

Town of Islesboro  
**Planning Board**  
Regular Meeting  
September 26, 2016 @ 6:15 PM  
Town Office Meeting Room  
**MINUTES**

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

Others Present: William Boardman- CEO, Terry Cowan, and Ken LeBrun.

Chair Harmen called the meeting to order at 6:15 PM. The Chair appointed Isabel Jackson a voting member and a quorum was established.

**MOTION BY I. JACKSON, seconded by P. Coombs, to approve the minutes of September 12, 2016 as written. The motion passed 3-0.**

**OLD BUSINESS**

1. **ANDREW STAPLES, MAP 29, LOT 36, MD #5-16**

This application is a request by Mr. Staples to remove the requirement of tree planting on the lot as stated in the Buffer Agreement Addendum dated 9/10/12. This application was discussed at both the August 15, 2016 and the September 12, 2016 Planning Board Meetings. It was concluded after discussions at both meetings that the orchard will not be required to be planted for reasons which include that the lot is too small, and that it prohibits the relocation or plowing of snow by reducing the area necessary to put the snow during large snow storms. Also concluded at the September 12 meeting was that enforcement of all conditions are the responsibility of the Codes Enforcement Officer, not the Planning Board, and therefore it was decided against the Planning Board doing a site review.

At this meeting, the Planning Board reviewed DRO, Article IV, Criteria of Approval and found that all the provisions of this article are met. Bill Boardman will follow-up with the applicant on the previous requirement of planting 18 conifer trees and the 6 deciduous trees as well as the grass coverage. Bill says that the applicant has not yet planted the required number of conifers, and in light of the time of year, lack of water and the applicant not being hooked up to the town septic system, Bill will write a letter to the applicant asking him to have the required grass established by May 15, 2017 and asking him to have the remaining conifers planted as soon as possible.

**MOTION by P. Coombs, seconded by I. Jackson, to require the applicant to comply with #1 and #2 of the Buffer Agreement Addendum dated 9/10/12, which states that the applicant must plant 18 conifer trees and 6 deciduous trees, but that the applicant does not need to comply with #3, the planting of 11 fruit trees. Motion passed 3-0.**

**MOTION by P. Coombs to approve the Findings of Facts as discussed. I. Jackson seconded the motion and it passed 3-0.**

**MOTION by I. Jackson, seconded by Peter Coombs, to table the application for written Findings of Fact. Motion passed 3-0.**

## NEW BUSINESS

### 1. **TOM AND NATASHA STEVENS, MAP 15, LOT 35 E, APPLICATION #22-16**

This application is for the conversion of an existing building into a three bedroom dwelling unit with relocation/upgrade of the existing driveway. There is an approved septic system with the application. The structure is already up and there is no change to the footprint. The Planning Board deemed the application complete and determined that a site review is not necessary.

**MOTION BY I. Jackson, seconded by P. Coombs to approve Application #22-16, Map 15, Lot 35 E of Tom and Natasha Stevens to convert the existing building into a three bedroom dwelling unit with relocation and upgrade of driveway. Motion passed 3-0.**

### 2. **TOWN OF ISLESBORO, MAP 17, LOT 17 B, APPLICATION MD #6-16**

This application is for the construction of 10 x 12 foot concrete structure which will be included in a larger compound area that will house equipment for Broadband. Other items in the compound area include a generator and propane tanks. In reviewing the application, it was noted that there is no fencing or screening as part of the plan which could be required by the Planning Board for both safety and aesthetic purposes. This will be looked at more closely at the next meeting during more thorough review of the application. The Board would like to have a site review, which will be done by Peter Coombs and Bill Boardman. Bill will get in touch with the applicant to be sure the area is staked prior to site review.

**MOTION by P. Coombs, seconded by I. Jackson, to table Application MD #6-16 for a site review. Motion passed 3-0.**

## OTHER BUSINESS

CEO report will be submitted at the next meeting.

There were no committee reports.

Correspondence: Letter from Tom Tutor, dated 9/14/16: This letter was reviewed and discussed. It was determined that the Planning Board cannot grant a variance on the 150' road frontage requirement and a letter will be written to Tom Tutor explaining same. Peter Coombs thought that the applicant may be able to reconfigure the lot division to meet this requirement. The applicant is always welcome to attend a meeting to discuss further with the Planning Board.

**I. Jackson made a motion to adjourn the meeting. P. Coombs seconded the motion and it passed 3-0. The meeting adjourned at 7:05 PM.**

Respectfully submitted,

Peggy Pike  
Secretary to the Islesboro Planning Board