANT:**

Richard H Tarbuck

DATE: 17 February, 2023

Date application & fee received by Town Office: \_\_\_\_\_ By: \_\_\_\_\_

**Fee Calculation:**

Exhibit A-2

1970



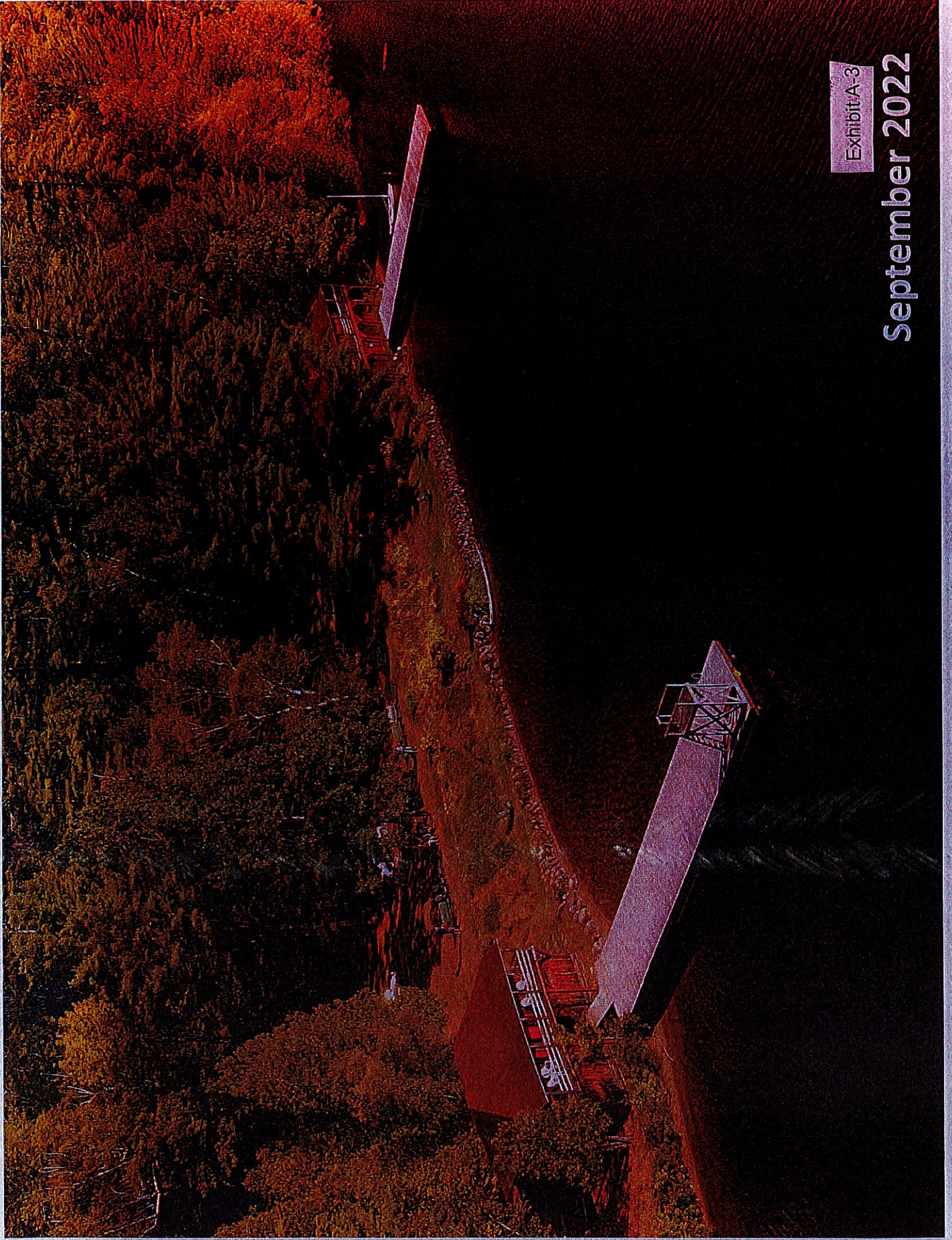


Exhibit A-3

September 2022

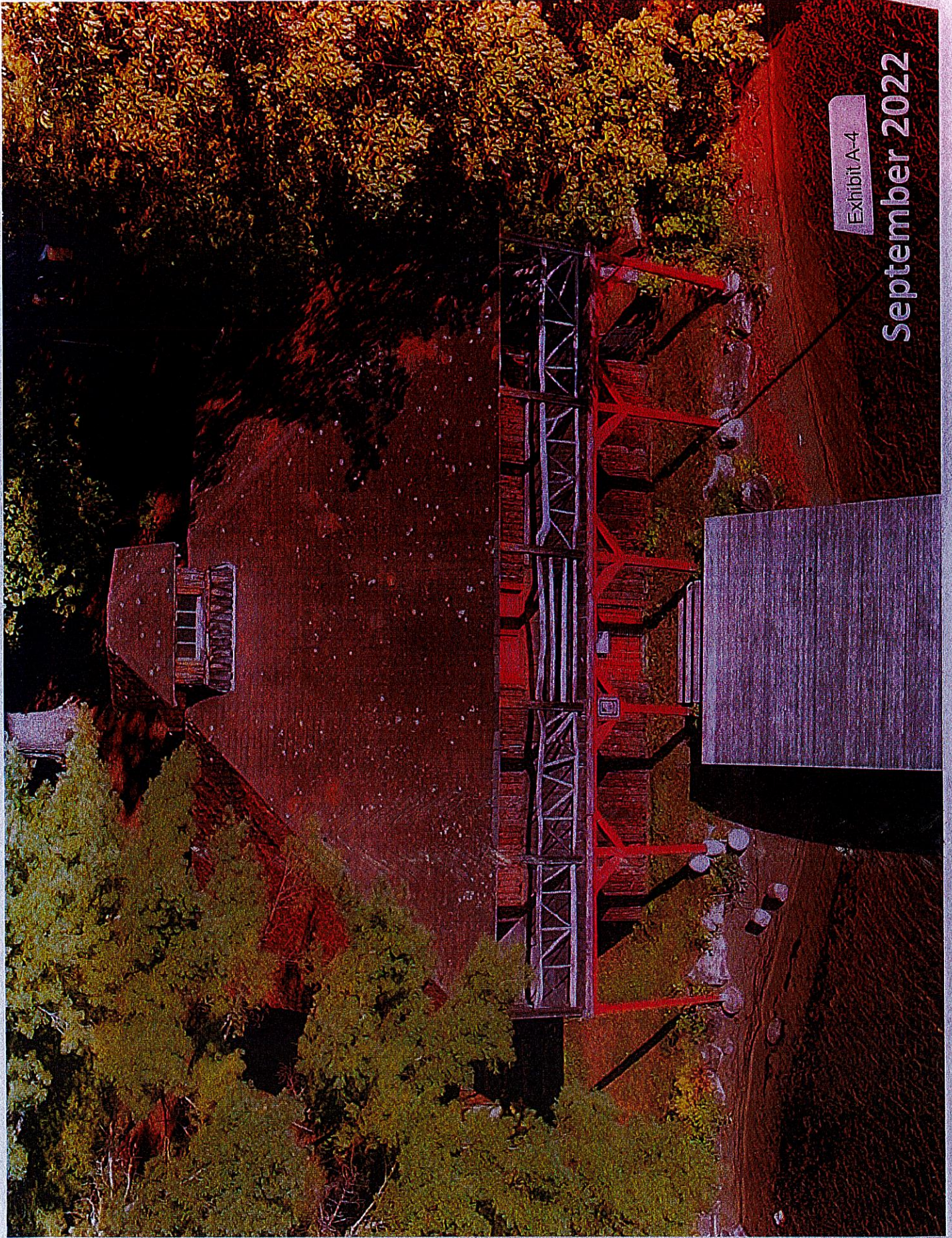


Exhibit A-4

September 2022

Exhibit A-5



September 2022



EXHIBIT B – Project Location

Directions to Menatoma Craft House  
Menatoma Camp Road  
Readfield, Maine 04355

From Readfield, ME, take Route #17 out of town towards Kents Hill, turn left onto Nickerson Hill Rd, turning right onto P Ridge Road (following the paved road), then immediately turn left onto Lane Road. Continue west on Lane Road turning right onto Menatoma Camp Road (not paved) at bottom of the hill. Continue on Menatoma Camp Road to fork and take right fork (north) down to lake. Continue along lake front to second dock (South Dock). Building to be renovated is the last structure on the waterfront and is in front of the South Dock.

The GPS coordinates are: 44°23'35.50"N, 70°01'16'62"W or 44.39314°N 70.02128°W



**US Army Corps  
of Engineers** \*  
New England District

**PLEASE NOTE THE FOLLOWING  
GENERAL & SPECIAL CONDITIONS FOR  
DEPARTMENT OF THE ARMY  
GENERAL PERMIT 7  
NO. NAE-2022-02882**

**15. Historic Properties.**

**15(e).** If the permittee discovers any previously unknown historic, cultural or archeological remains and artifacts while accomplishing the activity authorized by these permits, the permittee shall immediately notify the district engineer of what was found, and avoid construction activities that may affect the remains and artifacts until the required coordination has been completed. The district engineer will initiate the Federal, Tribal and state coordination required to determine if the items or remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places.

**18. Aquatic Life Movements and Management of Water Flows.**

**18(a).** No activity may substantially disrupt the necessary life cycle movements of those species of aquatic life indigenous to the waterbody, including those species that normally migrate through the area, unless the activity's primary purpose is to impound water. Unless otherwise stated, activities permanently impounding water in a stream require a PCN to ensure impacts to aquatic life species are avoided and minimized. All permanent and temporary crossings of waterbodies and wetlands shall be: (i) Suitably spanned, bridged, culverted, or otherwise designed and constructed to maintain low flows to sustain the movement of those aquatic species; and (ii) Properly aligned and constructed to prevent bank erosion or streambed scour both adjacent to and inside the crossing.

**18(d).** To the maximum extent practicable, the preconstruction course, condition, capacity, and location of open waters must be maintained for each activity, including stream channelization, storm water management activities, and temporary and permanent road crossings, except as provided below. The activity must be constructed to withstand expected high flows. The activity shall not restrict or impede the passage of normal or high flows, unless the primary purpose of the activity is to impound water or manage high flows. The activity may alter the pre-construction course, condition, capacity, and location of open waters if it benefits the aquatic environment (e.g. stream restoration or relocation activities).

**22. Invasive and Other Unacceptable Species.**

**22(a).** The introduction or spread of invasive or other unacceptable plant or animal species on the project site or areas adjacent to the project site caused by the site work shall be avoided to the maximum extent practicable. For example, construction mats and equipment shall be thoroughly cleaned and free of vegetation and soil before and after use. The introduction or spread of invasive plant or animal species on the project site caused by the site work shall be controlled.

**22(b).** No cultivars, invasive or other unacceptable plant species may be used for any mitigation, bioengineering, vegetative bank stabilization or any other work authorized by these GPs. However, non-native species and cultivars may be used when it is appropriate and specified in a written verification, such as using *Secale cereale* (Annual Rye) to quickly stabilize a site. All PCNs shall justify the use of non-native species or cultivars.

**22(c).** For the purposes of these GPs, plant species that are considered invasive and unacceptable are provided in Appendix K "Invasive and Other Unacceptable Plant Species" of the most recent "New England District Compensatory Mitigation Guidance" and is found at: [www.nae.usace.army.mil/Missions/Regulatory/Mitigation](http://www.nae.usace.army.mil/Missions/Regulatory/Mitigation) The June 2009 "U.S. Army Corps of Engineers Invasive Species Policy" provides policy, goals and objectives and is located at [www.nae.usace.army.mil/Missions/Regulatory/Invasive-Species](http://www.nae.usace.army.mil/Missions/Regulatory/Invasive-Species) If an Invasive Species Control/Management Plan has been prepared it should be included with any SV or PCN.

**23. Soil Erosion, Sediment, and Turbidity Controls.**

**23(a).** Adequate sedimentation and erosion control management measures, practices and devices, such as phased construction, installation of sediment control barriers (i.e. silt fence, vegetated filter strips, geotextile silt fences, erosion control mixes, hay bales or other devices) downhill of all exposed areas, retention of existing vegetated buffers, application of temporary mulching during construction, and permanent seeding and stabilization shall be installed and properly maintained to reduce erosion and retain sediment on-site during and after construction. They shall be capable of preventing erosion; of collecting sediment, suspended and floating materials; and of filtering fine sediment.

**23(b).** Temporary sediment control barriers shall be removed upon completion of work, but not until all disturbed areas are permanently stabilized. The sediment collected by these sediment barriers shall be removed and placed at an upland location and stabilized to prevent its later erosion into a waterway or wetland.

**23(c).** All exposed soil and other fills shall be permanently stabilized at the earliest practicable date.

**33. Permit(s)/Authorization Letter On-Site.** The permittee shall ensure that a copy of the terms and conditions of these GPs and any accompanying authorization letter with attached plans are at the site of the work authorized by these GPs whenever work is being performed and that all construction personnel performing work which may affect waters of the U.S. are fully aware of the accompanying terms and conditions. The entire permit authorization shall be made a part of any and all contracts and subcontracts for work that affects areas of Corps jurisdiction at the site of the work authorized by these GPs. This shall be achieved by including the entire permit authorization in the specifications for work. The term "entire permit authorization" means all terms and conditions of the GPs, the GPs, and the authorization letter (including its drawings, plans, appendices and other attachments) and subsequent permit modifications as applicable. If the authorization letter is issued after the construction specifications, but before receipt of bids or quotes, the entire permit authorization shall be included as an addendum to the specifications. If the authorization letter is issued after receipt of bids or quotes, the entire permit authorization shall be included in the contract or subcontract. Although the permittee may assign various aspects of the work to different contractors or subcontractors, all contractors and subcontractors shall be obligated by contract to comply with all environmental protection provisions contained within the entire GP authorization, and no contract or subcontract shall require or allow unauthorized work in areas of Corps jurisdiction.

