

ISLESBORO PLANNING BOARD  
REGULAR MEETING  
MONDAY, November 23, 2020  
Zoom Meeting at 5:00 PM

**MINUTES**

1. Call the Meeting to Order and establish a quorum.

Chair Schoppe called the meeting to order at 5:02 PM and a quorum was established. He welcomed new alternate member, Jesse Burns, to the Board.

Members Present: Bill Schoppe, Gil Rivera, Jennifer West, Jennifer Whyte and Isabel Jackson.

Alternate members present: Jess Burns and Dave Dyer

Others Present: Roger Burke and Michael Hutcherson

2. Approval of the Minutes of November 9, 2020

**Motion by I. Jackson to approve the minutes of November 9, 2020 as amended. J. West seconded the motion. Roll Call: Motion passed 5 yes, 0 no.**

3. Old Business

A. LAND USE ORDINANCE

1. Mitchell Cottage Trust, Map 13, Lot 4A, Application #44-20, Addition to the existing Cabin

This application was tabled for an elevation certificate. The Planning Board is in receipt of two elevation certificates from two different engineering firms - Thayer Engineering and Kevin Barbour. With permission from Roger Burke, the Planning will use the Elevation Certificate from Thayer Engineering as it was both signed and stamped, while the certificate from Kevin Barbour was unsigned. The Thayer Elevation Certificate indicates a bottom floor elevation of 13.8 feet.

**MOTION by I. Jackson, seconded by G. Rivera, to table Application #44-20 for a site review. Roll Call: Motion passed 5 yes, 0 no. The site review will be performed by Gil Rivera and Jesse Burns.**

2. Kristen Bird, Map 23, Lot 3, Application #52-2020, Application to renovate existing house with removal and addition of bedrooms, and add deck and new entrance.

This application was tabled at the last meeting for an updated site plan to include septic and well location and a site review, both of which have been done. The site review report will be submitted for the file. There were no issues found on site review. The site plan now shows setbacks and location of well and septic system.

**MOTION by B. Schoppe, seconded by G. Rivera, that Application #52-2020 for Kristen Bird is complete. ROLL CALL: Motion passed 5 yes, 0 no.**

**MOTION by B. Schoppe, seconded by I. Jackson, to approve Application #52-2020, Map 23, Lot 3 for Kristen Bird to renovate existing house with final result of no increase in bedrooms. ROLL CALL: Motion passed 5 yes, 0 no.**

4. New Business

A. LAND USE ORDINANCE

1. Jay Zlotkowski, Map 17, Lot 7B, Relocate and Add on to an existing dwelling unit. Application #57-2020.

This application is for relocation and addition to a two bedroom dwelling unit. The applicant has submitted an approved septic design which is for a three bedroom house.

**MOTION BY I. Jackson, seconded by G. Rivera, to table Application #57-2020 for Jay Zlotkowski for a site review. ROLL CALL: Motion passed 5 yes, 0 no. Jennifer West and Jesse Burns will perform the site review.**

4. OTHER BUSINESS

- . CEO Report for September was received and reviewed.
- . People Wishing to Address the Planning Board: None
- . Correspondence: None
- . Committee Reports: None
- . 2021 Meeting Calendar - Review and make a motion to approve.  
MOTION by B. Schoppe, seconded by G. Rivera to approve the 2021 Planning Board Meeting dates as presented. ROLL CALL: Motion passed 5 yes, 0 no.
- . Chair - Additional Business: None

5. Adjournment of Meeting

**MOTION by B. Schoppe, seconded by I. Jackson to adjourn the meeting at 5:30 PM. ROLL CALL: Motion passed 5 yes, 0 no.**

Respectfully submitted,

Peggy L. Pike  
Secretary to the Islesboro Planning Board