

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

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

Others Present: Bill Boardman-CEO, Terry Cowan, Heather Hossack, John Hossack, Janet Anderson, Pete Anderson and David Paul

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

**Jennifer Whyte moved to approve the minutes of July 23, 2018 as written. Gil Rivera seconded the motion and it passed 5-0.**

**OLD BUSINESS**

**A. 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.

This application was tabled at the last meeting for Findings of Fact which are presented to the Board and reviewed at this meeting.

**MOTION BY JENNIFER WHYTE to approve the Findings of Fact as written for Application #MD1-18, Map 15, Lot 16 for John Oldham to convert a dining room into a commercial real estate office and erect a sign. J. West seconded the motion and it passed 5-0.**

The Planning Board signed both the Findings of Fact and the permit as the application was approved at the last meeting pending approval of the Findings of Fact.

**NEW BUSINESS**

**A. Land Use Ordinance**

1. Landon Thomas, Application #15-18, Map 11, Lot 24, Amend Permit #29-17 with updated architectural drawings and expand sewage disposal system.

Bill Boardman said that the applicant is changing the footprint, making it smaller than the original plan, and moving it away from the water. There is one bedroom being added and thus a new, approved septic system design is submitted along with the application. Bill explained that the project is within the LOMA that was previously filed. Because the footprint is smaller and the project is not going closer to the water, the Planning Board did not feel a site review was necessary.

**MOTION by Gil Rivera, seconded by Peter Coombs, that the application #15-18 for Landon Thomas be deemed complete as submitted. Motion passed 5-0.**

**MOTION BY JENNIFER WHYTE, seconded by Jennifer West, to approve application #15-18, Map 11, Lot 24 to amend Permit #29-17 to update the architectural drawings changing the**

**footprint, adding one bedroom, and expanding the existing sewage disposal system. Motion passed 5-0.**

**B. Development Review Ordinance**

1. Town of Islesboro, Application MD 2-18, Map 17, Lot 17B, Construction of a Helicopter landing Pad for Lifelight.

The Planning Board determined that the application could be heard as the abutters had been properly notified and the fee had been paid.

The Board questioned whether there are any State or Federal permits required as part of this application, and Janet Anderson, Town Manager, said no.

Bill Schoppe said that he had heard that there may be an issue of concern with the helicopter pad being in the flight path of the town's municipal airport and asked if the applicant had clearance or an OK from the FAA that there are no concerns regarding this. Janet Anderson said she did not have an official clearance from the FAA but would look into it prior to the next meeting.

The Planning Board asked Janet Anderson if this helipad would only be used for patients that need transporting from the clinic and she said yes. Discussion, however, continued and it was left unclear as to whether this helipad would be used as opposed to the airport helipad if it were the closest one available during an emergency transport.

Abutter Heather Hossack said she was a little concerned that she was not notified of this project when all the trees started to come down. Bill Schoppe explained that trees can be cut in the Rural Protection area without a permit.

The issues of snow removal and maintaining a safe landing surface year round were discussed.

Janet Anderson said she "can't foresee everything" and that she hopes to keep it plowed. The surface she said would be grass, not pavement. She said that the 40' x 40' pad area will be stumped and grassed but the area outside of that to the border of the 100' x 100' area will not be stumped.

Janet Anderson said the only light required is a red one that will be mounted to the roof of the Town Office.

David Paul, who was not present during discussion of this application, commented later that he does not agree with the answer to Question #17 and feels that a helicopter landing would create noise, and emissions, although infrequently. He also asked why this application is not being considered a major development application as the area is 100' x 100'. He also mentioned that there are boundary lines that are in question. The Board asked him to return with these comments and questions again at the next meeting and to be sure to come on time when the application is being discussed.

**MOTION by Bill Schoppe to table Application #MD2-18, Map 17, Lot 17B, of the Town of Islesboro to create a helipad for Lifelight for a site review and for FAA approval. Gil Rivera seconded the motion and it passed 5-0.**

## **OTHER BUSINESS**

- CEO Report: No written report or verbal report given.
- Correspondence: None
- People wishing to address the Planning Board: Terry Cowan commented that the Planning Board out to look at The Town of Islesboro Future Land Use Plan in the Comprehensive Plan that will be discussed at an upcoming Public Hearing. He asked the Board members if it makes sense to approve this Land Use Plan.
- Land Use Ordinance, Findings of Fact. This will be discussed at upcoming meetings.
- Committee Reports: None

## **ADJOURNMENT**

**MOTION by G. Rivera, seconded by P. Coombs, to adjourn the meeting at 6:50 PM.  
Motion passed 5-0.**

Respectfully submitted,

Peggy Pike  
Secretary to the Islesboro Planning Board