

ISLESBORO PLANNING BOARD

REGULAR MEETING

MONDAY, AUGUST 24, 2026

In-Person Meeting At 5:00 PM, Town Office

ZOOM LINK: <https://zoom.us/j/97025226363?pwd=TzVsN1JEVTd0Q3ZiUERqakhDbk9wZz09>

AGENDA

1. Call the meeting to order.
2. Establishment of a Quorum
3. Approval of the Minutes of August 10, 2026
4. Old Business-
 - A. Land Use Ordinance
 1. None.
 2. None.
5. New Business-
 - A. Land Use Ordinance
 1. Clayton Builders, Map 15, Lot 43, Application LU 30-26, to build a 540-sf garage with second floor living space and bathroom. Septic will be new and enlarged.
 2. None.
 - B. Development Review Ordinance
 1. None.
6. OTHER BUSINESS
 - CEO Report – None
 - People Wishing to Address the Planning Board
 - Correspondence – None
 - Committee Reports
 - Chair – Additional Business –
7. Adjournment of Meeting

Members: Bill Schoppe, Isabel Jackson, Gil Rivera, Jennifer West, Wendy Huntington Evans, Anne Bertulli; Scott de Grasse; Dave Dyer, CEO; Carrie Reed, Secretary

ISLESBORO PLANNING BOARD
REGULAR MEETING
MONDAY, AUGUST 10, 2026
In- Person and Zoom Meeting at 5:00 PM, Town Office

DRAFT 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, Wendy Huntington Evans, Gil Rivera, Anne Bertulli as an alternate, and Scott de Grasse as an alternate.

Others Present: CEO Tom Michaud, Dave Dyer, Michael Nelson, Michael Hutcherson

Others Present via Zoom: None

2. Approval of Minutes of July 13, 2026, Regular Meeting.

Motion: To approve Minutes of July 13, 2026, as written, I. Jackson, seconded by W. Huntington Evans. No discussion. Roll Call. Motion passed, 5 yes, 0 no, Unanimous.

3. OLD BUSINESS

A. Land Use Ordinance

1. None.

B. Development Review Ordinance

1. None.

4. NEW BUSINESS

A. Land Use Ordinance

1. Pam Larson & Michael Hutcherson, Map 28, Lot 1A, Application LU 26-26, to renovate & enlarge existing 2-story residence, with new exterior decks and fences, regrading, and retention wall.
 - Dave Dyer explained that this project was approved by the Planning Board in 2021. There was a delay in finding a contractor, and the permit expired. Dave included a copy of the 2021 application with the new application. The plan has not changed.
 - G. Rivera asked how close the new structure will be to the water.
 - Michael Hutcherson stated that the addition will be on the side of the house away from the water.
 - D. Dyer added that the existing house is non-conforming, but the additional work will not make it more non-conforming. It's in a resource protection district.

Motion: Application LU 26-26 is complete, W. Huntington Evans, seconded by I. Jackson. No discussion. Motion passed, 5 yes, 0 no, Unanimous.

ISLESBORO PLANNING BOARD
REGULAR MEETING
MONDAY, AUGUST 10, 2026
In- Person and Zoom Meeting at 5:00 PM, Town Office

Motion: To Approve Application LU 26-26, I. Jackson, seconded by W. Huntington Evans. No discussion. Motion passed, 5 yes, 0 no, Unanimous.

B. Development Review Ordinance

1. None.

5. OTHER BUSINESS

- CEO Report: D. Dyer presented his report for June CEO permits.
- People Wishing to Address the Planning Board:
 - Michael Nelson, representing the Islesboro Housing Committee and Islesboro Affordable Properties, addressed the Board and asked it to give some thought about the future.
 - A number of people have recommended that we consider building a tiny house community, with houses no larger than 500 sf.
 - We will have to look at possible changes in ordinance for lot size, doing something like that outside of a Town Center. We would look to get land that we could divide into much smaller plots. We will need to face the issue of septic and water as it's all addressed. Affordable housing is a big issue, and we are looking for ways to bring more housing to the island at a much lower cost.
 - IAP is building a duplex today, and the cost per square foot is astronomical.
 - A tiny house community would be for couples or singles, not for families. It is a potential solution as we search for more people who can work and live on the island.
 - B. Schoppe stated that Jennifer West has been doing some research, and that is exactly one of the things that's on her list of items we will need to go over.
 - J. West stated that they will need to establish another committee to update the ordinances based on the mandated requirements that the state has now implemented in two or three different bills. We have a lot of research to do, and Michael's input would be a great help.
 - Discussion about the need for workforce housing.
 - Michael clarified that the tiny homes they are thinking about would not be on wheels; they'd be on slabs and not movable. He would like them to be part of the permanent housing solution on the island.
 - I. Jackson asked if this would be considered a cluster development. She read from Chapter 45, Development Review, Article XVIII, §95, Provisions for Cluster Development. *"This article allows innovative approaches to housing and environmental design by authorizing the Planning Board to reduce certain requirements of this chapter for applications proposing clustered development."*
 - J. West asked Michael about his presentation at the Forum. IAP had proposed a total of six units on the Schnur property. Michael explained that they have permits for the first four. The groundwork has been done on the fourth unit, the second duplex. They need to extend the road for three more units and find appropriate build sites.