**34. Inspections.** The permittee shall allow the Corps to make periodic inspections at any time deemed necessary in order to ensure that the work is eligible for authorization under these GPs, is being, or has been performed in accordance with the terms and conditions of these GPs. To facilitate these inspections, the permittee shall complete and return to the Corps the Work-Start Notification Form and the Compliance Certification Form when either is provided with an authorization letter. The Corps may also require post-construction engineering drawings and/or photographs for completed work or post-dredging survey drawings for any dredging work to verify compliance.

#### **Special Conditions**

1. In-water construction work shall be conducted "in-the-dry" under no-'flow' conditions or by using cofferdams, temporary flume pipes, culverts, etc. In event of a precipitation, all work shall cease until the site is stable and the potential for erosion is diminishable.



**US Army Corps  
of Engineers®**  
New England District

**WORK-START NOTIFICATION FORM**  
(Minimum Notice: Two weeks before work begins)

\*\*\*\*\*

EMAIL TO: heather.s.stukas@usace.army.mil or cenac-r@usace.army.mil; or

MAIL TO: Heather Stukas  
Regulatory Division  
U.S. Army Corps of Engineers, New England District  
696 Virginia Road  
Concord, Massachusetts 01742-2751

\*\*\*\*\*

Corps of Engineers Permit No. NAE-2022-02882 was issued to Menatoma Association c/o Richard Tarbuck. This work authorized the placement of approximately 300 s.f. of permanent fill below the ordinary high-water mark of Lovejoy Pond in conjunction with a 60 linear foot bank stabilization project off Menatoma Camp Road in Readfield, Maine.

The people (e.g., contractor) listed below will do the work, and they understand the permit's conditions and limitations.

**PLEASE PRINT OR TYPE**

Name of Person/Firm: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone & email: ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Proposed Work Dates: Start: \_\_\_\_\_ Finish: \_\_\_\_\_

Permittee/Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_ Date Permit Expires: \_\_\_\_\_

\*\*\*\*\*

**FOR USE BY THE CORPS OF ENGINEERS**

PM: Stukas Submittals Required: \_\_\_\_\_

Inspection Recommendation: \_\_\_\_\_ random compliance inspections



**US Army Corps  
of Engineers** ®  
New England District

(Minimum Notice: Permittee must sign and return notification  
within one month of the completion of work.)

### COMPLIANCE CERTIFICATION FORM

**Permit Number:** NAE-2022-02882

**Name of Permittee:** Menatoma Association c/o Richard Tarbuck

**Permit Issuance Date:** \_\_\_\_\_

Please sign this certification and return it to the following address upon completion of the activity and any mitigation required by the permit. You must submit this after the mitigation is complete, but not the mitigation monitoring, which requires separate submittals.

```

*****
* MAIL TO: U.S. Army Corps of Engineers, New England District      *
*           Permits and Enforcement Branch C                      *
*           Regulatory Division                                    *
*           696 Virginia Road                                     *
*           Concord, Massachusetts 01742-2751                    *
*****

```

Please note that your permitted activity is subject to a compliance inspection by an U.S. Army Corps of Engineers representative. If you fail to comply with this permit you are subject to permit suspension, modification, or revocation.

**I hereby certify that the work authorized by the above referenced permit was completed in accordance with the terms and conditions of the above referenced permit, and any required mitigation was completed in accordance with the permit conditions.**

\_\_\_\_\_  
Signature of Permittee

\_\_\_\_\_  
Date

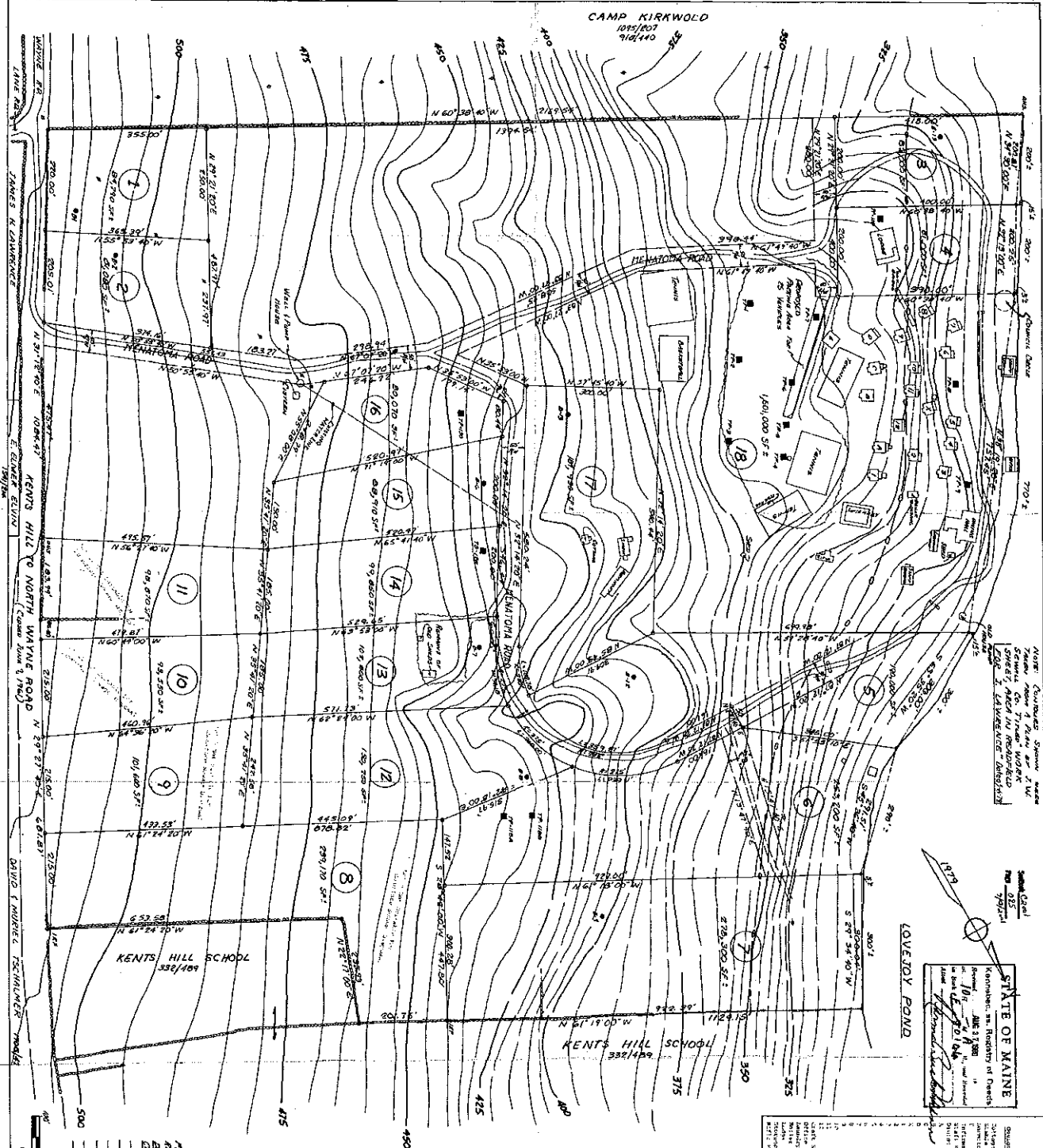
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date of Work Completion

( ) \_\_\_\_\_  
Telephone Number

( ) \_\_\_\_\_  
Telephone Number

**CAMP KIRKWOLD**  
10/5/2017  
9/10/14



NOTE: Contours shown were taken from a plan of 1/2" = 100' showing the site in 1960. For 1" = 100' plan, see page 3. All elevations are in feet.

**STATE OF MAINE**  
Knowledge as Recorder of Deeds  
ALEX J. BORD  
10/5/2017  
10/10/14  
I, the undersigned, do hereby certify that the foregoing is a true and correct copy of the plan as filed in my office for record on the 10th day of October, 2017.

Regulation	Proposed Use	Special Allowance
1. Single-Family Residential	Residential	
2. Two-Family Residential	Residential	
3. Multi-Family Residential	Residential	
4. Commercial	Commercial	
5. Industrial	Industrial	
6. Office/Professional	Office/Professional	
7. Community Center	Community Center	
8. School	School	
9. Church/Religious	Church/Religious	
10. Public Utility	Public Utility	
11. Public Works	Public Works	
12. Public Storage	Public Storage	
13. Public Parking	Public Parking	
14. Public Use	Public Use	
15. Public Facility	Public Facility	
16. Public Building	Public Building	
17. Public Office	Public Office	
18. Public Use	Public Use	

**LEGEND**

DRILL HOLES SET	DMS
IRON PIPE SET	M/S
IRON PIPE END	R
IRON PIPE	P
IRON PIPE (LARGE)	L
IRON PIPE (SMALL)	S
EXISTING CONTOUR	---
EXISTING ROAD	---
RIGHT-OF-WAY LINE	---
LEFT HAND	---
SOIL TEST BOLLING	---
SOIL TEST PIT	---
UTILITY (PROPOSED/EXISTING)	---
SQUARE FOOT	SF
GRADE MINIMUM	---
GRADE MAXIMUM	---
BACK SLOPE FROM	---
OR DESIGN (SEE EXHIBITS AND)	

1. Before the start of any project, the project owner must obtain all necessary permits from the State of Maine and the local municipality. The project owner must also obtain all necessary utility easements and rights-of-way from the appropriate utility companies.

2. The project owner must obtain all necessary zoning and building permits from the local municipality. The project owner must also obtain all necessary environmental permits from the State of Maine and the local municipality.

3. The project owner must obtain all necessary surveying and engineering services from a qualified professional. The project owner must also obtain all necessary geotechnical services from a qualified professional.

4. The project owner must obtain all necessary construction services from a qualified professional. The project owner must also obtain all necessary maintenance services from a qualified professional.

5. The project owner must obtain all necessary landscaping services from a qualified professional. The project owner must also obtain all necessary irrigation services from a qualified professional.

6. The project owner must obtain all necessary electrical services from a qualified professional. The project owner must also obtain all necessary plumbing services from a qualified professional.

7. The project owner must obtain all necessary mechanical services from a qualified professional. The project owner must also obtain all necessary HVAC services from a qualified professional.

8. The project owner must obtain all necessary fire services from a qualified professional. The project owner must also obtain all necessary pest control services from a qualified professional.

9. The project owner must obtain all necessary security services from a qualified professional. The project owner must also obtain all necessary alarm services from a qualified professional.

10. The project owner must obtain all necessary insurance services from a qualified professional. The project owner must also obtain all necessary bonding services from a qualified professional.

11. The project owner must obtain all necessary legal services from a qualified professional. The project owner must also obtain all necessary accounting services from a qualified professional.

12. The project owner must obtain all necessary marketing services from a qualified professional. The project owner must also obtain all necessary public relations services from a qualified professional.

13. The project owner must obtain all necessary human resources services from a qualified professional. The project owner must also obtain all necessary training services from a qualified professional.

14. The project owner must obtain all necessary information technology services from a qualified professional. The project owner must also obtain all necessary software services from a qualified professional.

15. The project owner must obtain all necessary facility management services from a qualified professional. The project owner must also obtain all necessary maintenance services from a qualified professional.

