

SELECT BOARD MEETING

Town Office Meeting Room

WEDNESDAY, MAY 8, 2024

6PM

Join Zoom Meeting

<https://zoom.us/j/96374295063>

Meeting ID: 963 7429 5063

Passcode: 942416

1.	Call to Order:	Establish Quorum:
2.	Accept Minutes of the April 24, 2024 Regular Meeting/Warrant & Payroll only.	
3.	Visitor's Comments:	<ul style="list-style-type: none"> • <i>Ferry Service Update</i> • Sea Level Rise Update • Update on Municipal Building Project
4.	Upcoming Meetings and Subcommittee Reports: Planning Board: May 20, 2024	
5.	Town Manager Report:	6. Correspondence:
6.	<u>Old Business:</u> 1. Approve and Sign "2024 Islesboro Looking Ahead". 2.	
7.	<u>New Business:</u> 1. Planning Board Submits Ordinance Changes for Annual Town Meeting. 2.	
8.	<u>Other Business:</u> 1.	
9.	Approve Warrant: FY24 #23	
10.	Appointments:	
11.	Chair Comments:	Individual Selectmen's Comments:
12.		
13.	Adjourn	

W: AGENDA 5 8 2024

MEMBERS:

CHAIR Shey Conover
2026

Lauren Bruce
2025

V A C A N T
2025

Melissa Burns
2026

Peter Anderson
2024



DRAFT MINUTES

Members Present:

Chair Shey Conover, Vice Chair Lauren Bruce, Melissa Burns, and Peter Anderson

Others Present:

Jennifer West, John Rex-Waller, Tracey Wuori, Josh Leach, Janice Leach

Via Zoom: Robert Kochan, Richard Cavanaugh

Call to Order: Chair Shey Conover called the meeting to order at 5:00 PM, and a quorum was established.

MOTION BY P. Anderson, seconded by M. Burns, to approve the minutes of April 10, 2024 Regular Meeting, as written. No discussion. Motion passed, 4 yes, 0 no.

VISITOR COMMENTS/PETITIONS

None

FERRY SERVICE UPDATE

No update from John King.

SEA LEVEL RISE

S. Conover reported that Project Manager Shri Verrill has been talking with GZA Engineering to give feedback to inform what they provide for a final proposal for the Narrows. In their preliminary conversation, they predominantly recommended raising the road 2 feet for sea level rise, plus making major increases to the sea walls to address storm surge. They had a variety of different options, including having larger stones, or mesh to contain the stones. We are hopeful that towards the end of May we will have a more comprehensive set of options to weigh cost, benefit, longevity, etc. Shri is also working with a potential funder on some nature-based solutions, such as reef balls, that will help decrease wave action on the east side. We are in the beginning phases of developing relationships in the hopes of bringing the funder to the table.

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: May 6th, 5:00pm.

TOWN MANAGER REPORT

- Packet included Agenda for 4/24/24 and Minutes of 4/10/24 Regular Meeting.
- Committee Minutes/Correspondence:

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 24, 2024 @ 5:00 PM

- Email (sent to SB) 4/10/24 from Frank Start re: IMB Committee appointment.
 - This email was received just before the last meeting and members wanted time to give it the attention it deserved.
 - S. Conover stated that a couple days before the December IMB Committee meeting, Roger reached out to Janet and Shey to let them know he had been talking with someone who had expressed interest in joining the committee. Although this interest wasn't indicated in writing, Janet was aware of someone else being interested in the position.
 - S. Conover stated there have been a couple of instances of lack of clarity that we've heard from committees in looking for direction in how to bring forward names of potential committee members, what to do if there is a conflict with the committee, etc.
 - A guidance document has been put to the back burner, and she would like to commit to this group to bring that forward soon. Hopefully it will alleviate some of the concerns that Frank raised.
 - One of the things that S. Conover would like make clear in that document is that whenever possible, have a recommendation from the committee for any appointment. She doesn't feel that the Select Board should unilaterally appoint people to a vacant seat without committee discussion, because of the dynamic that creates.
 - Not having someone appointed does not preclude participation, as all meetings are public.
 - S. Conover understands Frank's disappointment in not being appointed, but feels we don't need additional action beyond developing the document to tighten up committee procedures and best practices.
 - M. Burns stated she is not certain that all committees have their own bylaws. Frank presented documentation that indicates the IMB has their own bylaws. How will the proposed guidelines affect the existing policies? S. Conover replied that we would not draft anything that would create conflict. Bylaws would trump the Best Practices document.
 - M. Burns stated that she was unaware that it was in the rules that in the event of vacancy, the Select Board shall appoint a member to serve the remainder of the unexpired term. Is that something we need to address, since we failed on that?
 - P. Anderson stated that he agrees with S. Conover. We can't just appoint someone without the support of the committee in question. However, not only are we at fault for not appointing

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 24, 2024 @ 5:00 PM

someone, we didn't deal with it expeditiously. S. Conover replied that this is a point well taken; the best we can do is acknowledge the mistake in length of time and make sure that we're reviewing the policies so that it doesn't happen again.

