

Town of Islesboro  
**Planning Board**  
Regular Meeting  
October 16, 2017 @ 6:15 PM  
Town Office Meeting Room

**MINUTES**

Members Present: Chair Jan Harmen, Gil Rivera, Bill Schoppe and alternates Isabel Jackson and Jennifer West  
Excused: Jennifer Whyte and Peter Coombs  
Others Present: Bill Boardman - CEO, Janet Anderson, John Hossack, Paul LeBrun, Heather Knight, Kristen Lau, Terry Cowan, Arch Gillies and Alyssa Tibbetts - Town Attorney

The Chair called the meeting to order at 6:15 PM. The Chair appointed both alternates voting members and a quorum was established.

**Jan Harmen moved that the minutes of September 25, 2017 be approved as corrected. G. Rivera seconded the motion and it passed 5-0.**

**Jan Harmen moved to take the agenda out of order. Gil Rivera seconded the motion and it passed 5-0.**

**OTHER BUSINESS**

Town Centers Ordinance, Draft #5 - 10/16/17: The Planning Board is in receipt of Draft #5 of the Town Centers Ordinance. Since the last meeting several minor changes were made by the Town's attorney and is ready for another review by the Planning Board. Heather Knight - Islesboro Central School Principal, and Kristen Kelly - Islesboro school teacher both spoke in favor of the Town Centers in that they believe this will help attract families and provide much needed housing. Arch Gillies asked that the Planning Board schedule two public hearing dates, November 6 and November 20, 2017. Both Public Hearings will be held regardless of attendance or interest following November 6<sup>th</sup> Public Hearing as people may choose to only attend the Public Hearing on November 20<sup>th</sup>. Proper posting in the newspaper and other venues was discussed. Landowners and abutters will be notified via regular mail of the public hearing dates.

**Jan Harmen moved to schedule two Public Hearings on Draft #5 of the Town Centers Ordinance on November 6, 2017 and November 20, 2017 at 6:15 PM. G. Rivera seconded the motion and it passed 5-0.**

Jan Harmen polled the board members for comments on the substance of the draft. All members thought the ordinance draft was acceptable as written to present to the public for discussion. William Boardman wanted to voice his opinion at this juncture, rather than during the Public Hearings, that he is not in favor of either of the two Up Island Town Centers, he feels there is not enough information to pursue at this time.

**Bill Schoppe moved to present Draft # 5 as written to the public at Public Hearings on November 6 and November 20, 2017 at 6:15 PM. G. Rivera seconded the motion and it passed 5-0.**

**Jan Harmen moved to return to the original order of the agenda. B. Schoppe seconded the motion and it passed 5-0.**

**OLD BUSINESS**

River Lake II, Map 19, Lot 31A, LUO #18-17

This application is for the construction of a two bedroom house with a deck. It was tabled at the last meeting for determination of district. Bill Boardman said that the project is in the Shoreland Protection, not in the Floodplain, and the setbacks are all met.

**Jan Harmen moved that the application of River Lake II, Map 19, Lot 31A, LUO #18-17 is now complete. G. Rivera seconded the motion and it passed 5-0.**

**Jennifer West moved to approve Application #18-17, for River Lake II, Map 19, Lot 31A for construction of a two bedroom house with deck. G. Rivera seconded the motion and it passed 5-0.**

Paul Mickey, Map 37, Lot 10, LUO #27-17

This application is for renovations and additions to the existing house, removing an existing bedroom and converting to a dining area and adding a 16' x 23' addition for a new bedroom and bath. This application was tabled at the last meeting for clarification by the CEO of the district. Bill Boardman reported that this house is in the floodplain and there is documentation from Landmark Corp from a prior application demonstrating that the house is not in the floodplain. The Landmark documentation, however, is not an official elevation certificate which is required by town ordinance that the applicant provide. Bill Boardman said that no floodplain application is needed for the project, but rather just an elevation certificate if the Board so chooses to request this from the applicant.

