



**Town of Southwest Harbor
Planning Board Minutes March 20, 2025
Town Office and via Zoom 6:00 PM**

I. Call to Order

John Williams called March 20, 2025, Planning Board meeting to order at 6:01pm.

II. Roll Call

John Williams, Michael Levesque, Charlotte Gill, Priscilla Ksionzyk. Eric Davis via Zoom

Absences: Joel Wolak, Lee Worcester

Others Attending: CEO John Larson, Madilynn Michaud, Chapin McFarland, George Swetz. Bell Atlantic Representatives; Robert Burgdorf, Chip Fredette, Keith Velente via Zoom

III. Adoption of Agenda:

Priscilla Ksionzyk motioned to adopt the agenda as presented,
Second by Charlotte Gill. Motion passed 5 | 0 | 0

IV. Approval of Minutes: February 20, 2025 & March 6, 2025

Priscilla Ksionzyk motioned to approve February 20, 2025, minutes with minor corrections
Seconded by Charlotte Gill. Motion passed 4 | 0 | 1 – Eric Davis abstained due to absence

Priscilla Ksionzyk motioned to approve March 6, 2025; minutes as presented.
Seconded by Michael Levesque. Motion Passed 4 | 0 | 1 – Eric Davis abstained due to absence

V. Conflict of Interest: None

VI. New Business:

Bell Atlantic Mobile Systems LLC d/b/a/ Verizon Wireless
Construct a 100-foot-tall cell tower on land owned by the Water and Sewer District
Waterview Lane-Tax Map 003 Lots 018 & 019

Discussion of a moratorium was raised as an option for the Planning Board. The purpose would be to delay the current application and allow the town time to develop a specific ordinance to deal with cell towers

Eric Davis motion to consider the cell tower application as an essential service and not to proceed with a moratorium.

Seconded by Priscilla Ksionzyk. Motion passed 4 | 1 | 0 - Michael Levesque opposed

Atlantic Holdings, LLC 45 Herrick Road Tax Map 005 Lot 003 B Zone

Completeness: Section VIII (C) (4) (c) of the LUO requires each application to include 14 site plan requirements, if applicable:

- 1) Scale, north arrow, and names of abutting property owners:
Noted on plan Exhibit K
- 2) Dimensions and area of each lot to be built upon or otherwise used:
Noted on plan Exhibit K
- 3) Location of any wells on the lot or within 100' of property lines:
N/A
- 4) Name and location of any abutting water body:
N/A None identified
- 5) Location of any streams, brooks, and wetlands:
N/A None identified
- 6) Areas to be cleared and areas of any cut, fill, grading, or other earthmoving activity:
Noted on plan Exhibit K (Z-1)
- 7) Size, shape, and location of existing and proposed buildings and/or structures including dumpsters, piers, docks and floats, noting setbacks from lot lines, rights of ways, waterbodies, etc.:
Noted on plan Exhibit K
- 8) Outdoor lighting and signs: existing and proposed locations:
To the extent applicable to the Project, Exhibit K (Z-1)
- 9) Sewer & water facilities & connections: existing and proposed:
N/A
- 10) Location and layout of parking areas, and all existing and proposed parking spaces (including spaces for commercial vehicles) measured to the standards in the Ordinance. Legally non-conforming spaces must be noted:
To the extent applicable to the Project, Exhibit K (Z-1)

11) Location of existing and proposed roads/driveways and the distance of each from the nearest lot lines:

To the extent applicable to the Project, Exhibit K (Z-1)

12) Name and location of existing or proposed rights of ways and easements on the site, or abutting the property:

Noted on plan Exhibit K (C-1)

13) Existing grades and any proposed changes in grades:

Noted on plan Exhibit K (C-1)

14) A soil erosion and sedimentation control plan:

Exhibit 1 (Soil erosion and sediment control plan) and

The board requested that the following items be included in the site plan before deeming complete:

- Area and acreage of the lots
- Dimensions of the water tanks
- Signage with emergency contact information affixed to fence

Eric Davis motioned the application as presented complete contingent upon the amendment of the site plan to include the items discussed

Second by Michael Levesque. Motion passed 5 | 0 | 0

VII. **Old Business:** None

VIII. **CEO Issues:** Proposed Ordinance Changes

Discussion took place regarding proposed changes to the Land Use Ordinance. Specifically, concern was raised about the language in the permit approval process (page 33) that states "the town will decide" if the application information is sufficient for review, with the suggestion that it should clearly state "the Planning Board will decide". This point was noted for further consideration as a potential ordinance amendment. Proposed changes regarding the definitions of "boarding house" and "mobile vendor" were also mentioned. These proposed ordinance changes will be reviewed by the Planning Board.

CEO John Larson suggested the board provide any recommendations regarding any proposed ordinance changes via email.

IX. **Next Meeting Date:** Thursday, April 3, 2025 @ 6:00 PM

A public hearing and review of the performance standards for the Verizon Wireless cell tower application scheduled


X. **Adjourn Meeting:**

Michael Levesque motioned to adjourn the meeting at 8:30 PM
Second by Priscilla Ksionzyk. Motion passed 5 | 0 | 0

Respectfully submitted,

Madilynn Michaud
Deputy Town Clerk

APPROVED



Planning Board, Chair

Date: 4/17/2025