- M. Burns stated this particular policy may be out of date as it was written just when the committee was starting up.
- L. Bruce stated that her understanding is that committees will recommend to the Select Board a member they would like to add, and then once the Select Board receives a recommendation, the Select Board shall appoint expeditiously. This is common practice in her experience with several committees. There seems to be a step missing from the wording of that policy.
- M. Burns stated that perhaps we should have reached out to the IMB committee in this situation.
- M. Burns suggested that we recommend to all committees that they update any bylaws or policies in this regard.
- S. Conover stated she will summarize this discussion and put it in an email to Frank as a formal response from the Board.
- P. Anderson asked if there is a way to address the impression that there were backroom dealings happening. As he had trouble finding out who was being considered, Pete could see where that impression came from. M. Burns added that perhaps communication needs to be improved.
- John Rex Waller clarified the process of the IMB Committee. He had received multiple letters from Frank, which he forwarded to the other members. John had learned that Barry also wanted to be on, so John requested that Barry send relevant information, which John then distributed to the rest of the committee. In a public meeting, they had Frank and Barry there, and both had the opportunity to speak about what they wanted to do. Pete was there. There was good discussion about conflicts of interest, and the fact that Frank is out there looking at all sorts of things, and if he wasn't on the committee, would we lose those eyes out there. Then the committee went into executive session, where they decided on Barry. In the IMB Ordinance there's a lot of detailed stuff about setting it up. That is out of date, and should be updated.

- Email (sent to SB) 4/10/24 from Julie Reidy re: Municipal Building Project
- Copy of email Janet sent to Dark Harbor Wastewater Committee informing them of both pumps failing at the plant. New ones on order – 30 days.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 24, 2024 @ 5:00 PM

- Maine Community Foundation Health Center Endowment Fund report for 2024 first quarter.
 - As a landowner (town property at the end of Adin Moody Rd) in the newly proposed Up-Island Town Center, we received notification of the project.
 - Email 4/23/24 from Planning Board member Isabel Jackson re: Land Use Ordinance Amendments and new Up-Island Town Center. This will go on the May 8th Agenda.
 - 2024 Draft of “Islesboro Looking Ahead” as amended by S. Conover.
 - No changes recommended by the Select Board members.
 - To be voted on at next SB meeting.
- Warrant #22

CORRESPONDENCE

Discussed in Town Manager’s Report.

OLD BUSINESS

1. None.

NEW BUSINESS

1. Open bids on Roadside Mowing.
 - The Town received one bid, from Robert Achorn, for \$9,000 for a two-year contract, May 1, 2024 to September 30, 2025.
 - Josh Leach stated he didn’t submit a bid because he didn’t get his insurance policy in time. He wanted to come and see what one would bid, for next time.

MOTION BY M. Burns, seconded by L. Bruce, to accept the bid from Robert Achorn. No further discussion. Motion passed, 4 yes, 0 no.

OTHER BUSINESS

1. None.

APPROVE WARRANT: FY24 #22

MOTION BY M. Burns, seconded by P. Anderson, to approve Warrant FY24 #22. No discussion. Motion passed, 4 yes, 0 no.

APPOINTMENTS:

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 24, 2024 @ 5:00 PM

None.

CHAIR COMMENTS

S. Conover: A lot of appreciation for Lauren and the MBPC for all the work over the past few years. Keep your heads held high.

VICE-CHAIR COMMENTS

L. Bruce: Thank you for your comments. My appreciation to all the other members of the MBPC that worked so hard. Onward and upward.

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

P. Anderson: Looking forward to seeing everyone at tonight's meeting.

M. Burns: Onward and upward!

MOTION BY M. Burns, seconded by L. Bruce, to Adjourn Meeting at 5:31 PM. No Discussion. Motion passed, 4 yes, 0 no.

Respectfully Submitted,

Carrie Reed
Secretary

The Islesboro Planning Board is recommending changes to the Town's Land Use and Development Review ordinances based on legislation enacted in 2022 to encourage more housing within the state. The changes proposed are the minimum **mandated** (in **bold**) by the new law, LD 2003. If Islesboro does not approve the changes, the Islesboro Ordinance will not be consistent with the law and may be challenged as invalid. *Non-mandated changes include water quality, definition updates, and Town Districts.*

The following are brief descriptions of the proposed amendments to the Town of Islesboro Land Use Ordinance and Development Review Ordinance. The complete versions are available at the Town Office and Town website:

Article 1, Affordable Housing (§125-61) and Minimum Lot Sizes (§125-33): Affordable housing is allowed throughout the town, within Town Centers. Projects meeting specific criteria under the proposed changes can have at least 2.5 times the base density of 20,000 SF, or 8,000 SF per dwelling unit.

Article 2, Accessory Dwelling Units (§125-35): One ADU can be allowed on any lot where a single-family dwelling unit is the principal structure provided the ADU meets setback requirements of a dwelling unit. A second ADU will be required to meet minimum lot size (1.5 acres) for a dwelling unit, which is similar to the current ordinance. *Non-mandated changes* include that a home owner is not required to reside either in the primary residence or the ADU and the ADU must be rented/leased for a minimum of 60 days. These changes are recommended to improve the potential for increased workforce housing.

Article 3, Definitions (§125-63): Definitions have been added to clarify changes in the ordinance.

Article 4, Swimming Pools, Geothermal Heating Systems, and Fire Suppression Systems (§125-58): Based on recommendations from the Groundwater Committee, the proposed ordinance focuses on preventing groundwater from either being polluted or being excessively drawn-down. A. The proposed geothermal heating system ordinance will allow closed loop systems, using food grade geothermal fluid, to avoid interchange with groundwater; and B. swimming pools and fire suppression cisterns will be required to be filled with off-island water to prevent potential impacts to neighboring wells.