**NOTE: Access Road Will Be Built To The Lot**  
Prior to The Sale Of The Lot

Plan Form Approved and  
Recorded Pursuant to  
Maine Revised Statutes  
Title 14, Chapter 121  
Section 122-A, Subchapter 1  
and 2  
PLANNING COMMISSION  
KENTON, MAINE

DATE 3-8-80

**LOT** 18  
**REVISED** 10/5/2017  
**DATE** 10/5/2017  
**BY** AJP

**DOTEN ASSOCIATES**  
270 S. MAIN STREET  
PORTLAND, MAINE 04102

**CAMP MENA TOMA**  
MENA TOMA REALTY CORPORATION  
LOVELOYD POND  
RAYFIELD, MAINE  
PROJECT 7908B



## Required Submittals

(Per Article 6, Section 3.I.2)

- Done** 1. Copy of the portion of applicable tax map showing subject property, abutting properties and boundaries of all contiguous property under the control of the owner or applicant, regardless of whether all or part is being developed at this time.
- Done** 2. Names and mailing addresses of all property owners abutting the proposed development. (Abutters are the owners of any parcels with one or more common boundaries or points, as well as property owners of any parcel located directly across any road, railroad or stream along the road, railroad or stream from the parcel involved in the application. Also included is any Qualified Conservation Holder of an easement in any of these parcels).
- Done** 3. Exact direction to the property from the Town Office, using a map if necessary.
- Done** 4. The Assessor's tax map and lot numbers of the parcels.
- Done** 5. A copy of the deed to the property or other documentation to demonstrate right, title or interest in the property on the part of the applicant.
- Done?** 6. The name, registration number and seal of the land surveyor, architect, engineer and/or similar professional who prepared any plan.
- Done?** 7. Map showing the north bearing and lot dimensions of all property lines of the property to be developed and the source of this information.
- \_\_\_ 8. Site plan(s) illustrating the following: (Note: If the site plan is not drawn to scale, then specific distances identifying the relative locations of the following features must be shown on the plan).
- a) culverts and drains that will serve the development whether on or off the property along with the direction of existing and proposed surface water drainage across the site. **None**
  - b) The location, names, and present and proposed widths of existing and proposed roads, driveways, streets, parking and loading areas, walkways and rights-of-way within or adjacent to the proposed development. **Menatoma Camp Road-restricted unimproved track passes 12 feet in front of structure**
  - c) The location and dimensions of all existing and proposed buildings and structures on the site, including underground storage tanks.
  - d) The location of intersecting roads or driveways within 200 hundred feet of the site. **None**
  - e) The location of existing and proposed open drainage courses, wetlands, water bodies, floodplains, stands of trees, and other important natural features, with a description of such features to be retained. **On map**
  - f) The location and dimensions of any existing and proposed easements. **None**
  - g) The location and dimensions of all existing and proposed provisions for water supply and wastewater disposal systems, including a design copy or letter of soils suitability for any proposed new or replacement wastewater disposal systems. **None**
  - h) The location and dimensions of all existing and proposed signs. **None**
  - i) For any project which shall result in a change to exterior lighting, the location, height, and type of existing and proposed exterior lighting and, for commercial, industrial and institutional projects, the foot-candle intensities of proposed

- lighting projecting on abutting properties. **None**
- j) The proposed landscaping and buffering. **Restored as current, please note photos**
- k) The location and amount of any earth-moving. **None**
- l) A copy of all existing or proposed covenants or deed restrictions associated with the subject property.
- Done** 9. A copy of any applicable Federal, State or Town applications or permits which have been issued.
- \_\_\_?\_** 10. A narrative describing how the proposal meets all of the Planning Board's Review Criteria.
- Done** 11. Evidence of receipt of application fee paid to the Town of Readfield.
- Done** 12. A schedule of construction, including anticipated beginning and completion dates. **Work is scheduled to begin after Labor Day, 2023 to be completed within 1 month thereafter.**
- Done** 13. A stormwater drainage and erosion and control plan in compliance with Article 8, Sections 10 and 11. **Our contractor is shoreland certified and uses a fabric retainer and erosion control mulch mix according to best practices**
- Done** 14. A description of the traffic movement to be generated by the development including types, peak hour and average daily vehicle trips, travel routes, and duration of traffic movement both during and following construction. A full traffic impact study shall be required under the conditions set forth in Article 8, Section 18.H, and shall include the components described therein. **Truck traffic will be minimal since the tree roots demand as little excavation as possible and the concrete volume will not be significant.. Travel will be on the private camp road, the Lane Road, and P Ridge Rd. to State route 17.**
- Done** 15. An assessment of the solid or hazardous wastes to be generated by the proposed activity and a plan for its handling and disposal, along with evidence of disposal arrangements. **No hazardous waste will be generated by this project. Soil and a demolished concrete slab will be disposed of at the contractor's stockpile.**
- \_\_\_** 16. A copy of any required dimensional calculations applicable to the standards being reviewed, for example, square footage of structures, percent of lot coverage, etc. **Building size is 33'WX22'6" Lot size ???**
- Done** 17. Elevation drawings for new commercial, industrial, and institutional buildings. **NA**
- Done** 18. Any additional information relevant to the project, for example, photographs, Cobbossee Watershed District recommendations, etc. **Photos are part of the PBR application attached.**





111-018

111-018

111-029

111-028

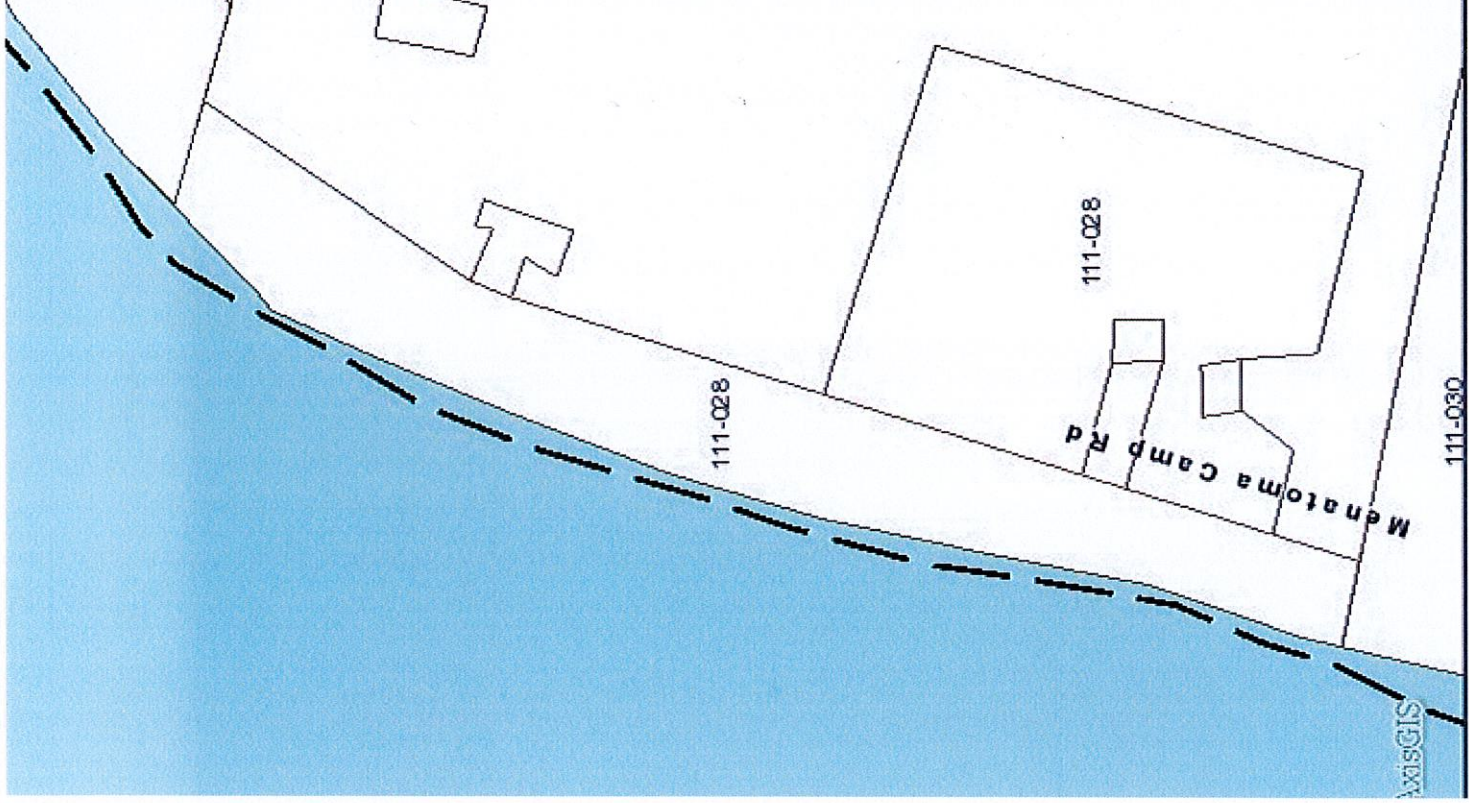
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Menatoma Camp Rd

AxisGIS





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111-023

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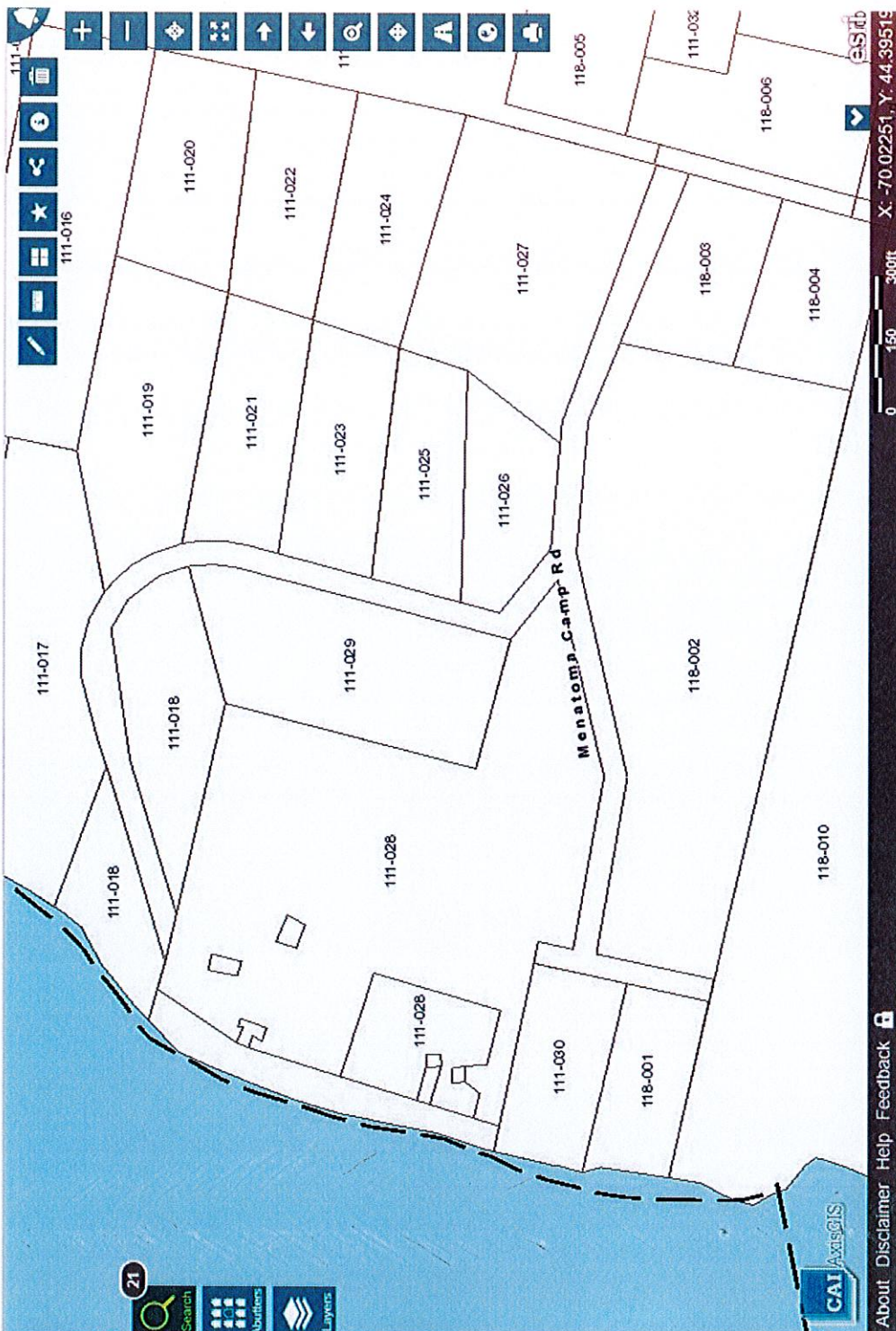
111-023

111-023

111-030

Mantoma Camp Rd

ESRI



Parcel #	Owner	Address
111-028-052	119 MENATOMA CAMP ROAD Clapp, David Lyman (dev/isees)	
111-028-041	115 MENATOMA CAMP ROAD Cole, Benjamin C	
111-028-044	103 MENATOMA CAMP ROAD Edelstein, Mark G. (Trustee of Revocable Trust)	
111-028-037	71 MENATOMA CAMP ROAD Eis, David E	
111-028-049	107 MENATOMA CAMP ROAD Ferrel, Frank H	
111-028-054	117 MENATOMA CAMP ROAD Green Jeffrey E, Trustlee	

Readfield, ME

Contact

111-028

Report Mailing Labels Add/Remove Zoom

Search 21

Layers

CAI Analysis

About Disclaimer Help Feedback

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Show all

ReadfieldME\_e6fe5....xls

Parcel Number	Cama Number	Property Address	Owner Name	Owner Address	Owner Address	Owner State	Owner City	Owner Zip
111-028-035	111-028-035	77 MENATOMA CAMP ROAD	Menatoma 152 LLC	Shawn Reeves	222 Lexington Ave.	MA	Cambridge	02138
111-028-036	111-028-036	73 MENATOMA CAMP ROAD	McDonough, Michael		43 Sunrise Avenue	MA	Grafton	01519
111-028-037	111-028-037	71 MENATOMA CAMP ROAD	Els, David E		32 Pleasant Way	VT	South Burlington	05403
111-028-038	111-028-038	69 MENATOMA CAMP ROAD	Quirk, Martha Green -Trustee		1312 Turtle Cove	MO	Ballwin	63011
111-028-039	111-028-039	129 MENATOMA CAMP ROAD	Griffin, Paul M		3819 Waterside Drive	FL	Orange Park	32073
111-028-040	111-028-040	123 MENATOMA CAMP ROAD	Jacobs, Alfred E & Sally J Trustees		48 Old Bedford Road	MA	E. Bridgewater	02333
111-028-041	111-028-041	115 MENATOMA CAMP ROAD	Cole, Benjamin C		19 Carleton Street	MA	Newton	02452
111-028-042	111-028-042	111 MENATOMA CAMP ROAD	Ofsevit, David		509 Centre St. Apt 1	MA	Jamaica Plain	02130
111-028-043	111-028-043	105 MENATOMA CAMP ROAD	Wolkoff Living Trust		11607 Williams Creek Drive	IN	Carmel	46032
111-028-044	111-028-044	103 MENATOMA CAMP ROAD	Edelstein, Mark G. (Trustee of Revocable Trust)		101 Long Bay Dr	NH	Laconia	03246
111-028-045	111-028-045	99 MENATOMA CAMP ROAD	Jackson, Phil R	C/O Margo B. Stern	806 Aster Blvd	MD	Rockville	20850
111-028-046	111-028-046	95 MENATOMA CAMP ROAD	Waleryszak, Eric W, -Trustee	Waleryszak Family Trust	88 Ridgewood Dr	ME	Kittery	03904
111-028-047	111-028-047	97 MENATOMA CAMP ROAD	Harrison, Jane E		1236 Field Ave	MO	Ellisville	63011
111-028-048	111-028-048	101 MENATOMA CAMP ROAD	Tarback, Richard H		119 North Road	ME	Readfield	04355
111-028-049	111-028-049	107 MENATOMA CAMP ROAD	Ferrel, Frank H		114 Old Brunswick Road	ME	Bath	04530
111-028-050	111-028-050	109 MENATOMA CAMP ROAD	Regan, Eileen Marie		79 Lime Street	MA	Newburyport	01950
111-028-051	111-028-051	113 MENATOMA CAMP ROAD	Kidman, Bruce		53 Osprey Lane	ME	Brunswick	04011
111-028-052	111-028-052	119 MENATOMA CAMP ROAD	Clapp, David Lyman (devises)		PO Box 578	NH	Epping	03042
111-028-053	111-028-053	131 MENATOMA CAMP ROAD	Harris, Dorothy	Mark Harris	57 Estate Court	NY	Woodbury	11797
111-028-054	111-028-054	117 MENATOMA CAMP ROAD	Green Jeffrey E, Trustee	Menatoma Rabbit Nominee Real Estate Trust	1 Benton Road Unit 1	MA	Somerville	02143

