

10/7/24

## 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, Gil Rivera, Wendy Huntington Evans, Trevor Blackford as a voting member, and Anne Bertulli as an alternate.

Members Present via Zoom: Jennifer West (not voting).

Others Present: CEO Dave Dyer, Peter Mills, Page Clason, Terry Cowan, Bill Tilden.

### 2. Approval of Minutes of September 9, 2024, Regular Meeting.

**Motion: To approve Minutes of September 9, 2024, as written, I. Jackson, seconded by W. Huntington Evans. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

### 3. OLD BUSINESS

#### A. Land Use Ordinance

1. None.

#### B. Development Review Ordinance

1. David & Joan Losee, Map 31, Lot 5E, Application MD 01-24, to subdivide the lot into four parcels.

- Postponed at the request of the applicant
- Still awaiting attorney response.

### 4. NEW BUSINESS

#### A. Land Use Ordinance

1. Peter Mills for Todd Conklin, Map 14, Lot 3H, Application LU 44-24, to construct a 382-square-foot addition on existing home, no additional bedrooms or bathrooms.
  - I. Jackson asked about the site plan. D. Dyer drew one in the application.
  - Peter Mills explained that the addition will go on the western end of the house. There is currently a wood shed on the site.
  - T. Blackford asked about septic. There are no new bedrooms or bathrooms.
  - D. Dyer stated he's done a quasi site review.

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- The addition will be going farther away from the septic and well.
- Peter stated that they're getting rid of the kerosene tank in the woods.

**Motion: Site Review is not required for Application LU 44-24, B. Schoppe, seconded by G. Rivera. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

**Motion: Application LU 44-24 is complete, I. Jackson, seconded by G. Rivera. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

**Motion: To Approve Application LU 44-24, I. Jackson, seconded by G. Rivera. No discussion. Motion passed, 5 yes, 0 no, Unanimous.**

2. Bill Tilden, Map 24, Lot 24, Application LU 46-24, to construct a log cabin on site of former trailer, using existing power, water, and septic.
- Applicant not present during discussion.
  - D. Dyer stated that the septic system is sufficient for at least a two-bedroom unit. The proposed cabin will have 3 bedrooms. Will Aldrich has given a verbal okay, but no written approval.
  - G. Rivera stated this needs a site review.
  - J. West stated that if he's planning to use this as an Airbnb, the applicant should verify that he's got an adequate septic system, or limit it to a 2-bedroom rental.
  - I. Jackson suggested the application be tabled for site review and something written from Will Aldrich.

**Motion: To Table Application LU 46-24 for site review and written approval for adequate septic system, B. Schoppe, seconded by I. Jackson. No further discussion. Motion passed, 5 yes, 0 no, Unanimous.**

Site Review: Gil Rivera & Isabel Jackson, Tuesday 10/1, 11:00 am

3. Page Clason, Map 25, Lot 14A, Application LU 47-24, Change of Use, storage & office to residential, with related renovations to existing building.
- B. Schoppe stated his understanding that this will no longer be an office/storage space, but a duplex for living space. Page explained that this will be rentals for employees.
  - I. Jackson asked about the lot size. Page answered that it's 2.5 acres.
  - I. Jackson asked about having two units on 2.5 acres. This will be two units in one building.
  - J. West asked if this will be used for business at all. Page explained that there will be storage for business along the back.
  - The building is on the pad, but not secured down yet.
  - J. West asked about a bunkroom. Page clarified that this will be two apartments.

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- J. West asked about the location of the well on the adjacent lot, as the septic field is so close to the property line. It's sloping away from the adjacent lot into Page's lot.
- B. Schoppe stated that Will Aldrich usually looks for abutting septic and wells.
- G. Rivera suggested a site review for septic. Everything is staked.
- T. Blackford asked about setback requirement from property line.
- J. West pointed out on Will Aldrich's detailed plan that it's 19'.
- B. Schoppe asked D. Dyer to verify setback.
- State Plumbing Code, Table 7B, setback distances for 1<sup>st</sup> time systems: Less than 1000 gal/day, 10' from property line. Dave will check the most current version tomorrow.
- Town Code: §125-32 C. 2: Less than 1000 gal/day, 5' from property line.
- W. Huntington Evans stated she trusts Will Aldrich to know what will be approved.
- We will do more research on state and town requirements.

**Motion: To Table Application LU 47-24 for site review, B. Schoppe, seconded by G. Rivera. No further discussion. Motion passed, 5 yes, 0 no, Unanimous.**

Site Review: Gil Rivera & Isabel Jackson, Tuesday 10/1, 10:30 am

B. Development Review Ordinance

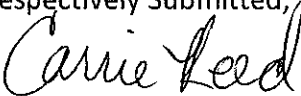
1. None.

5. OTHER BUSINESS

- CEO Report: D. Dyer presented his report for August.
- People Wishing to Address the Planning Board: Terry Cowan asked about septic approval and if a written report is required. Discussion about licensed professionals and signed reports. Will Aldrich is a licensed designer. He knows the Town requirements. He provides a form with his license number.
- Correspondence:
  - letter from Robyn Anne Congdon re: Losee application.
- Committee Reports: None.
- Chair- Additional Business: None.

6. Adjournment of Meeting

**Motion: To adjourn meeting at 5:51 PM by G. Rivera, seconded by I. Jackson. No Discussion. Motion passed, 5 yes, 0 no, Unanimous.**

Respectively Submitted,  
  
Carrie Reed

