

Town of Islesboro  
**Planning Board**  
Regular Meeting  
May 21, 2012  
6:15 PM  
Town Office Meeting Room

**MINUTES**

Members Present: Chair Alice Fay, Janice Harmen, Peter Coombs, Gil Rivera and alternate Jennifer Whyte  
Excused: Mark Small and Katharine Schwarzenbach

Others Present: David Paul, Pam Grindle, Megan Murphy, William Boardman-CEO

The meeting was called to order at 6:15 PM. The Chair appointed Jennifer Whyte a voting member, and a quorum was established.

MOTION by J. Harmen to approve the minutes of May 7, 2012 as written. G. Rivera seconded the motion and it passed 5-0.

**VERIZON WIRELESS TELECOMMUNICATIONS FACILITY, MD2-12, MAP 38, LOT 10**

This permit was approved at the last meeting. The Planning Board was given the permit to sign. There was no further discussion.

**DAVID PAUL II, MD 4-12, MAP 19, LOT 2**

This application for the construction of a 36' x 45' steel building to be used for both storage and an automobile repair shop was tabled for a site review. G. Rivera, P. Coombs and W. Boardman/CEO performed the site review. G. Rivera submitted a site review report to be entered into the record, and reported that there were no issues or concerns on doing the site review. The setbacks were adequate, and the property was staked. He recommends that the application be approved.

The Planning Board reviewed Chapter 4 of the Development Review Ordinance - criteria for approval. The oil waste and coolant will either be recycled or refurbished per Mr. Paul. There will be no undue water or air pollution, and there were no further concerns upon review of Chapter 4.

MOTION by J. Harmen, seconded by G. Rivera to table Application #MD4-12 for Findings of Fact. Motion passed 5-0.

MOTION by J. Harmen to take the agenda out of order. P. Coombs seconded the motion and it passed 5-0.

**MEGAN MURPHY, MAP 38, LOT 17, MD 5-12**

This application is for the establishment of a bakery to be called "Rosalie Joy's Bakery" in the applicant's home which is a rental, owner of which is William Warren. The applicant has a letter of standing and permission from Mr. Warren to establish such bakery, as well as a permission to use two parking spots in a shared lot with the Dark Harbor Shop. The Planning Board, in reviewing the application, deemed the

application complete.

Megan Murphy explained the project to the Board stating that she is designating a front room to the business, where people can come in and choose bakery items to purchase, and she will as well take orders over the phone.

The room will be a kitchen at night and early morning and during the day the work station turns into a bakery display station. Mrs. Murphy is awaiting her state license as well as her Victualer's license. She is not set on hours of operation, but may tend to keep the same hours as the Dark Harbor Shop. Bill Boardman suggested that she not limit herself to certain hours, but maybe have hours that do not exceed certain times. She said there will be no eating area inside the bakery, but she may put a couple of picnic tables outside. She will also offer tea and not coffee as several other businesses in the area already offer coffee. She does not plan to have refrigeration to begin with but would ultimately like to have this. She does not expect a lot of traffic, but her parking plan allows for two cars towards the back of the house in the shared lot with Bill Warren's Dark Harbor Shop. She said there is also parking in the front of the house. There will be no restroom facilities offered.

The Planning Board reviewed Chapter 4 of the DRO, and found there to be no issues or concerns.

MOTION by J. Whyte to table Application MD5-12 of Megan Murphy to establish a bakery for Findings of Fact. G. Rivera seconded the motion and it passed 5-0.

MOTION by J. Harmen to return to the original order of the agenda. P. Coombs seconded the motion and it passed 5-0.

#### **LAUREN BRUCE, MAP 16, LOT 20, Application # 10-12**

This application is an amendment to a permit previously issued for the construction of a porch. The applicant would like to increase the size of the porch. The Planning Board determined by reviewing the application that the applicant has ample room to increase the size of the porch, that the application is complete, and that a site review is not necessary.

MOTION by J. Harmen to approve Application #10-12, Map 16, Lot 20 of Lauren Bruce to increase the size of the porch from 12' x 18' to 16' x 18'. P. Coombs seconded the motion and it passed 5-0.

#### **OTHER BUSINESS**

- 1) **CEO report** for April was submitted. B. Boardman reported that he has had questions regarding the new driveway entering Rebel Hill. There is a small wetland there but according to state rules a wetland of up to 4100 sq. ft can be impacted and this is smaller than that. Mr. Boardman has also had questions about a private house that is being advertised as a B & B on island, but has not received a permit to do so. He has spoken with the person about this and will work with her in getting the application filled out and submitted to the Planning Board. Finally, Mark Umbach had an application that was misplaced and should have been on the agenda for tonight. The abutters were notified that it would be discussed at this meeting, however there were no abutters that came and no letters submitted. The Board felt that the application can be discussed at the next meeting and that the abutters were duly notified.

- 2) **Public Hearing procedures:** Ordinance review of the procedures of conducting a public hearing was done, along with outlining the sequence of speakers during a public hearing. As there is an upcoming Public Hearing on the Andy Staple's Bus Barn application, it was suggested that the parties involved be sent a letter outlining the procedures so everyone is prepared. The applicant will present first, followed by the Planning Board, then the abutters, and finally the general public. P. Pike will send letters to the abutters and the applicant regarding same.
- 3) **Ordinance Review:** Look at notification of abutters: P. Pike had given the Board members the changes that were made to the ordinance in which the notification process was changed. As many people live away, it is thought that the notification should be more than 7 days in advance and that the entire application should be provided in the mailing to the abutters. Mr. Boardman will review this information and make a recommendation at an upcoming meeting.
- 4) **Election of Officers:**  
J. Whyte nominated Alice Faye as Chair. P. Coombs seconded the nomination.  
Vote 5-0, in favor of Alice Faye.  
J. Whyte nominated J. Harmen as Vice Chair. G. Rivera seconded the nomination.  
Vote 5-0, in favor of J. Harmen  
J. Whyte nominated P. Coombs as Secretary of the Planning. G. Rivera seconded the nomination and the vote was 5-0 in favor of Peter Coombs.
- 5) **Reschedule Planning Board Meeting:** It was decided to reschedule the Planning Board meeting of June 4 to June 11<sup>th</sup>, leaving all other meeting dates the same for now. P. Pike, secretary, has a conflict on that date and as the agenda is going to be lengthy, it was thought best to have the secretary there to take the minutes.

#### **ADJOURNMENT OF MEETING**

MOTION by J. Whyte to adjourn the meeting. Gil Rivera seconded the motion and it passed 5-0. The meeting adjourned at 7:20 PM.

Respectfully submitted,



Peggy Pike

Secretary to the Islesboro Planning Board