Article 5, Minimum Lot Sizes (§45-38) and Parking (§45-39): Updates the Development Review ordinance based on changes to the Land Use Ordinance.

Article 6, To change the protection district classification to the property Tax Map 17, Lot 9A from Rural to Town Centers District (§125-9): Islesboro Affordable Properties requested this change in district. In addition, the Planning Board would like to adjust District boundaries around Map 17, lot 17B and lot 24 to follow property lines, as shown for the remainder of the district.

Article 7, To change the protection district classification to the following properties, Tax Map 24, Lots 2, 2A, 3, 4, 5, 5A, 6, 7, 8, 8A, 9, 10, 11, 13, 13A, 14, 15, 16, 17, 19, 19A, 20, 22, 22A, 23, 23A, 23B, 23C, and 24 from Rural to Town Centers District (§125-9): The Select Board Housing Committee recommends a third District between Durkee's Store and Keller Point Road to promote work force housing.

Article 1. Shall an ordinance entitled "2024 Amendments to the Islesboro Land Use Ordinance Regarding Affordable Housing and Minimum Lot Sizes" be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk's Office and will be available at the Town Meeting.)

2024 AMENDMENTS TO THE ISLESBORO LAND USE ORDINANCE REGARDING AFFORDABLE HOUSING AND MINIMUM LOT SIZES

The Land Use Ordinance of the Town of Islesboro shall be amended as follows (additions are underlined and deletions are ~~struck out~~):

1. Amend Article III, Districts, as set forth below:

§125-22 Establishment of Districts

For the purpose of this chapter, the Town of Islesboro is divided into districts. These districts, as outlined below, are shown on the Protection Districts Map titled "Town of Islesboro Protection Districts Map," signed by the Board of Selectmen, Town of Islesboro; this map is on file at the Town Office. This map may be amended from time to time, in the same manner as this chapter, is made a part of this chapter and is hereby incorporated by reference. As noted in § 125-10 of this chapter the depiction of districts on this map is merely illustrative of their general location.

Resource Protection District
Limited Development District
Meadow Pond District
Shoreland Protection District
Maritime Activities District
Rural Protection District
Town Centers District

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§ 125-29.1 Town Centers District.

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B. Space and bulk requirements. Notwithstanding any other provision in this chapter or the Development Review Ordinance (including, without limitation, the minimum lot size standards and the performance standards for cluster developments) to the contrary, the following space and bulk requirements apply in the Town Centers District:

(1) Minimum lot size.

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(f) Notwithstanding anything in this Code to the contrary, residential lots within an affordable housing development, as defined in this

Chapter, and subject to the performance standards contained in § 125-61, shall have a minimum lot size of 8,000 square feet per dwelling unit.

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§ 125-33 **Minimum lot sizes in all districts.**

A. Each lot that is not an "excepted lot" as provided for by this chapter and is established after March 23, 1985, in the Resource, Shoreland or Rural Protection Districts or, after the effective date of this chapter, in the Limited Development, Meadow Pond, and Maritime Activities Districts, shall have not less than 65,340 square feet (1.5 acres) in area per dwelling unit except for lots located in the Town Centers District, which shall comply with the minimum lot size requirements imposed by § 125-29.1, as amended. Within the Shoreland Zone each dwelling unit and ADU must meet the minimum lot size, setbacks and frontage requirements.

2. Amend Article V. Standards as set forth below:

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§ 125-61. Affordable housing developments.

A. Affordable housing developments, as defined in § 125-61, may take advantage of increased density when constructed in the Town Centers District, as set forth in § 125-29.1(1)(f) of this chapter, provided that such developments comply with the following standards:

1. The owner of the affordable housing development shall execute a restrictive covenant, in a form acceptable to the Town Attorney, which shall be recorded in the Waldo County Registry of Deeds, for the benefit of and enforceable by the Town of Islesboro or other qualified holder, that ensures that any affordable housing unit with the affordable housing development shall for at least 30 years after the completion of construction: (i) remain limited to households at or below 120% of area median income at the time of initial occupancy in the case of rental housing, or (ii) remain limited to households at or below 120% of area median income at the time of initial occupancy in the case of owned housing.
2. Affordable housing developments must comply with all shoreland zoning requirements imposed by the Town of Islesboro and by the Maine Department of Environmental Protection.
3. Prior to issuance of any building permit, the property owner must submit written verification that the proposed affordable housing development is connected to adequate water and wastewater facilities. Proof of adequacy must be consistent with the requirements of 30-A M.R.S. § 4364(5), as may be amended.

- i. If a housing unit is connected to a public, special district or other comparable sewer system, proof of adequate service to support any additional flow created by the unit and proof of payment for the connection to the sewer system;
- ii. If a housing unit is connected to a septic system, proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector pursuant to 30-A M.R.S. §4221. Plans for a subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with 10-144 C.M.R. Ch. 241, *Subsurface Wastewater Disposal Rules*.
- iii. If a housing unit is connected to a public, special district or other centrally managed water system, proof of adequate service to support any additional flow created by the unit, proof of payment for the connection and the volume and supply of water required for the unit; and
- iv. If a housing unit is connected to a well, proof of access to potable water, including the standards outlined in 01-672 C.M.R. Ch. 10 section 10.25(I), *Land Use Districts and Standards*. Any test of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

Article 2. Shall an ordinance entitled “2024 Amendments to the Islesboro Land Use Ordinance Regarding Accessory Dwelling Units” be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk’s Office and will be available at the Town Meeting.)

