

Town of Islesboro
Planning Board
Regular Meeting
July 9, 2018 @ 6:15 PM
Town Office Meeting Room
MINUTES

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

Others Present: Nancy Alexander, John Oldham, Terry Cowan

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

Gil Rivera moved to approve the minutes of the regular meeting of June 18, 2018 as amended. Bill Schoppe seconded the motion and it passed 5-0.

NEW BUSINESS

A. Land Use Ordinance

1. Nancy Alexander, Application #14-18, Map 33, Lot 13, Enlarge parking area, new driveway, construction of a carport, construction of storage sheds, and construction of house addition including sitting room/library.

The applicant clarified the construction of the sheds stating that there is an existing 9' x 16' shed and the addition will be to this shed. There is a second shed that will be built on the existing tent platform. The tent platform will be used as a deck for the new shed.

MOTION BY JAN HARMEN to table Application #14-18 for Nancy Alexander, Map 33, Lot 13 for a site review. B. Schoppe seconded the motion and it passed 5-0. Bill Boardman, Gil Rivera and Bill Schoppe will perform the site review. The applicant would like to be present at the site review as well.

2. Ellen Berry, Application #11-18, Map 40, Lot 11, Construction of a three bedroom house, 22' x 34'.

The Planning Board noted that there were several items on the application that were unclear, namely #21, square footage of lot to be covered by non-vegetated surface. The applicant filled this in with **.017**. The Planning Board would like clarification on this figure. The Planning Board would also like Bill Boardman to explain the calculation of the fee for the application. They question whether the fee is based on the footprint only as opposed to the total square feet of the house including all three floors. According to the ordinance, the fee is 10 cents per square foot of living area including porches. The applicant paid a \$75 application fee.

MOTION BY JAN HARMEN to table Application #11-18 for Ellen Berry, Map 40, Lot

11 for clarification of #21 of the Application, the calculation method for the application fee, and for a site review. J. Whyte seconded the motion and it passed 5-0. Bill Boardman, Bill Schoppe and Gil Rivera will perform the site review.

B. Development Review Ordinance

1. John Oldham, Application #MD1-18, Map 15, Lot 16, Convert dining room into a commercial real estate office and erect a sign.

The application was reviewed and it was found that the abutters were duly notified. There were no abutters that came forward to comment on the application. The applicant wishes to erect a sign and the location of the sign was drawn in on the site plan as indicated by John Oldham. The sign cannot be larger than 6 square feet. The applicant has also indicated that there will be a parking area large enough to accommodate three vehicles.

MOTION BY JAN HARMEN to table Application #MD1-18 for John Oldham, Map 15, Lot 16 for a site review. J. Whyte seconded the motion and it passed 5-0. Bill Boardman and Jennifer West will perform the site review.

OTHER BUSINESS

- CEO Report: Written report for May and June was submitted and reviewed.
- Correspondence: None
- Land Use Ordinance, Findings of Fact. This will be discussed at upcoming meetings.
- Committee Reports: None
- Other Business: The Planning Board had questions regarding the helipad being proposed for construction on the former preschool playground area next to the Fire Station. As there is no information that has come before the Planning Board regarding construction of same, Jan Harmen will ask the Town Manager about it. It is not known if there is supposed to be lighting or if the area is to be paved, etc. They questioned if airplanes landing or taking off at the airport, which is in close vicinity of the helipad, would be impacted.

ADJOURNMENT

**MOTION by B. Schoppe, seconded by G. Rivera, to adjourn the meeting at 6:45 PM.
Motion passed 5-0.**

Respectfully submitted,

Peggy Pike
Secretary to the Islesboro Planning Board