## Questionnaire

1. State how the proposed activity will not have an undue adverse affect on:
  - a) the scenic or natural beauty of the area, **The project is located among legacy pines whose roots will be impacted by the excavation of the foundation. We have consulted with an arborist who has cabled one tree and, upon his recommendation, we have altered the excavation plan to preserve the trees as best as possible.**
  - b) any historical sites that may be located on the property, NA
  - c) any significant wildlife habitat, NA
  - d) any public rights for physical or visual access to any shoreline, NA
  - e) any rare and irreplaceable natural areas, NA
  
2. a) What other Town, State or Federal permits will be required for this project?  
**We have filed for and have received permit approval from Maine DEP (PBR 376173) as well as from the Army Corps of Engineers (NAE-2022-02882). The floodplain application is in process and will be completed when the surveyor has completed his work.**
- b) Do you intend to apply for these permits? **See above**
- c) Are you committed to conducting this activity and subsequent use of the property in conformance with all applicable Town, State and Federal laws, rules, regulations and ordinances? **Yes**
  
3. State how the proposed activity will:
  - a) prevent stormwater from giving rise to soil erosion both during and after the Development, **Our contractor (Scott Horne) is certified to follow best practices for this type of project**  
  
(In this regard you may reference the appropriate erosion control or stormwater management books available at the Town Office)
  - b) reasonably conserve the land's capacity to hold water, **Yes**
  
4. State what impact the proposed activity will have upon the Town's public services and facilities. This may include, but not be limited to the amount and type of anticipated traffic, requirements for emergency services, effects relating to public education, etc.  
**None**
  
5. a) What financial resources (including mortgage commitments) do you have to assure the completion and implementation of this project in compliance with the Land Use Ordinance? **The Association's membership authorized funding for this project in March, 2022.**

b) What technical support will be used in connection with any design, development or use of the project? **An owner, who is a registered Professional Civil Engineer in Virginia, has and will continue to assist with technical support. Our contractor, Scott Horne, has the experience and documented past performance to assure that the project will be professionally executed .**

6. Is any portion of the subject property located within, or affected by any flood areas as depicted on the Federal Emergency Management Agency Flood Insurance Rate Map? (These Flood Maps are available for your reference at the Town Office).
- i) If the answer to question (a) is yes, do you intend to include any portion of your development within the boundaries of the floodplain, including any structures or buildings, wells, wastewater disposal systems, or any storage or placement of property stockpiling of materials? **Yes**
- ii) If the answer to question (i) is yes, how do you intend to develop this project (including its subsequent use) to comply with the Floodplain Ordinance of the Town of Readfield? **Application is pending, please see above.**
7. a) Does your proposed development or use include any alteration of or impact to any wetland? **No** If the answer to this question is yes, describe how you intend to minimize this impact?
- b) Are you aware that any wetland alteration requires additional permitting on the State or Federal level and will you be applying for those? **NA**
8. What part of your development or use will rely on or could impact groundwater? **None**
9. a) State the nature of solid waste your proposal will generate both during development and the subsequent use of the property. **Some excavation debris (old concrete), earthen material removed as necessary to the installation of the foundation, none of which is hazardous.**
- b) Will this solid waste be taken to the Town Recycling Station? **No** If so, how will the Town be compensated for handling such waste? **NA**  
If the solid waste is not to be taken to the Town Recycling Station, how do you plan to dispose of it? **Contractor stockpile**
10. Do you intend to connect to any public water supply? **No**
11. a) What impact, if any, could the proposed activity have on adjacent properties and their uses. State whether any noise, glare, fumes smoke, dust, odors, or other affects will be generated. **None**
- b) Describe the anticipated extent of these impacts and how you intend to buffer or reduce them to a level acceptable to adjacent properties. **NA**
12. a) What is the approximate percentage of slope of the land? **30% slope behind the building, water level in the restoration area.**

- b) What are the nature of the soils? **Glacial till-sand, clay, gravel**
- c) What is the nature and extent of the existing vegetation on the site of development or use? **Legacy trees and underbrush**

- 13. a) What is the nearest waterbody (lake, pond, stream, or brook)? **Lovejoy Pond (Fayette)**
- b) What is the least distance between the waterbody and the project site? **Some supporting posts are in the water at high water mark.**
- c) What part of your project could impact one of these waterbodies? **See above**
- d) How do you intend to minimize this impact? **Restore the historic shoreline and install anti-erosion rip-rap to preserve the repair.**

- 14. How do you intend to provide for the adequate disposal of sewage and wastewater in order to comply with the requirements of the State Plumbing Code? **NA**

- 15. Describe or illustrate on a separate paper how you intend to control and manage any additional stormwater resulting from this project or use. You may reference the publication, "Stormwater Management for Maine, Best Management Practices" published by the Department of Environmental Protection (1995) and which is available for reference at the Town Office. **NA**

**NOTE:** If the project results in 20,000 sq. ft. or more of impervious area in the Maranacook Lake watershed or more than one (1) acre in the other lake watersheds, or more than five (5) acres of disturbed area in either watershed, a Stormwater Management permit from the Department of Environmental Protection will be required.

- 16. What will your water requirements be for this use and what will be your water source? **NA**

- 17. What types and amount of additional traffic do you expect as a result of this use? **NA**

- 18. What are your plans for permanent access to the site of the proposed use? **No change**

- 19. Does your proposed development or use cross the Readfield town line?  
If so, into which town? **NA**  
How will you avoid causing unreasonable traffic congestion or unsafe conditions as related to the use of that town's public ways? **NA**

- 20. What is the estimated depth-to-frontage ratio of the lots you propose to create or develop?  
**NA**

- 21. Has a representative of the Readfield Fire Department reviewed your proposal? **NA**

- 22. Are there currently any enforceable land use violations associated with this property? **No**

- 23. If your project involves the construction of a road has the road design been approved by the Road Committee? **NA**

Permit Fee \_\_\_\_\_  
Date Paid \_\_\_\_\_  
Receipt # \_\_\_\_\_

**Town of Readfield**  
Readfield, Maine 04355  
(207) 685-4939

Map 111      Lot 028-0027

**Planning Board**  
**Land Use Permit Application**

The undersigned applies for approval of the Readfield Planning Board as follows:

1. Applicant / Owner: Menatoma Association  
    % Richard DeMarco  
    7 Parker Circle  
    Salem, NH 03079-1247  
    Phone# (H) 603-770-1688

Agent Richard Tarbuck  
119 North Rd  
Readfield, ME 04355  
Phone# 685-4212

**Note:** Property owner must provide written authorization if he/she wishes to be represented by an agent. Such authorization may be provided either by signing this application, or by providing authorization by means of a separately signed statement included with the application.

2. Please describe what you are proposing to do:

**The Menatoma Association makes this application to salvage a building constructed approximately 100 years ago which housed craft activities for the boys' camp operating at that time. The structure is located on a shorefront bank and currently has no foundation-a construction defect which has resulted in it to be pushed very gradually by the freeze/thaw cycle toward Lovejoy Pond. The problem has been exacerbated over time by the erosion caused by watercraft wakes which have undermined the bank supporting load bearing posts. Consequently the condition of the structure has changed from "unfortunate" to "dangerous" in the last two years. The building will be jacked where it sits while a concrete foundation is poured underneath. Rip rap will be installed to retain the fill needed to restore the shoreland needed to provide a stable base for the lakeside supporting posts.**

3. What land use district, e.g. rural residential, is the property located (as defined in Article 7 of the Land Use Ordinance (LUO) and depicted on the Land Use Map)?

**Shoreland Private Community**

4. What is the existing use of the property (see Table 1/Table of Uses, Article 7, of the LUO)?



**Private community activities (arts and crafts activities), seasonal equipment storage underneath (beach chairs and water toys).**

5. What is the proposed use of the property as best described from Table 1/Table of Uses in Article 7?

**No change to existing use**

5. Lot Width \_\_\_\_\_ Lot Depth \_\_\_\_\_ Lot Area in Acres (1 acre = 43,560 sq. ft.)

**Building footprint only (33'W, 22'6")**

6. If a structure is proposed to be built, or expanded, list the following:

Type of Structure(s)	Length	Width	Height
None			

### **Non-Conforming Structures**

Questions to answer if you are seeking a permit to expand, relocate, reconstruct or replace a **non-conforming** structure or are seeking a permit to build a new, enlarged or replacement foundation beneath an existing non-conforming structure. (See Article 11 of the Land Use Ordinance for definition of "**non-conforming**.")

A. For an expansion of a structure, please list the total **floor area** for all portions of the structure(s) located between 25 to 75 feet from the normal highwater line of the water body, tributary stream, or upland edge of a wetland:

NA. (Please attach a worksheet showing how you calculated the total **floor area**. The term "**floor area**" is defined in Article 11 of the Land Use Ordinance.)

B. For an expansion of a structure, please list the total **floor area** for all portions of the structure(s) located between 75 to 100 feet from the normal high-water line of the water body: NA. (Please attach a worksheet showing how you calculated the total **floor area**. The term "**floor area**" is defined in Article 11 of the Land Use Ordinance.)

C. If you plan to put in a new, enlarged or replacement foundation below a non-conforming structure OR if you are seeking to relocate, reconstruct or replace a non-conforming structure, please describe whether the foundation or structure can be located further from the water to meet, or come closer to meeting set-backs, and if not, explain why it cannot be moved further back.

**Legacy trees and a road located behind the structure prohibit its being moved.**

D. For structures in the Shoreland Residential, Resource Protection or Stream Protection zones, please show how the proposed development does not result in exceeding the 20%

lot coverage maximum. See Article 11 of the Land Use Ordinance for definition of “**lot coverage.**”

NA

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I certify that the foregoing, and the attached materials including responses to review criteria, are true, correct and accurate to the best of my knowledge.

Signature of Applicant / Owner \_\_\_\_\_ Date \_\_\_\_\_

Signature of Agent (if any): **Richard H. Tarbuck**

Date **6 March, 2023**

APPLICATION FOR BUILDING,  
SIGN, OR USE PERMIT

Permit No. \_\_\_\_\_  
Permit Fee \_\_\_\_\_  
Date Pd \_\_\_\_\_ Rec. # \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Ext. Plmg. \_\_\_\_\_  
Int. Plmg. Permit # \_\_\_\_\_  
E-911# \_\_\_\_\_

The undersigned hereby applies for a permit for the following construction or use of property, said permit to be issued on the basis of the information contained within this application and in accordance with all applicable local and State laws. The applicant certifies that all information and attachments to this application is complete, true and correct and authorizes the Code Enforcement Officer to verify on-site any and all information contained herein.

Any permit issued on the basis of this application is subject to appeal to the Board of Appeals for 45 days from the date of issuance. You are advised to inform, *in advance*, your abutters or anyone else who may be directly impacted about the nature and extent of your proposed construction or change of use to your property herein applied for. This notification is your responsibility.

**1) Property Owner:**

Name: Menatoma Association Phone 603-770-1688  
Mailing Address: C/O Richard DeMarco, 7 Parker Circle, Salem, NH Zip: 03079-1247  
E-mail address: richarddemarco@comcast.net

**2) Applicant:** (if not owner, proof of right, title, interest required, i.e. letter of authorization, purchase/sale agreement)

Name: Richard Tarbuck  
Address: 119 North Rd, Readfield, ME 04355 Phone: 207-685-4212

**3) Contractor:** Scott Horne, 43 Pearl Rd, Mt. Vernon, ME 04352 Phone: 242-6111

**4) Street Address of Property** (If different from mailing address): Menatoma Camp Rd., Readfield, ME 04355

Tax Map No. 111 Lot No. 028-0027 Zoning District Shoreland

**5) Lot Size:** Road Frontage N.A. Depth N.A. Area 30 Acres Shore frontage 770 feet

Is this a new lot created from the division of another lot or parcel within the previous 5 years? No

**6) Existing use of property:** Common building owned by Menatoma Association

**7) Proposed Project Description and/or Use of Property:**

Jack the building, pour a partial concrete foundation in order to stabilize the building currently at risk of collapsing into Lovejoy Pond due to the erosion of shoreland supporting the structure. Please refer to the scope of work attached.

