

Town of Islesboro  
**Planning Board**  
Regular Meeting  
October 30, 2017 @ 6:15 PM  
Town Office Meeting Room  
**MINUTES**

Members Present: Chair Jan Harmen, Gil Rivera, Bill Schoppe, Peter Coombs, Jennifer Whyte and alternates Isabel Jackson and Jennifer West

Others Present: Bill Boardman - CEO, Terry Cowan, Sonya Leach, Frank Start, Hanna Kerr, Rob Hooke, and John Speranza..

The Chair called the meeting to order at 6:15 PM and a quorum was established.

**Bill Schoppe moved to approved the minutes of October 16, 2017 as written. Gil Rivera seconded the motion and it passed 5-0.**

**OLD BUSINESS**

Paul Mickey, Map 37, Lot 10, Application #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 an elevation certificate which has now been received. Bill Boardman reported that he has both visited the site and talked to Sue Baker of FEMA regarding the elevation certificate and possible limitations of construction due to the site being in the floodplain. The base floor elevation has to be 1 foot above 12', and therefore the applicant cannot construct the addition on a full basement, but rather must construct the house either on a slab or posts or other modalities to meet the elevation criteria. Bill Boardman advised the Planning Board that he felt a site review is not necessary as it is an addition which meets all setbacks and he has visited the site.

**Jan Harmen moved that Application #27-17, of Paul Mickey, Map 37, Lot 10 is complete. Gil Rivera seconded the motion and it passed 5-0.**

**Jan Harmen moved to approve application #27-17, of Paul Mickey, Map 37, Lot 10, to renovate the existing house consisting of removal of a bedroom and conversion to a dining room and addition of a bedroom and bathroom with the condition that the addition not be built on a full cellar. Bill Schoppe seconded the motion and it passed 5-0.**

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

This application is for renovations to the existing house to include eliminating an upstairs bedroom and replacing with first floor bedroom as well as a bath, sauna and living area. This application was tabled at the last meeting for a site review which was performed by Jennifer West, Isabel Jackson, and Bill Boardman. Jennifer West reported on the site review. The building location setbacks were alright although the south location boundary could not be confirmed. Jennifer stated that the septic system and the driveway are existing and there were no issues with either of those.

The Planning Board is in receipt of an elevation certificate from Michael J. Cummons, P.L.S. Bill Boardman confirmed that the District is SPf. He also reported that he spoke with Sue Baker of FEMA regarding this application. He said that the lowest base floor is the cellar of 10.7' and it needs to be 13' NGVD. The applicant could build but would have to fill in the existing cellar. Per Bill Boardman, the applicant is looking into

possibly filing a LOMA.

**Bill Schoppe moved to table Application #29-17, Map 11, Lot 24, of Landon Thomas in order to get more information on the elevation certificate issue and the southern boundary issue. Gil Rivera seconded the motion and it passed 5-0.**

## NEW BUSINESS

Sonya Leach, Map 17, Lot 27, Application #31-17

This application is for the construction and renovation of the existing house. There are currently three bedrooms and the applicant is proposing to convert one bedroom into a sewing room or office. Although the lot is nonconforming as it is less than 1 ½ acres, the house is conforming and does meet all setbacks. The house is in the Rural District. The application was deemed complete and as all setbacks are met it was felt that a site review was not necessary.

**J. Harmen moved to approve the application of Sonya Leach, Map 17, Lot 27, Application #31-17 for renovations and addition to the current house. G. Rivera seconded the motion and it passed 5-0.**

John McDonald, Map 20, Lot 15, Application #34-17

This application is for the construction of a 24' x 36' seasonal, one bedroom camp. The application is accompanied with an approved, stickered septic system which is designed to allow for a three bedroom house in the future if desired. Rob Hooke is present at the meeting, he states he is the general contractor, and although he does not have a letter of standing, he is available to answer questions if needed.

Peter Coombs told the Planning Board that he should be recused as a voting member on this application because he is going to possibly be a contractor for the applicant and does not want the appearance of any conflict of interest. The Planning Board deliberated on this and felt that there is no conflict of interest and that Peter Coombs should remain a voting member.

**Jan Harmen moved that Peter Coombs should be allowed to continue as a voting member for Application #34-17 of John McDonald. Gil Rivera seconded the motion and it passed 5-0.**

The Planning Board reviewed the application, specifically looking at the District Map and trying to determine which District this is in. Bill Boardman, who states he is not positive, feels that this land is 1/3 in the floodplain and 2/3 in the Resource Protection for hydric soils. The applicant would have to file an elevation certificate for verification of elevation and determination of district.

**Jan Harmen moved to table the application of John McDonald, Map 20, Lot 15, Application #34-17 for a site review and an elevation certificate. Jennifer Whyte seconded the motion and it passed 5-0.**

Bill Schoppe, Gil Rivera and Bill Boardman will perform the site review.

Rob Hooke said that the property is all staked out. He is looking into the location of the neighbor's septic system to be sure the applicant's well is placed appropriately with required setbacks.

## OTHER BUSINESS

1. **Review Draft - Public Hearing Procedure:** Peggy Pike drafted a Public Hearing Procedure outline which was reviewed by the Planning Board. The Planning Board discussed the notification that went out to the people in the Town Centers District and the abutters. The notification consisted of two

pages - one was a notification of the public hearing dates, November 6 and November 20, on proposed text and map changes to the Land Use Ordinance to create the Town Centers Districts and the second page was a small scale island map with outline of the Town Centers Districts. It was noted that there are people confused and unclear as to why they are getting this mailing as there was no cover letter explaining that they were either an abutter to or in the district and that the map was not to scale enough to actually tell. Isabel Jackson said she knows of a neighbor who was also unclear as to why they were receiving the mailing. Terry Cowan stated that the notice was “fatally flawed” and unclear. Terry also reminded the Planning Board that the zoning change has to be consistent with the Comprehensive Plan. Isabel Jackson expressed her concern that this process was being rushed, and doesn’t know why there is such a rush. She feels that it is important that the Planning Board be familiar with the ordinance section on multiple dwelling units prior to the Public Hearing. Jan Harmen asked the Planning Board to read the ordinance and be prepared for the Public Hearing.

**Jan Harmen moved to adjourn the meeting at 7:35 PM. G. Rivera seconded the motion and it passed 5-0.**

Respectfully submitted,

Peggy Pike  
Secretary to the Islesboro Planning Board