

## 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, Roger Burke, and Anne Bertulli as Alternate.

Members Absent: Wendy Huntington Evans

Others Present: CEO Dave Dyer, Lauren Bruce, Pete (Andrew) Anderson, Bill Lane (Gartley & Dorsky)  
Via Zoom: Christine Robb

### 2. Approval of Minutes of July 24, 2023, Regular Meeting.

J. West corrected misspelling of Bertulli.

**Motion: To approve Minutes of July 24, 2023, as amended, I. Jackson, seconded by R. Burke. No further discussion. Motion passed, 5 yes, 0 no, Unanimous.**

### 3. OLD BUSINESS

#### A. LAND USE ORDINANCE

1. None.

#### B. DEVELOPMENT REVIEW ORDINANCE

1. Town of Islesboro, Map 17, Lot 17B, Application MD 01-23, to construct a new  $\approx$  4,500 SF health center building adjacent to the existing municipal building on Town property.
  - Site review done; all setbacks met.
  - Letters inviting comment sent by certified mail to the Fire Chief, Town Office, the School, and the Groundwater Protection Committee, per Chapter 45, after dated receipt by the Planning Board of the application.
  - Memo received regarding the proposed apartment stating that it will not be used as a residence. The application states the number of bedrooms is not applicable.
    - I. Jackson asked D. Dyer to clarify. D. Dyer explained that the proposed use is for visiting healthcare professionals, and does not qualify as a residence.
    - G. Rivera stated it will have a bathroom, a kitchenette, and a bedroom, and could qualify as a dwelling unit.
    - B. Schoppe stated that if the Town decides to sell this building in the future, the new owners will have to apply for a Change of Use in order to use the space as a living space. He asked the Board to consider whether the memo is enough, or if

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

there should be a stipulation on the permit that it is not to be used as a residence.

- Discussion about making a condition on the permit that it will be used for temporary staff housing, citing the definition in the ordinance.
- I. Jackson made a correction to the Land Use application. The Board voted previously that this is not in the Resource Protection District.

**Motion: The Apartment in the proposed new Health Center does not meet the definition of a dwelling unit, per Town Ordinance §45-130, “a room or group of rooms designed and equipped by use as living quarters for only one family,” as this will only temporarily house staff, J. West, seconded by R. Burke. No further discussion. Motion passed, 5 yes, 0 no, Unanimous.**

- Regarding traffic flow, Bill Lane stated that he had resubmitted today a sheet of the C-1 site plan that establishes one-way internal circulation and modified angled parking. It reduces the number of parking spaces by 3 in front of the Town Office. Pete Anderson clarified that many people now park in front of the Town Office to go to the Health Center, but with the new arrangement, they will be parking by the new building in the added spaces.
- G. Rivera asked if there will be enough space available for EMS and Fire personnel if there is an emergency call. J. West answered that with the addition of the 8 spaces near the new building, it shouldn't be an issue.
- Amongst the new paperwork submitted today, there is a photometric site plan provided by the electrical engineer. It shows the proposed additional lighting on the property.
- R. Burke noted for the minutes that the Board is reviewing the new site plan, revised August 7<sup>th</sup>.

**Motion: Application MD 01-23 is complete, B. Schoppe, seconded by I. Jackson. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

- The Board reviewed Chapter 45-19, Criteria of Approval. See attached Findings of Fact.

**Motion: To table Application MD 01-23 for Finalization of Criteria of Approval/Findings of Fact, B. Schoppe, seconded by I. Jackson. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

#### 4. NEW BUSINESS

##### A. LAND USE ORDINANCE

1. None.

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B. DEVELOPMENT REVIEW ORDINANCE

1. Town of Islesboro, Map 32, Lot 6, Permit MD 03-22, Up-Island Public Safety Garage, site review for revised plan.
  - Pete Anderson stated that the site has not been staked yet. Gartley & Dorsky to submit new formalized site plan this week.
  - Pete Anderson stated that the Town owns Junkyard Way.
  - Withdrawn from Agenda

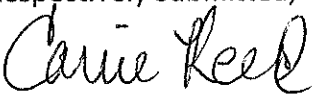
5. OTHER BUSINESS

- CEO Report: D. Dyer submitted his report for July.
- People Wishing to Address the Planning Board: None.
- Correspondence: None.
- Committee Reports: None.
- Chair- Additional Business: B. Schoppe welcomed Anne Bertulli, Alternate Member, to the Planning Board. Discussion about MMA training.

6. Adjournment of Meeting

**Motion: To adjourn meeting at 5:37 PM by I. Jackson, seconded by G. Rivera. No Discussion. Motion passed, 5 yes, 0 no, Unanimous.**

Respectively Submitted,

  
Carrie Reed