Dimensions 33' wide X 22'6" L #rooms N.A. # bedrooms N.A. # baths N.A. # stories 1

Height of bldg. 29' Foundation: full \_\_\_ partial \_\_\_ frost wall \_\_\_ slab \_\_\_ columns X other \_\_\_

**8) If structure is a dwelling, is it:** (1) Year-round \_\_\_ (2) Seasonal \_\_\_

**9) Will proposed structure be used as the applicant's dwelling or accessory to it?** No

**10) If structure is a mobile home, what is the make?** \_\_\_\_\_

year? \_\_\_\_\_ Where is it being moved from? \_\_\_\_\_

**11) If structure is a modular home, what brand?** \_\_\_\_\_

12) Sewage disposal: Existing None Proposed No

(If proposed, please include copy of Site Evaluator's report & design)

13) No. of existing dwelling units on property? N.A.

14) Is proposed project located in a floodplain, as identified on the Flood Insurance Rate

Map? Yes (If yes, have you applied for a Flood Hazard Development Permit? Pending)

15) Is proposed project located within a Shoreland Zone? Yes If so, and if the proposed project involves the expansion of an existing non-conforming structure, how many total square feet of existing and proposed floor area for all structures will be within:

(a) 25-75 feet of the normal high-water line of a waterbody or the upland edge of a wetland? N.A.

(b) within 75-100 feet of the normal high-water? N.A.

16) Do you need to construct a new driveway entrance onto a public or private road? N.A.

17) Type of water supply proposed?: Drilled well \_\_\_\_\_ Dug well \_\_\_\_\_ Spring \_\_\_\_\_ Other N.A.

18) Type of heat proposed? N.A.

19) Does any part of this application require Planning Board approval? Yes

If so, please give date of decision Spring 2023

**Please draw a site plan** sketch on a separate sheet of paper illustrating the lot configuration with dimensions, location of existing and proposed building(s) with distances from nearest lot line, road or right of way, water body, wetland, etc., location of septic system components, and areas to be cleared, filled or excavated. For projects which involve excavation or other soil disturbance, please note on the site plan or describe separately your plans for erosion control. For new development, including new driveways, describe how you intend to treat all new stormwater on site. If application is for a sign, indicate dimensions of sign, letter height and distance from center of road. If you need to construct a new driveway, please indicate the location of your proposed entrance.

**SIGNATURE OF APPLICANT:**

Richard H Tarbuck DATE: 17 February, 2023

Date application & fee received by Town Office: \_\_\_\_\_ By: \_\_\_\_\_

**Fee Calculation:**

CODE ENFORCEMENT OFFICE: 685-3290

PERMIT No.

(Please read this entire document!)

This is to certify that: \_\_\_\_\_

has permission to: \_\_\_\_\_

\_\_\_\_\_ on the lot identified on the Assessor's map no \_\_\_\_ . lot \_\_\_\_\_ provided that the person or persons, firm or corporation accepting this permit shall comply with all applicable provisions of the Town of Readfield Land Use Ordinance and Statutes of Maine regulating the construction, maintenance and use of buildings, structures or land.

The Code Enforcement Officer approves this use or development proposal submitted by \_\_\_\_\_ as described in the application accepted on and dated \_\_\_\_\_, including all depictions on the accompanying plan or other attachments. This permit is approved on the basis of information provided by the applicant regarding his/her ownership of this property. The applicant has the burden of ensuring that he/she has the legal right to use the property and is measuring the required setbacks from the legal boundary lines of the lot. The approval of this permit in no way relieves the applicant of this burden nor constitutes a resolution in favor of the applicant for any issues regarding property boundaries, easements, ownership or similar title issues. The permit holder is advised to resolve any such title problems before expending money in reliance on this permit.

This permit is subject to appeal to the Board of Appeals for 45 days from the date of issuance (below). The appeal may be filed by any person with legal standing to do so where there is allegedly any error in the decision of the Code Enforcement Officer to issue this permit.

If no substantial start is made in the construction or use of the property for which this permit is issued, within one year of the date of this permit, the permit lapses and becomes void. If a substantial start is made but the remaining construction is not diligently pursued through to completion, then the vested rights to this permit may be lost.

*Any changes to this project*, including but not limited to changes in the proposed location, dimensions, use of structures or property, signs, wells, waste disposal systems, excavation or surface drainage, or the location of property boundaries must receive prior approval of the Code Enforcement Officer for which an additional administrative fee of \$25 will be assessed. *Work to be performed by a contractor pursuant to this permit shall not begin until the contractor has been provided by the permittee with a copy of this permit.*

Adequate and timely temporary **soil erosion control measures** must be installed at the edge of disturbed areas *before* any activity begins which involves filling, grading, excavating or similar activities resulting in un-stabilized soil conditions where any potential exists for soil to leave the property or wash into a natural resource. These measures must remain in place and functional until the site is **permanently stabilized**.

All new construction and development shall be designed to minimize stormwater runoff from the site in excess of the natural pre-development conditions, as required by Article 8, Section 10 of the Land Use Ordinance.

An E-911 physical street address has been or will be assigned and those numbers must be posted where visible from the road at the onset of construction.

The following additional conditions apply to this permit:

**(1) All setbacks must be met (2) an internal plumbing permit must be obtained by the plumber prior to any internal piping installation and (3) a Certificate of Occupancy must be obtained from the CEO prior to occupancy.**

Approved, on this date

Code Enforcement Officer

**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**PERMIT BY RULE NOTIFICATION FORM**  
 (For use with DEP Regulation, Natural Resources Protection Act - Permit by Rule Standards, Chapter 305)

APPLICANT INFORMATION (Owner)				AGENT INFORMATION (If Applying on Behalf of Owner)			
Name:	Menatoma Asssociaton			Name:	Richard Tarbuck		
Mailing Address:	C/O Richard Tarbuck			Mailing Address:	119 North Rd,		
Mailing Address:	119 North Rd			Mailing Address:			
Town/State/Zip:	Readfield, ME 04355			Town/State/Zip:	Readfield, ME 04355		
Daytime Phone #:	(207) 685-4212	Ext:		Daytime Phone #:	(207) 685-4212	Ext:	
Email Address:	janandwoody@gmail.com			Email Address:	janandwoody@gmail.com		
PROJECT INFORMATION							
Part of a larger project? (check 1):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	After the Fact? (check 1):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Project involves work below mean low water? (check 1):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Name of waterbody:	Jovejoy Pond Fayette/Readfield
Project Town:	Readfield		Town Email Address:	info@readfieldmaine.org		Map and Lot Number:	111-028-002
Brief Project Description:	Exhibit A-1 (Cover memo) with photos Exhibit A-2, A-3 Photos annotated on final page						
Project Location & Brief Directions to Site:	Exhibit B-1 (brief directions) B-2 survey map						

**PERMIT BY RULE (PBR) SECTIONS (Check at least one):** I am filing notice of my intent to carry out work that meets the requirements for Permit-by-Rule (PBR) under DEP Rules, [Chapter 305](#). I and my agent(s), if any, have read and will comply with all of the standards in the Sections checked below.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Sec. (2) Act. Adj. to Prot. Natural Res.      | <input type="checkbox"/> Sec. (9) Utility Crossing                 | <input type="checkbox"/> Sec. (16) Coastal Sand Dune Projects       |
| <input type="checkbox"/> Sec. (3) Intake Pipes                         | <input type="checkbox"/> Sec. (10) Stream Crossing                 | <input type="checkbox"/> Sec. (17) Transfer/Permit Extension        |
| <input checked="" type="checkbox"/> Sec. (4) Replacement of Structures | <input type="checkbox"/> Sec. (11) State Transportation Facilities | <input type="checkbox"/> Sec. (18) Maintenance Dredging             |
| <input type="checkbox"/> Sec. (6) Movement of Rocks or Veg.            | <input type="checkbox"/> Sec. (12) Restoration of Natural Areas    | <input type="checkbox"/> Sec. (19) Act. Near SVP Habitat            |
| <input type="checkbox"/> Sec. (7) Outfall Pipes                        | <input type="checkbox"/> Sec. (13) F&W Creat./Water Qual. Improv.  | <input type="checkbox"/> Sec. (20) Act. Near Waterfowl/Bird Habitat |
| <input checked="" type="checkbox"/> Sec. (8) Shoreline Stabilization   | <input type="checkbox"/> Sec. (15) Public Boat Ramps               |   |

**NOTE: Municipal permits also may be required. Contact your local code enforcement office for information. Federal permits may be required for stream crossings and for projects involving wetland fill. Contact the Army Corps of Engineers at the Maine Project Office for information.**

**NOTIFICATION FORMS CANNOT BE ACCEPTED WITHOUT THE NECESSARY ATTACHMENTS AND FEE**

- Attach** all required submissions for the PBR Section(s) checked above. The required submissions for each PBR Section are outlined in Chapter 305 and may differ depending on the Section you are submitting under.
- Attach** a location map that clearly identifies the site (U.S.G.S. topo map, Maine Atlas & Gazetteer, or similar).
- Attach** Proof of Legal Name if applicant is a corporation, LLC, or other legal entity. Provide a copy of Secretary of State's registration information (available at <http://icrs.informe.org/nei-sos-icrs/ICRS?MainPage=x>). Individuals and municipalities are not required to provide any proof of identity.

**FEE:** Pay by credit card at the [Payment Portal](#). The Permit-by-Rule fee may be found here <https://www.maine.gov/dep/feeschedule.pdf> and is currently \$288.

- Attach** payment confirmation from the Payment Portal when filing this notification form.

**Signature & Certification:**

- I authorize staff of the Departments of Environmental Protection, Inland Fisheries & Wildlife, and Marine Resources to access the project site for the purpose of determining compliance with the rules.
- I understand that this PBR becomes effective 14 calendar days after receipt by the Department of this completed form, the required submissions, and fee, *unless the Department approves or denies the PBR prior to that date.*

**By signing this Notification Form, I represent that the project meets all applicability requirements and standards in Chapter 305 rule and that the applicant has sufficient title, right, or interest in the property where the activity takes place.**

<b>Signature of Agent or Applicant (may be typed):</b> Richard H. Tarbuck	<b>Date:</b> 11/29/2022
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**Keep a copy as a record of permit.** Email this completed form with attachments to DEP at: [DEP.PBRNotification@maine.gov](mailto:DEP.PBRNotification@maine.gov). DEP will send a copy to the Town Office as evidence of DEP's receipt of notification. No further authorization will be issued by DEP after receipt of notice. A PBR is valid for two years, except Section 4, "Replacement of Structures," are valid for three years. **Work carried out in violation of the Natural Resources Protection Act or any provision in Chapter 305 is subject to enforcement.**

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**Dept. of Environmental Protection Payment Portal**

1 message

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**Maine Dept. of Environmental Protection** <noreply@informe.org>

Tue, Nov 29, 2022 at 9:08 AM

To: DEP Payment Submitter &lt;janandwoody@gmail.com&gt;

Thank you for submitting this payment to the Dept. of Environmental Protection. Below is a copy of the information and payment the agency will receive.

- Applicant Name: **Menatoma Association**
- Activity Location: **Readfield, ME**
- First Name: **Richard**
- Last Name: **Tarbuck**
- Company Name: **Menatoma Association**
- Street Address: **119 North Rd.**
- Town/City: **Readfield**
- State or Province: **Maine**
- Country: **United States**
- Zip Code: **04355**
- Phone Number: **2076854212**
- Email Address: **janandwoody@gmail.com**
- Fee Type: **Natural Resources Protection Act (Permit-by-Rule)**
- Customer Number:
- Invoice Number: **2076854212**
- Spill Number:
- Payment Amount: **288.00**
- Additional Comments:

Your information will be reviewed and you may be contacted if more information is needed or if there are additional questions.

## OVERVIEW

Attached is an application for the Permit By Rule (PBR) which is needed before the Menatoma Association of Readfield, Maine, can undertake the salvage of its "Craft Building". Perched on a small bluff on the shore of Lovejoy Pond, the building was constructed in the 1920's with no foundation in the fashion of a "daylight basement" with space for storage on the lower level and a room for activities on the second.

Over the course of nearly 100 years, the freeze/thaw effect has pushed the building toward the lake. Despite efforts undertaken to slow the process, the building's structural integrity has been weakened to the point where its occupancy is not safe and it has the potential to "launch" itself onto a dock and into the pond. Our application is the result of nearly 18 months of work to decide upon the best stabilization method, locate an authorized contractor, and secure funding.

Our salvage project has two components:

1. The structure needs a proper foundation which means that the building will need to be lifted while remnants of past stabilization efforts are removed and a proper concrete base is poured. There will be no concrete floor. The building will not be expanded and, after lifting, will be set down on its original footprint. There will be no change to the height of the building.

2. Approximately 300 sq ft (60' long X 5' wide) of eroded shoreline needs to be restored and protected by rip rap to ensure that the posts supporting the covered porch have a stable, dry base, eliminating the possibility that their failure will cause the entire building to fall into the pond.

We responded to the requirements of the PBR as follows: Annotations are on the last page of this transmission.