2024 AMENDMENTS TO THE ISLESBORO LAND USE ORDINANCE REGARDING ACCESSORY DWELLING UNITS

The Land Use Ordinance of the Town of Islesboro shall be amended as follows (additions are underlined and deletions are ~~struck out~~):

1. Amend Article IIIA. Accessory Dwelling Units as set forth below:

§ 125-35.1 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

~~AN~~ ACCESSORY DWELLING UNIT (ADU)

- A. A small, self-contained residential unit located on the same lot as an existing single-family home. An ADU has all the basic facilities needed for day-to-day living independent of the primary residence, including ~~such as~~ a kitchen, sleeping area, and a bathroom.
- B. The installation of an ADU may be as a separate unit within an existing home, an addition to the home, or a separate structure on the lot.
- ~~C. For the avoidance of doubt, a tiny home, as defined in this Chapter, may be permitted as an ADU, provided the tiny home meets all other performance standards and requirements of all applicable codes, regulations, and ordinances.~~
- ~~C. At least one accessory dwelling unit must be allowed on any lot where a single-family dwelling unit is the principal structure.~~

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§ 125-35.3 Standards and criteria.

ADUs shall meet the following standards and criteria, ~~(MRS Title 30-A, §4364-B as amended)~~:

- A. The design and size of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes.

B. Except as otherwise provided in this Section, at least one accessory dwelling unit must be allowed on any lot where a single-family dwelling unit is the principal structure. In order for an ADU to be added to a lot, the following minimum lot standards must be met:

~~(1) For lots located within the Rural Protection District, an ADU must comply with the requirements of § 125-33, minimum lot size in all districts. An ADU located within the Rural Protection District and that complies with the requirements of this article shall not be considered a second dwelling unit on the lot.~~

~~(2) Notwithstanding any other ordinance provision to the contrary, for lots outside the Rural Protection District, an ADU must comply with the following minimum lot size and frontage requirements:~~

Minimum Lot Size and Frontage Requirements

	<u>Minimum Lot Area (SF)</u>	<u>Minimum Shore Frontage (Feet)</u>
<u>Outside the Rural Protection District and adjacent to tidal areas</u>	60,000	300
<u>Outside the Rural Protection District and adjacent to nontidal areas</u>	80,000	400

C. An accessory dwelling unit that is located in the Rural Protection District is exempt from any density requirements or lot area requirements related to the area in which the accessory dwelling unit is constructed with the exception that a second ADU must meet the dimensional, area and setback requirements applicable to a principal dwelling unit.

D. An accessory dwelling unit is allowed on a lot outside of the Shoreland Zone that does not conform to the dimensional standards contained in Article III of this chapter if the accessory dwelling unit does not further increase the nonconformity, meaning the accessory dwelling unit does not cause further deviation from the dimensional standard(s) creating the nonconformity, excluding lot area.

E. For an accessory dwelling unit located within the same structure as the principal dwelling unit or attached to the principal dwelling unit, the dimensional requirements and setback requirements shall be the same as the dimensional requirements and setback requirements of the principal dwelling unit.

~~F.~~ Within the Shoreland Zone each dwelling unit and ADU must meet the minimum lot size, setbacks and frontage requirements.

~~GG.~~ ADUs must be at least 190 square feet in total floor area and may not exceed 800 square feet in total floor area. The maximum size of an ADU shall not exceed 800 square feet.

~~DH.~~ All unattached ADUs shall meet current plumbing codes, as well as have their own septic tank, which may be linked to the subsurface sewage disposal system of the primary residence as determined by a licensed site evaluator. Those homeowners served by the Dark Harbor Waste Water Treatment Facility need prior written permission from the Town Manager before approval of the ADU permit.

1. Prior to issuance of a building permit, the property owner must submit written verification that the proposed ADU is connected to adequate water and wastewater facilities. Proof of adequacy must be consistent with the requirements of 30-A M.R.S. § 4364-B(7), as may be amended.

2. If an accessory dwelling unit is connected to a well, proof of access to potable water, including the standards outlined in 01-672 C.M.R. Ch. 10 section 10.25(I), Land Use Districts and Standards. Any test of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

~~****~~

~~G.~~ The owner is required to occupy either the primary residence or the ADU as his primary legal residence.

~~H I.~~ Only one ADU is permitted per residential dwelling unit lot, except as otherwise provided in this section.

~~IJ.~~ An ADU shall not have more than two bedrooms.

~~JK.~~ One off-street parking space shall be provided or as many spaces deemed necessary by the CEO to accommodate the actual number of vehicles used by occupants of both the primary residence and the ADU. An ADU may not be leased or rented to a tenant for periods of less than sixty (60) days.

~~L.~~ The applicant shall provide a covenant in a form acceptable to the Town Attorney and suitable for recording with the Registry of Deeds providing notice to future owners of the subject lot the existence of the accessory dwelling unit is predicated upon the occupancy of either the accessory dwelling unit or the primary residence by the property owner. The covenant shall require any owner of the property to notify a prospective owner of the limitations of this section. An ADU must comply with all shoreland zoning requirements imposed by the Town of Islesboro and by the Maine Department of Environmental Protection. Specifically, ADUs located within shoreland zoning areas of the Town must comply with the following dimensional requirements:

M. ~~Transfer of ownership requires a new ADU permit to be issued prior to occupancy if the new property owner wishes to continue the ADU use.~~

Article 3. Shall an ordinance entitled “2024 Amendments to the Islesboro Land Use Ordinance Regarding Definitions” be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk’s Office and will be available at the Town Meeting.)