**Jan Harmen moved to table Application #27-17 of Paul Mickey, Map 37, Lot 10, for an elevation certificate because it is in the flood zone. I. Jackson seconded the motion and it passed 5-0.**

David E. Paul, Map 17, Lot 20, MD #3-17, Automobile Graveyard and/or Junkyard

The applicant has asked for this to be tabled via a letter from their attorney, Susan Thiem, dated 10/16/17, and not be put back on the agenda until they notify the Planning Board. They have agreed to provide a minimum of 7 days notice in advance of any future Planning Board meetings of when they want to be put back on the agenda.

**Jan Harmen moved to table Application MD #3-17, Map 17, Lot 20 of David Paul at the request of the applicant. G. Rivera seconded the motion and it passed 5-0.**

## NEW BUSINESS

Landon Thomas, Map 11, Lot 24, LUO #29-17

This application is for an addition to the existing house. There was discussion regarding the district this house is in and per Bill Boardman, the district on the Protection Districts Map is Rpf but he feels that in actuality it is in Ldf and he will look into this further prior to the next meeting. An elevation certificate was submitted with the application which the CEO will review prior to the next meeting as well.

**Jan Harmen moved to table Application #29-17, Map 11, Lot 24, for Landon Thomas for a site review. Bill Schoppe seconded the motion and it passed 5-0. Jennifer West, Bill Boardman and Isabel Jackson will perform the site review.**

Tobi and Bayard Gilbert, Map 13, Lot 30, LUO #28-17

This application is for an addition and remodel of the existing house. The application was reviewed by the Planning Board and found to be complete. The house is in the rural district and there are ample setback distances. The Planning Board felt that a site review was not necessary.

**Jan Harmen moved that Application #28-17 is complete as presented. B. Schoppe seconded the motion and**

**it passed 5-0.**

**Jan Harmen moved to approve Application #28-17 for Tobi and Bayard Gilbert, Map 13, Lot 30 for the construction of an addition and remodel of the existing house. J. West seconded the motion and it passed 5-0.**

Nakomis Nelson, Map 17, Lot 33, LUO #30-17

This application is for an addition to the existing house. The application was reviewed by the Planning Board and found to be complete. The house is in the rural district and there are ample setback distances. The Planning Board felt that a site review was not necessary.

**Jan Harmen moved that Application #30-17 is complete as presented. G. Rivera seconded the motion and it passed 5-0.**

**Jan Harmen moved to approve Application #30-17 for Nakomis Nelson, Map 17, Lot 33, for the construction of an addition to the existing house. G. Rivera seconded the motion and it passed 5-0.**

#### OTHER BUSINESS

1. CEO Report for September: Written report submitted to the Planning Board by Bill Boardman.
2. Memo from Peggy Pike dated 10/11/17 regarding Flood Hazard Development Permits. These were provided to the Planning Board for their review so that board members can gain a better understanding of how and when these applications are used in conjunction with the town's Floodplain Ordinance and the new floodplain maps.
3. Memo from Peggy Pike dated 10/11/17 asking the Planning Board if they would like to have someone come out and give a workshop on the floodplain maps. The Planning Board would like Peggy to set this up and she will look into this.
4. Mid-Coast Regional Planning Commission Workshop flyer was given to the Planning Board
5. Local Planning Boards and Boards of Appeals Workshop information was provided to the Planning Board
6. People wishing to address the Planning Board: Terry Cowan remarked that it is within the power of the Planning Board to ask the application to determine the district and the setbacks from the water. He noted that during this meeting there was a lot of time spent on determining the district. He questioned whether the shore stabilization project at Moseley's went through the proper floodplain permitting process and Bill Boardman said that piers are exempt from floodplain requirements.

#### ADJOURNMENT

**MOTION by I. Jackson, seconded by J. West, to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 7:45 PM.**

Respectfully submitted,

Peggy Pike  
Secretary to the Islesboro Planning Board