

# Palmyra Planning Board Meeting Minutes

Date: 4/11/2023

## **I. Call to order and flag salute**

*The meeting was called to order by the Chair at 6:00 p.m. – flag salute*

## **II. Roll call**

*Planning Board Members present: Chair Dave Leavitt, Vice-Chair Billy Boulier, Gary Beem, Douglas Frati*

*Alternates: Katie Burrill (acting as a voting member for tonight's meeting), Michael LePage*

*Select Board Members: Vondell Dunphy*

*Diane White, Secretary*

*Others present: Andre Poulin (applicant), Aimee Young (Plymouth Engineering), Kenneth Kozyra, Gail Jones*

## **III. Correspondence - none**

## **IV. Process Land Use Permit Application**

### **a) Poulin Palmyra Development Subdivision (Map 5, Lot 26)**

*Open items reviewed:*

*25) Permit by Rule (PBR) and Driveway Entrance Permit – Driveway Entrance permit submitted.*

*Aimee said that the State is reviewing the PBR application. She asked if the PBR can be a condition. Billy explained that (per Article 5, Section 2.g.) it can be a condition on the decision document, but there would have to be a meeting after that for final approval (after permits are received). Open pending PBR.*

*41) C1 was revised to show the second well. Open pending Public Drinking Water Permit (PDW).*

*44) Public Drinking Water Permit (PDW) - Billy stated that there are two steps for the State Community Water System Permit. First being the Preliminary Well System Approval. Members agree this must be in hand before approval. Billy stated that the Community Water Permit is open. Two part approval process and the Planning Board requires the applicant to furnish the Preliminary Well System approval form. Billy asked the applicant who would be the licensed water system operator. The applicant stated he did not know of that requirement and Aimee stated she would check. Open.*

*47) Open pending Permit By Rule. Needs to be in hand.*

*53) C3 revised to show shoulders of the road (26' including shoulders). Closed.*

*73) Open pending PBR, PDW, and Preliminary Well System Approval Form.*

*74) DOT Entrance Permit submitted. Closed.*

*76) Adequacy of financial ability submitted. Closed.*

*Billy stated that a motion is required to extend the approval process (required within 30 days after the public hearing, which was held on 2/14 per Subdivision Ordinance). Motion made to extend the approval process for this application to June 27, 2023. Second by Dave. Passed 4-0 (Gary abstained). Mr. Poulin agrees with the extension.*

*Checklist Item #37: Billy asked how abutters can be protected if the project affects the nearby wells. He said that the applicant had not proved that the wells would not be impacted. Dave stated that they met the*

ordinance requirement. Gary, Michael, and Douglas agree with the Chair—Katie had concerns about the wells.

Three items are needed from the State: Preliminary Drinking Water Permit, Public Drinking Water Permit, and Permit by Rule.

b) Cell Tower Application

Project presentation by Kenneth Kozyra:

- Construction of a new 10 x 190' tower with a 60 x 60 compound on Spaulding Road.
- Property belongs to Alan Withee and they will have a long-term lease.
- Will enter on an existing dirt road and will build a new portion of the road.
- Utilities run along the tree line.
- Wetlands near the tree line; poles will straddle the wetlands.
- There will be room for competitors if they want to use the facility
- Existing 2G and 3G tower will be turned off.
- The new tower will be 4G and will be capable of upgrading to 5G.
- FCC license holder is Maine RSA.
- \$410 application fee paid.

Application review (Telecommunication Tower Application):

- 6) A copy of the long-term lease is needed. Open.
- 7) Update C3. Setbacks needed (street, side, rear). Open.

Application review (Nonresidential Land Use Permit Application):

- 1) Open pending a copy of the long-term lease.
- 2) Request for a waiver. Kenneth stated that he did not answer—review of the application will determine this.
- 7) Cost estimate - \$500,000
- 8) Schedule: quarter 2 - permit; quarter 3 - construction; quarter 4 - start up and commissioning
- 13) Planning Board reviewed the FIRM Map. To remain open for Code Enforcement Officer (CEO) review.
- 14) National Wetlands map provided.
- 15 & 16 provided
- 17) Not applicable
- 18) Not applicable - Maine RSA #1 has a FCC license – no permits needed
- 19) Billy suggested that the applicant do a narrative on his plans for the wetlands. Discussion on the need of a silt fence. State requirements referenced in the ordinance. Michael said that this is addressed on C4. Open pending Kenneth's Engineer review. Open.
- 20) Stormwater control plan. Shown on C5.
- 21) Is the property within the watershed of a great pond. Refer to the CEO. Open.
- 22) Not applicable
- 32) Is wetland area to be in the developed area? Open.
- 41) The project will have a sign. Diane will send the applicant a sign application. Open

All other questions answered

Motion made by Dave: The application is complete enough to schedule a public hearing (two weeks from tonight) with the following items still needed:

- Long-term lease
- Setbacks
- Deed

- *Items 6, & 7 on Telecommunications Tower Application*
- *Items 1, 2, 13, 19, 21, 32, 41 on Nonresidential Land Use Permit Application.*

**V. Announcements**

*Thank you card from Herbert Bates (Selectman) for flowers sent. Dave asked if the Planning Board Members would like to donate for a gift for Herb. He attends many Planning Board meetings and brings in eggs (he does not charge for them).*

**VI. Reports**

- Secretary’s Report (3/28/2023) - Motion by Dave to accept amended. Passed 5-0.*
- CEO Report – No report*

**VII. Old Business**

- Planning Board Ordinance Review*
  - *Four of the suggested ordinance revisions have been approved by the members.*
  - *Discussion on the requirement to install a screen on the front of commercial buildings. Questions on if this requirement is reasonable since many business want to be seen from the road, and it could be a safety issue. Billy suggested adding “unless it is a safety issue”. Dave suggested adding “at the discretion of the Planning Board”.*
  - *Shoreland Zoning – Need feedback from Travis (CEO)*
  - *Billy said that the next meeting will be his last, but he is willing to continue to work on the ordinances (as a citizen).*
- BD Solar – action items update - letter sent to Travis from Adam Farkes (attached)*
- Hometown Health Center - action items update – no new information*
- Home Occupation Permit Application revision – Diane added a space for dwelling square foot as requested by Douglas.*
- FOAA Training: Information about this training included in the packets of the new members.*

**VIII. New Business**

**IX. Adjournment**

*8:02p.m. - Motion made by to adjourn—seconded. Passed 5-0.*

Respectfully Submitted  
Diane White, Secretary

NEXT MEETING  
4/25/2023