2024 AMENDMENTS TO THE ISLESBORO LAND USE ORDINANCE REGARDING DEFINITIONS

1. Amend Article VI, Definitions, as set forth below

Article VI. Definitions

§ ~~125-61~~ 125-63. Word Usage and definitions

~~ACCESSORY DWELLING UNIT~~ An accessory dwelling unit (ADU) is a small, self-contained residential unit located on the same lot as an existing single-family home. An ADU has all the basic facilities for day-to-day living independent of the primary residence, such as a kitchen, sleeping area, and a bathroom. The installation of an ADU may be as a separate unit within an existing home, an addition to the home, or a separate structure on the lot.

AFFORDABLE HOUSING DEVELOPMENT- A housing development where at least 51% of units therein are affordable housing units, as defined in this Chapter.

AFFORDABLE HOUSING UNIT- A dwelling unit that will, through the recording and enforcement of a restrictive covenant, be affordable to a household making no more than 120% of the area median income in the case of rental housing, or 120% of area median income in the case of owned housing. A dwelling unit is considered affordable if the household occupying that unit does not spend more than 30% of its monthly household income on housing costs, inclusive of utilities, insurance, and association fees.

ATTACHED means connected by a shared wall to the principal structure.

~~AQUICULTURE~~ AQUACULTURE The growing or propagation of harvestable freshwater, estuarine, or marine plant or animal species.

CLOSED LOOP SYSTEMS: A geothermal heat pump system which relies on the contained circulation of geothermal fluids through an underground loop of pipes. The loops act as a subsurface heat exchanger, which transports the heat to or from the ground. The loop of pipe is installed either vertically in borings or horizontally in trenches.

CLOSED LOOP, HORIZONTAL - A Closed Loop System where the loops of the pipe are laid horizontally in the ground, in trenches.

CLOSED LOOP, VERTICAL - A Closed Loop System where the loops of the pipe are installed vertically into the ground, in well borings.

GEOTHERMAL FLUID - Any fluid transporting or capable of transporting geothermal heat. For the purpose of this Ordinance, only food-grade or USP-grade propylene glycol may be used as a Geothermal Fluid. No other materials or additives may be used except for potable water.

GEOTHERMAL HEAT - Heat derived from geothermal resources, or heat derived from groundwater.

GEOTHERMAL HEATING SYSTEM - A geothermal heat pump system which relies on the contained circulation of geothermal fluids to obtain and to utilize geothermal resources.

FRESHWATER WETLAND - Freshwater swamps, marshes, bogs and similar areas other than forested wetlands which are:

~~A. Of 10 or more contiguous acres, or of less than 10 contiguous acres and adjacent to a surface water body, excluding any stream or brook, such that in a natural state the combined surface area is in excess of 10 acres; and~~

~~A B. Inundated or saturated by surface or groundwater at a frequency and for a duration sufficient to support, and which under normal circumstances do support, a prevalence of wetland vegetation typically adapted for life in saturated soils; and~~

~~B C. Not considered part of a great pond, coastal wetland, river, stream or brook.~~

Note: Wetlands are classed as coastal, forested or non-forested and each class may contain small stream channels or inclusions of land that do not conform to the criteria of this definition.

HAT- Highest Annual Tide- HAT values are a calculation of the lowest or highest predicted tides for a location based on an analysis of tide predictions over a defined time period.

KITCHEN- A kitchen means an area within a structure that is used or designed to be used for the preparation or cooking of food and that contains cooking appliances including, but not limited to: ovens, convection ovens, stoves, stove tops, built-in grills or microwave ovens or similar appliances, 240 volt electrical outlets or any gas lines.

POTABLE- "Potable" means safe for drinking as defined by the U.S. Environmental Protection Agency's (EPA) Drinking Water Standards and Health Advisories.

OPEN LOOP SYSTEMS - A geothermal heat pump system which relies on the circulation of groundwater from a supply well, spring or surface water. The source for heat, groundwater is moved from the ground to a heat pump. The water is then transferred to a discharge area, typically a surface water body, storm or sanitary sewer system, or recharge well.

TINY HOME - means "tiny home," as defined in 29-A M.R.S. § 101(80-C), as may be amended or recodified.

Article 4. Shall an ordinance entitled “2024 Amendments to the Islesboro Land Use Ordinance Swimming Pools, Geothermal Heating Systems, and Fire Suppression Systems” be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk’s Office and will be available at the Town Meeting.)

2024 AMENDMENTS TO THE ISLESBORO LAND USE ORDINANCE REGARDING SWIMMING POOLS, GEOTHERMAL HEATING SYSTEMS, AND FIRE SUPPRESSION SYSTEMS

1. Amend Article II, Administration, as set forth below:

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§ 125-12 Land use permit.

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D. Applications for the following shall be submitted under the provisions of this chapter:

- (1) Detached single- and two-family dwelling units, including accessory structures (while not part of a new subdivision or development proposal).
- (2) Agriculture, timber harvesting, and ponds.
- (3) Geothermal heating systems, in-ground swimming pools (greater than 120 square feet) and fire suppression cisterns.