1. **"Brief Project description"** is this overview (Exhibit A-1), as well as historic and current photos: A-2, A-3
2. **"Project Location and Brief Directions to Site"** Exhibit B-1
3. **Location Map** Exhibits C-1, C-2
4. **Submission 096-305-4** Exhibit A-3 annotated
5. **Submission 096-305-8** Exhibits A-2, A-3, A-4, A-5, D-1, D-2, D-3 annotated



Exhibit A-2

1970





Exhibit A-3

September 2022



Exhibit A-4

September 2022



Exhibit A-5

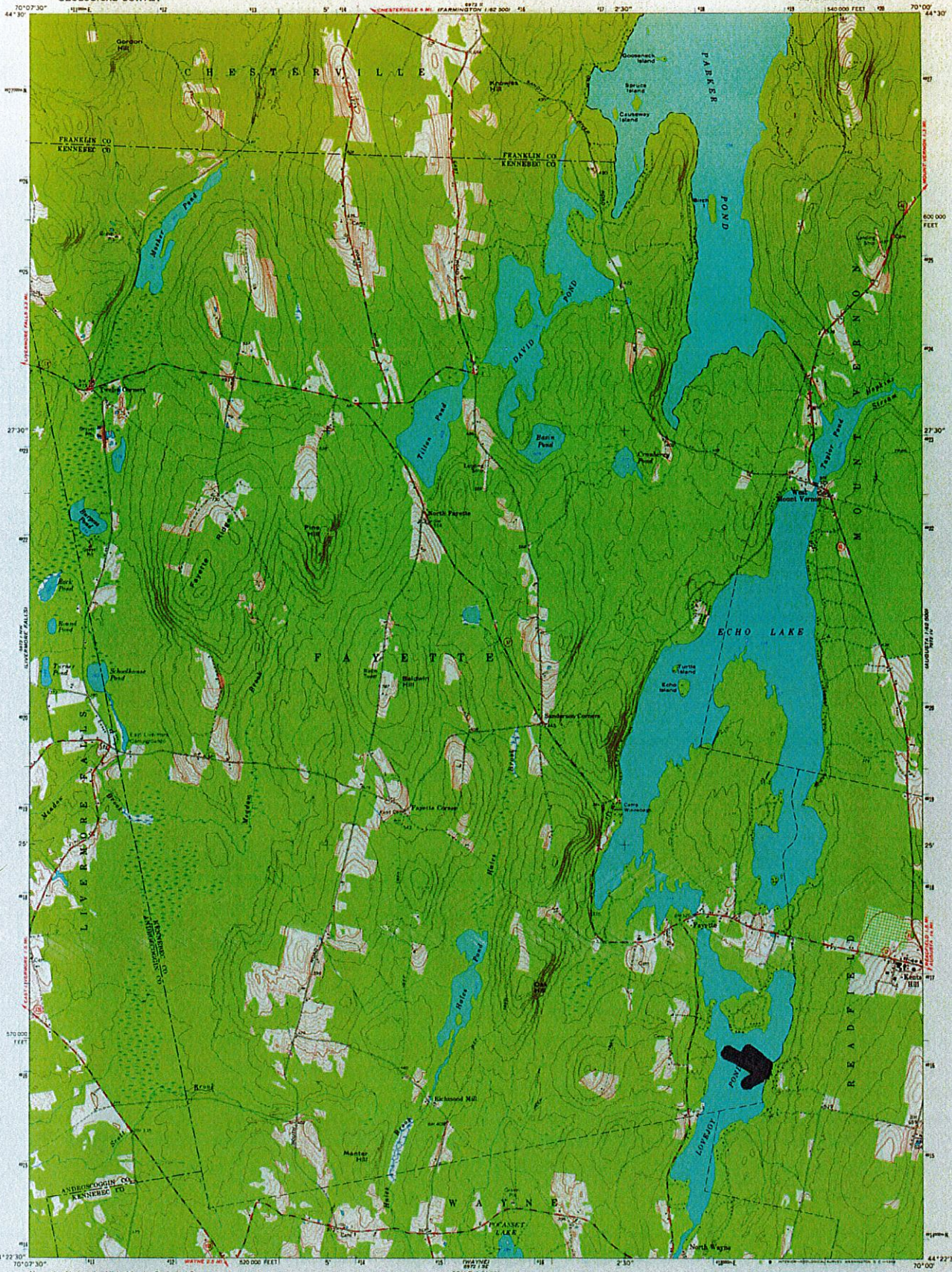
September 2022

EXHIBIT B – Project Location

Directions to Menatoma Craft House  
Menatoma Camp Road  
Readfield, Maine 04355

From Readfield, ME, take Route #17 out of town towards Kents Hill, turn left onto Nickerson Hill Rd, turning right onto P Ridge Road (following the paved road), then immediately turn left onto Lane Road. Continue west on Lane Road turning right onto Menatoma Camp Road (not paved) at bottom of the hill. Continue on Menatoma Camp Road to fork and take right fork (north) down to lake. Continue along lake front to second dock (South Dock). Building to be renovated is the last structure on the waterfront and is in front of the South Dock.

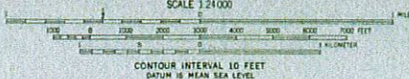
The GPS coordinates are: 44°23'35.50"N, 70°01'16'62"W or 44.39314°N 70.02128°W



Mapped, edited, and published by the Geological Survey  
Control by USGS and USC&GS  
Topography by photogrammetric methods from aerial photographs  
taken 1964. Field checked 1966  
Polyconic projection, 1927 North American datum  
10,000-foot grid based on Maine coordinate system, west zone  
1,000-meter Universal Transverse Mercator grid ticks, zone 19,  
shown in blue  
Fine red dashed lines indicate selected fence and field lines where  
generally visible on aerial photographs. This information is unchecked



10° 14' 45" W  
MAGNETIC NORTH  
DECLINATION AT CENTER OF SHEET



THIS MAP COMPLIES WITH NATIONAL MAP ACCURACY STANDARDS  
FOR SALE BY U. S. GEOLOGICAL SURVEY, WASHINGTON, D. C. 20002  
A FOLDER DESCRIBING TOPOGRAPHIC MAPS AND SYMBOLS IS AVAILABLE ON REQUEST



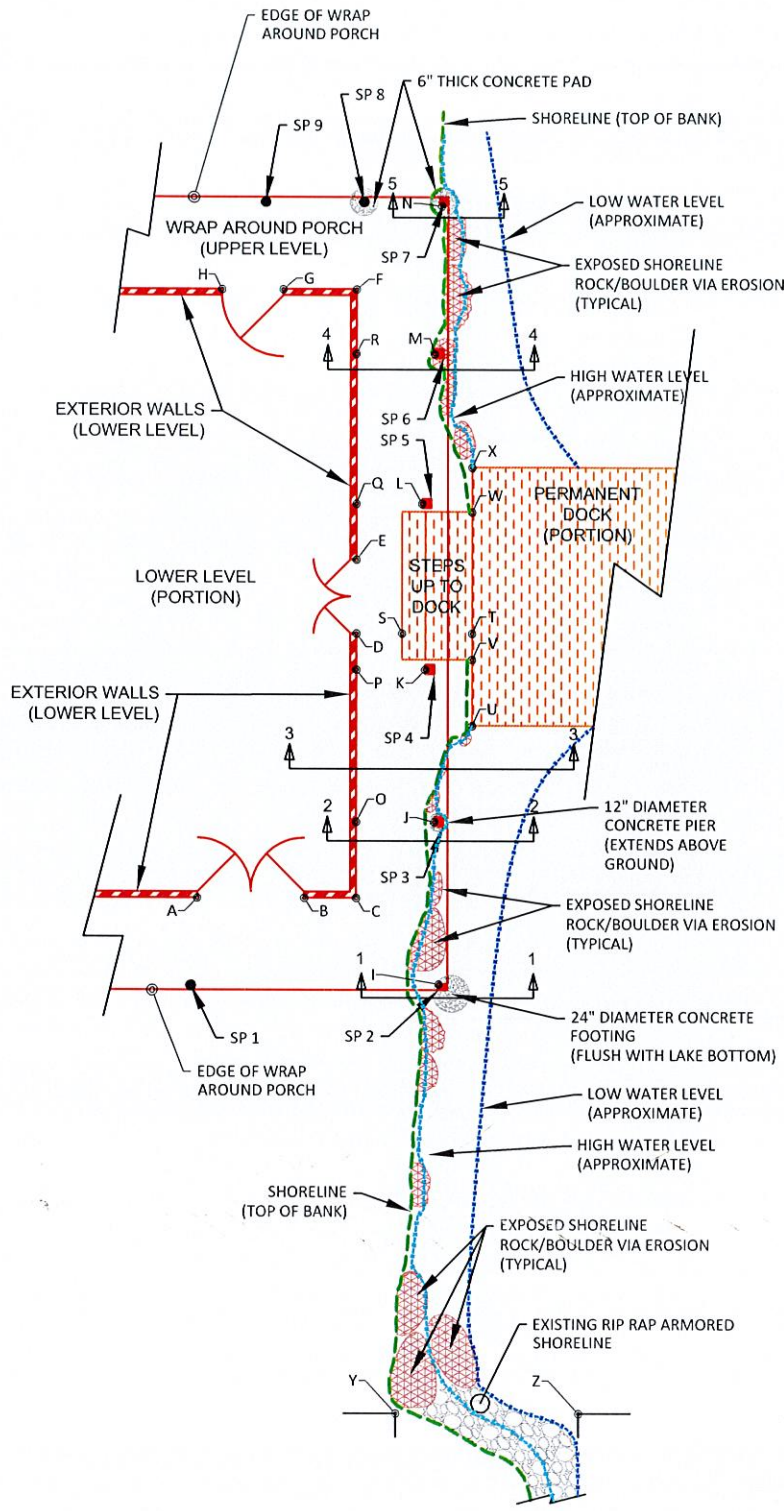
ROAD CLASSIFICATION  
Medium-duty ——— Light-duty ———  
Unimproved dirt ———  
State Route ———

FAYETTE, MAINE  
NEAR LIVERMORE 15 QUADRANGLE  
N4422 S—  
11

3075  
Exhibit C-1



**Project Site**



**DISTANCE MEASUREMENTS**

- A-B = 5' 10"
- B-C = 2' 10"
- C-D = 14' 4"
- D-E = 4'
- E-F = 14' 8"
- F-G = 4'
- G-H = 3' 4"
- I-J = 8' 8"
- J-K = 8'
- K-L = 8' 3"
- L-M = 8' 6"
- M-N = 8'
- B-I = 6' 6"
- O-J = 4' 9"
- P-K = 4' 4"
- D-S = 2' 6"
- D-T = 6' 4"
- S-T = 3' 10"
- Q-L = 4' 1"
- R-M = 4' 9"
- F-N = 6' 7"
- V-W = 8'
- U-X = 14'
- I-Y = 28'
- Y-Z = 10'

**SUPPORT POSTS**

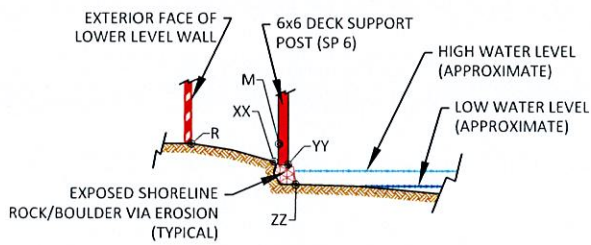
- SP 1 = CEDAR TREE TRUNK
- SP 2 = 4X6 PRESSURE TREATED POST
- SP 3 = 6X6 PRESSURE TREATED POST
- SP 4 = 6X6 PRESSURE TREATED POST
- SP 5 = 6X6 PRESSURE TREATED POST
- SP 6 = 6X6 PRESSURE TREATED POST
- SP 7 = CEDAR TREE TRUNK
- SP 8 = CEDAR TREE TRUNK
- SP 9 = CEDAR TREE TRUNK

**GRAPHIC SCALE**  
1 INCH = 10 FEET

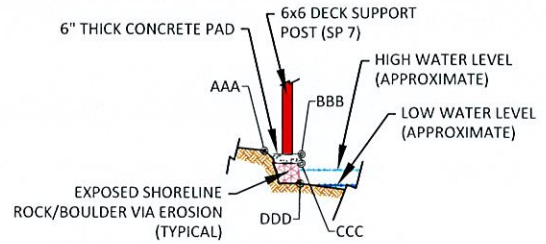


**EXISTING CONDITIONS  
PLAN VIEW**

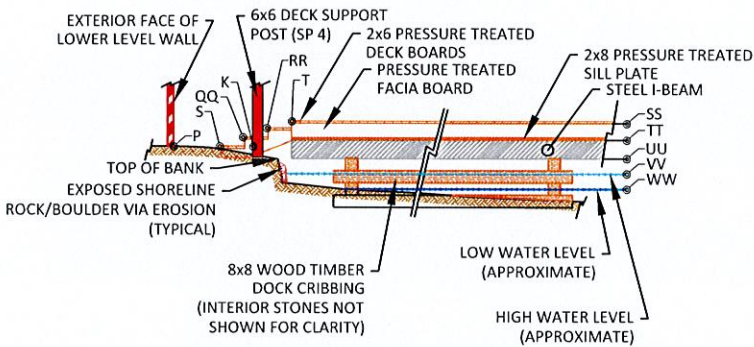




SECTION 4-4



SECTION 5-5



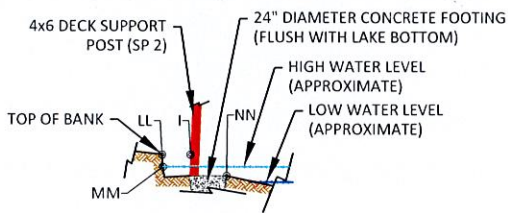
SECTION 3-3

VERTICAL DISTANCE MEASUREMENTS

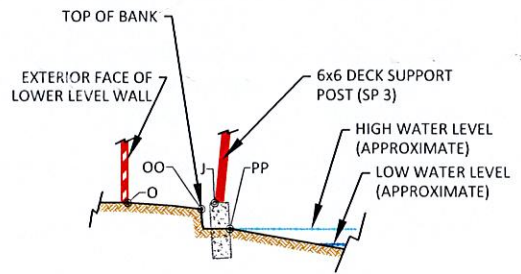
- LL-MM = 8"
- MM-NN = 5"
- J-OO = 4"
- J-PP = 1' 5"
- OO-PP = 1' 1"
- S-QQ = 6"
- QQ-RR = 6"
- RR-T = 6"
- SS-TT = 11"
- TT-UU = 1"
- UU-VV = 1' 1"
- VV-WW = 10"
- XX-YY = 2"
- YY-ZZ = 1' 1"
- AAA-BBB = 2"
- BBB-CCC = 6"
- CCC-DDD = 1' 5"

