

Town of Islesboro  
**PLANNING BOARD**  
Regular Meeting  
January 27, 2020 @ 5:00 PM  
Town Office Meeting Room

**MINUTES**

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

Others Present: Bill Boardman - CEO, Terry Cowan, Donald Durkee and Earl Mackenzie

Chair Schoppe called the meeting to order at 5:00 PM. Jennifer West was appointed a voting member and quorum was established. The Chair welcomed new alternate member, David Dyer, to the Planning Board.

**MOTION by I. Jackson, seconded by J. Whyte, to approve the minutes of January 6, 2020 as corrected. Motion passed 5-0.**

OLD BUSINESS

**Donald Durkee, Map 29, Lot 7, Application #35-19**

This application is for the placement of a 8' x 37' travel trailer which will be hooked up to the existing electric and septic systems. The application was tabled at the last meeting for a site review which was performed by Bill Boardman and Isabel Jackson. Isabel Jackson said they found everything to be in order at their site visit. The applicant also submitted an HHE 200 showing the location of the existing concrete tank and the pumping station. The 1000 gallon tank is said to be in working order at this time.

**MOTION by I. Jackson, seconded by J. Harmen, that Application #35-19, Map 29, Lot 7 of Donald Durkee is complete. Motion passed 5-0.**

**MOTION by J. Harmen, seconded by I. Jackson, to approve Application #35-19 for Donald Durkee, Map 29, Lot 7, to place a 8' x 37' travel trailer on existing lot. Motion passed 5-0.**

NEW BUSINESS

**Northeast Point Subdivision: Request by current owner, Brigham Point, LLC, to abandon the current subdivision. Deeds Plan Book 21, Page 246, and Plan Book 23, Page 103.**

The Planning Board is in receipt of a letter dated January 7, 2020 to Janet Anderson regarding Northeast Point Subdivision - which is the Notice of Abandonment. Janet Anderson, Town Manager, then issued and signed A Certificate of Abandonment for Northeast Point at Islesboro Subdivision. The Planning Board reviewed both of these documents and found them to be in order.

**MOTION by B. Schoppe to accept the Notice of Abandonment and authorize the execution and recordation of this Certificate of Abandonment, to be recorded in the Waldo County Registry of Deeds. I. Jackson seconded the motion and it passed 5-0.**

## OTHER BUSINESS

- . CEO Written Report for December 2019 was submitted.  
Bill Boardman told the Planning Board that Christine Allen's house in Dark Harbor Village has erosion under the house and that the owner is applying for DEP permits and will then need to apply to the CEO for a local permit.
- . People Wishing to Address the Planning Board: None
- . Correspondence:
  - 1.. Islesboro Planning Board - Permit Totals for 2019
  - 2.. MMA Planning Board Workshop - February 2020. There is a workshop scheduled at the Hutchinson Center in Belfast for February 20, 2020. Anyone interested in attending should notify Peggy Pike as soon as possible.
- . Planning Board Policies:

The Planning Board reviewed and discussed the Planning Board Policies. The Board made the following changes to this document:

1. Page 3, Paragraph 8: The Planning Board felt that this did not reflect the current position of the Planning Board in that the alternates are members of the Board and are expected to attend every regular meeting and if not, they should inform the Chair at least 24 hours before the meeting. This paragraph will be reworded to reflect this.
2. Page 10, last paragraph, first sentence: The word "application" will be changed to "applicant".
3. Page 11, First Paragraph: It was decided to clarify that the 38 foot height limitation is in the Rural District, and to furthermore include the 35 foot height limitation in the Shoreland District.

- . Chair - Additional Business:

Status of moving Jennifer West up to a Full Member of the Planning Board

Jan Harmen, regular member, requested a "demotion" from a regular to an alternate member. Jennifer West said she would be willing to serve as a regular member.

**MOTION by B. Schoppe, seconded by I. Jackson, to appoint Jennifer West as a full member of the Planning Board while Jan Harmen will become an alternate member. Motion passed 5-0.**

ADJOURNMENT OF MEETING

**MOTION by Jan Harmen, seconded by I. Jackson, to adjourn the meeting. Motion passed 5-0.**

Meeting adjourned at 5:43 PM.

Respectfully submitted,

Peggy Pike  
Secretary to the Islesboro Planning Board