

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

APPROVED

2/5/24

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, and Anne Bertulli as a voting member.

Members absent: Gil Rivera, Roger Burke, and Wendy Huntington Evans

Others Present: CEO Dave Dyer, Rick Rogers, Tom Tutor, Mike Clayton

Via Zoom: Lauren Bruce

2. Approval of Minutes of November 27, 2023, Regular Meeting.

Motion: To approve Minutes of November 27, 2023, as written, J. West, seconded by I. Jackson. No discussion. Motion passed, 4 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. None

B. DEVELOPMENT REVIEW ORDINANCE

1. None.

5. OTHER BUSINESS

- CEO Report: None.
- People Wishing to Address the Planning Board:

ISLESBORO PLANNING BOARD

REGULAR MEETING

MONDAY, JANUARY 8, 2024

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

- Rick Rogers stated he was here to request that the Planning Board include Lot 9A of Map 17 in the Post Office Town Center when the Board makes its recommendation to the Select Board. It makes a big difference in terms of density for affordable housing. J. West recommended he write a letter to the Planning Board and Select Board.
- Discussion about process of informational meetings, and public hearings. This will eventually go to Town Meeting for public vote.
- Tom Tutor stated he was here to urge the Planning Board to include a new Town Center around Durkee's Store when presenting the expanded Town Centers plan to the voters.
- Correspondence: None
- Committee Reports: None
- Chair- Additional Business:
 1. Review and vote on changes to Land Use and Development Review Ordinances.
 - The LD 2003 Subcommittee presented its findings and recommendations.
 - The Subcommittee has been reviewing the Legislation LD 2003 and what the Town needs to do to implement it. It basically requires municipalities to increase housing density.
 - It allows one ADU on all lots that meet the criteria for a dwelling unit.
 - In designated growth areas, it allows 2.5 x the currently allowed housing units for affordable housing. In Islesboro, the designated areas are the Town Center Districts. They are cited in the Comprehensive Plan as Growth Areas.
 - The Subcommittee has worked to expand the Ordinances to accommodate these mandated changes, as well as further changes that would clarify our existing Ordinances. J. West reviewed the proposed amendments.
 - Discussion about guidelines for Affordable Housing, at 120% of Area Median Income for owned units, and 80% for rental units per LD 2003. We would like to leave it at 120% for rentals, which is more lenient. This will be clarified by the attorney.
 - Tiny homes are not to be considered as ADUs under LD 2003. An ADU must have a minimum area of 190 square feet, and may not exceed 800 square feet of total floor area. A tiny home does not exceed 400 square feet.
 - The property owner must submit verification that the proposed ADU has adequate water and wastewater facilities, and the water is potable.
 - The committee recommends that we eliminate the owner-occupied requirement for ADUs. The attorney also advised us to eliminate this.
 - The Groundwater Committee has recommended some non-mandated changes, such as only allowing closed-loop geothermal systems, and that new pools and fire suppression cisterns be filled with water that is trucked to the island. CEO permit to be required.
 - Adding definition of kitchen.
 2. Discuss Town Center boundaries.
 - The committee feels the boundaries should be moved to follow property lines.

ISLESBORO PLANNING BOARD

REGULAR MEETING

MONDAY, JANUARY 8, 2024

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

- Notices to property owners and abutters need to be sent out before a Public Hearing.
- Ordinance changes and Town Center boundary changes can be presented at the same public meetings.
- Tom Tutor spoke about creating a new Up-Island Town Center district. He was part of the original Town Centers Committee, and is now a member of the Housing Committee, which was tasked by the Planning Board to undertake creating a map for the proposed Up-Island Town Center.
- Tom shared information from the Midcoast Council of Governments presentation to the Housing Committee a few weeks ago, which provided statistics on housing trends in the area over the past 5 years.
- Long-term rentals have decreased, and we need more year-round housing.
- Islesboro's housing is now considered very unaffordable. There is a middle-income housing gap.
- To address the housing challenges, the Housing Committee suggests adding another Town Center. In the existing Town Centers, no one has taken advantage of the reduced lot size requirement. A third Town Center around Durkee's Store would provide an opportunity for more housing density. We need to be proactive for population growth.
- Tom provided a map for the proposed Up-Island Town Center. The district would go from Durkee's down to Keller Point Road. If the intent is to provide motivation for possible workforce housing to be built, we want to include some of the larger parcels of land.
- Building duplexes or 4-unit apartment houses reduces basic prep costs per unit, due to shared septic systems, etc. In a Town Center, houses can be built on a minimum lot size of 20,000 sf, slightly less than a half-acre.
- Adopting another map is just changing boundaries, there's no Ordinance language necessary. This new map and the existing Town Center boundary changes can be one piece. The current Town Centers are not named in the Ordinance.
- There was never significant opposition to this district five years ago when it was first discussed. It never went to a vote.
- J. West would like the Housing Committee to provide assistance with informational meetings. Tom said he is happy to help.
- Mike Clayton asked about creating a public sewer like the one that's in Lincolnville. Tom answered that if it exists, we need to use it, but it's not required. The septic requirements are more stringent in the Town Centers to protect the aquifer.

Motion: To accept the draft changes to the Ordinance, with changes noted, and send to the Town attorney for review before forwarding to the Select Board, J. West, seconded by I. Jackson. No Discussion. Motion passed, 4 yes, 0 no, Unanimous.

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

3. Meeting Calendar

- The scheduled meeting for November 4, 2024 is in conflict with Election Day preparations. Based on other holiday conflicts, C. Reed recommended the Board cancel that meeting and just have one meeting in November.

Motion: To Approve the amended calendar for 2024, I. Jackson, seconded by B. Schoppe. No Discussion. Motion passed, 4 yes, 0 no, Unanimous.

6. Adjournment of Meeting

Motion: To adjourn meeting at 6:22 PM by I. Jackson, seconded by A. Bertulli. No Discussion. Motion passed, 4 yes, 0 no, Unanimous.

Respectively Submitted,


Carrie Reed