

Town of Islesboro  
**Planning Board**  
Regular Meeting  
June 19, 2017 @ 6:15 PM  
Town Office Meeting Room  
**MINUTES**

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

Others Present: William Boardman - CEO, Sara Babbidge, Terry Cowan, William Kelly, John Rex-Waller, Paul LeBrun

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

**MOTION BY Jennifer Whyte, seconded by Gil Rivera, to approve the minutes of June 5, 2017 as written.  
The motion passed 4-0.**

**OLD BUSINESS**

**1. Islesboro Community Center, #MD2-17, Map 17, Lot 25A**

This application is for the creation of an overflow parking area for the Islesboro Community Center.  
The application was tabled for the following items:

1. Access plan into the Islesboro Community Center
2. Lighting plan
3. Vegetation plan and cesspool location to be submitted on new site plan
4. Redesign of the parking lot - (new diagram)
5. DOT consultation on June 22, 2017.

To meet the requirements as listed above, the applicant submitted the following which will become a permanent part of the application:

1. Letter dated June 12, 2017 from John Rex-Waller to the Islesboro Planning Board listing their plan of action regarding four of the above concerns - pedestrian access, lighting, revised location map and agreement with abutter, Eileen Boardman.
2. Letter dated June 10, 2017 from John Rex-Waller containing a signed screening/buffer agreement with abutter, Eileen Boardman.

***Please note, the Planning Board discussed how and where to include these items in the Findings or the Permit and it was decided that discussion of these agreements/conditions in the minutes and inclusion of this letter in the application will be indicative of the Planning Board's intent that these conditions must be followed.***

Regarding concerns over large snow fall events in the winter and lack of visibility turning right from Mill Creek Road onto Pendleton Point Road when snow banks are tall and jutting out into the road, John Rex-Waller said that he doubts that the parking lot will be used or even plowed during the winter months but in the event that it is used and there is a large snow fall, ICC will be responsible for removing snow if necessary to keep site lines clear for safety purposes. The applicant also agreed to have a monitor help with safe road crossing during all children events.

Regarding the decision at the last meeting to consult with DOT representative on 6/22/17 before moving forward with the application, the applicant rallied for approval of the application at this meeting as they feel the Town Centers discussion is a separate issue, and that ICC should not have to wait to move forward with this project. The Planning Board changed their minds and decided at this meeting not to wait for DOT consultation.

The Planning Board reviewed DRO Criteria of Approval. Notable items are:

- D. The final gravel surface will be permeable and therefore no erosion.
- E. Children will be supervised crossing the street during children events with an ICC designated monitor.
- H. Buffer agreement with abutter, Eileen Boardman, will be made part of the record.

**MOTION BY P. Coombs, seconded by Gil Rivera, to approve the verbal Findings of Fact as discussed at this meeting with final approval of the written Findings of Fact at the next meeting. Motion passed 4-0.**

**MOTION BY J. Whyte to approve the Application #MD2-17, Map 17, Lot 25, to create an overflow parking area contingent upon the approval at the next meeting of the written Findings of Fact. Motion passed 4-0.**

**OTHER BUSINESS**

CEO report: Bill Boardman submitted a written report for May. He added that the Town Centers Committee will be coming to the Planning Board in September with proposed ordinance. The Comprehensive Plan is being rewritten by Craig Olson and that will be done in conjunction with the Town Centers Ordinance. A Town vote will be needed to pass both the Comp Plan and the Town Centers Ordinance.

**ADJOURNMENT OF MEETING**

**Gil Rivera moved to adjourn the meeting at 7:18 PM. P. Coombs seconded the motion and it passed 4-0.**

Respectfully submitted,

Peggy Pike  
Secretary to the Islesboro Planning Board