§125-13 Application.

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A. An application for a land use permit shall be made by the property owner or the owner’s duly authorized agent and submitted to the Planning Board or the Codes Enforcement Officer for review and approval prior to the commencement of any work. The application shall be made on a form provided by the Planning Board and shall include payment of a filing fee as specified in the fee schedule available at the Town Office.

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§ 125-18 Codes Enforcement Officer.

The Town Manager shall appoint and supervise a qualified Codes Enforcement Officer. Except as otherwise set forth below, all directives by the Planning Board regarding the administration of this chapter by the Codes Enforcement Officer (as set forth in Subsection A) shall be directed to the Town Manager by the Chair of the Planning Board.

A. Powers and duties under this chapter.

- (1) The Codes Enforcement Officer shall enforce the provisions of this chapter.
- (2) The Codes Enforcement Officer shall, with the approval of the Planning Board receive and act upon the following land use or construction applications and shall issue permits therefor, if the proposed uses are consistent with the requirements of this chapter. A copy of each permit issued shall be given to the Planning Board.

• • •

- (b) Outside structures or additions to such structures as garages, storage buildings, workshops, satellite antennas, utility poles, gazebos, swimming pools, geothermal heating systems, fire suppression systems, and other structures and additions not constituting interior dwelling space.

§ 125-58. Water Quality

- A. No activity shall deposit on or into the ground or discharge to the waters of the state or Town any pollutant that, by itself or in combination with other activities or substances, will impair designated uses of the water classification of the water body.

B. Geothermal Heating Systems

1. The purpose of this section is to promote the use and construction of Geothermal Heating

Systems within the town of Islesboro while protecting the town's water resources.

2. Regulations

- a. Open Loop Systems are prohibited;
- b. Both Horizontal and Vertical Closed Loop Systems are permitted;
- c. All Geothermal Heating Systems constructed or altered within the town subsequent to the effective date of this section shall be subject to the requirements of this section;

a

- d. Only potable water or food-grade or USP-grade propylene glycol shall be used as Geothermal Fluid. No other materials or additives may be used. A permanent sign must be attached to the Geothermal Heating System specifying that only approved heat transfer fluids may be used;
- e. No Geothermal Fluids or Thermal Groundwater may be discharged onto the surface of the ground or into any public drainage facility;
- f. All abandoned geothermal wells must meet the Maine Department of Environmental Protection, Bureau of Remediation and Waste Management "Guidance for Well and Boring Abandonment" (January 7, 2009), as amended.
- g. Geothermal wells must be grouted.

C. Groundwater Withdrawal

1. Swimming Pools-

- a. All inground swimming pools must meet setback requirements of § 125-32.C.1 of this Ordinance, and shall be approved by the CEO prior to installation..
- b. Only water from off-island sources may be used for filling and refilling of pool.
- c. Discharging water from swimming pools
 - 1) Discharged water shall remain within property boundaries.
 - 2) Discharging of treated water into any water body should be avoided.

2. Fire Suppression Systems Cisterns

- a. All fire suppression systems cisterns shall comply with subsurface rules.
- b. Water from off-island sources shall be used for filling and refilling of cistern(s).

Article 5. Shall an ordinance entitled "2024 Amendments to the Islesboro Development Review Ordinance Regarding Minimum Lot Sizes and Parking" be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk's Office and will be available at the Town Meeting.)

2024 AMENDMENTS TO THE ISLESBORO DEVELOPMENT REVIEW ORDINANCE REGARDING MINIMUM LOT SIZES AND PARKING

The Development Review Ordinance of the Town of Islesboro shall be amended as follows (additions are underlined and deletions are ~~struck out~~):

1. Amend Article VII. Multiple Dwelling and Lodging Facilities as set forth below:

• • •

§ 45-38 Lot size.

• • •

D. Apartment houses, congregate dwelling facilities, and other similar multiple dwelling facilities connected to public sewer shall be located on a lot of not less than 65,340 square feet in area per building not accessory to the principal use and that has not less than 21,780 square feet (0.5) acre per apartment. Notwithstanding the foregoing, affordable housing developments located within the Town Centers District shall instead be subject to the density requirements set forth in § 125-29.1(B)(1)(f) of the Land Use Ordinance.

§ 45-39 Parking.

All parking facilities referred to in this section shall be off street and on site.

A. All multiple dwelling units shall be provided with 1.5 parking spaces per dwelling unit consistent with Article XV of this chapter, ~~except affordable housing developments, as defined in § 125-62 of the Land Use Ordinance, which shall be required to provide 2 parking spaces for every 3 dwelling units.~~

Article 6. Shall an ordinance entitled “2024 Amendment to the Town of Islesboro Code of Ordinances to Adopt Changes to the Protection Districts Map, as incorporated into the Town of Islesboro Code of Ordinances through Chapter 125, Section 125-9, to change the protection district classification of the property identified as Tax Map 17, Lot 9A from Rural to Town Centers District” be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk’s Office and will be available at the Town Meeting.)

**2024 AMENDMENTS TO THE ISLESBORO LAND USE ORDINANCE REGARDING
TOWN CENTER DISTRICTS**

Islesboro Affordable properties has requested that their property, map 17, Lot 9A, be included in the Post Office Town Center District as shown on the attached map. The Planning Board has adjusted District boundaries around Map 17, lot 17B And lot 24 to follow property lines, as shown for the remainder of the district.

