

ISLESBORO PLANNING BOARD  
REGULAR MEETING  
MONDAY, APRIL 8, 2024  
In- Person and Zoom Meeting at 5:00 PM, Town Office

APPROVED  
4/22/24

**MINUTES**

1. Call the meeting to order and Establishment of a Quorum

Chair Bill Schoppe called the meeting to order and a quorum was established at 5:00 PM.

Members Present: Chair Bill Schoppe, Vice-Chair Isabel Jackson, Jennifer West, Gil Rivera and Anne Bertulli as a voting member

Members absent: Wendy Huntington Evans

Others Present: CEO Dave Dyer, Lauren Bruce

Others Present via Zoom: Cressica Brazier

2. Approval of Minutes of March 25, 2024, Regular Meeting.

**Motion: To approve Minutes of March 25, 2024, as written, I. Jackson, seconded by B. Schoppe. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

3. OLD BUSINESS

A. Land Use Ordinance

1. None

B. Development Review Ordinance

1. None

C. Approve

1. Proposed Ordinance Changes, review final Warrant Articles.

- Review of Warrant Articles, Discussion of mandated vs. non-mandated and how to highlight them.
- I. Jackson asked how much of the Article goes in the Town Report. D. Dyer stated just the legal language goes in the Town Report.
- The Article description handout has a brief description of each article. This document can be marked to show the mandated changes, in bold, and non-mandated in italics.
- Discussion of the procedures for Public Hearing and Town Meeting.
- Discussion about the Town Center district articles. Does the new boundary following property lines need to be in the Warrant Article language?
- The Housing Committee is mailing out notification letters to the property owners and abutters of the proposed Up-Island Town Center.

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- Question about whether the Town needs to vote on the boundary lines of the Post Office Town Center.
- J. West read the attorney's response of 2/7/24: "Zoning is a legislative decision, and so Town Meeting is free to set whatever procedure it would like. Typically, any property owner is free to request a change in zoning for their particular property. This proposal would be submitted to the Planning Board, who would review it and conduct a Public Hearing. Following the Public Hearing, the Planning Board would vote to either recommend, or not recommend the amendment to the Select Board for placement on the next Warrant. That recommendation is nonbinding. Keep in mind, however, that unless a requested zoning change is submitted by petition, there is no obligation for the Select Board to place any such request on the warrant for consideration by Town Meeting."
- "Mailed notice to individual property owners is only required if the amendments propose to prohibit all industrial, commercial, or retail uses in an area where all such uses were previously permitted, or vice versa."
- Articles 6 and 7 do not need to be voted on until after the Public Hearing.
- The Housing Committee is having Steve Blatt produce a map for the proposed Up-Island Town Center.
- A. Bertulli will create a larger map of the Post Office Town Center.
- We can screen share maps on Zoom. We won't need to enlarge until we know it's going to Town Meeting.
- At the Public Hearing, B. Schoppe will lead, and others will explain the articles, one-by-one.
- Mike Nelson will represent the Housing Committee at the Public Hearing.
- Carrie will make packets with the articles and maps. We can screen share the packet.

4. NEW BUSINESS

A. Land Use Ordinance

1. None

B. Development Review Ordinance

1. None

C. Planning Board Vacancy

- B. Schoppe stated that he has written about the vacancy in his Annual Report for the Book.
- Cressica Brazier may be interested in the position. She spoke about her background in Planning, and is also involved in architecture and engineering. She understands a bit about building construction as well as Development Review and other Planning issues.
- Board members stated Cressica's help would be valuable to the Board.
- Cressica will think about it, and will follow up.

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- The time commitment is 2 meetings a month, average time for meetings is one hour. Some members volunteer for site reviews. There are also opportunities to represent the Planning Board on other committees.

5. OTHER BUSINESS

- CEO Report: D. Dyer submitted his report for March. He explained how he issued a stop-work order for blasting in the shoreland zone last week, and issued a permit for it this week.
- People Wishing to Address the Planning Board: None
- Correspondence: Steve Miller, IIT. Concern about increased housing density.
- Committee Reports: None
- Chair- Additional Business:
  - Welcome Back, Gil Rivera.

6. Adjournment of Meeting

**Motion: To adjourn meeting at 6:03 PM by G. Rivera, seconded by I. Jackson. No Discussion. Motion passed, 5 yes, 0 no, Unanimous.**

Respectively Submitted,



Carrie Reed