HORIZONTAL DISTANCE MEASUREMENTS

- LL-I = 1' 6"
- O-J = 4' 9"
- P-S = 2' 6"
- P-K = 4' 4"
- P-T = 6' 4"
- R-M = 4' 9"



SECTION 1-1



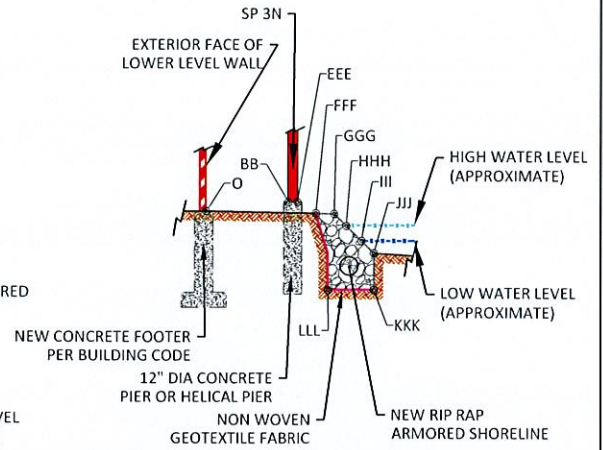
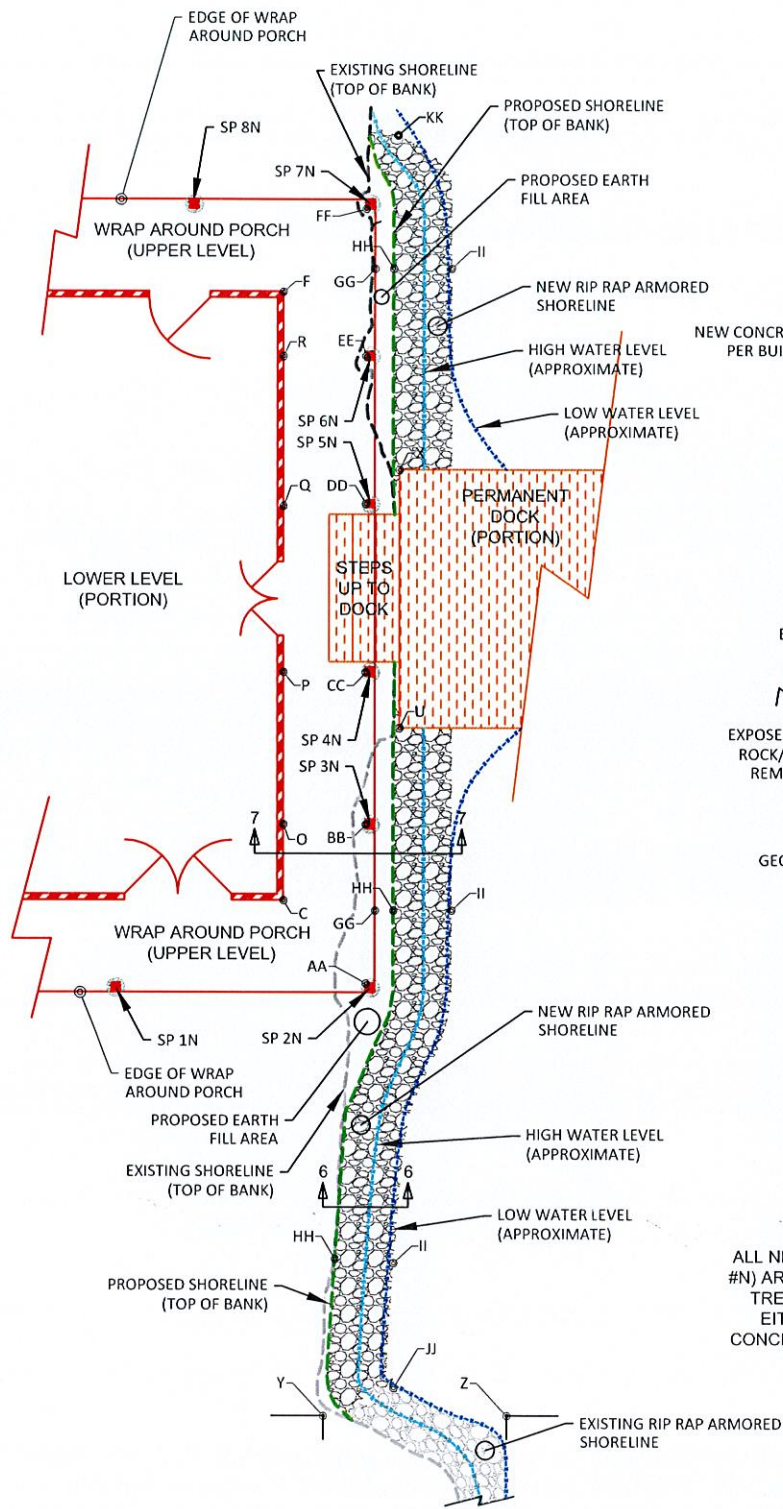
SECTION 2-2

GRAPHIC SCALE

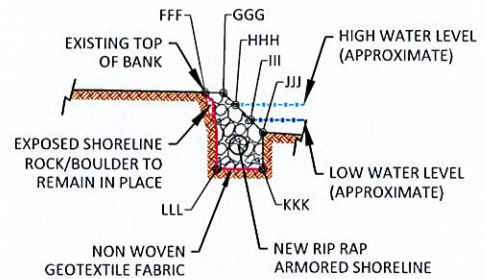
1 INCH = 10 FEET



**EXISTING CONDITIONS  
SECTION VIEWS**



SECTION 7-7



SECTION 6-6

**VERTICAL DISTANCE MEASUREMENTS**

EEE-FFF = 1'
GGG-HHH = 8" (APPROX)
HHH-III = 10" (APPROX)
III-JJJ = 8" (APPROX)
JJJ-KKK = 2'

**HORIZONTAL DISTANCE MEASUREMENTS**

C-AA = 6' 4"
AA-BB = 8'
BB-CC = 8'
O-BB = 4' 6"
P-CC = 4' 6"
Q-DD = 4' 6"
R-EE = 4' 6"
F-FF = 6' 4"
FF-EE = 8'
EE-DD = 8'
GG-HH = 1'
HH-II = 3' 2"
GG-II = 4' 2"
U-JJ = 35' 9"
Y-JJ = 4' 2"
X-KK = 18' 2"
O-FFF = 6'
EEE-FFF = 1'
FFF-GGG = 1'
LLL-KKK = 2' 6" (MIN)
FFF-JJJ = 3' 2"

**SUPPORT POSTS**  
 ALL NEW SUPPORT POSTS (SP #N) ARE TO BE 6"x6" PRESSURE TREATED AND PLACED ON EITHER A 12" DIAMETER CONCRETE PIER OR A HELICAL PIER

GRAPHIC SCALE  
 1 INCH = 10 FEET



# PROPOSED CONDITIONS PLAN & SECTION VIEWS

# State of Maine



## Department of the Secretary of State

I, the Secretary of State of Maine, certify that according to the provisions of the Constitution and Laws of the State of Maine, the Department of the Secretary of State is the legal custodian of the Great Seal of the State of Maine which is hereunto affixed and that the paper to which this is attached is a true copy from the records of this Department.

*In testimony whereof*, I have caused the Great Seal of the State of Maine to be hereunto affixed. Given under my hand at Augusta, Maine, this seventh day of October 2022.



*Shenna Bellows*

Shenna Bellows  
Secretary of State

### Additional Addresses

Legal Name	Title	Name	Charter #	Status
MENATOMA ASSOCIATION	Registered Agent	MARY A. DENISON	19810060ND	GOOD STANDING
Home Office Address (of foreign entity)	Other Mailing Address		Address in Maine	
	258 MAIN STREET WINTHROP, ME 04364			

## ANNOTATIONS

### Exhibit A-2

This reprint of an aerial photo taken from the 1970 yearbook cover of the former Menatoma Boys Camp shows a sandy beach and a shoreline restraint made of creosote timbers and riprap. For this project, note that the posts supporting the porch of the right hand building (our Craft building) rest on dry land, several feet from the waters' edge.

### Exhibit A-3

A drone photo taken in September, 2022 shows the shoreline as it exists today. Note the anti-erosion plantings and riprap. Also note the extend of the encroachment of water upon the Craft House due to ineffective riprap and consequent erosion.

### Exhibit A-4

The pond level was low because this year's drought and it is obvious that the porch supports are jury-rigged, unstable, and are subject to damage from ice at normal high water levels. Note that the post on the far left has been pushed off center of the pad by the action of ice.

### Exhibit A-5

The pond is at full level after heavy rains two weeks later. The post cited above is now submerged and subject to pressure from lake ice. Note the disarray of the other posts and the bracing needed to forestall movement during the winter. The photo also shows the effect of uphill pressure upon the door on the left.

# Menatoma Craft House Stabilization Project

April 24, 2022

## Project Overview

- Stabilize Craft House with new foundation to provide support and prevent movement toward lake.
- Work to be done without damaging structure or compromising life of surrounding mature pine trees.
- Transfer bearing capacity off existing foundation to remove lower-level exterior and interior walls.
- Install foundation piers and walls while keeping main level, wrap-around porch, and roof supported.
- Craft House must remain on existing footprint and, following construction, retain current camp look and architectural detail.

## Current Conditions of Craft House

- Common building owned by Association and located on waterfront of Lovejoy Pond
- Age estimated to be circa 1940.
- Building consists of two levels, covered entry porch on east side accessing main level and wrap-around porch on north, west and south sides of main level
- Wrap-around porch is covered by main roof for building
- Elevation of upper main level is equal to top of bank - used for various craft/activities
- Lower level is approximately 2/3 the floor space of main level and is at waterfront elevation
- Lower level contains "cubbies" used by residents to store dock gear and watercraft.
- Lower level is accessed by beach area with double doors on north and west walls and a single door on the south wall.
- Lower level's west wall also contains 4 rectangular windows about 2/3 up wall.
- Wrap-around porch is supported by columns resting on stone or concrete pads - some in water or at water's edge.
- Entire building is clad with natural Hemlock wood bark siding ("Hemlock Siding")

The lower level currently has a concrete foundation wall roughly 1/3 the way in from the front to hold back the embankment. This wall is not full ceiling height. In front of that wall is a wood framed wall running floor to ceiling in height. Connected to this wall are short perpendicular wood framed walls that designate owner's cubbies. On the south end, the concrete wall extends beyond the building footprint forming a retaining or wing wall. Running the center of the main floor dimension from north to south is a header beam supported by 3 interior posts and exterior posts incorporated in both the north and south exterior walls. The interior posts are resting or supported on bare earth. The foundation for the exterior posts is unknown as the post is buried in earth. The back wall (lake wall) contains 4 support posts between the corners and a corner post at each corner. It appears these posts are resting on a sill plate resting on top of the ground. The front of the main level is supported by posts on concrete or stone pads at the 2 front corners and at various points along the front wall. The floor of the lower level is bare earth.

In the late 1980s a deadman cabling system was installed to prevent and hold the building from sliding/moving into the lake. Over time, even though the cables were periodically tightened, the lower-level concrete foundation wall has gradually fallen towards the lake (overturned) and has pushed the building towards the lake causing the lower level along with all the porch supports to rack.

There are also some issues regarding the roof structure, corresponding cupola, and the need to adequately support it. While not the main focus of this repair, this repair is an add-alternate 1.

The Craft House also needs a new roof. Again, while not the main focus of this repair, this repair is add-alternate 2.