(A copy of the proposed amendment, showing the area to be rezoned, is available for review and inspection at the Town Clerk’s Office; it will also be available at Town Meeting).

Article 7. Shall an ordinance entitled “2024 Amendment to the Town of Islesboro Code of Ordinances to Adopt Changes to the Protection Districts Map, as incorporated into the Town of Islesboro Code of Ordinances through Chapter 125, Section 125-9, to change the protection district classification of the properties identified as Tax Map 24, Lots 2, 2A, 3, 4, 5, 5A, 6, 7, 8, 8A, 9, 10, 11, 13, 13A, 14, 15, 16, 17, 19, 19A, 20, 22, 22A, 23, 23A, 23B, 23C, and 24 from Rural to Town Centers District” be enacted?

(The proposed ordinance is available for review and inspection at the Town Clerk’s Office and will be available at the Town Meeting.)

**2024 AMENDMENTS TO THE ISLESBORO LAND USE ORDINANCE REGARDING
TOWN CENTER DISTRICTS**

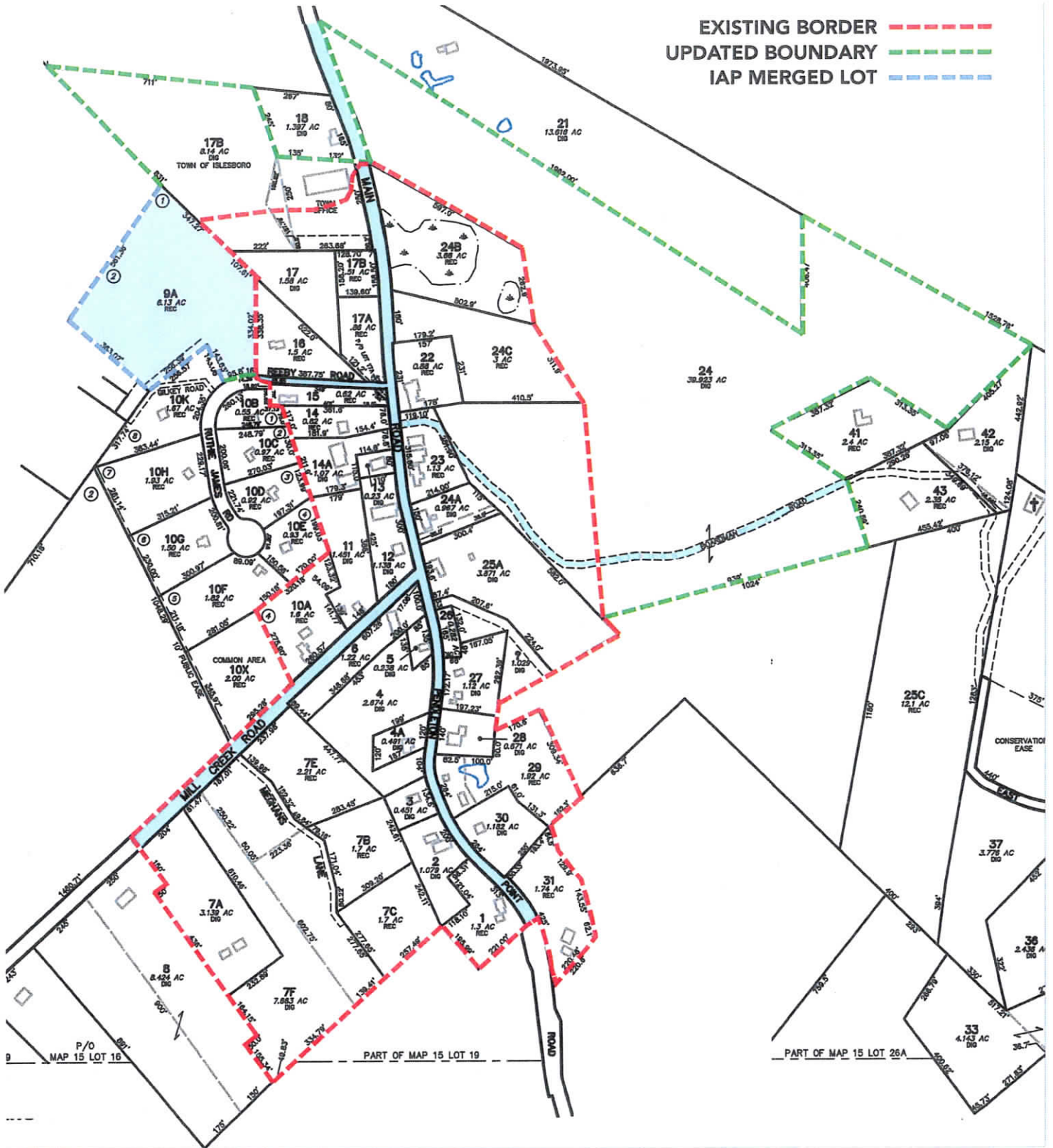
The Select Board Housing Committee is proposing the establishment of a third Town Center, an area between Durkee’s Store and Keller Point Road. The intent is to promote workforce housing, affordable rental properties, and new homes on smaller lots, for year-round teachers, plumbers, electricians, and the like.