ISLESBORO PLANNING BOARD

REGULAR MEETING

MONDAY, AUGUST 10, 2026

In- Person and Zoom Meeting at 5:00 PM, Town Office

- Michael Nelson stated that some of the original thought came from work that Stonington had done. He will try to dig up that info.
- J. West added that state mandates need to be implemented by July 1, 2027. They have modified the subdivision definition to five lots in five years, rather than three. That won't require a change in our definition, because we reference the state definition.
- The Planning Board will no longer approve ADU applications; the CEO will do so. We need to update the ADU definition to be allowed on multi-unit lots. There is also a tiny home statute.
- We may not require Planning Board approval for multi-unit dwellings, such as duplexes.
- Dave Dyer added that in many municipalities, the Planning Board deals with Development Review, and the CEO does single-family homes.
- J. West added that the Planning Board will be required to have mandatory training, but they don't define what that is.
- The next step is setting up a committee to go over all of the requirements. Then we make suggestions and see if it's worded properly for the town lawyer. Once that's approved, then it goes to the Select Board, and then to the Town to vote on.
- J. West stated that the state is updating their guidance, and that hasn't been completed.
- W. Huntington Evans stated she'd like to hear from the Groundwater Protection Committee, especially if we're talking about increasing the population in one area, or on the island in general. Do we have the resources?

Motion: To form a committee to review state-mandated changes to the Ordinance, I. Jackson, seconded by W. Huntington Evans. Members will be J. West, W. Huntington Evans, and I. Jackson. Motion passed, 5 yes, 0 no, Unanimous.

- S. de Grasse asked about the scope of this committee, and whether the work would include the dock concerns that had been discussed by the other subcommittee.
 - B. Schoppe stated that this would be a separate committee, focused on the state-mandated items.
- Correspondence: None.
 - Committee Reports:
 - G. Rivera reported that the Harbor Committee will hire an engineering firm to perform an inspection and survey of the Grindle Point Pier. The \$15,000 cost for this will be covered by a grant from Island Institute.
 - G. Rivera stated that the Recreation Committee has installed a new playground and basketball court at Maddie Dodge Field.
 - S. de Grasse stated that the Dock Subcommittee has decided there is no need for a moratorium on new docks, but the language in the ordinance needs to be updated. Harbor Master Earl MacKenzie agrees. The committee has delayed meeting until September.

ISLESBORO PLANNING BOARD

REGULAR MEETING

MONDAY, AUGUST 10, 2026

In- Person and Zoom Meeting at 5:00 PM, Town Office

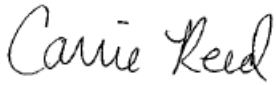
- G. Rivera asked D. Dyer if the construction at a certain location on West Bay Rd is permitted. D. Dyer answered that it is.
- G. Rivera asked D. Dyer about three trailers that are in a field, and if they are permitted. D. Dyer replied that anyone can store a trailer on their property indefinitely. It may only be used as a camper for 90 days. After that, it has to be either hooked up to permanent facilities, or unplugged and stored.
- D. Dyer introduced Tom Michaud as the new Codes Enforcement Officer. D. Dyer stated that he has retired from public service, but will be helping behind the scenes as Tom settles in. As soon as Tom gets his plumbing inspector license, Dave will be giving that up as well. He added that it's been a pleasure working with the Board over the past five years. He believes Tom will do an excellent job.

- Chair- Additional Business: None.

7. Adjournment of Meeting

Motion: To adjourn meeting at 5:40 PM by I. Jackson, seconded by G. Rivera. No Discussion. Motion passed, 5 yes, 0 no, Unanimous.

Respectfully Submitted,



Carrie Reed