### **Special Provisions**

1. **Construction Requirements:** Association has been advised by local Code Enforcement Officer (CEO) that:
  - Repairs must be completed by certified shoreline contractor
  - All building permits will be issued by CEO's office and only a building permit is necessary
  - Menatoma Association will file "Permit by Rule" from DEP .
  - Building cannot be moved in any direction - must remain on current footprint
  - Cannot increase building footprint
  - Cannot increase or decrease heightBuilding may be jacked and temporarily cribbed to pour foundation walls and piers - final resting elevation must remain at current height.
2. **Hillside:** Association recognizes that getting equipment from the top of the bank to the beach or waterfront level will require traversing up and down the bank. Any access paths created for equipment and materials shall be located north of the Craft House by the center stairs (stairs north of the tree to the north of the Craft House). Any damage to the bank created for completion of the job (i.e. access roads, foundation excavation, etc.) shall be repaired and left in equal to or better than condition with the like amenities (i.e. stairs, retaining walls, etc.) replaced and functional. Should the contractor have need to remove the block steps on the north side, the Association would like to have those replaced with 6x6 timbers similar to the steps on the south side. The blocks can be stacked on-site for the Association to use elsewhere.
3. **Trees:** 3 large and very mature pine trees surround the craft house. The ones to the north and south are very close to the Craft House. Third is in front of the structure. Association wants to keep those trees in place and every effort should be made to protect the root systems, trunks and limbs of each tree from damage. We understand some excavation may damage root structures. To protect the trees, we request that excavation be minimized as much as possible and require that:
  - matting is to be used if heavy equipment will be traversing over land directly below the tree canopy to keep root compression at a minimum
  - 3 large pine trees are to be wrapped with 2x4 protection 6-8 feet from ground level
  - To further protect 3 large pines from root damage, current lower level will remain at its current size (no excavation to be done to increase current usable size of lower level)

4. Siding: Association recognizes that the lower-level exterior walls will be removed. Current Hemlock Siding is valuable and replacement can be hard to get. Current Hemlock siding is in good condition and the Association believes it can be salvaged and re-used on this project. Contractor is to carefully remove and store Hemlock siding on-site in such a manner as to preserve the integrity and looks for re-use.
5. Windows and Doors: All lower-level openings are to remain same size and in the same location- 4 windows and double door in the west (lake) wall, the double door in the north wall and the single door in the south wall. We anticipate re-using the windows. If we can salvage the doors, we would like to. Otherwise, new doors will need to be made to replicate the existing style, and size.
6. Lower Level Floor: Current flooring in the lower level is dirt. Repairs should include barefoot-friendly flooring so cubbies can be comfortably accessed. We are open to suggestions.
7. Interior and Exterior Posts: The 3 interior support posts are to remain in the same location and placed plumb on a proper foundation to adequately support and maintain a level main floor. All exterior support posts are also to remain in the same location and placed plum on a proper foundation, whether that be individual piers (concrete or helical) or a continuous concrete footer/frost wall. Only sound wood shall rest on the foundation. Minimal rot shall be removed and the foundation height adjusted accordingly. Should a significant amount of rot be encountered, it may be necessary to replace the support post. We do not want to "scab" a support post by splicing or thickening the support post with additional material. All foundation pier heights shall be at the same elevation. Post and piers may be either concrete or helical.
8. Porch Posts: All porch support posts (including those in water or at water's edge) are to remain in the same location and placed plumb on a proper foundation to adequately support and maintain a level porch. These foundations can be concrete or helical piers. Foundation location and type shall take into consideration the effects ice will have on them and the support posts. Only sound wood shall rest on the foundation. This might require the replacement of support posts. All porch foundation pier heights shall be at the same elevation. For the porch posts, currently in water or on water's edge, Menatoma Association will also file the Permit by Rule to allow pushing bank into lake sufficient enough so that all porch posts will be on dry land and not in the water.
9. Size of Lower Level: Because of the potential for damage to tree roots should we extend the open area (excavate) under the entire main level, the current lower level open space is not to be expanded. As such, the existing concrete wall (east wall) will be removed and the existing wooden wall will be replaced with a concrete wall in the same location with additional concrete walls (north and south walls) placed at right angles towards the lake (forming a buttress) and stepped down towards the lake terminating at the eastern door jams of the north and south walls. The height of the walls is to terminate at a minimum 2' above finished grade. The Contractor has the option of pouring a full height east wall or keeping the top 2' above finished grade. If the east wall is poured to 2' above finished grade, the remaining height from the top of the wall to the underside of the main level flooring will be studded and sheathed. All walls and corresponding footers are to be poured in one continuous pour (not segmented).

10. Cubbies: The 12 existing 3-sided cubbies and boat storage supports are to be removed as part of this work and replaced. Configuration and location will be a separate time and material bid determined once lower level is completed.
11. Current Deadman cable system: There is a retention cabling system currently in place. Association does not know the condition or to what extent the system is working. It is quite possible the cables are under severe tension and are keeping the building from falling over. This system should not be removed or disengaged until and unless the structure is supported by other means.
12. South Dock: The dock (aka South Dock) directly west of the Craft House was recently reconstructed. All effort shall be taken to avoid damaging this dock and its support cribbing - particularly when constructing the foundation for the porch supports on either side of the dock.
13. Sewage Pump Alarm System: One of the Association's two sanitary sewage pump alarms is housed inside the Craft House. It might be necessary to remove and relocate or disconnect the system from the building prior to performing work. If that is so, it must be relocated temporarily to a shelter that protects it from the weather.
14. Scope of Project: The main focus of the project is the foundation and stabilization work. The 2 add-on alternatives may or may not be accepted and may or may not be considered as part of the contract. The Contractor is not obligated to provide a bid number for either of the add alternatives and award will not be contingent upon providing a bid number for one or two of the add alternatives or on providing the lowest number.
15. Site Visit: The Contractor is responsible for visiting the site and verifying conditions and circumstances. By providing a bid, the Contractor acknowledges that he has reviewed the site, understands the scope of work, can perform the scope of work, and the submitted lump sum price includes all time, materials, and equipment necessary to perform the work as described herein. Price also includes the proper removal and disposal of materials, site restoration and landscaping (including shoreline rocks), as well as the building permit.
16. Code Requirements: All construction is to meet current and acceptable building codes and shoreline requirements.
17. Timing: The Association wants this work completed as soon as possible, but does not want construction to proceed between Labor Day and Memorial Day. If at all possible, the Association would like the construction to begin the day after Labor Day. The Association understands once frost occurs, the likelihood of getting the foundation dug and poured will be delayed. Once snow begins accumulating, access to the waterfront via traditional vehicles is prohibited. Furthermore, large equipment and trucks entering camp during mud season will severely damage the camp road. Any damage incurred because of equipment and vehicles entering or exiting camp will be the responsibility of the Contractor to repair or pay for the repair that restores the road to its pre-construction condition or better.
18. Building Permit: The Contractor is to submit with his bid, the approximate time frame to begin and end construction along with a rough description of what and how he plans to perform the work to meet our special provisions. Menatoma Association will obtain the building permit, but



the Contractor is responsible for scheduling and obtaining the necessary inspections with the code enforcement officer. Menatoma Association will also file the Permit by Rule to allow pushing bank into lake so that all porch posts will be on dry land and not in the water.

19. Required Documentation: Upon contract award, the Contractor and their subcontractors are to provide a copy of their shoreline certification along with current certificate(s) of insurance (liability and worker's compensation) naming Menatoma Association as additional insureds. A current W-9 will also be needed for each contractor the Association pays directly.

### **Scope of Work**

#### **BASE BID**

- A. General Site Preparation
  - a. Prepare site to protect surrounding trees and their roots from damage
  - b. Prepare site to reduce or eliminate run-off of sediment and debris into the lake
  - c. Create necessary access to lower level
- B. Removal of salvageable items and store for reuse
  - a. Lower level Hemlock Siding
  - b. Lower level windows
  - c. Lower level doors
- C. Disconnect or remove and relocate sewage pump alarm controls to weather protected location
- D. Blocking/Stabilizing cribbing
  - a. Block/stabilize main level, wrap around porch, front porch, and roof in such a manner that all support posts are no longer load bearing and can be removed, if necessary, without the building collapsing or moving. This may require jacking/lifting the structure up to allow for working room for the new foundations.
- E. Demolition/Removal
  - a. interior cubbies
  - b. lower level exterior walls
  - c. existing deadman cable tie-back system
  - d. existing concrete wall
- F. Foundation
  - a. Prepare and pour front and side foundation footer and then the walls
  - b. Install foundation for 3 interior post supports (concrete or helical)
  - c. Install foundations for the support posts for back wall (2 corner and 4 wall supports). The contractor has the option of pouring concrete piers or a continuous frost wall (lowering to grade for door openings) on a continuous concrete footer or using helical piers. If a frost wall is used, it shall turn and continue along the side walls to the door openings. The frost wall will be at a continuous elevation from door opening to door opening and at grade at door openings to act as a threshold. Furthermore, the exterior face of the frost wall will be flush with the exterior face of the support posts such that the exterior sheathing can overlap the concrete wall and still be plumb. If piers are used, the tops of all piers shall be at the same elevation.

An additional pier will be needed to support the lake side door jam on both the north and south walls.

- d. Install foundation for front wall supports (concrete or helical)
- e. Install foundation for front porch (concrete or helical)
- f. Install foundation for porch supports (concrete or helical). For the supports along the water's edge, this will require removal of existing shoreline rocks and the removal of one underwater makeshift concrete pier. The Association does not want any porch support resting on a boulder. It is preferred the shoreline rocks be moved towards the lake and creating dry land so the post supports will not be subject to water and ice and armoring the new bank with rip rap to prevent erosion.

G. Backfilling foundation wall

- a. Prior to backfilling the foundation wall place footer drain around the outside of the front and side walls. Pipe shall lay sloped to drain around the building without any dips or sags that could hold water. If necessary, a bed of aggregate shall be placed to provide the sloped surface. Pipe shall either daylight at shoreline or terminate in a bed of open graded aggregate that acts like a French drain running to the shoreline. If the pipe daylights, a screen shall be placed to prevent the entry of vermin.
- b. Front wall
  - i. Backfill the front wall with open graded aggregate  $\frac{1}{2}$ " to  $\frac{3}{4}$ " nominal size (i.e. septic drainfield trench stone) to existing grade.
- c. Side walls
  - i. Backfill the side walls with open graded aggregate  $\frac{1}{2}$ " to  $\frac{3}{4}$ " nominal size (i.e. septic drainfield trench stone) to 1' below existing grade.
  - ii. Place non-woven filter fabric on top of aggregate
  - iii. Backfill remaining 1' with soil and compact to flush with existing grade.

H. Set Building on new foundation

- a. Remove blocking/stabilizing cribbing so that exterior, interior, and porch support posts are set on new foundation creating a level and supported main floor, front entry porch, and wrap around porch. (porch floor to have a  $\frac{1}{4}$ "/ft (2%) slope away from the building to allow water to run off away from the building.
- b. Re-establish sewage pump alarm system on the building in previous location
- c. Re-connect downspouts from front gutters to underdrains. If underdrains or drainpipe was removed during construction, re-install to drain water around and away from the foundation.
- d. Ensure grade at front of building is flowing away from and/or around the building.

I. Exterior walls

- a. Frame exterior walls to include door and window openings. Exterior face of framing to be flush with the exterior face of the support posts.
- b. Sheath exterior side of wall with exterior rated sheathing that will be sufficient enough to hold the Hemlock Siding. In areas where there is a concrete wall, extend the sheathing a couple of inches over the concrete wall. Reusing existing salvaged boards is acceptable sheathing material.

- c. Install windows and doors and corresponding casing trim. Casing trim to be identical or similar to what is existing.
  - d. Attach the Hemlock Siding to the sheathing completing the back wall first followed by the north wall and finishing with the south wall - getting as far as you can with the siding. Existing pattern is to be maintained.
- J. Lower level flooring material
- a. Smooth and level the lower level interior flooring subgrade
    - i. Backfill footers and walls with material from site flush to subgrade level and compact
    - ii. If a frost wall was not used, place pressure treated boards along the inside wall at base from the bottom sill plate to the ground thereby containing the aggregate and keeping it from running out from underneath the back wall and portions of the side wall. A pressure treated 4x material will need to be utilized as a threshold for all door openings.
    - iii. Place agreed to barefoot friendly flooring.
- K. Site restoration and clean up
- a. Remove protective matting, 2x4 tree wrapping, equipment access path to lakeshore, debris, unused material, etc.
  - b. Restore bank to original condition including any steps or benches and planting material.
  - c. Seed and straw mulch disturbed areas.
  - d. Remove sediment control measures.

ADD ALTERNATE 1 (structural roof repairs)

- a. Add basic support members that will transfer some of the weight of the cupola to the rafter system to prevent it from continuing to fall inward.

ADD ALTERNATE 2 (new roof)

- i. Remove and dispose of existing shingles and underlayment material
- ii. Replace any soft or damaged rafters and boards or openings
- iii. Replace/install missing damaged flashing
- iv. Install drip edge
- v. Install underlayment roofing material (roof felt, fabric, etc.)
- vi. Install 30-year, architectural asphalt shingle brown in color as approved by the Association.
- vii. Clean up all nails, cut shingles, etc.

**Pricing**

The Contractor hereby submits the following lump sum prices to perform the above-mentioned work under the above-mentioned conditions and provisions.

BASE BID \_\_\_\_\_

ADD ALTERNATE 1 \_\_\_\_\_

ADD ALTERNATE 2 \_\_\_\_\_

**Schedule**

The following is the proposed estimated schedule or timeframe to complete the work

BASE BID \_\_\_\_\_

ADD ALTERNATE 1 \_\_\_\_\_

ADD ALTERNATE 2 \_\_\_\_\_

**Approach Method**

Attached to this bid is a rough generality of how I, the Contractor, propose to complete the work.

**Signature**

\_\_\_\_\_

Firm Name (printed)

\_\_\_\_\_

Address & Contact Information

\_\_\_\_\_

Contractor's Representative Signature

\_\_\_\_\_

Printed Name/Date

**Acceptance by Menatoma Association**

\_\_\_\_\_

Menatoma Association President's Signature

\_\_\_\_\_

Printed Name/Date

**Reference Pictures**

The included pictures are for reference purposes only and do not take the place of a site visit or alleviate the contractor's responsibility of verifying existing conditions.