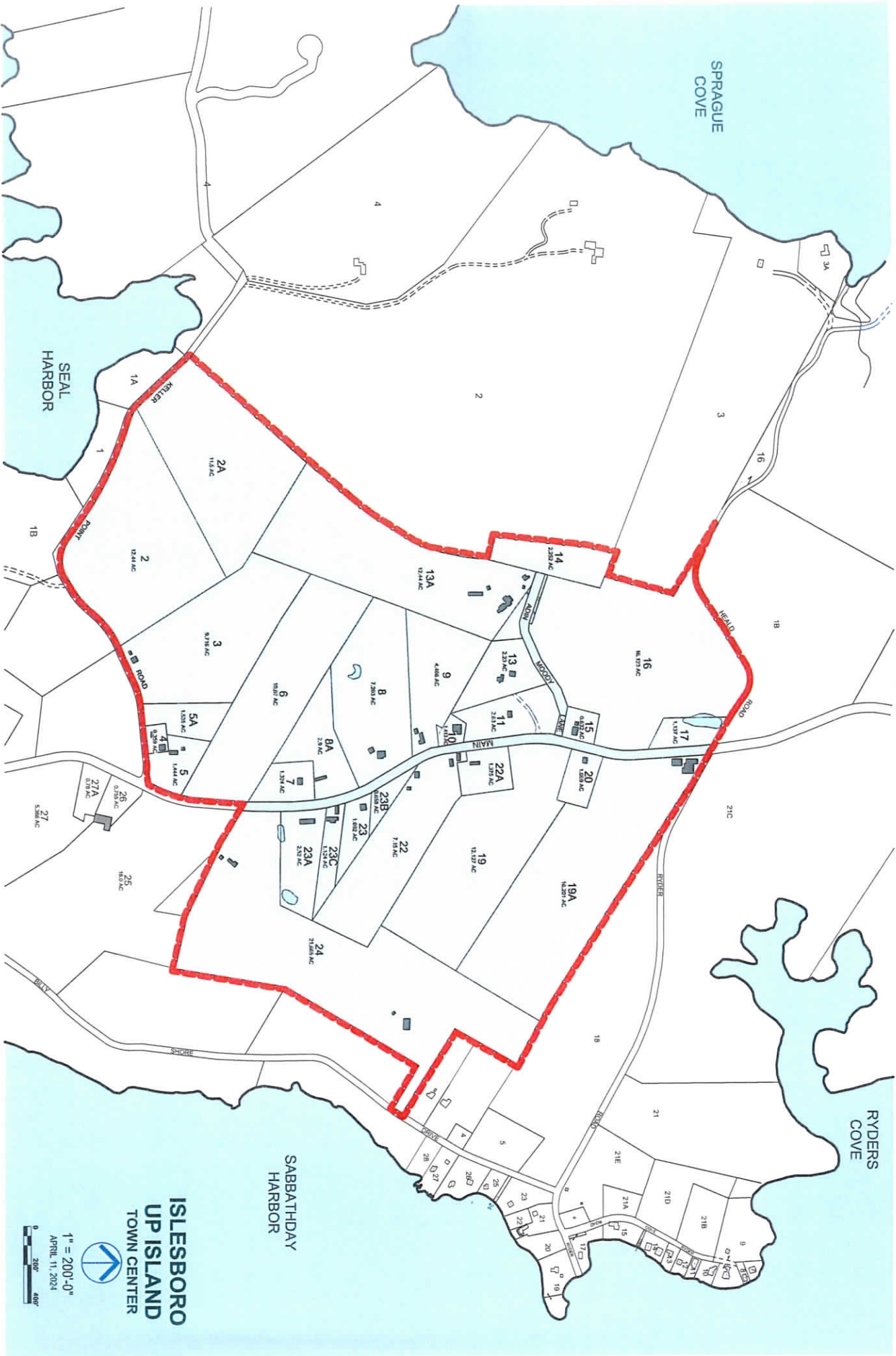
(A copy of the proposed amendment, showing the area to be rezoned, is available for review and inspection at the Town Clerk’s Office; it will also be available at Town Meeting).

ISLESBORO POST OFFICE TOWN CENTER DISTRICT


 1" = 100'-0"
 NOVEMBER 17, 2017

EXISTING BORDER ---
UPDATED BOUNDARY ---
IAP MERGED LOT ---





ISLESBORO
UP ISLAND
TOWN CENTER

1" = 200'-0"
 APRIL 11, 2024

0 200' 400'

Up Island Town Center

The proposed Up-Island Town Center covers the area surrounding Main Road from Keller Point Rd north to Heald Road / Ryder Road. A map illustrating the district is attached.

LD-2003 has been enacted to provide the basis for increasing housing stock across the State of Maine. The Islesboro Planning Board has updated the town's land use ordinances to align the town with the state requirements. Town Center Districts are deemed to be growth areas (by the town's land use ordinances). As such, smaller lot sizes are allowed under those growth area rules. Islesboro is lacking in affordable workforce housing. The proposed Town Center District will work in conjunction with LD-2003 to provide the opportunity to increase housing density in the newly identified district. Smaller lot sizes that meet all required building and land use requirements can provide the basis for lower building costs, leading to more affordable housing for the Island's workforce.

Long-term sustainability will require that the Island has a thriving workforce both living and working on the Island. LD-2003 and a Up Island Town Center District are two critical steps in proving the opportunity to attain those sustainability goals.